

AGENDA
VILLAGE OF OREGON
(Fifth) DOWNTOWN AD HOC COMMITTEE MEETING
Joint Meeting with Village Board
Tuesday, January 15, 2008

From 5:30 P.M. – 6:00 P.M.
Informal Discussion (Open House) with Village Engineer
regarding Downtown Street Improvements

Meeting to Start at 6:00 PM

Village Hall
117 Spring Street
Oregon, WI 53575
Lower Level

1. Downtown Ad Hoc Committee call meeting to order
2. Roll Call
3. Approval of Minutes: (a) December 3, 2007 and (b) December 12, 2007
4. Village Board call meeting to order
5. Roll call
6. MSA's Presentation, Update and Review of Latest Budget Estimates for Project
7. Public Comments regarding 2008 Downtown Project and Discussion of Comments from December 20th Historic Preservation Commission Meeting: Lighting of Water Tower and Entrance Ways for Downtown Area

The following are the Downtown Ad Hoc Committee's Recommendations to the Village Board

8. Discussion and Possible Recommendation to Village Board re: Creating two hour parking zone in Village Hall Lot during 2008 Construction Project (Re-Locating Farmers Market, Village Hall Employee Parking and Rideshare Parking) **Motion by Kay to recommend the Village Board creates a two-hour parking zone in the Village Hall parking lot during the 2008 construction project involving relocating the Farmers Market, Village Hall parking and Ride-share parking. Second by Deits. Motion carried 5-0. (The committee also noted that construction crews should not park in the lot during the downtown project.)**

9. Discussion of Comments and Possible Action re: November 15th Historic Preservation Commission Meeting
- a) Have MSA contact State of Wisconsin regarding use of TE Grant to light Downtown Water tower area **Motion by Kay to recommend the Village Board authorize MSA to contact the State of Wisconsin regarding using the TE Grant to light the downtown water tower. Second by Schnelle. Motion carried 5-0.**
 - b) Ask KJWW about the height of the Providence Lights and the Use 2-3 Lights Poles for Coverage at the three main points in the downtown **Motion by Kay to have the lower poles have slip fit fixtures symmetrically on top and tall units to have side brackets. Motion carried 5-0. Amended to add black as the color for all poles. (which includes page 2 and page 4 of the light pole handout)**
10. a) Project limits along Janesville Street to terminate along westerly extents of Spring Street
b) Light fixture selection
- o Upgraded aesthetic with semi-cutoff optics.
 - o Dark sky compliant with historic look.
 - o Dark sky compliant dome with decorative arm bracket to achieve historic look.
 - o Lights to be purchased from Alliant Energy if possible
- Motion by Schnelle to accept project limits along Janesville Street to terminate along westerly extents of Spring Street and upgrading light fixtures aesthetic with semi-cutoff optics, dark sky compliant with historic look, dark sky compliant dome with decorative arm bracket to achieve historic look and lights to be purchased from Alliant Energy if possible. Second by Kay. Motion carried 5-0.**
11. Madsen Park, Right-of Way Issue - **Motion by Schnelle to authorize the transfer of Village owned land to right-of-way. Second by Way. Motion carried 5-0.**
12. Determine extent of project limits for survey and design along Jefferson Street - **Kay moved to recommend the Village Board accept the proposal from MSA for expanding the project at a cost not to exceed \$26,510.00. Second by Deits. Motion carried.**
13. Gateway (M&I Sign) Park--We see these as being influenced by what we are working on and what the different Village parties are interested in. **Motion by Kay to recommend continuing with the Downtown Master Plan to encourage redevelopment of the M&I corner leaving the M&I sign as is. Second by Schnelle. Motion carried 4-0.**
14. Madsen Park, **Motion by Kay to recommend approving the Ornamental Design Concept for Madsen Park. Second by Deits. Motion carried 5-0.**
- (For Tuesday's Meeting, Shirtcliff will have a detailed design board to review)**
15. Memorial Park, **Motion by Kay to recommend keeping the War Monument in Memorial Park. Second by Schnelle. Motion carried 4-0. Motion by Staton for the Memorial Park Plan with cement planters instead of a bike rack to frame the monument. Amended to take out bike racks. Second by Kay. Motion carried 5-0.**

