

**Agenda for a Regular Meeting of the
Finance Committee of the Common Council of the City of Hudson
Monday, October 24, 2016
6:30 p.m.
Council Chambers of City Hall, 505 Third Street**

(Click on agenda items highlighted in blue to access documents related to that item)

1. Call to Order
2. Discussion and Possible Action on Minutes of Regular Meeting of October 3, 2016 and the Special Meetings of October 10, 2016 and October 18, 2016.
3. Discussion and Possible Action on Claims
4. Discussion and Possible Action on Regular Operators Licenses
5. Discussion and Possible Action on Request for permanent part-time position in Wastewater Department
6. Discussion and Possible Action on Interagency agreement with the Hudson School District
7. Discussion and Possible Action on Request for 2017 General Fund Budget allocation for Carmichael corridor study
8. Items for Future Agendas
9. Adjournment

Rich O'Connor, Mayor

Posted in City Hall lobbies and emailed to Hudson Star Observer on 10-21-16

Some agenda items may be taken up earlier in the meeting, or in a different order than listed. Upon reasonable notice, an interpreter or other auxiliary aids will be provided at the meeting to accommodate the needs of the public. Please contact the City Clerk at 715-386-4765, ext. 140.

Notice is hereby given that a majority of the Common Council of the City of Hudson, Wisconsin, may be present at the foregoing meeting. This may constitute a meeting of the Common Council pursuant to **State ex. Rel. Badke v. Greendale Village Board**, 174 Wis.2d 553, 494 N.W.2d 408 (1993), although the Council will not take any formal action at this meeting.

FINANCE COMMITTEE MEETING OF THE COMMON COUNCIL
CITY OF HUDSON, WISCONSIN
MONDAY, OCTOBER 3, 2016

UNAPPROVED

Meeting called to order by Mayor Rich O'Connor at 6:30 p.m.

PRESENT: Mayor O'Connor, Alderpersons John Hoggatt, Tom McCormick and Randy Morrissette II.

ABSENT: None

OTHERS PRESENT: Catherine Munkittrick, Bill Alms, Joyce Hall, Jim Webber, Devin Willi, Scott St. Martin, Geoff Williams, and others.

MINUTES. MOTION by Morrissette, second by McCormick, to approve the minutes of the regular meeting of September 19, 2016. Ayes (4). MOTION CARRIED.

CLAIMS: MOTION by Hoggatt, second by McCormick, to recommend the payment of the following claims:

Fund		A/P Amounts	P/R Amounts	Totals
100	General	79,740.95	150,730.20	230,471.15
220	Stormwater - MS4	9,944.55	309.78	10,254.33
270	Police Drug Forfeiture	1,931.95	0.00	1,931.95
280	Park Dedication Fee	11,951.00	0.00	11,951.00
290	Police Donations	1,600.00	0.00	1,600.00
450	Capital Projects	840,319.13	820.59	841,139.72
620	Parking	5,723.97	1,267.69	6,991.66
640	Storm Sewer	5,868.30	1,592.27	7,460.57
630	Ambulance	18,902.26	8,101.19	27,003.45
860	Tax Agency	7,465.63	0.00	7,465.63
Totals		\$ 983,447.74	\$ 162,821.72	\$ 1,146,269.46

Ayes (4). MOTION CARRIED.

OPERATOR'S LICENSES: MOTION by Hoggatt, second by Morrissette to recommend, contingent on payment of any outstanding debt owed to the City and successful completion of the background check, the issuance of five Regular Operator's Licenses for the period October 5, 2016 to June 30, 2018 to: Lacy Gleason, William Rickelman, Cecily Ripley, Tyler-Jonn Orion Doman and Amie Bresnahan. Ayes (4). MOTION CARRIED.

