



**MEETING NOTICE AND AGENDA  
Traffic Review Committee  
Monday, July 27, 2015 1:30 P.M.  
City Manager's Conference Room (4<sup>th</sup> Floor)  
Beloit, WI 53511**

1. Roll Call.
2. Approval of the minutes from the April 27, 2015 Traffic Review Committee meeting.
3. Public Participation.
4. Ordinance to allow parking on Kennedy Drive.
5. Ordinance to change parking time limits in the Broad Street parking lot.
6. Discussion of traffic concerns near Todd School.
7. Committee Member participation.
8. Next meeting –The next meeting is scheduled for **August 24, 2015**.
9. Adjournment

\*\* Please note that, upon reasonable notice, at least 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the City Clerk's Office at 364-6680, 100 State Street, Beloit, WI 53511.



**MINUTES**  
**TRAFFIC REVIEW COMMITTEE**  
**April 27, 2015, 1:30 p.m.**  
**City Manager's Conference Room**

The regular meeting of the Traffic Review Committee of the City of Beloit, WI was held April 27, 2015 at 1:30 p.m. in the City Manager's Conference Room. G. Boysen called the meeting to order at 1:36 p.m.

**1. Roll Call.**

Members present: (Voting) M. Ramsden, C. Fryar, M. Flesch, D. Stauffacher, D. Molland.

Members absent: (Voting) None.

Non-voting members present: G. Boysen, D. Luebke, C Haynes.

Staff: C. Gill, J. Dupuis.

Public: None.

**2. Approval of the minutes from the October 27, 2014 Traffic Review Committee meeting.**

Minutes of the October 27, 2014 meeting were approved on a motion by M. Flesch, second by M. Ramsden. Motion carried.

**3. Public Participation.**

None.

**4. Review of the 2015 TRC Calendar**

J. Dupuis reviewed the calendar for 2015 noting when deadlines and mailings are scheduled.

**5. Ordinance to change parking time limits in the Heritage View parking lot (No-Parking from 3 AM-6 AM).**

J. Dupuis gave the staff report.

Staff recommendation is to designate the stalls located immediately in front of the Heritage View Building as No-Parking between the hours of 3 AM and 6 AM. There was a motion by M. Ramsden, second by C. Fryar to approve staff recommendation. Motion passed.

**6. Committee Member Participation**

C. Fryar said that reflectors are gone from curbs after winter snow plowing.

M. Ramsden said it is very confusing to drive in the Staples/Culver's area.

**7. The next meeting is scheduled for June 22, 2015.**

The next meeting of the Traffic Review Committee is scheduled for June 22, 2015.

**8. Adjournment.**

Motion to adjourn was made by M. Ramsden, second by D. Molland, at 1:47 p.m. Motion passed.

Minutes by Colleen Gill  
Administrative Assistant

# CITY OF BELOIT

## REPORTS AND PRESENTATIONS TO TRAFFIC REVIEW COMMITTEE

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Action Required \*   X                        Information Only                             Options Attached

**Date:** July 27, 2015  
**Presenter(s):** Jason Dupuis  
**Departments(s):** Public Works-Engineering

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**Topic / Purpose for Presentation:**

Ordinance to allow parking on both sides of Kennedy Drive between Lee Lane and Cranston Road

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**Background Information:**

The City of Beloit received a request from Todd Kaiser, the property owner of the site located at 1 Reynolds Drive. This property is located in the industrial park just south of Milwaukee Road.

