

**CITY OF EDGERTON
CITY HALL
12 ALBION STREET
EDGERTON, WI**

PUBLIC WORKS COMMITTEE
Monday, May 23, 2022 at 5:30 p.m.

NOTICE: The meeting noticed above will also be live streamed on a Zoom platform: To view the meeting, please select the link to the meeting listed on the **calendar events** on the City website's home page at www.cityofedgerton.com. Due to occasional technical difficulties, citizen participation via Zoom may not be possible.

1. Call to order; Roll Call.
2. Confirmation of Appropriate Meeting Notice Posted on Friday, May 20, 2022.
3. Elect a chair.
4. Consider Approval of January 10, 2022 minutes.
5. Consider sidewalk utility.
6. Consider yard waste processing.
7. Consider street maintenance projects for 2022.
8. Staff Report
9. Adjourn.

cc: All Commission Members
Department Heads

City Administrator
City Engineer

All Council Members
Newspapers

NOTICE: If a person with a disability requires that the meeting be accessible or that materials at the meeting be in an accessible format, call the City Administrator's office at least 6 hours prior to the meeting to request adequate accommodations. Telephone: 884-3341

"Notice is hereby given that a majority of the Common Council is expected to be present at the above scheduled noticed meeting to gather information about a subject over which they have decision-making responsibility. The only action to be taken at this meeting will be action by the Public Works Committee."

**JANUARY 10, 2022 PUBLIC WORKS COMMITTEE MEETING MINUTES
CITY OF EDGERTON**

Chairperson Jim Burdick called the meeting to order at 6:00 p.m.

Committee members present were Jim Burdick and Casey Langan.

Excused: Sarah Braun.

Also present were City Administrator Ramona Flanigan and Municipal Services Director Howard Moser.

Flanigan confirmed the agendas were properly posted on Friday, January 7, 2022 at the Post Office, Edgerton Library, and City Hall.

APPROVE MINUTES: A Burdick/Langan motion to approve the amended November 3, 2021 Public Works Committee minutes adding questions raised by Casey Langan on speed limit signs on Hwy N and Hwy F passed on a 2/0 roll call vote.

RIVER ROAD PEDESTRIAN/BIKE PATH IMPROVEMENTS: Staff investigated a grant application to the WIDOT Transportation Alternatives Program (TAP) which provides 80% funding for the construction of a bike and pedestrian path along River Rd.

Staff presented the Committee with four alternatives and the cost estimates which provide for both pedestrian and bike accommodations between Hwy 59 and Diane Dr. Members of the Committee agreed with alternative #4. This option was a 10' wide multipurpose path from Hwy 59 to Marian Drive that would be separated from the road by the existing ditch. The estimated cost to the city for this alternative, with the grant, would be \$98,897.

Staff also spoke to the Town of Fulton to inquire if they would like to join the application and extend the path to Watts Springs Rd or further. In initial conversations the Town officials indicated they may be interested.

A Burdick/Langan motion to approve alternative #4 if the Town of Fulton is interested or wait until the next grant cycle if the Town of Fulton is not interested passed on a 2/0 roll call vote.

A Burdick/Langan motion, to approve the city paying for improvements to Marian Dr if the application is filed passed on a 2/0 roll call vote.

Being no other business before the Committee, a Langan/Burdick motion to adjourn passed, all voted in favor.

Howard Moser/wjl
Municipal Services Director

Memo

To: Public Works Committee

From: Staff

Date: 5/20/2022

Re: May 23, 2022

Sidewalk Utility

How does a transportation or sidewalk utility work? A transportation or sidewalk utility operates like a water, sewer, or storm sewer utility: revenue generated from a regular user fee is used to make improvements and fund operations of the utility. A sidewalk utility could be created for sidewalk purposes only, or a broader transportation utility could be created that includes sidewalk improvements as well.

Why are these utilities created? Transportation utilities are being created by some municipalities as a means to (1) provide more funding for transportation-related operations and capital projects or (2) replace special assessments as a means of funding certain work.