TEMPORARY OPERATOR'S LICENSE: MOTION by McCormick, second by Hoggatt to recommend, contingent on payment of any outstanding debt owed to the City and successful completion of the background check, the issuance of five Temporary Operator Licenses for the Phipps Visual Arts Council event on 10/21/2016 to Gloria Adrian, Chelsea Kelly, Kelly Stichter, Heather Zehring, Nicole. Ayes (4). MOTION CARRIED.

FINANCE COMMITTEE MEETING OF THE COMMON COUNCIL
CITY OF HUDSON, WISCONSIN
MONDAY, OCTOBER 3, 2016

BIDS FOR FIRE DEPARTMENT CONSULTING SERVICES: Scott St. Martin outlined the different proposals received for the fire station RFP. He recommended proceeding with a needs assessment which is in the Five Bugels proposal. There was discussion in regard the funding source. MOTION by McCormick, second by Hoggatt to recommend approval of a contract with Five Bugels for a needs assessment in the amount of \$8,250 with the funds being transferred from the Contingency fund. Ayes (4). MOTION CARRIED.

CLASS "B" (FERMENTED MALT BEVERAGE) and RETAIL CLASS "B" (LIQUOR) LICENSE: MOTION by McCormick, second by Morrissette to recommend approval Recommend approval of the Class "B" (fermented malt beverage) and Retail "Class B" liquor license to St. Croix Grill LLC for the property at 417 2nd Street contingent on successful building and fire inspections, receipt of a copy of the Wisconsin Seller's Permit and payment of any outstanding debt owed to the City, surrender of the license that was issued to Sharon Horne Ellstrom, LLC owned by Sharon Horne Ellstrom, to consider approving an extension to the timely start-up ordinance requirement to May 1, 2017, and to include their premise description as applied for on the license. Ayes (4). MOTION CARRIED.

FUEL BID: MOTION by McCormick, second by Hoggatt to recommend approval of the fuel contract with Countryside Cooperative for the period 10/4/2016 to 9/30/2017 at a fixed price differential of +.10 per gallon for both unleaded and diesel. Ayes (4). MOTION CARRIED.

TAX COLLECTION AGREEMENT: MOTION by McCormick, second by Hoggatt to recommend approval of the one-year tax collection agreement with Saint Croix County at \$1.75 per parcel. Ayes (4). MOTION CARRIED.

POSSIBLE BUDGET REVIEW DATES: Willi will let the Committee know the budget review dates.

ITEMS FOR FUTURE AGENDAS: None.

ADJOURNMENT: MOTION by Morrissette, second by McCormick, to adjourn at 6:45 p.m. Ayes (4). MOTION CARRIED.

Brenda L Malinowski
Finance Officer

FINANCE COMMITTEE MEETING OF THE COMMON COUNCIL
CITY OF HUDSON, WISCONSIN
MONDAY, OCTOBER 10, 2016

Meeting called to order by Mayor Rich O'Connor at 8:30 a.m.

PRESENT: Mayor Rich O'Connor and Alderpersons John Hoggatt, Tom McCormick, and Randy Morrisette

OTHERS PRESENT: Devin Willi, Brenda Malinowski, Marty Jensen, Scott St. Martin, Geoff Williams and Rebecca Mariscal.

DISCUSSION AND POSSIBLE ACTION ON 2017 BUDGET REQUESTS BY DEPARTMENT HEADS FOR ADDITIONAL STAFF POSITIONS, STAFF RECLASSIFICATIONS, AND ADDITIONAL STAFF HOURS:

Police Chief Marty Jensen requested the addition of a Drug Investigator position. The new position would be filled internally creating the need for a new patrol officer to be filled externally (\$107,000).

Jensen also requested a restructuring of the parking attendant positions. One of the part-time parking attendant positions would become a full-time position. The other parking enforcement attendant would have a reduction in hours (\$36,000 Parking Utility Fund).

Alderperson Hoggatt outlined the request from Public Works for a FT Public Works employee. Public Works is proposing to pay a portion of the salary with the elimination of two permanent part-time Public Works positions that the department has been unsuccessful in filling (\$30,000).