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**Key Issues (maximum of 5):**

1. Axium Foods uses the site for distribution of food products and ConAgra will soon be using the site for the similar purposes.
  2. Currently, parking is not allowed on Kennedy Drive between Lee Lane and Cranston Road. Parking is also not allowed on Kennedy, east of Cranston and on both sides of Lee Lane between Cranston and Milwaukee Road.
  3. One Reynolds Drive has multiple off-street parking lots associated with the site. Lots exist on the north, west and south side of the building.
  4. The majority of the distribution traffic for Axium and ConAgra takes place off of Kennedy Drive. Frito-Lay and DM Manufacturing are located on the south side of the Kennedy.
  5. The roadway is approximately 36' wide which would allow for parking on both sides of the street.
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**Action Required / Recommendation / Evaluation:**

The site at 1 Reynolds Road is located within the industrial park and contains adequate off-site parking at this time. Staff recommendation is keep the No-Parking designation for Kennedy Drive between Lee Lane and Cranston Road.

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**Fiscal Note:**

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### KENNEDY DRIVE 'NO-PARKING'



City of  
**BELOIT, Wisconsin**



LOCATION: 1 Reynolds Drive

CITY OF BELOIT, WISCONSIN

SCALE: None

DRAWN BY: JRD (2015)

## Dupuis, Jason

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**From:** Todd Kaiser <toddkaiser@kaisertransport.com>  
**Sent:** Thursday, June 18, 2015 11:37 AM  
**To:** Dupuis, Jason  
**Subject:** Re: Kennedy Dr Parking-Beloit WI

Morning Jason, the answer to your follow question is both of those answers you said.

Thank You again

Todd Kaiser  
Kaiser Transport Inc  
Kaiser Trucking Inc  
Kaiser Logistics Inc  
Kaiser Property Group Inc  
[ToddKaiser@KaiserTransport.com](mailto:ToddKaiser@KaiserTransport.com)  
[ToddKaiser@KaiserPropertyGroup.com](mailto:ToddKaiser@KaiserPropertyGroup.com)  
608.751.9025  
Sent from my iPhone

When the right people come together...Challenges become opportunities.

Please Consider the Environment before printing this e-mail

On Jun 17, 2015, at 9:31 AM, Dupuis, Jason <[DupuisJ@beloitwi.gov](mailto:DupuisJ@beloitwi.gov)> wrote:

Mr. Kaiser,

Thank you for your request. I will bring the issue forward to our next Traffic Review Committee meeting which is currently scheduled on July 27<sup>th</sup>. Approximately one week before the meeting you will receive the meeting notice, agenda and staff report. Please feel free to contact if you have any other concerns or questions.

I do have a follow-up question. It appears that the site in question has adequate parking on-site (in the fenced in area). Are you suggesting that this parking will be utilized in the future and the need to park on-street will become necessary or is the on-site parking not available to you?

Jason Dupuis, P.E.  
Transportation Engineer  
2400 Springbrook Court  
City of Beloit  
Ph. 608-364-6735  
fax. 608-364-2879

\*\* EMAIL ADDRESS CHANGE \*\*

The City of Beloit domain name is migrating from [ci.beloit.wi.us](http://ci.beloit.wi.us) to [www.beloitwi.gov](http://www.beloitwi.gov). Our old domain name will no longer function after 01/31/2015. Please update your files and change my email address from [dupuisj@ci.beloit.wi.us](mailto:dupuisj@ci.beloit.wi.us) to [dupuisj@beloitwi.gov](mailto:dupuisj@beloitwi.gov) effective immediately.

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**From:** Todd Kaiser [<mailto:toddkaiser@kaisertransport.com>]

**Sent:** Monday, June 15, 2015 8:54 AM

**To:** Dupuis, Jason

**Cc:** Janke, Andrew; Stephen C. Werner; 'Jerry Stokely'; 'John Lewandowski (ConAgra Foods)'; 'JAMES OTTERSTEIN'; Brian Kaiser; Todd Kaiser; WAG

**Subject:** Kennedy Dr Parking-Beloit WI

Jason Dupuis, P.E.  
Transportation Engineer  
2400 Springbrook Court  
City of Beloit  
Ph. 608-364-6735  
fax. 608-364-2879  
[dupuisj@beloitwi.gov](mailto:dupuisj@beloitwi.gov)

Good Morning Jason,

Jason My name is Todd Kaiser, I am the owner of One Reynolds LLC. One Reynolds LLC is my property in Beloit WI. Most commonly known as the Alcoa Facility.

