

**IMPROVEMENT & SERVICES COMMITTEE**  
**JUNE 27, 2012**



**6:00 p.m.**

Chairperson Tim Semo called the meeting to order at 6:00 p.m. In attendance: Trustees Fred Albertz and Tim Semo. Greg Schopp was absent and excused. Also in attendance: Administrator Mark Johnsrud and Police Chief Gary Bleecker

**Statement of public notice**

This meeting was posted and noticed according to law.

**Approve Minutes of June 6, 2012**

An Albertz/Semo motion carried unanimously on a roll call vote to approve the June 6, 2012 minutes.

**Personal Appearances**

None

**Discussion Central Business District Parking**

Chief Bleecker noted that the Village is not in compliance with State Statutes and Village Code in permitting parking within fifteen feet of a crosswalk. Pedestrian and driver safety is compromised with parked vehicles within a couple feet of the crosswalk. Administrator Johnsrud stated that Attorney Hammes has provided a letter confirming that parking should not be permitted within fifteen feet of a crosswalk.

An Albertz/Semo motion was approved on a roll call vote to recommend to the Village Board that no parking within fifteen feet of crosswalks be properly signed and painted within the Central Business District and the School Zone to ensure parking is in compliance with state law and Village Code.

**Discussion Five Year Capital Budget**

Administrator Johnsrud presented a memo updating the cost of street and utility improvements to South Watertown, South, Clark, Cora and Swap streets. In summary, the total cost of improvements for necessary pavement and utility replacement is \$2,833,763. All pavement in this area is rated a six (6) or higher and does not dictate immediate replacement. All underground utilities were placed prior to WWII and are subject to breakage or failure. Bonding the entire amount would increase Village debt service by 17.6% resulting in total debt service increasing to 94% of capacity. The area serviced is already developed and no additional revenue will be realized from the improvements. Johnsrud recommended that this project be considered again after the closing of TID 2 and TID 3 estimated to be 2022. After 2022, complete a new TID Central Business District plan which would include this expenditure within the TID plan for completion. In the interim, repair utility breaks or failures as needed. The estimated cost of repairs is less than \$10,000 per year.

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**Administrator Memorandum - Village Code 8-8 Committees**

Administrator Johnsrud presented a memo redefining the duties and responsibilities of the Improvement and Services Committee. In summary, the committee would focus on policy recommendations to the Village Board which affects the Sewer and Water Utility, or any other utility, the construction, repair, and maintenance of infrastructure including streets, curb and gutter, sidewalks, lighting, all paved and unpaved roads, paths and walkways, any land use policy excepting the authority provided to the Plan Commission, any authorized use of parks or park facilities, all sanitation including waste collection, recycling and composting, and any other policy affecting improvements and infrastructure. Johnsrud suggested that another way to address committee input to the Village Board is through the use of the Committee of the Whole and only refer special policy issues to the standing committees.

A Semo/Albertz motion carried unanimously on a roll call vote to approve the Administrator memo changing the duties and responsibilities of the committee and recommend these changes to the Village Board.

**Planner Memorandum - Zoning Code IX - Sign Regulations**

Committee reviewed the memorandum from Sarah Pitts, the Village Planner. Fred Albertz raised concern over arbitrarily changing the sign code to an ordinance from zoning code. Administrator Johnsrud indicated that the planner has indicated that communities provide for sign regulations in either zoning or ordinance format however procedure to change rules need to remain a process which is applicable to all.

Semo recommended referring this back to the Improvement and Services Committee next month with staff providing a tiered cost of the conditional use permit process based on the cost of the sign. This would allow small businesses to request a conditional use permit for signage without the cost being prohibitive.

**Adjourn**

An Albertz/Semo motion carried to adjourn at 7:21 p.m.

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Tim Semo, Chair  
Improvement & Services