Why should we establish a sidewalk (transportation) utility in Edgerton? Sidewalks in Edgerton are currently funded by special assessments. Special assessments are administratively burdensome, inequitable to tax payers, and unpopular with property owners, who face large, unexpected charges. Alternatively, a sidewalk utility levies a small regular fee that is included with the utility bill. A sidewalk utility would provide a funding mechanism that would allow the city to make sidewalk repairs on a more flexible, fairer, and more consistent basis.

Should we adopt a transportation utility or strictly a sidewalk utility? A sidewalk utility could be a stand-alone utility like the stormwater utility, or it could be part, or a subset of, a transportation utility. If the city were to create a sidewalk utility, the city could also adopt a separate transportation utility in the future.

Adopting a *sidewalk only utility* now would replace the unpopular special assessment process. Adopting a *transportation utility*, which could also fund streets, would be more difficult to justify, as residents are apt to consider a transportation utility as a form of double taxation, where they pay for streets through both their property taxes *and* the utility. Staff does not recommend using a utility to fund street repair at this time but does support the creation of a sidewalk utility to fund sidewalk maintenance.

If the City adopts a sidewalk utility, how should costs be allocated?

- Street frontage: The linear footage that a lot has along a street is the alternative that is most similar to the city's current allocation method for special assessments.
- Impervious area: Using the amount of impervious surface area of a parcel is the calculation currently used by the stormwater utility, making this method easiest to implement. However, impervious area does not correlate with the demand for sidewalks, so this method is least defensible.
- Land use or trips: This criterion is commonly used for street-related transportation utilities since it correlates with demand/impact on roads. For example, commercial development, which generates greater traffic flow, would pay a higher utility fee. This would be the most difficult alternative to implement and administer since every change in land use would change the rate for individual properties. We would also have to develop a separate schedule for pedestrian trip generation, since using vehicular traffic numbers would not directly correlate to demand for sidewalks.

Staff recommends we use street frontage as our metric.

If the Committee recommends using street frontage as the metric, how should frontage be measured?

Alternative 1: Measure all properties. This is administratively burdensome to establish. It would also create some very large assessments relative to other lots since some lots have very large amount of frontage (example: manufacturing plant at 1220 W Fulton Street)

Alternative 2: Establish an "equivalent unit" (EU) for the average frontage for residential lots and use actual measurements for all other lots. The stormwater utility uses this method: the average amount of impervious area on a single-family lot in Edgerton is 3,000 square feet. Thus, all single-family residents are charged at the rate of 1 EU. If a commercial property has 6,000 square feet of impervious area, it is charged 2 EUs.

Alternative 3: Establish three (or more) tiers of properties — for example, one tier for parcels having less than 100 feet of street frontage, another for parcels having 100 to 200 feet of frontage, and another for parcels having over 200 feet of frontage. (These numbers are only examples; staff would do an analysis of actual lots to determine the appropriate categories.)

For simplicity, staff recommends the use of a combination of Alternatives 2 and 3 as follows: all one- and two-family developments and non-residential developments having less than 100 feet of frontage would be charged for 1 EU; all lots with over 100 feet of frontage, but less than 200 feet, would be charged for 2 EUs; and any lot over 200 feet of frontage would be charged for 3 EUs.

What exceptions should be included in the ordinance? Utility ordinances typically include language to deal with exceptions. Here is a preliminary list of some possible exceptions:

- No Frontage Lot: A lot that has no street frontage would be charged 1 EU if it has a one- or two-family dwelling unit and 2 EUs for all other lots.
- Undeveloped Lot: Undeveloped lots that have no sidewalk would not be charged a fee.

- Corner Lot: Corner lots, other than those with single- or two-unit dwellings, would be assessed based on the dimension of the longer street frontage.

What would be the fee for 1 EU? The city assessed a total of \$287,566 for sidewalk repairs during the 2017-2019 comprehensive rehab program. Staff estimates we would undertake a comprehensive program once every 10 years. Therefore, the average amount of funding needed for the sidewalk maintenance program annually would be approximately \$29,000. Based on an EU of 100 feet, staff estimates the annual charge per EU would be about \$10, or \$2.50 per quarter. These estimates are very preliminary and would be refined after the Committee answers the various policy questions above.