Jason I am contacting you this morning to ask that you will consider removing the "No Parking" signs on the North and South sides of Kennedy Dr on the south border of my property.

June of 2014 we were successful in winning the bid to secure Axiom Foods of South Beloit, IL to lease 120,000 sq ft +/- of our building. Axiom Foods uses our space for Inbound & Outbound Distribution of their food products. Their decision to lease from us brought approximately 25 jobs to Beloit.

As of June 12, 2015 we were successful in securing a 140,000 sq ft +/- lease with Con Agra (Corporate Office – Omaha NE) in our Reynolds property. ConAgra will also be using their space for Inbound and Outbound Distribution which will be supporting their South Beloit IL food processing facility. ConAgra will also now have employees here in Beloit.

Both of these companies recognized the excellent condition and layout of the road systems in our Industrial Park here in Beloit and this was very helpful in their decision making process.

As I am sure you are aware of Inbound and Outbound Distribution can drive ebbs and tides of Inbound and Outbound Class 8 (Tractor – Trailers) arriving and leaving 7/24/365. With my tenants needs in mind I am requesting that the "No Parking" signs be removed on both the North and South sides of Kennedy Dr to allow for parking as the need may arise.

Thank You Jason for considering our request and will look forward to hearing from you.

**Todd Kaiser**

When the right people come together...Challenges become opportunities



**Direct (608) 314-1859**

**Cell (608) 751-9025**

P.O. Box 468 Janesville, WI 53547

[ToddKaiser@kaisertransport.com](mailto:ToddKaiser@kaisertransport.com)

- A Full-Service Air-Ride Step-Deck & Double-Drop Transportation Services Company
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# CITY OF BELOIT

## REPORTS AND PRESENTATIONS TO TRAFFIC REVIEW COMMITTEE

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Action Required \*   X  

Information Only       

Options Attached

**Date:** July 27, 2015  
**Presenter(s):** Jason Dupuis  
**Departments(s):** Public Works-Engineering

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**Topic / Purpose for Presentation:**

Ordinance to remove the 2 hour parking time limit from the two northernmost rows in the Broad Street Parking Lot.

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**Background Information:**

The City of Beloit received a request from Shauna El-Amin as well as a follow-up inquiry from an employee at Monahan & Johnson regarding the 2-hour signage in the Broad Street Parking Lot.

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**Key Issues (maximum of 5):**

1. The Broad Street Parking Lot was reconstructed in conjunction with the work on the Phoenix Building project. The parking lot work was completed in the late summer of 2014.
  2. The rows 3 and 4 of the Broad Street parking lot were designated with a 2-hour time limit in 1996.
  3. The signs were removed during the construction of the Phoenix Building/parking lot construction and were not re-installed until earlier this year. This may have caused confusion to the adjacent business owners as the areas in question were thought to have no time limits associated with them.
  4. As new businesses arise and existing storefronts are filled, parking is becoming an increasingly valuable commodity in Downtown Beloit.
  5. Discussion of upcoming Downtown parking survey and results of existing business survey.
- 

**Action Required / Recommendation / Evaluation:**

Staff recommendation is to keep the current time limits in the Broad Street parking lot at this time and review the need for change based on the results/recommendations of the upcoming Downtown parking survey.

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**Fiscal Note:**

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**BROAD STREET 2-HOUR PARKING STALLS**



**City of  
BELOIT, Wisconsin**



LOCATION: Broad Street Parking Lot

CITY OF BELOIT, WISCONSIN

SCALE: None

DRAWN BY: JRD (2015)

## Dupuis, Jason

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**From:** El-Amin, Shauna  
**Sent:** Tuesday, June 09, 2015 10:37 AM  
**To:** Dupuis, Jason  
**Subject:** Broad Street Lot

I am getting many complaints about the parking lot. I think Nancy from Monahan & Johnson will be calling you as well. She said she had never seen the two hour time slots before. Can we get this on traffic review as a process to ask all of the affected businesses what they would like to have? There doesn't seem to be enough stalls back there for all of the employees let alone customers.