Alderperson McCormick reviewed the EMT stipend rate increase proposed by EMS. EMS is proposing the increase because there has been difficulty in keeping staff due to higher wage rates in surrounding markets. (\$33,283)

Fire Chief Scott St. Martin proposed increasing the hours of the PT Fire Inspector to 40 hours per week. (\$36,000).

CONVENE INTO CLOSED SESSION PURSUANT TO §19.85(1) (C), WIS. STATS. TO DEVELOP 2017 BUDGET RECOMMENDATIONS FOR ANY SALARY, WAGE AND BENEFIT ADJUSTMENTS FOR CITY EMPLOYEES: MOTION by Hoggatt, second by McCormick to convene into Closed Session pursuant to §19.85(1) (c), Wis. Stats. Roll call vote, all ayes (3), MOTION CARRIED.

RECONVENE INTO OPEN SESSION: The Committee reconvened into open session.

FINANCE COMMITTEE MEETING OF THE COMMON COUNCIL
CITY OF HUDSON, WISCONSIN
MONDAY, OCTOBER 10, 2016

ADJOURN: MOTION by McCormick, second by Hoggatt, to adjourn at 10:55
a.m. Ayes (4), MOTION CARRIED.

Brenda Malinowski, Finance Officer

SPECIAL FINANCE COMMITTEE MEETING OF THE COMMON COUNCIL
CITY OF HUDSON, WISCONSIN
TUESDAY, OCTOBER 18, 2016

UNAPPROVED

Meeting called to order by Mayor Rich O'Connor at 8:30 a.m.

PRESENT: Mayor Rich O'Connor, Alderpersons John Hoggatt, Tom McCormick, and Randy Morrisette

OTHERS PRESENT: Devin Willi, Marty Jensen, Scott St. Martin, Tom Zeulli, Mike Krueger, Geoff Williams, Bryan Watson, and Brandon Lyksett.

REVIEW OF 2017 GENERAL FUND BUDGET PROPOSALS:

City Administrator Devin Willi reviewed the proposed 2017 General Fund budget noting that the library contribution should be reflected as \$317,310 which is the 3-year average. Willi noted that the General Fund budget included all approved positions except the Full-time fire inspector. The Committee wanted to decide on this position later. The General Fund positions included in the budget are:

- Drug Investigator.
- Public Works maintenance position. Eliminate two 28-hours per week Public Works maintenance positions.
- Reclassify the Account Clerk II position in the Fire Department to Account Clerk III.
- Approve Fire Chief salary adjustment to \$78,000 annually.
- Reclassify the Account Clerk I position in the Administrative Department to Account Clerk II and classify the position as Deputy Clerk.

McCormick wanted to know how many departments meet the target budget. Willi said most of the departments meet the target except for IT. The IT budget is experiencing higher maintenance agreement costs. This is due to the increases in the number of requests for City Email accounts, iPads, computers, etc.

Willi reviewed the changes to the departmental revenue and expenditure budgets contained in the General Fund. Items discussed by the Committee included:

Ambulance Contribution

- The General Fund budget includes an increased ambulance contribution from \$13.50 to \$14.00/capita based on the EMS Commission request.

SPECIAL FINANCE COMMITTEE MEETING OF THE COMMON COUNCIL
CITY OF HUDSON, WISCONSIN
TUESDAY, OCTOBER 18, 2016

Drug Investigator

- Police Chief Jensen outlined possible benchmarks for the Drug Investigator position. The consensus was to fill the position based on external and internal candidates.

Public Works

- Director Zeulli outlined the need for the full-time Public Works employee. As part of the original request, the FT position was requested to be funded with savings from the elimination of two part-time Public Works positions. He requested that the Committee consider keeping ½ of the one of these positions to do street sweeping. This position would be funded in the Storm Water budget. Consensus to add the street sweeping position back into the Storm Water budget.

