

PUBLIC WORKS/SAFETY COMMITTEE REPORT 12-12
CITY OF WILLMAR
TUESDAY, OCTOBER 30, 2012

A meeting of the Public Works/Safety Committee was called to order at 4:45 p.m. on Tuesday, October 30, 2012, by Chairman Doug Reese at the City Office Building. Members present were: Council Members Bruce DeBlieck, Rick Fagerlie, and Ron Christianson. Also present were: Mayor Frank Yanish; Council Member Jim Dokken; Charlene Stevens, City Administrator; Bruce Peterson, Director of Planning and Development Services; David Wyffels, Police Chief; Jared Voge, Bolton and Menk; David Little, "West Central Tribune" and Janell Sommers, Recording Secretary.

1. DOWNTOWN PARKING DISCUSSION (FOR INFORMATION ONLY):

Chief Wyffels presented an informational report detailing Downtown Parking Enforcement. The Community Service Officers (CSO's) are the primary enforcement agents for the daily, downtown, time-limit parking violations. The CSO's normally spend approximately four hours a day on parking enforcement. Clerical staff maintains the parking ticket records and handling customer-related parking issues. The report contains the revenue generated from the tickets along with the expenditures of the employees and supplies. Upon review of the information, it was noted that maximum expenditures for enforcement when compared to the revenue generated, are slightly more or close to being the same. This item was received for information only.

2. CONSIDERATION OF AIRPORT WORK ORDER AMENDMENT:

Jared Voge of Bolton and Menk addressed the committee presenting information relating to a proposed amendment to Work Order No. 1 for the Airport Improvements Project. Initially the project included only the crack seal improvements to the main runway. In the process of preparing the contract documents, MnDOT informed the City that the turf runway must be closed due to its condition.

The project was initially designed to include improvements to both runways with only one bid received. The Council rejected that bid and authorized the improvements be split and rebid as two projects. When the second set of bids came in, none were received for the turf runway contract and quotes were solicited. The Council then awarded the low quote for the turf runway in October, 2012. The Addendum to work Order No. 1 includes the costs associated with including the turf runway improvements into the contract documents, re-advertisement, and estimated construction observation costs. All costs are eligible through the MnDOT grant with 30% being local funds budgeted in the 2012 Capital Improvements. A motion was made by Council Member Christianson, seconded by Council Member DeBlieck, and passed for the following

RECOMMENDATION:

Approve Amendment No. 1 to Work Order No. 1 with Bolton and Menk in the amount of \$7,100.00 and authorize the City Administrator to sign on behalf of the City. (Resolution)

3. UPDATE ON 11TH STREET NW AND GORTON AVENUE TRAFFIC CONCERNS (FOR INFORMATION ONLY):

At the request of a concerned citizen at a Council meeting, the traffic at the intersection of 11th Street and Gorton Avenue NW was monitored for speed and a possible increase in counts. Staff conducted traffic counts on both streets and found the numbers on Gorton Avenue to be the same as they were in 2010 and that 11th Street had similar results. The speed trailer was placed in the area and no excess speeds were indicated. Staff will follow-up with correspondence to the citizen.

4. MISCELLANEOUS ITEMS (FOR INFORMATION ONLY):

The committee briefly discussed the traffic accident that caused a power outage at the intersection of 19th Avenue and 5th Street SW and the update from Willmar Municipal Utilities.

The improvements to the 10th Street NW railroad crossing are in progress. Burlington Northern Santa Fe Railroad has informed the City that the crossing will be closed on Monday, November 5 through Thursday, November 8 for the improvements. It is anticipated to be open the morning of Friday, November 9.

There being no further business to come before the committee, the meeting adjourned at 5:12 p.m.

Respectfully submitted:

Bruce D. Peterson, AICP
Director of Planning & Development Services

Janell Sommers
Recording Secretary