Thanks.

Shauna El-Amin | Executive Director  
D. 608 313 1370  
facebook | twitter

DOWNTOWN BELOIT  
500 Public Avenue Beloit, WI 53511  
P. 608 365 0150 | F. 608 365 6850

[downtownbeloit.com](http://downtownbeloit.com)

# CITY OF BELOIT

## REPORTS AND PRESENTATIONS TO TRAFFIC REVIEW COMMITTEE

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Action Required \* \_\_\_\_\_ Information Only  X  Options Attached

**Date:** July 27, 2015  
**Presenter(s):** Jason Dupuis  
**Departments(s):** Public Works-Engineering

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**Topic / Purpose for Presentation:**

Discussion of traffic concerns near Todd School.

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**Background Information:**

The City of Beloit had received a request to meet with School District officials at Todd School to discuss citizen concerns related to the amount of traffic being generated by Todd School.

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**Key Issues (maximum of 5):**

1. Vicki Jentoft-Johnson relayed concerns she had regarding vehicles blocking driveways, emergency vehicle access near the school general traffic flow.
  2. The City met with School officials and discussed potential changes for the parking lot and pick-up/drop-off area. The School District suggested re-opening the exit on Colley with right-turn/left-turn designations in the parking lot. This area is currently coned off, forcing all vehicles to enter from Colley and exit on Oakwood.
  3. Another suggestion was make sure that all changes and suggestions for travelling though the school zone be communicated to the parents before the start of the new school year.
  4. Ms. Jentoft-Johnson also asked about the ability to paint the curbs to depict No-Parking areas. Currently, the City of Beloit does not have a curb painting program in residential areas. Our practice has been to indicate these areas with the use of No-Parking signage.
  5. Finally, it was suggested that increased enforcement of the traffic patterns is established with the use of existing school staff and if needed, increased Police presence.
- 

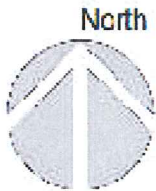
**Action Required / Recommendation / Evaluation:**

Discussion only.

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**Fiscal Note:**

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North

# Proposed Site Plan Overlay (6-Track)

Scale: 1" = 60'-0"



WISCONSIN

BELOIT

## TODD SCHOOL



LOCATION: Colley Rd. and Oakwood Ave.

CITY OF BELOIT, WISCONSIN

SCALE: NONE

DRAWN BY: JRD (2015)

## Dupuis, Jason

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**From:** Dupuis, Jason  
**Sent:** Wednesday, June 10, 2015 8:43 AM  
**To:** 'vickijjc21@aol.com'  
**Subject:** FW: Update Todd School

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**From:** Dupuis, Jason  
**Sent:** Wednesday, June 10, 2015 8:41 AM  
**To:** 'vickijjc21@aol.com'  
**Cc:** Thomas Johnson (Thjohnso@sdb.k12.wi.us); Flesch, Michael  
**Subject:** RE: Update Todd School

Good morning Vicki,

As part of the education process for the new traffic pattern at Todd School, I will be relaying information related to your concerns to the Police Department at our upcoming Traffic Review Committee meetings. I have been working with the Police Department this past year at various school locations throughout the City to help with traffic/safety issues and will continue to do so throughout this year as the remaining school transition takes place. I would ask for your patience during the transition to the new traffic pattern for the upcoming school year as it will take some time for the parents to adjust.

The City does not paint the curbing in residential areas to designate No-Parking areas. The No-Parking locations throughout the City are typically indicated with the use of signage. The enforcement of the signage and other statutes is the responsibility of the Police Department. As indicated, I will make sure that the Police are aware of your concerns.