Library

- The library contribution in the 2016 budget was a 5% increase plus \$40,000. Hoggatt noted that the funding increase approved last year was for the library to be open on Mondays. McCormick asked if the 2017 budget included the Monday hours. O'Connor noted that the 2017 library budget is a deficit budget but includes Monday hours. Recommendation to increase library contribution by \$30,000. This contribution will be funded by lowering the General Fund Contingency by \$30,000. It was suggested to approve the \$30,000 library contribution only if the other partners increased their contribution also but no formal action was taken.

Fire

- Full-time fire inspector will be placed in the budget for the November 14th meeting so that the Committee can review the budget effects of this position.

Committee would like to keep the operating Mill Rate close to last year's mill rate.

ADJOURN: MOTION by Hoggatt, second by McCormick, to adjourn at 9:45 a.m. Ayes (4), MOTION CARRIED.

Brenda Malinowski, Finance Officer

COUNCIL CLAIMS - OCTOBER 24, 2016

Fund		A/P Amounts	P/R Amounts	Totals
100	General	121,914.74	145,836.10	267,750.84
220	Stormwater - MS4	4,401.04	789.22	5,190.26
270	Police Drug Forfeiture	339.18	0.00	339.18
280	Park Dedication Fee	4,468.00	0.00	4,468.00
290	Police Donations	164.97	0.00	164.97
310	Debt Service	367,425.00	0.00	367,425.00
450	Capital Projects	84,654.71	1,981.20	86,635.91
620	Parking	2,798.46	1,259.64	4,058.10
640	Storm Sewer	2,785.78	2,320.28	5,106.06
630	Ambulance	9,386.30	8,942.16	18,328.46
Totals		\$ 598,338.18	\$ 161,128.60	\$ 759,466.78

**CITY OF HUDSON
COUNCIL/COMMITTEE ISSUES**

SUBMITTED TO: FINANCE/COMMON COUNCIL

DATE: 10/24/2016

SUBMITTED BY: KAREN DUCHOW

REGARDING: APPLICATION(S) FOR OPERATOR'S LICENSES

ISSUE: Applications for Operator's Licenses are on file in the Clerk's office and are available upon request. If approved by Council, the licenses will be issued after successful completion of the background check and any outstanding debt owed to the City has been paid.

STAFF RECOMMENDATION: Contingent on payment of any outstanding debt owed to the City and successful completion of the background check, approve the issuance of 7 Regular Operator Licenses for the period October 25, 2016 to June 30, 2018 to: Jamie Hielkema, Jill Steffens, Wendy Peterson, Kendrick Hulse, Jackson Raley, Anna Koosman, Alexander Carlson.



HUDSON PUBLIC UTILITIES ISSUE SHEET

DATE: 10/5/2016
SUBMITTED TO: Finance
SUBMITTED BY: Utility Director Peters
REGARDING: Part-Time Help (20 Hrs. per week)

ISSUE: Adding part-time help to the sanitary sewer department for help with daily chores and small odd end jobs. Help with jetting sanitary sewer lines, painting, cleaning, lift station repairs and general maintenance.

FUNDING SOURCE:

STAFF RECOMMENDATION:

COMMITTEE RECOMMENDATION:

**CITY OF HUDSON
COUNCIL/COMMITTEE ISSUES**

Submitted to: Public Safety Committee

Date: 09/26/2016

Submitted by: Chief Marty Jensen

Regarding: Interagency Agreement Between School District and Police Dept

ISSUE: Attached to this issue sheet is an Interagency Agreement between the Hudson School District and the City of Hudson Police Department. This agreement spells out how information sharing will occur between the school district and the police department. This same agreement is being looked at by the St. Croix County Sheriff's Office and the North Hudson Police Dept. The agreement has been reviewed by the city attorney with no issues being found. This will greatly help speed up the sharing of student and other information between our two agencies.