16. Discuss the phase line at Hitching Park and considerations for Hitching Park Design - **Staton moved to recommend the Village Board establish a phase line as shown on the Hitching Park drawing. Second by Kay.** Following further discussion, **Staton amended the motion to state “within 30 feet of the right-of-way line”. Kay seconded. Motion carried. Motion by Kay to approve revised curb locations as presented. Second by Schnelle. Motion carried 5-0.**
17. Select a street tree layout. The Japanese lilacs aren't an appropriate street tree, we need to hear from the Committee exactly what they expect and we need to agree upon the layout. **Motion by Kay to recommend approving the “Bookend” Tree Design for the downtown streetscape. Second by Schnelle. Motion carried 4-0. Motion by Staton to approve Shirtcliff’s group of trees, taking out the Filbert and Honey Locust with discretion. Second by Kay. Motion carried 4-0.** There was some discussion on tree grates. **Motion by Kay to approve the R8716 and R8811 tree grates including amending the soil to further the growth of the trees. Second by Schnelle. Motion carried 4-0.**
18. Discussion of Overhead Power lines – Pole on the street side of Kwik Trip has some damage due to its location. **Motion by Schnelle to approve burying the overhead power lines from Kwik Trip to the Hitching Park/Tri-County Appliance at a cost of \$75,000 - \$125,000. Second by Kay. Motion carried 5-0.**
19. Discuss costs to bury the power and eliminate two poles. **Covered by motion 18**
20. Select a streetscape furniture suite. **Motion by Staton to recommend the Main Street Concept for benches and trash receptacles, the Simple Historic Concept for water fountains and bike racks pending additional samples of bike racks. Second by Schnelle. Motion carried 4-0. Motion by Kay to approve the “U” shaped, bike rack by Saris number 2200 in black. Second by Schnelle. Motion carried 4-0. . Motion by Schnelle to approve rectangular and round concrete planters (TF 4170) having a smooth appearance, color selection can be determined. Second by Kay. Motion carried 4-0.**

(Shirtcliff will recommend placement of planters at Tuesday’s Meeting)

21. Light fixture selection **Motion by Kay to recommend approving the Providence light fixture or a similar fixture for downtown at 14 ft and 24 ft poles at the intersections. Second by Schnelle. Motion carried 5-0.**
22. Decide if we should use upgraded look for traffic signal arms and pole option. Show and discuss the traffic signal pole locations. **(ITEM NEEDS MOTION)**
23. Discuss the design of a way finding sign to be attached to the streetlights via bracket, also to be approved. **Motion by Kay to recommend the wording on the signs to be Oregon, Wisconsin on the top of the sign and Historic Downtown on the bottom of the sign without a date. Second by Schnelle. Motion carried 4-0.**
24. Select a paver pattern and material using example products and discuss the donor bricks that need to be relocated. - **Motion by Kay to approve pavers for option one including areas of Madsen Park, Memorial Park, and areas between trees, bike racks and include the moving**

of donor bricks to Madsen Park. Second by Schnelle. Motion carried 4-0. Motion by Schnelle to use clay pavers. Second by Kay. Motion carried 4-0.

Color samples will be available Tuesday night. Shirtcliff will come up with a brick pattern for Madsen Park and Memorial Park.

25. Discuss and Possible Recommendation re: Road Surface for Project - **Motion by Schnelle to approve a base bid to be concrete and have deductions if necessary with the boundaries being Janesville Street to the island on North Main Street to Tri-County, on South Main Street to the bump outs and on Jefferson back to the alley/original project limits. Option two Schnelle said at the end of the radius's cut off concrete, everything else being asphalt. Option three would be all asphalt with painted or stamped crosswalks. Second by Kay. Motion carried 4-0.**
26. Discussion and Possible Action re: Installing Pedestrian Crossing Signal Kwik Trip and Hitching Park Area on North Main Street
27. Discuss Other Items/Issues related to the Downtown Project and Possible Recommendation to Village Board re: **Recommended Motion – Village Board direct MSA to include agenda items #7 through #25 in Bid Documents for Downtown Project.**
28. Discuss Other Items/Issues related to the Downtown Project and Possible Action **Recommended Motion – Accept Downtown Ad Hoc Committee's Recommendations and direct MSA to include agenda items #7 through #25 in Bid Documents for Downtown Project and Authorize Public Works Director to proceed with bidding process**
29. Adjournment of Downtown Ad Hoc Committee
30. Adjournment of Village Board

Committee Members: Chair: Steve Staton; Jon Lourigan; John Deits; Arlan Kay and Greg Schnelle

Notice is hereby given that a majority of the Community Development Authority, Historic Preservation Commission and Planning Commission of Village of Oregon is expected to be present at the meeting of the Joint Downtown Ad Hoc and Village Board committee meeting scheduled for January 15, 2008 to gather information about subjects over which they have decision making responsibility. This constitutes a meeting of the Village Board, Community Development Authority, Historic Preservation Commission and Planning Commission of the Village of Oregon pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553,494 N.W. 2d 408 (1993) and must be noticed as such although the Village Board, Community Development Authority, Historic Preservation Commission and Planning Commission will not take any formal action at this meeting.

Note: Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format must contact the Village Clerk at (608) 835-3118, 117 Spring Street, Oregon, Wisconsin, at least twenty-four hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.