Please feel free to contact me if you should have any questions or additional concerns.

Jason Dupuis, P.E.  
Transportation Engineer  
2400 Springbrook Court  
City of Beloit  
Ph. 608-364-6735  
fax. 608-364-2879

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**From:** Thomas Johnson [<mailto:thjohnso@sdb.k12.wi.us>]  
**Sent:** Friday, June 05, 2015 11:57 AM  
**To:** Dupuis, Jason  
**Subject:** Fwd: Update Todd School

----- Forwarded message -----

**From:** <[vickijjc21@aol.com](mailto:vickijjc21@aol.com)>  
**Date:** Fri, Jun 5, 2015 at 11:54 AM  
**Subject:** Re: Update Todd School

To: [thjohnso@sdb.k12.wi.us](mailto:thjohnso@sdb.k12.wi.us), [vickijjc21@aol.com](mailto:vickijjc21@aol.com)  
Cc: [mkwirgau@sdb.k12.wi.us](mailto:mkwirgau@sdb.k12.wi.us)

I wonder if they will allow the residents to do painting if they supply the paint? May be something for them to discuss with their police officer in their Neighborhood Watch Meeting.  
Vicki JJ

Vicki Jentoft-Johnson, Sales Executive  
Century 21 Affiliated  
120 W. Grand Avenue  
Beloit, WI 53511  
[608-365-1481](tel:608-365-1481) (office)  
[608-295-0427](tel:608-295-0427) (cell)  
[608-365-1672](tel:608-365-1672) (fax)  
[vickijj@c21affiliated.com](mailto:vickijj@c21affiliated.com)  
[vickijjc21@aol.com](mailto:vickijjc21@aol.com)

Life is not measured by the number of breaths we take, but by the moments that take our breaths away.

-----Original Message-----

From: Thomas Johnson <[thjohnso@sdb.k12.wi.us](mailto:thjohnso@sdb.k12.wi.us)>  
To: vickijjc21 <[vickijjc21@aol.com](mailto:vickijjc21@aol.com)>  
Cc: Wirgau, Melody <[mkwirgau@sdb.k12.wi.us](mailto:mkwirgau@sdb.k12.wi.us)>  
Sent: Fri, Jun 5, 2015 11:52 am  
Subject: Re: Update Todd School

Hi Vicki,

There will be education for the parents and that will begin over the summer in communications home. They will be using traffic cones to change traffic patterns for the turns. Staff will be directing traffic through the new cone routes. I am unsure if the city will do any painting at this point. I am hopeful the police presence will be strong.

I will pass on your information to Melody for any further clarification that I may have missed.

Sincerely,

Tom

On Fri, Jun 5, 2015 at 11:45 AM, <[vickijjc21@aol.com](mailto:vickijjc21@aol.com)> wrote:

Will there be any letters of education from the school to parents to enforce what parents can and cannot do? Will there be any lines painted on the curb? With the police not there daily, it will still be up to the residents to have to enforce and call the police in order to use their private property, which will continue to be a sad situation and a situation unaddressed. Thank you.

Vicki JJ

Vicki Jentoft-Johnson, Sales Executive  
Century 21 Affiliated  
120 W. Grand Avenue  
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[608-365-1672](tel:608-365-1672) (fax)  
[vickijj@c21affiliated.com](mailto:vickijj@c21affiliated.com)  
[vickijjc21@aol.com](mailto:vickijjc21@aol.com)

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-----Original Message-----

From: Thomas Johnson <[thjohnso@sdb.k12.wi.us](mailto:thjohnso@sdb.k12.wi.us)>  
To: vickijjc21 <[vickijjc21@aol.com](mailto:vickijjc21@aol.com)>  
Sent: Fri, Jun 5, 2015 11:38 am  
Subject: Re: Update Todd School

Hi Vicki,

We did meet with the city yesterday. The latest recommendation would be to change traffic patterns by way of right turn and left turn only within the parking lot to try and achieve better flow and hopefully mitigate blockages/stoppages. The other piece will be enforcement on the city side. They will finalize the latest plans for changing things in the next couple days and begin a new traffic pattern for the upcoming school year.