- **Legal aspects:** None
- **Budget Impact:** None
- **Past History:** None
- **Other Pertinent Data:** None

STAFF RECOMMENDATION: Approve Agreement

COMMITTEE RECOMMENDATION: MOTION by Hall, SECOND by Alms to recommend approval of the Interagency Agreement between the Hudson School District and Hudson Police Department. MOTION CARRIED.

INTERAGENCY AGREEMENT

BETWEEN

**HUDSON SCHOOL DISTRICT
and
HUDSON POLICE DEPARTMENT**

THIS INTERAGENCY AGREEMENT (“Agreement”) is entered into by and between the **HUDSON SCHOOL DISTRICT** (“District”) and **HUDSON POLICE DEPARTMENT** (“Law Enforcement Agency”) pursuant to Wis. Stats. §§ 118.125(2)(n) and 938.396(1)(c)4.

The parties hereto recognize that pursuant to Wis. Stats. §§ 118.125(2)(n) and 938.396(1)(c)4., school districts and law enforcement agencies may enter into an interagency agreement providing for the disclosure of certain information between the parties. Pursuant to Wis. Stats. §§ 118.125(2) and 938.396(1), such exchange of information is a confidential exchange of information.

The parties also recognize that pursuant to Wis. Stat. § 118.125(2)(n), the exchange of pupil information under this Agreement is permissible between the parties to this Agreement if the purpose of the request from the Law Enforcement Agency to the District is to provide services to a pupil before adjudication.

WHEREAS, the parties are committed to providing appropriate programs and services to prevent children from becoming at risk and to intervene with children already involved in the juvenile justice system; and

WHEREAS, the parties desire a maximum degree of long-range cooperation and administrative planning in order to provide for the safety and security of the community and its children; and

WHEREAS, the parties are committed to improving services to children in the juvenile justice system through sharing information, eliminating duplication of services and coordinating efforts; and

WHEREAS, the parties understand that certain roles in serving children and youth are required by law, and that these laws shall serve as the foundation for defining the role and responsibility of each participating agency; and

WHEREAS, the parties mutually agree that all obligations stated or implied in this Agreement shall be interpreted in light of, and consistent with, governing state and federal laws; and

WHEREAS, the parties, in the interest of providing coordinated services to children have reached certain understandings, permitted by law, which they have reduced to writing.

NOW, THEREFORE, upon the mutual promises contained herein, together with such other consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

I. DEFINITIONS

For purposes of this Agreement, the following shall be defined, as provided herein below:

1. "Law Enforcement Agency" has the meaning set forth in Wis. Stat. § 165.83(1)(b).
2. "Law Enforcement Unit" means any individual, office, department, division or other component of a school district that is authorized or designated by the school board to do any of the following:
 - A. Enforce any law or ordinance, or refer to the appropriate authorities a matter for enforcement of any law or ordinance, against any person other than the school district.
 - B. Maintain the physical security and safety of a public school.
3. "Law Enforcement Unit Records" means records maintained by a law enforcement unit that were created by that law enforcement unit for the purpose of law enforcement.
4. "Pupil Records" means all records relating to individual pupils maintained by a school but, does not include, any of the following:
 - A. Notes or records maintained for personal use by a teacher or other person who is required by the state superintendent under Wis. Stat. § 115.28(7), to hold a certificate, license or permit if such records and notes are not available to others.
 - B. Records necessary for, and available only to persons involved in, the psychological treatment of a pupil.
 - C. Law enforcement unit records.
5. "Record" means any material on which written, drawn, printed, spoken, visual or electromagnetic information is recorded or preserved, regardless of physical form or characteristics.
6. "Services before Adjudication" shall be broadly construed to mean events commencing prior to a juvenile becoming involved with a Juvenile In Need of Protection or Services (JIPS) action, which may include the investigation of an event.