We will continue to evaluate the situation and see how the latest remedy recommended by the city works.

Sincerely,

Tom

On Fri, Jun 5, 2015 at 11:28 AM, <[vickijjc21@aol.com](mailto:vickijjc21@aol.com)> wrote:

I apologize for not being able to make the meeting yesterday. My doctor had a bad day and was running very late, hence I was was running very late!

I would like to know how things went and what was discussed. I hope you were able to discuss my points of concern.

I understand that this morning there was a police presence out trying to at least be seen. I do not know that they did much as far as enforcement, as there were still cars blocking in driveways on Oakwood. They may have said something to parents that were in the bus lanes on Oakwood, however.

I look forward to hearing from you soon. Thanks so much.

Vicki JJ

Vicki Jentoft-Johnson, Sales Executive

Century 21 Affiliated

120 W. Grand Avenue

Beloit, WI 53511

608-365-1481 (office)

608-295-0427 (cell)

608-365-1672 (fax)

[vickijj@c21affiliated.com](mailto:vickijj@c21affiliated.com)

[vickijjc21@aol.com](mailto:vickijjc21@aol.com)

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-----Original Message-----

From: Thomas Johnson <[thjohnso@sdb.k12.wi.us](mailto:thjohnso@sdb.k12.wi.us)>  
To: vickijjc21 <[vickijjc21@aol.com](mailto:vickijjc21@aol.com)>  
Cc: Marotz, Janelle <[jmarotz@sdb.k12.wi.us](mailto:jmarotz@sdb.k12.wi.us)>  
Sent: Tue, Jun 2, 2015 5:16 pm  
Subject: Re: Update

Hi Vicki,

I am not sure if the time is solidified with the city between Janelle's office yet. I believe she was trying to aim for the morning. I will cc her to see if we have heard a firm time from the city as of yet.

Thanks,

Tom

On Tue, Jun 2, 2015 at 4:35 PM, <[vickijjc21@aol.com](mailto:vickijjc21@aol.com)> wrote:



I was wondering what time you are planning on meeting with the City officials and if it would be possible to be there if I am available at that time? I want to make sure that the neighborhood concerns are conveyed and shared adequately so that they can be addressed. I do have a doctor's appointment that day, so there may be a conflict. I am hoping not! Thanks in advance. I am so thankful to you that you have the ball rolling to begin to address these issues.

Vicki JJ

Vicki Jentoft-Johnson, Sales Executive

Century 21 Affiliated

120 W. Grand Avenue

Beloit, WI 53511

608-365-1481 (office)

608-295-0427 (cell)

608-365-1672 (fax)

vickijj@c21affiliated.com

vickijjc21@aol.com

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-----Original Message-----

From: Thomas Johnson <[thjohnso@sdb.k12.wi.us](mailto:thjohnso@sdb.k12.wi.us)>

To: vickijjc21 <[vickijjc21@aol.com](mailto:vickijjc21@aol.com)>

Sent: Tue, Jun 2, 2015 1:12 pm

Subject: Update

Hi Vicki,

Just an update to let you know we are meeting with City officials onsite at Todd on Thursday to further discuss and point out the problems that exist.

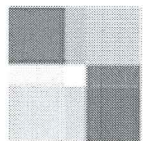
I am hopeful to find solutions collaboratively.

I wanted to keep you in the loop.

Thanks,

Tom

—  
Dr. Thomas M. Johnson  
Superintendent of Schools  
Koiak Education Center  
1633 Keeler Avenue  
Beloit, WI 53511  
(608) 361-4000  
(608) 361-4135 (fax)



School District of  
**BELOIT**

thinkingbeyondnow