II. DISTRICT RESPONSIBILITIES

The District shall:

1. Notify, as soon as practicable, the District Administrator or designee, of a juvenile or student-aged adult arrested for crimes of violence or violation of law, which would be a felony if committed by an adult, upon receipt of such information from the Law Enforcement Agency. The District Administrator or designee, as soon as practicable, shall provide such information to student services personnel (e.g., counselor, psychologist or social worker), school resource officers, if applicable, and the student's immediate teacher(s).
2. Designate the contact person(s) to be responsible to receive juvenile or student-aged adult arrest information. The District shall inform the Law Enforcement Agency of its designation.
3. Ensure that information obtained through the criminal history database and disseminated only to appropriate school personnel and law enforcement carries a warning, that the information may not be complete and should be verified, and regarding necessary confidentiality and control of further dissemination. The District will adopt internal written policies to affect the purpose of this provision.
4. Share information on student achievement, behavioral and attendance history on juvenile or student-aged adult offenders or juveniles at risk of becoming offenders for the purpose of assessment and treatment with partners to this Agreement, as appropriate. The individual who discloses such information shall notify the student's parent or guardian of that disclosure as soon as practicable after that disclosure.
5. Communicate all delinquent acts (those acts resulting in recommendation for expulsion/expulsion) which occur whenever a student is under the jurisdiction of the District to the law enforcement agency with jurisdiction over the District.
6. Authorize schools to provide, upon request, law enforcement officers with information as to whether individual students have dropped out or been expelled from that school. The District Administrator or designee shall provide a regularly updated list of students who are placed in alternative education settings or expelled to the Law Enforcement Agency.
7. Develop appropriate internal written policies to ensure that confidential law enforcement records are disseminated only to persons employed by the school district, who are required by the state superintendent under Wis. Stat. § 115.28(7) to hold a license, and to other school district officials, who have been determined by the school board to have legitimate educational interests, including safety interests, in that information. In addition, if the information

relates to a pupil of the school district, the school district may also disclose the information to those employees of the school district who have been designated by the school board to receive that information for the purpose of providing treatment programs for pupils enrolled in the school district.

III. LAW ENFORCEMENT AGENCY RESPONSIBILITIES

The Hudson Police Department shall:

1. Develop appropriate internal written policies to ensure that confidential education record information is disseminated only to appropriate personnel.
2. When requesting pupil records from the District in connection with an emergency, provide a statement of emergency need for records to protect the health and safety of any individual in writing, as determined in good faith by the Law Enforcement Agency as soon as practicable.
3. Provide to the school district administrator or designee, at the request of the school district administrator or designee and subject to official agency policy, any information in its records relating to the following: (a) the use, possession or distribution of alcohol or a controlled substance or controlled substance analog by a juvenile enrolled in the District; (b) the illegal possession by a juvenile of a dangerous weapon (as defined by Wis. Stat. § 939.22(10)); (c) an act for which a juvenile enrolled in the District was taken into custody under Wis. Stat. § 938.19, based on a law enforcement officer's belief that the juvenile was committing or had committed an act that is a violation of any state or federal criminal law; and (d) an act for which a juvenile enrolled in the District was judged delinquent. The records obtained by the District hereunder may not be used by the District as the sole basis for expelling or suspending a pupil or as the sole basis for taking any other disciplinary action against a pupil, but may be used as the sole basis for taking action against a pupil under the District's co-curricular code.
4. Whenever practicable and wherever consistent with Law Enforcement Agency investigatory necessity, obtain student or parental authorization for release of any records from the District in instances not otherwise covered in this Agreement.

IV. DISCLOSURE OF RECORDS

1. The parties agree that, in the event that the District makes any disclosure of pupil records pursuant to this Agreement, such a disclosure will be treated in accordance with Wis. Stats. §§ 118.125 and 938.396, including, but not limited to, the following criteria:

- a. The disclosure of records is made pursuant to this Interagency Agreement.
 - b. The disclosure of records is (1) in connection with an emergency when knowledge of the information disclosed is necessary to protect the health and safety of an individual; (2) necessary to effectively serve the pupil in the juvenile justice system, including to provide services to the pupil before adjudication; and/or (3) relate to an ongoing investigation or pending delinquency petition.
 - c. All records received will not be disclosed (re-disclosed) to any other person, except as authorized by law.
2. This Agreement shall not apply to, nor interfere with, the District's disclosure of directory data/information to the Law Enforcement Agency in accordance with state and federal pupil records laws.

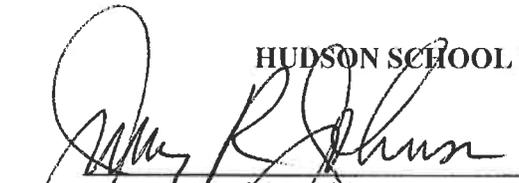
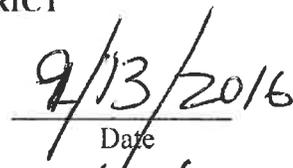
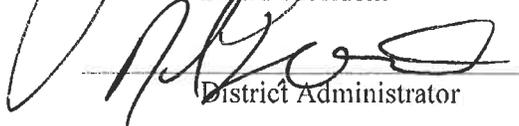
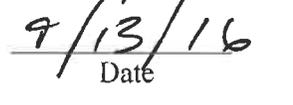
V. TERMS OF AGREEMENT

This Agreement shall be effective as of the date this Agreement is signed by the parties. The Agreement shall remain in effect until such time as any party provides thirty (30) calendar days' advance written notice of its intent to amend or terminate this Agreement. This Agreement shall be interpreted and defined in accordance with Wisconsin law.

VI. MODIFICATION OF AGREEMENT

Modification of this Agreement shall be made only by the consent of all parties. Such shall be made with the same formalities as were followed in the adoption of this Agreement and shall include a written document setting forth the modifications, signed by all parties.

IN WITNESS HEREOF, this Agreement has been executed on the date as specified and the persons so executing this Agreement represent by their signatures that they have full authority to do so.

HUDSON SCHOOL DISTRICT	
 _____ Board President	 _____ Date
 _____ District Administrator	 _____ Date

HUDSON POLICE DEPARTMENT

Mayor

Date

Police Chief

Date

CITY OF HUDSON **ITEM**
Council/Committee Issues **Finance Committee**

Common Council – October 24, 2016

Submitted to: **Common Council**

Date: **October 19, 2016**

Submitted by: **Dennis Darnold, CDD**

Regarding: **Carmichael Road corridor study (Funding for 2017)**

ISSUE: The public works committee requested to have the matter of conducting a study of the Carmichael Road (minor arterial roadway) corridor reviewed to address short and long term safety and mobility issues. Initially the discussion was focused on the area north of I-94 from Coulee Road to the corporate limits at the Hudson Prairie Elementary / Middle School complex (1.67 miles). Additional discussion included whether to also study the area south of I-94 from Crest View Drive to the south end of the River Crest Elementary School property (1.9 miles). I was asked how much a corridor study may cost. I previously opined that the estimate for this type of study would be approximately \$20,000 for the area north of I-94 and approximately \$40,000 for both north and south sides of I-94. I am discussing the cost to conduct the corridor with a traffic engineer to confirm if that estimate is sufficient. I will have that information available for you on Monday (10-24-16) for the Finance / Common Council meeting.

Elements of a corridor study may include:

- public involvement
- identify and evaluate transportation systems and facilities
- development trends and future demand
- land use planning and environmental impacts
- mobility and safety considerations
- roadway design alternatives including pedestrian / bicycle pathways and right of way requirements
- recommendations / implementation

Funds may be available from the FY2016 contingency fund of which \$64,750 is available; or it may be included in the FY2017 year budget.

STAFF RECOMMENDATION:

COMMITTEE RECOMMENDATION: