



City of Lake Geneva, 626 Geneva St, Lake Geneva, WI 53147-262.248.3673-www.cityoflakgeneva.gov

Public Works Committee Agenda
Monday, January 26, 2026 - 4:00 PM
Lake Geneva City Hall, Council Chambers

Members:

Chair: Cathy Stoodley
JaNelle Powers, Mary Jo Fesenmaier, Linda Frame, and Joel Hoiland

1. Call to Order
2. Roll Call
3. Comments from the public limited to 5 minutes, limited to items on this agenda
4. Approval of the minutes from 11-24-2025
5. Written Staff Reports
 - a. Director of Public Works Report
 - b. Street Superintendent Report
 - c. Parking Manager Report
 - d. Engineer Report
6. Highway 50 Update Report
7. Discussion/Recommendation regarding Traffic Control Policy (Hoiland)
8. Discussion/Recommendation regarding possible change to Bulk Pick Up to an on-call basis (Johns Disposal)
9. Discussion/Recommendation regarding Walworth County and COLG Intergovernmental Agreement for roadway improvements on Interchange North and Center St.
10. Discussion/Recommendation regarding Park Street Pedestrian Crossing Design at Prairiewind Drive within the 2026 Lake Geneva Street Program (Kapur)
11. Discussion/Recommendation regarding Drainage for Alley 50, West of Cook Street North of HWY 50, 2026 Lake Geneva Street. (Kapur)
12. Adjournment

A quorum of the Council may be present; however, no official Council action will be taken.
Requests from persons with disabilities who need assistance to participate in this meeting should be made to the City Clerk's office in advance so that the appropriate accommodations can be made.

City Of Lake Geneva Public Works Committee Minutes

Monday, November 24, 2025 - 4:00 PM

Call to Order

Meeting called to order at 4pm by chairperson Stooldey.

Roll Call

Present: Stoodley, Fesenmaier, Hoiland, Frame, and Powers

Absent: None

Comments from the public limited to 5 minutes, limited to items on this agenda

They were none.

Approval of the minutes from October 27, 2025

Motion to approve by Frame, second by Powers.

Voice vote, motion carried.

Written Staff Reports

Director of Public Works Report

Public Works Director Tom Earle gave an overview of the report that was included in the packet.

Street Superintendent Report

No report in packet.

Parking Manager Report

The Parking Manager report was included in the packet.

Committee members and Gehris-Padro spoke on potential sponsorship for shuttles.

Engineer Report

Engineer's Report was included in the packet.

Highway 50 Update Report

The Highway 50 update was included in the packet.

Discussion/Recommendation regarding possible change to bulk pickup to an on-call basis — Johns Disposal

Earle stated Johns Disposal plans to return for possible bulk pickup changes in June or July.

Motion by Frame to continue, second by Hoiland.

Voice vote, motion carried.

Discussion/Recommendation regarding Symphony Bay Phase 6 Roadway acceptance (Kapur)

Naomi Rauch from Kapur explained her memo that was included in the packet.

Motion to approve Symphony Bay Phase 6 including retaining the warranty amount for 1 year by Hoiland, second by Frame

Voice vote, motion carried.

Discussion/Recommendation regarding Center Street Water Tower Recoating for Utility Commission (Josh)

Utility Director Josh Gajewski gave an overview of his memo that was included in the packet.

Discussion ensued regarding the re-coating of the Center Street Water Tower.

Motion to approve Center Street Water Tower Project by Frame, second by Hoiland.

Voice vote, motion carried.

Discussion/Recommendation regarding Interchange North Utility Commission Project (Josh)

Josh Gajewski gave an overview of the Interchange North Utility Commission Project.

Discussion ensued regarding the crosswalk impact on the south side of Interchange North.

Fesenamier inquired about the public information meeting scheduled on December 16th from 4pm to 6pm.

Motion by Frame to approve the Interchange North Utility Commission Project, second by Hoiland.

Voice vote, motion carried.

Update regarding 4-way stop sign at Dodge and Broad Intersection

Committee members and Rauch discussed the stop bar location, indicating no parking spots would be lost. Earle explained there was an existing ordinance indicating Dodge and Broad is already a 4-way intersection. Signage will be posted a couple of feet prior to the intersection in the North and South directions.

Adjournment

Motion to adjourn by Powers, second by Hoiland.
Voice vote, motion carried.

To: Public Works Committee
From: Tom Earle, Director of Public Works
RE: Nov. 2025 Director's Report

PUBLIC WORKS OFFICE & ADMINISTRATION

DOT.

- Attend Hwy 50 staging meeting at WisDOT Waukesha with Administrator and UC.
- Research existing documents regarding Main St construction. Ongoing, several located..
- Discuss Real Estate acquisitions for STH 120 project with Admin and Engineer. Ongoing, I believe a contractor was selected by Admin.
- Meet with WisDOT regarding building projects on STH 50. St Francis
- STH 120 signal discussions.
- STH 120 real estate LTE's PLE's

DPW

- Meet regarding spillway lighting, ongoing, discuss with LGBC. Meet with BC. No movement.
- Meet with Parks Director several times.
- Currently working on CIP projects. 1070 Carey Lighting, (complete) etc. Two new tube heaters in 1070, proposals forthcoming..
- Balcony for fuel delivery, monitoring issue begun, CIP, RFP soon. Meet with DOR regarding new shed requirements.
- Meet with designer/engineer on salt shed addition. Project projected start date 22 Sept. Project moved back due to scheduling. Spring 2026
- Begin RFP for 1065 Carey OH doors. Waiting on approval from Admin. 3 of 4 doors installed. Waiting for quotes. (completed) Working on 2 OH doors for 1055 Carey, All completed
- 1065 conference room coming along. Floor, ceiling, lighting complete, trim in progress. Completed.
- Discuss border roads winter maintenance with surrounding Muni's.
- Review ROW permits, meet with B&Z. Attend DRT
- Daily activities, signage, roads, salt allocation, salt application seminars, etc. Signage issues around town.
- Meet with Geneva Town regarding Center St., Forest St. Discuss access point for possible development of NE corner of Center and Int North.
- Meet with Bloomfield DPW regarding Symph. Bay drainage. Hopefully abated.
- Emergency repairs completed at Museum roof. RFB should be posted in next few weeks for remainder from CIP. 2026-02
- Several repair issues ongoing. #19 top end rebuild. #27 hyd distribution block, cannot locate, probable upfit. Heat issue

Cemeteries

- Survey complete, data compilation for design started. Kapur update at Cemetery Board.

City of Lake Geneva

Department of Public Works

1065 Carey St.

Lake Geneva, WI 53147

262.248.6644

- Several issues at Oak Hill are being resolved and ongoing. Many ownership issues lately, assisted numerous families for ownership issues. This is ongoing and ramping up.
- Address past errors in record keeping at Oak Hill, ongoing. Many new issues found.
- DPW Admin Assistant is working on finding possible remedies for the Oak Hill Columbarium issues.
- Phone for Oak Hill now transferred to DPW.
- Oak Hill Chapel Roof. (complete) Chapel windows. (75% complete) . Sexton shed RFB is posted 2025-08.
- Attend Cemetery Board. Board approved design for new Columbarium, RFB 2026-01 should be posted after Winterfest.



3.4 SNOW & ICE CONTROL

1. Purpose
2. Ordinances
3. Responsibilities
4. Downtown snow removal
5. Storm classification
6. Priorities
7. Private streets
8. General
9. Property damage
10. Rules

Adopted by Common Council	01/1996
Amended by Common Council	05/102011
Amended by Common Council	11/22/2021

SECTION 1: INTRODUCTION, PURPOSE, AND GOAL

Introduction

Lake Geneva is a progressive and rapidly growing community of approximately 8000 people located forty-five miles southwest of Milwaukee near the intersection of STH 120, STH 50 and US 12. The City is recognized as one of the premier vacation destinations in Wisconsin and the Midwest and attracts world-wide visitors. Many festivals can attract 10-50,000 visitors in any season. Area resorts capitalize on rolling acres of pristine landscape that meet the shores of Geneva Lake. The City's proximity to Milwaukee, Madison, Chicago and Rockford also provides a very popular destination for one day visitors. It is essential that Lake Geneva provides the best and most efficient snow and ice control possible. Although efforts have been made to be as specific as possible, *it should be noted that due to the unpredictable nature of snow and ice events in the State of Wisconsin, any plan needs to be flexible to accommodate a variety of circumstances. This document should be viewed as a general guide for snow and ice response with the understanding that responses differ with each event as each has unique characteristics.*

Background

Due to its geographic location, Lake Geneva is subject to freezing rain, ice, and snow anytime during the fall, winter, and spring months. Normally, winter storms can be expected during the months of November through April. The responsibility for keeping vehicular and pedestrian traffic moving safely on Lake Geneva's apx 45 miles of city streets following snow and ice storms lies with the Public Works Department.

Purpose

The purpose of a good snow and ice removal policy is to ensure the roadways are safe and passable* for the motoring public and for public service vehicles; however, there is general awareness that chlorides have a negative environmental impact on Geneva Lake as well as nearby soils, vegetation, waterways, infrastructure and vehicles. Chlorides also cause damage to the pavement. Every effort shall be made to minimize salt usage while still providing passable travel ways. The City does not maintain a 'bare/dry road' policy.

*According to Wisconsin Department of Transportation's Passable Roadways in a Winter Storm Event article, a passable roadway is defined as a roadway surface that is free from drifts, ridges and as much snow and ice as is practical and can be travelled at a reasonable speed. Reasonable speed is defined as a speed a vehicle can travel without losing traction. This means during and after a snow/ice storm, reasonable speed will be lower than the posted speed limit.

Goal

The City's overall goal is to plow all of its roadways and alleys of snow accumulation curb to curb within twelve (12) hours after the snow has stopped. However, storms with a long duration will take substantially longer to clear.

SECTION 2: CITY ORDINANCES FOR SNOW AND ICE CONTROL

Notice

An updated City snow and ice control policy may be available on the City website, DPW Offices and the City Clerk's Office around November 1st of each year.

Snow Emergency Declaration

PER MUNICIPAL CODE:

SECTION 74-10(a). DECLARATION. "The Emergency Manager or his/her designee, Mayor or in the Mayor's absence the President of the City Council shall have the authority to declare a snow emergency whenever conditions arise which in their judgment necessitate the same. The person declaring the snow emergency shall first consult with the DPW and Fire/EMS services as appropriate.

SECTION 74-10(b). AUTHORIZED ACTIONS. Upon the declaration of a snow emergency, the Police and Fire Chiefs are authorized to hire tow trucks and request City snowplows to accompany emergency vehicles both inside and outside the corporate limits of the City, establish a public information telephone reception center, advise radio station WLKG of declaration of snow emergency, and take any other action necessary.

SECTION 74-10(c). PLOWING. The Street Department "shall first clear and keep clean all primary routes and entrances and exits to the emergency facilities, then all secondary routes shall be cleared and maintained." A map of streets designating facilities is in the office of the City Clerk, Fire Dept. and Police communications center.

SECTION 74-10(d). PARKING. "During a snow emergency, parking is prohibited on any public street, roadway or alley in the City limits. Any vehicles parked on such routes shall be towed away at the owner's expense as provided in Section 74-37."

SECTION 74-10(e). TERMINATION. "The snow emergency may be terminated by the Emergency Manager, Mayor or City Council. The snow emergency shall be limited to the

time during which such snow emergency conditions exist.”

SECTION 74-60(a). NO PARKING SIGNAGE FOR SNOW REMOVAL. “For the purpose of removing snow from the streets and surrounding areas, the Street Department may erect temporary signs prohibiting parking in the area where snow is intended to be removed.”

SECTION 74-60(b). PENALTY FOR VIOLATION. “The Police Department may ticket and/or tow away all vehicles parked in violation pursuant to this subsection.”

Snow removal around hydrants. The Fire and Utility departments highly recommend adjacent property owners have all hydrants cleared of snow as soon as possible to alleviate any issues during an emergency. If you see an issue with a hydrant please call the Lake Geneva Utility.

Sidewalks

Property owners are responsible for the sidewalks adjacent to their property on all sides. This includes ADA ramps up to the travelled portion of the roadway. If sidewalks are not cleared within 24 hours in areas outside the Central Business District, or within 12 hours in the Central Business District, the following procedure will be employed in accordance with Section 62-223:

- a. The City may schedule removal of snow any time after the 12 or 24 hour time period has lapsed. The downtown has heavy pedestrian usage; therefore the risk of public health, safety, and welfare is an overriding consideration.
- b. upon expiration of the time limit a forfeiture shall be levied in accordance with the City Code. Each 24 hour period shall cause a separate offense.
- c. the sidewalk shall be cleared by a City hired contractor at the direction of the Code Enforcer at the property owners expense.

Contractor shall provide before and after photographs to the City for documentation purposes.

- d. deposit of snow in streets prohibited in accordance with Section 62-221, “No person shall cause to be deposited snow from his premises onto the sidewalk abutting thereon or onto any street...”

this includes pushing, placing or throwing snow across a street, ROW and/or alleyway. Snow shall stay on the side of the street/alley/right-of-way from where it originated.

Bike Paths

~~As certain bike paths are multi-use paths used as sidewalks, it is acknowledged that these areas need to be cleared of snow and ice. A map of these areas will be made available from time to time by the Common Council outlining which areas will be the responsibility of the adjacent property owners to maintain all year including snow/ice removal. The responsibilities will mirror that of the sidewalk snow maintenance ordinances. These areas shall be reviewed by the City from time to time and maps adjusted accordingly.~~

The City DPW will plow certain bike paths as time and resources allow. These areas include the paths in and around Vet's Park, sections of Edwards Blvd and Townline Rd. When frost is neither present in the soil nor deep enough to withstand plowing equipment, the DPW shall at its discretion allow snow to remain on the bike paths until such time as conditions will allow snow removal. As a general rule, the City does not chemically treat bike paths nor clear them on an overtime basis.

SECTION 3: RESPONSIBILITIES OF CITY PERSONNEL

Public Works Department

The task of keeping vehicular traffic moving on the City of Lake Geneva's 40 plus miles of streets during and following snowstorms is the duty of the Public Works Department. The Department is responsible for the coordination and supervision of the entire snow and ice control operation. Tracking of storm warnings, making decisions as to type and timing of a snow and ice control operation, alerting personnel, tracking costs (Ice and Snow Control Report) and the continual observation of ice and snow operations are all part of the responsibilities. Although the Public Works Department directs snow plowing and ice control under the direction of the Director of Public Works, it depends heavily upon the continual support and cooperation of all other municipal departments within the City.

Lake Geneva Police Department

Two primary functions of the Police Department are assistance with deteriorating road conditions and the ticketing and towing of vehicles in violation of Sections 74-10(d) and 74-60 of the Municipal Code of the City of Lake Geneva. The Police Department provides the first notice of hazardous conditions to Public Works particularly during the late evening and early morning hours. The Police Department is also responsible for communicating snow emergencies to the media.

City Code provides the Police Department may tow away all vehicles parked in violation of this subsection. During a snow emergency the vehicles in violation will be towed immediately or as soon as possible under existing conditions. In times of extreme emergency, the City may opt to tow all cars to a central location such as a public parking lot or the City Garage on Carey Street. (Illegally parked cars in violation SIGNIFICANTLY hinder safe plowing and removal operations)

Water, Wastewater & Cemetery Departments

Water, Wastewater and Cemetery employees may be called upon during snow emergencies to supplement manpower shortages for reasons to include but not limited to illness of DPW personnel, inability to get to work, or extended storm conditions. Water Department employees shall ensure that substations, wells and towers are clear of snow and ice. In extreme circumstances, the City may call upon all employees with valid CDL's to plow during manpower shortages. Please help on the side of safety and have all hydrants adjacent to your property cleared of snow.

Code Enforcement

DPW relies heavily on Code Enforcement to ensure that sidewalks and ADA ramps are properly cleared by property owners and ensuring that private individuals' contractors are not causing unsafe conditions by plowing or placing snow in roadways or other areas. Per Ordinance, if downtown walks/ramps are not cleared by property owners prior to crews clearing the area, there will be snow left behind in the parking stalls. If the property owners place snow in the parking lane after crews clear the area, it will be the property owner's responsibility to remove such snow. They may also be ticketed. City plows cannot clear stall areas when parked cars are present. CE ensures these rules are obeyed.

Repair Shop

The function of the Street Department Repair Shop in Lake Geneva's Snow and Ice Control Plan is to prepare all the equipment needed well in advance of the winter season. Included are repairs to any equipment that breaks down during any class storm either in the shop or in the field. Preventative maintenance is also done on the trucks and equipment. Whenever possible, an additional employee is assigned to the mechanic shop to assist with two-man repairs. As the Department does not have a full time mechanic, repairs and maintenance are performed by staff as time allows during their normal duties and also private repair shops.

SECTION 4, DOWNTOWN SNOW REMOVAL

Downtown Snow Removal

Downtown snow removal is a difficult task. Crews cannot safely perform this function when traffic and/or pedestrians are present. Typically, except in extreme cases, this will be performed between midnight and 6am depending upon but not limited to the following: timing of a storm, duration, type, future forecast, amount of snow and the implementation of a snow emergency. DOT/FMCSA regulations also play a factor in the schedule. Priority shall be given to the 45 miles of City roadway being plowed and treated before stalls will be cleared.

There are no official rules that allow downtown properties to place their snow in the street. Historically the City has allowed this practice to alleviate the buildup of snow in the terrace section of the ROW downtown as a convenience to property owners even though it conflicts with City Ordinances. (the terrace section can be earth, lawn, pavement, brick, concrete, etc) Sidewalks must be cleared a minimum of 4' wide, if the property owners wish to clear a wider path, paths to the curb line or clear the terrace sections adjacent to their sidewalks they may do so but they must have this snow in the parking lanes before the crews clear the area or it will remain in the stalls at the responsibility of the property owner. (City and ADA rules mandate a 4' clear sidewalk only) If the snow event is significant or of a long duration, it is possible that crews will not windrow and pick up the downtown area for a few days. Staffing, machine availability and many other factors come into play.

Crews clear all downtown City parking lots to allow late night guests, early morning workers and visitors an area to park while the removal is in progress. Parked cars can significantly hinder the snow removal process; every effort should be made by property owners along the snow removal route to make sure parked cars are not present along the snow removal route. If too many vehicles or pedestrians are near the snow removal route, crews will abandon the effort until the removal can be done safely.

Many factors contribute to the decision on whether to windrow the snow downtown, push it into piles, or simply plow it to the curb line. Amounts, temperature, type of snow, future forecasts, time of day, day of week, road conditions in other parts of the City, availability of staff, etc., all play a part. The decision on how to address this issue lies with the Street Superintendent as he/she is most cognoscente of the circumstances involved.

Property owners must accept realistic expectations of how and when snow removal can occur. Crews cannot remove snow in the parking lane when traffic and/or parked vehicles are present, therefore snow may remain in the gutter line and/or parking lane for a few days before it is removed. City crews make an effort not to pile snow over the curb onto the terrace where it would in fact be the property owners responsibility, (same as snow piled at the end of a driveway) this is why snow is left in the parking lane. Furthermore, if the snow is pushed onto the terrace, crews would not be able to collect it for future removal. A misconception regarding windrows on the curb line or terrace is that it is against ADA rules. This is false; ADA ramps are at the intersections, not mid-block. If a property owner prefers a mid-block walkway to the curb line, generally referred to as a carriage walk, it is at their discretion and responsibility to clear it.

As stated at the beginning of this section, there are many factors that contribute to any decision. Safety of Staff and the Public must be considered at all times.

SECTION 5: STORM CLASSIFICATIONS

Class “A” Storm (Less than 2 inches total accumulation)

This is a snow storm with an accumulation of less than 2 inches in depth and may include plowing and material application. Crews are dispatched to City buildings, walks, lots and all routes, addressing the arterial and collector streets, including hills, curves, controlled intersections on local roadways that serve the Police Station, Fire Stations, DPW and schools. However, during a freezing rain when extremely dangerous conditions exist, the entire City may be treated at the Superintendents discretion.

The Street Superintendent shall determine the need to call in employees if he/she feels the conditions require it. In the absence of the Street Superintendent, the Foreman or the Director of Public Works may call in staff. It then will be the Superintendent, Foreman or DPW’s decision whether to upgrade to a Class “B” storm or continue the Class “A”.

Class “B” Storm (2” To 8” Inches total accumulation)

This storm is a snowfall of two (2) inches to eight (8) inches in depth and may involve a full plowing and material application operation. Wind also plays a factor.

Under a Class “B” Storm, the DPW begins by dispatching plow trucks to each of the routes including all City buildings and lots servicing first any EMS/Fire and Police Dept. areas, parking lots, arterial and collector streets. During normal business hours downtown, the plows may have to place snow to the backs of parked cars. In this event, stalls shall be cleared as soon as safely possible depending on time of day and availability of staff. Every effort is made to keep open as many parking places as possible. Snow amounts, time of day and many other factors shall dictate if the snow will be piled in the parking lane or windrowed to the street center. Parking stalls cannot be cleared safely when traffic and/or parked cars are present

A snow emergency will be declared during a Class “B” Storm if conditions continue to deteriorate and accumulations significantly increase. The Street Superintendent or his/her designee will stay in close contact with the Police Dept., who in turn will notify the Chief or his/her designee who acts as the City Emergency Manager and has the authority to call a Snow Emergency based on actual conditions. Generally accumulations of 3” or more, blowing and drifting, severe temperatures and future forecasts can all affect the decision. The Emergency Manager will also be in close contact with Fire and EMS services as to their need. The City

Emergency Manager or His/Her designee, the Mayor or in his/her absence the President of the Common Council shall have the authority to call or cancel a snow emergency.

All downtown lots shall be plowed and treated as soon as possible so as to be available for downtown traffic while the stalls are being plowed to the extent possible. This snow is moved into piles or pushed into windrows for removal later as the Superintendent directs per Sec 4.

Residential streets will be cleared after all Arterial and Collector roads are clear. As drivers clear their zones they may be instructed to pull off the residential streets from time to time to check the arterial and collector streets for buildup and then return to residential streets.

Drivers are instructed to plow and treat their arterial and collector streets first before entering residential areas. Drivers are to return to arterial and collector streets from time to time to check if they are still clear. The Superintendent may assign a plow to keep certain streets clear if staff is available. This action would allow zone drivers to continue plowing on residential streets.

The Street Superintendent will be on patrol as time permits to watch for hazardous conditions. He/She will call drivers off residential streets when he/she feels that the arterial and collector streets need immediate attention. He/She will remain in contact with the Police Department to relay messages to drivers of trouble spots. The Director of Public Works may also reclassify a storm as appropriate. He/She will remain aware of the forecasted weather and work with the Street Superintendent to call in employees as needed.

Employees from other Departments may also be called in as needed.

If in a Class "B" Storm the need arises, the Street Superintendent or Director of Public Works can authorize outside contractors to assist. All streets, parking lots, alleys, and municipal building sidewalks may be cleared in about 10-12 hours for a Class "B" Storm. In this case certain drivers may be kept back after normal hours to keep arterial and collector streets open and treated. As all storms are unique and many factors contribute to any decision, this will be evaluated on a per-storm basis.

Class “C” Storm (8” or more total accumulation)

This storm is extremely heavy snowfall, eight (8) inches or more in depth, occurring in a period of twenty-four hours or less. In this storm, life threatening situations can arise as emergency vehicles can become bogged down and stranded, therefore it is recommended that a Snow Emergency be called. When existing conditions and weather forecasts indicate a Class “C” Storm event is imminent, the Street Superintendent and Director of Public Works will maintain close communication with Police, EMS and Fire. The Street Superintendent or Director of Public Works may also arrange for outside contractors to assist City Employees. Primary and secondary route lanes along with PD, FD, EMS and DPW locations shall be the focus during these types of events with all other areas being done when time and resources permit.

SECTION 6: SNOW REMOVAL PRIORITIES

Appropriate Level of Service

Matching the level of service to roadway classification and vehicular volume will effectively provide a high quality winter travel-way for our citizens and visitors. The priorities are as follows:

- 1) Entrances and exits of all Emergency Services and DPW locations.
- 2) Arterial roadways leading in and out of the City.
- 3) Major and minor collectors
- 4) Local residential streets
- 5) Border roads
- 6) Cul-de-sacs and dead end streets
- 7) Sidewalks in front of City property
- 8) Bike paths, certain areas when time allows.

The extreme cost and negative environmental impacts of a “bare pavement” policy at all times for each and every roadway is not feasible. If a citizen drives carefully for 1-2 blocks on their local street to a collector or major roadway with a higher level of service, then travel throughout Lake Geneva is easy and safe. Balancing level of service with resources is the more efficient use of Lake Geneva tax dollars and minimizes damage to our environment and vehicles. Local streets will not generally be treated during the plowing operation (except maybe certain intersections) but will be treated appropriately during freezing rain and where the forecast is for continued low temperatures. However, hills curves, and intersections will be treated in each of the Class A, B, or C Storms.

Cul-de-sacs and Dead Ends

Cul-de-sacs and dead ends require special equipment and are difficult to clear; therefore they are last on the street cleaning list. Drivers shall plow past cul-de-sacs and dead ends if they intersect with a through street. When a driver has completed all arterial, collector, and through residential streets, he then returns and plows cul-de-sacs and dead ends. Other drivers who have completed their zones will assist in any other zone with cul-de-sacs and dead ends.

Parking Lots and Alleys

Alleys and parking lots shall be plowed soon after the snow stops to allow residents, visitors, and employees to park their vehicles off-street.

Sidewalks

The Street Department is responsible for snow removal on sidewalks adjacent to City owned buildings and property only. These will be addressed as soon after the City streets, parking lots and alleys are plowed as time allows.

Private sidewalks are those sidewalks adjacent to private property which under City ordinance, are the responsibility of the abutting property owner for snow removal. City ordinance authorizes the City to initiate sidewalk snow removal for public safety and welfare if the snow and/or ice have remained on the surface for a period in excess of 24 hours after the termination of the storm. (except in the downtown area, see Ordinances) The procedure is set forth under the Public Notice section of the policy and is administered by Code Enforcement.

NOTE: In any storm event, Sidewalks that are the responsibility to be maintained by City crews will not be done until all streets are passable.

SECTION 7, PRIVATE STREETS

Private Streets

Snow removal from private streets shall not be provided except in an emergency situation requested by Police, Fire or EMS.

SECTION 8, GENERAL

General.

Per USDOT/FMCSA Hours of Service regulations, no CDL driver shall work more than sixteen (16) consecutive hours without ten (10) hours off duty. This includes non-driving hours. If needed, employees from other Departments may be called in to supplement Street Department employees. The DPW operates with enough staff for one shift only, many of the DPW's functions, including downtown snow removal, require the entire departments involvement. Crews will be scheduled accordingly.

Salt/brine may be applied to roadways before the snow falls and/or packs to enable easier snow/ice removal. At times the Superintendent at his/her discretion may dispatch several salt/brine trucks to specific areas prior to precipitation to help keep the impending snow from getting packed onto the roadway.

The City of Lake Geneva does not have a 'bare/dry road' policy.

DPW is also cognoscente of the tourist nature of the City and may at times increase levels of service in certain areas for anticipated traffic volumes during winter holidays and festivals.

The items below shall be applied using Best Management Practices from the Wisconsin Transportation Center, WisDOT, WisDNR and the Salt Smart Collaborative. All City of Lake Geneva DPW employees attend several seminars on an annual basis regarding salt/brine application. The Superintendent shall oversee ordering the proper use of materials. Application patterns shall be generally applied towards the center line of a crowned roadway, or the uphill side of a slope. Intersections shall be broadly treated as to allow safe travel. As per the BMP's above, application rates will generally be kept to <500lbs per mile with traffic volume, weather and temperature being factors in increasing or decreasing rates at the discretion of the Superintendent.

Use of Abrasives

Abrasives do not prevent, nor do they remove buildup of snow pack, to the contrary they can compound the problem by allowing the temporary melting and then rapid refreezing of the snow/ice. Abrasives can damage vehicles with a "sand blasting" effect as the sand is thrown up off the tires onto the body of the vehicle. Studies have shown they can also be very detrimental to the environment. They can be an advantage when temperatures are extremely low, however, they must be mixed with rock salt in an apx 5:1 ratio to prevent stockpile caking and freezing. This material also needs to be swept/cleaned from the roadways and catch basins and disposed of in a licensed landfill which can be very expensive. It shall be at the discretion of the Street Superintendent to properly order the use of abrasives.

Calcium Chloride

Studies have shown that straight salt or salt treated with calcium chloride is more economical to use and has better results than abrasives. It has been proven that one ton of salt can give the same results as three tons of sand. Even better results have been accomplished by pre-treating the salt with calcium chloride. This starts the salt working as soon as it hits the pavement. Because it is wet, calcium chloride is not thrown to the side of the road by the spreader or traffic. City trucks shall use 100% salt and brine unless directed otherwise by the Superintendent.

Salt Brine

Salt brine may be applied at the discretion of the Superintendent when situations warrant. Brine will be applied in accordance with industry standards generally between 25-60 gallons per mile. Primary routes, secondary routes and the downtown snow removal route shall be the primary focus of brine application along with certain hills, curves and intersections throughout the City. The Superintendent creates a yearly map of the general brine route.

Winter Street Sweeping

The street sweeper may be sent out whenever above freezing temperature opportunities allow the safe removal of accumulated sand and salt on bare pavement streets.

SECTION 9, Property Damage

All property damage claims involving City of Lake Geneva vehicles shall be investigated by the Lake Geneva Police Dept.

Mailboxes

If contacted by a property owner about damage to mailboxes, the City will by policy pay the property owner a maximum of \$50.00 to replace damaged mailboxes if the actual plow struck the box or post. If the damage occurs because the box was not installed in accordance with Post Office Requirements (see Exhibit below) or because it was damaged by snow from a plow or in a current state of disrepair, repairs will be the responsibility of the property owner. It shall be at the discretion of the DPW Superintendent's investigation as to when or if restitution is warranted. Property owners must contact DPW within 24 hours of damage to request an investigation. If replacement is found to be in order, DPW may place a temporary box until weather permits installation of permanent box. All mailboxes, standard or custom are subject to the maximum \$50 reimbursement.

Exhibit;

A Guide to USPS Mailbox Regulations;

The United States Postal Service (USPS) requires residential mailboxes to conform to a number of rules and regulations. The standardization of mailboxes helps to ensure the safety of mail carriers and the items they deliver. While some rules apply to all mailboxes in general, there are separate, specific regulations for locking, package or wall mount mailboxes.

Visit <https://www.usps.com/manage/mailboxes> for more information.

General USPS Requirements for Curbside Residential Mailboxes and installation rules can be found on the USPS website.

All manufactured mailboxes must meet the internal and external dimension requirements of the USPS.

Curbside mailboxes must be placed on the right-hand side of the road and facing outward so that mail carriers can access it easily without leaving their vehicle.

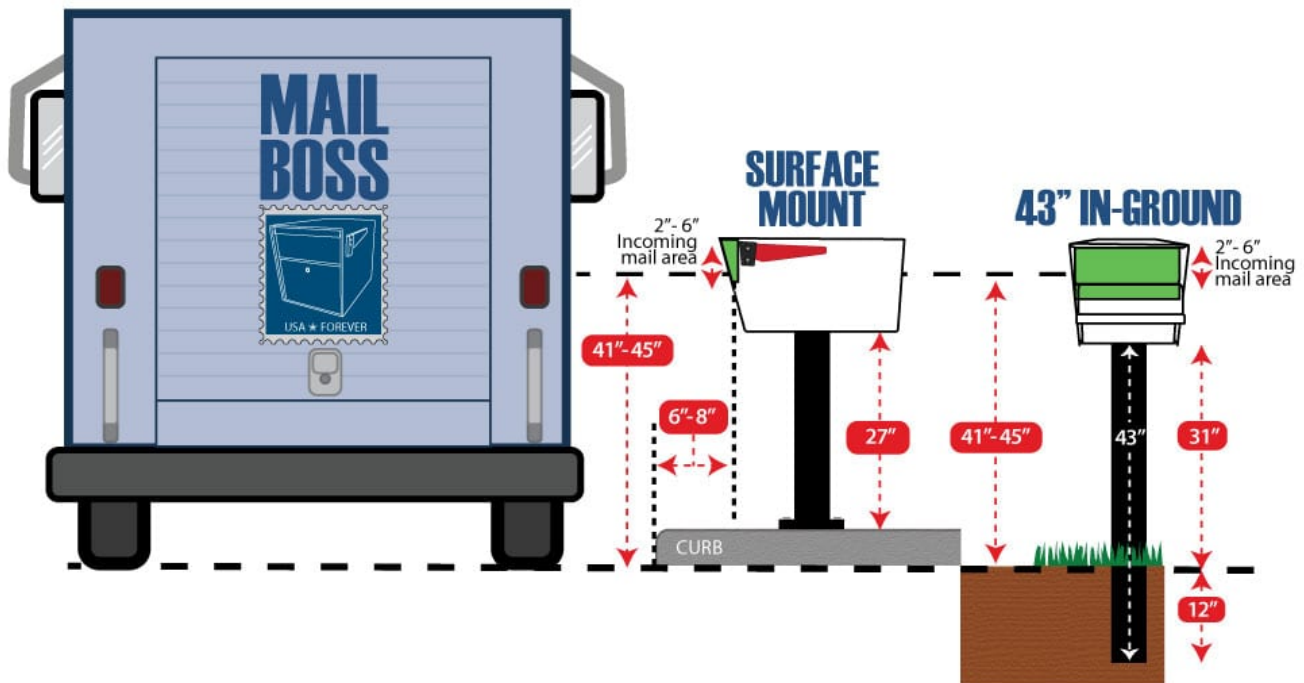
The box or house number on a mailbox must be represented in numbers that are at least 1 inch tall. Numbers must be positioned visibly on the front or flag side of the box.

Mailboxes must be placed 6 to 8 inches away from the curb; the incoming mail slot or door must be 41 to 45 inches from the ground. See exhibit.

Curbside mailbox posts should be buried less than 24 inches deep and made from wood no larger than 4 inches high by 4 inches wide. (4x4) Steel or aluminum pipes with a 2-inch diameter are also acceptable.

Newspaper receptacles may be mounted on the same post as the mailbox, but they must not contact it directly or be supported by it.

Visit the USPS webpage or contact the area Postmaster for more information.



Rights-of-Way

It is understood that many property owners care for the ROW like private property. However, ROW's are designed among other things to provide storage for snow from the streets in the winter months. Many times during snow events crews must push snow in the ROW areas in order to open the roadways, especially in heavy amount events. This may cause damage to grass areas. The Superintendent will investigate these areas in the spring for repair. If it is found private companies or residents caused the damage it will be the property owners responsibility to repair. If it is found DPW is responsible, the areas will be repaired when weather and material availability allow in the spring in order of reporting. Mainly after 01 May of each year. At no time will private landscaped areas placed in the ROW be repaired by the City, this includes trees, flowers, bushes, artwork, etc. It is against City ordinances to place anything in the ROW without a permit except a USPS approved mailbox and post.

SECTION 10, RULES

If they can do so safely, City crews are instructed to plow around any stranded or disabled vehicle and inform Dispatch of the location of the stranded vehicle. Any driver finding a vehicle completely blocking a street will radio Dispatch and Street Superintendent or Foreman for immediate removal. Crews are instructed to continue plowing their routes or zone until they are sure that all roads are passable*. Crews shall not stop to assist any motorist or pedestrian unless an emergency exists which threatens public safety. Crews shall not plow or treat any private property unless directed by the Superintendent, Director, Police or Fire Dept. while assisting police, ambulance or fire department emergency response personnel. Crews are instructed to continue to plow past any driveway even if the accumulated snow from their plow blocks the end of the driveway. It is the responsibility of the private property owner to clear any snow from their driveway. This includes sidewalks and ADA ramps that enter or connect to the travelled portion of the roadway. Crews shall not stop to clear any private drive or sidewalk connecting to the roadway unless they meet the emergency criteria above.

*See section 1.



DPW January 2026 Operational Report

Streets

Crews were out during early January thaw and got some leaves that were buried in the snow.

I have been working with city Engineer on the 2026 Street program

Sweepers have been out during the warmer weather.

Staff have been replacing and straightening street signs and traffic signs.

Staff are working on streetlight repairs. Found a broken wire on Wrigley and Baker scheduled contractor to replace underground service.

Staff have been also doing repairs to traffic signals that have been damaged by vehicles.

Staff have been out doing utility locates daily.

Staff are doing downtown garbage pickup Mondays and Fridays.

DPW office have been still getting visitors for the brush drop off.

Staff also have been completing needed repairs to equipment.

New radios are installed in all the equipment.

All DPW employees attended Salt Wise training for best road salting and brining practices during winter operations.

All plow trucks have been calibrated for proper salt usage.

Crews have been out for 15 snow events this season.

Staff have been finishing up the new break room and meeting room at the DPW.

Working with contractors to complete some needed roof repairs at the Museum.

Crews are out when weather permits filling Potholes.



City of Lake Geneva

Department of Public Works

1065 Carey St.

Lake Geneva, WI 53147

262.248.6644

Parks

Restrooms have been winterized for the season.

Parks have been very busy, dragon days went well. Oktoberfest was very busy, had some cleanup issues that DPW took care of.

Irrigation systems have been winterized.

Staff have been working on some repairs to mowing equipment.

Forestry

Staff have been attending online Trainings.

The crew is out trimming trees.

Crew completed fall tree planting.

Tree removals have started.

Riviera

Very busy during the holiday season.

Working on refinishing the exterior doors.

Lower Riv has been closed for the season. Restrooms will be open while staff is there.

Aerators have been installed under the piers.

Set up is underway for Winterfest.



City of Lake Geneva

Department of Public Works

1065 Carey St.

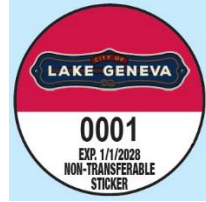
Lake Geneva, WI 53147

262.248.6644



Parking Operations Report January 2026

2026-2028 Parking Permits are available and are being issued at City Hall.



2026 Parking Permits:

- 1562 (1498 Resident - 39 WalCo Resident - 25 Business)
- 10/40 Parking Lot Permits

Citations to 2025:

Issued:36,254

Paid:25,650

Dismissed/Closed: 7,369

Sent to Collection: 2,641

Warning: 209

In Dispute: 0

Outstanding: 385

Information pulled 1/21/2026

Ongoing Plan for 2026:

- Updating Kiosk covers for Beach Kiosks



- Current
- Will be designed specifically and include City of Lake Geneva logo

- UPSafety Hot List software beta test ongoing.
 - Feedback from PEOs is overall positive
 - Zero tickets to City Hall employees written since test began
- Sign Survey-
 - Compact Car signs- revitalization plan
 - Received and in stock
 - Cook St-needs signposts
 - Will begin changeover during winter shutdown



- Motorcycle Signs-revitalization plan
 - Received and in stock
 - Will begin changeover during winter shutdown



- Identification of areas requiring more signs or signposts
 - Lake Shore Drive
 - Dodge Street
 - Cook St at Geneva St
 - Library Park, West
 - Lot I/Dunn Field collaboration with Harbormaster
- Staff discussion of No Parking Zone on Broad Street at Geneva Theatre

- Discussion ongoing with City Staff/Fire Department
- Possible use for Trolley Stop. Project discussion ongoing.
- Ongoing participation in Hwy 50 Construction Discussion Group

2025-Revenue Impact (-\$127,075.75 +shuttle fees)

- Winterfest Jan 29-Feb 2, Impact -\$6,360 +Shuttle
- Sunday Parking Placards, Impact -\$44,280 (retail value)
- YMCA 5k April 26, Impact -\$640
- Lake Geneva Food Pantry, Mon-Wed-Fri 9am-11:30a, Impact -\$4320 (retail value)
- Farmer's Market, Thursday's May 1-Oct 30, Impact -\$11,016
- Concerts in the Park, Thursdays Jun 26-Aug 7, Impact -\$560
- MYA Concert, Jul 19, Impact -\$200
- Art in the Park Aug 8-Aug 10, Impact -\$12,810 +Shuttle
- Venetian Festival Aug 12-Aug 18, Impact -\$39,120 +Shuttle
- The Lemonade Crawl, August 20, Impact -\$40
- Fat Tire Charity Ride, Sept 13, Impact -est. \$1,000
- Walk to End Alzheimer's, Sept 20, Impact -\$400
- Dragon Days, Oct 3-5, Impact -. \$480
- Oktoberfest, Oct 11-12 est. \$4,236 +Shuttle

Account Number	Account Title	2025-25 Prior year Actual	2025-25 Prior year Budget	Variance Current year	% of Budget
PARKING FUND					
PARKING					
PARKING					
42-34-50-46100	PARKING MISC REVENUE	242.72	300.00	57.28	80.91
42-34-50-46320	PARKING TICKET PENALTIES	168,547.50	125,000.00	43,547.50-	134.84
42-34-50-46330	PARKING STALL COLLECTIONS	1,760,556.66	1,900,000.00	139,443.34	92.66
42-34-50-46340	PARKING STALL TICKETS	768,217.00	625,000.00	143,217.00-	122.91
42-34-50-46350	PARKING TICKETS-COLL AGENCY	66,308.09	50,000.00	16,308.09-	132.62
42-34-50-46360	PARKING STICKERS-WALCO,OVER 4	6,680.80	7,500.00	819.20	89.08
42-34-50-46370	PARKING LOT PERMITS	12,935.65	12,500.00	435.65-	103.49
42-34-50-46380	BUSINESS PARKING PASSES	1,307.29	1,000.00	307.29-	130.73
42-34-50-46400	RESERVED PARKING PERMITS/BAGS	4,371.73	15,000.00	10,628.27	29.14
42-34-50-46410	PARKING APP NET COLLECTIONS	1,081,692.82	875,000.00	206,692.82-	123.62
42-34-50-46900	MISC SALES	5.47	.00	5.47-	.00
42-34-50-48110	INTEREST INCOME	119,134.07	101,000.00	18,134.07-	117.95
42-34-50-49100	APPL OF PRIOR YR APPROPRIATION	.00	.00	.00	.00
Total PARKING:		3,989,999.80	3,712,300.00	277,699.80-	107.48
PARKING					
42-34-50-51100	PARKING MANAGER SALARY	79,462.08	82,894.00	3,431.92	95.86
42-34-50-51160	PARKING WAGES-CLERK/DISPATCH	111,256.77	113,500.00	2,243.23	98.02
42-34-50-51180	PARKING FT WAGES	48,869.12	49,822.00	952.88	98.09
42-34-50-51200	PARKING PT WAGES	127,927.01	168,590.00	40,662.99	75.88
42-34-50-51340	PARKING LIFE INSURANCE	594.09	721.00	126.91	82.40
42-34-50-51345	PARKING HEALTH INSURANCE	42,816.41	71,265.00	28,448.59	60.08
42-34-50-51350	PARKING DENTAL INSURANCE	4,723.07	3,947.00	776.07-	119.66
42-34-50-51355	PARKING VISION INSURANCE	286.22	336.00	49.78	85.18
42-34-50-51360	PARKING RETIREMENT FUND	17,637.16	17,112.00	525.16-	103.07
42-34-50-51370	PARKING DISABILITY INS	651.23	545.00	106.23-	119.49
42-34-50-51380	PARKING UNIFORMS	5,703.40	4,500.00	1,203.40-	126.74
42-34-50-51520	PARKING SOCIAL SECURITY	27,730.29	31,733.00	4,002.71	87.39
42-34-50-52160	CALE CC AND COLLEC FEES	76,317.42	90,000.00	13,682.58	84.80
42-34-50-52200	PARKING LOT PLANTING/MAINT	22,358.80	25,000.00	2,641.20	89.44
42-34-50-52210	TELEPHONE EXPENSE	2,302.76	2,500.00	197.24	92.11
42-34-50-52500	KIOSK REPAIRS/SUPPLIES	8,169.07	12,500.00	4,330.93	65.35
42-34-50-53100	OFFICE SUPPLIES	1,587.60	2,000.00	412.40	79.38
42-34-50-53120	POSTAGE EXPENSE	3,068.96	4,200.00	1,131.04	73.07
42-34-50-53130	WORKERS COMPENSATION INSURAN	.00	3,750.00	3,750.00	.00
42-34-50-53140	LIABILITY & PROPERTY INSURANCE	.00	4,200.00	4,200.00	.00
42-34-50-53320	CONFERENCES/TRAINING	.00	1,500.00	1,500.00	.00
42-34-50-53400	OPERATING SUPPLIES-ENFORCEME	9,959.57	17,000.00	7,040.43	58.59
42-34-50-53410	VEHICLE SUPPLIES-FUEL	757.16	3,000.00	2,242.84	25.24
42-34-50-53510	VEHICLE/EQUIPMENT MAINT	5,326.02	5,000.00	326.02-	106.52
42-34-50-53990	PARKING MISC EXPENSES	2,265.84	18,000.00	15,734.16	12.59
42-34-50-54500	SUPPORT CONTRACTS	114,244.60	115,000.00	755.40	99.34
42-34-50-58500	PARKING LOT REV SHARE	.00	25,000.00	25,000.00	.00
42-34-50-58600	EQUIPMENT-BODY CAMERAS	12,779.13	12,000.00	779.13-	106.49
42-34-50-58700	OUTLAY-PARKING	22,044.22	25,200.00	3,155.78	87.48
42-34-50-59400	TRANSFER TO CAPITAL PROJECTS	15,000.00	15,000.00	.00	100.00
42-34-50-59500	TRANSFER TO GENERAL FUND	.00	2,711,484.00	2,711,484.00	.00
Total PARKING:		763,838.00	3,637,299.00	2,873,461.00	21.00

Account Number	Account Title	2025-25 Prior year Actual	2025-25 Prior year Budget	Variance Current year	% of Budget
	Total PARKING:	4,753,837.80	7,349,599.00	2,595,761.20	64.68
	PARKING FUND Revenue Total:	3,989,999.80	3,712,300.00	277,699.80-	107.48
	PARKING FUND Expenditure Total:	763,838.00	3,637,299.00	2,873,461.00	21.00
	Net Total PARKING FUND:	3,226,161.80	75,001.00	3,151,160.80-	4,301.49
	Net Grand Totals:	3,226,161.80	75,001.00	3,151,160.80-	4,301.49

Highway 50 Update

The reconstruction of WIS 50 through the City of Lake Geneva is scheduled to take place in 2027 and 2028. Weather permitting, roadway construction is anticipated to start as early as possible in early 2027 and go through the end of calendar year 2028.

WisDOT project will also incorporate the City's water and sanitary improvements into the final plan set and Let with the WisDOT project.

Upcoming milestones/events:

- Real estate acquisition process has begun and is anticipated to go through summer 2026
- Utility (private) coordination has started and is anticipated to go through late spring 2026
 - Note: private utility (AT&T, WE gas/electric, etc...) relocations/moves are anticipated to start late summer 2026.
- WisDOT, LG DPW, and LG Utility met on 1/20 for a constructability/staging workshop. Will have ongoing coordination to work through the details & any concerns.
- Public information meeting #2 anticipated early March 2026 (anticipate having a meeting with Local officials and possibly B.I.D. prior to PIM #2)
 - We would like to hold the PIM at the same Police Training Room as last time if possible. I will follow up with some potential dates early next week but generally Wednesday & Thursday nights 5-7 (ish) work best.



Agenda Item Memo

City of Lake Geneva

Committee: PWC

Meeting Date: 26 Jan 2026

Agenda Item Number:

Subject / Title: Disc/Rec. Traffic Control Device Policy

Submitted By: TE for Ald. Hoiland/Stoodley

Background / Request

Policy for placing traffic control; devices/signs in the City.

Fiscal Impact / Budget

- **Estimated Cost:** Varies
 - **Funding Source:** G F (e.g., General Fund, TID, Water Utility, Grants)
 - **Budget Status:** Within Budget Over Budget Budget Amendment Required
- (If applicable, note grant awards, cost-sharing, or capital plan references.)*

Ordinance/Policy Implications/Changes:

A Policy Change would be needed or an ordinance created to adopt.

Recommendation:

Implementation/Next Steps

Name of Committee	Date of Meeting	Outcome
Common Council	09 Feb 2026	

Attachments:

Reviewed by	Date:	Comments

Draft: Traffic Control Device Policy City of Lake Geneva, Wisconsin

Purpose

The purpose of this policy is to establish a clear and consistent framework for the installation, maintenance, modification, and removal of traffic control devices on all city-owned streets, roads, sidewalks, crossings, and alleys. This policy ensures safety, efficiency, and compliance with applicable state and federal guidelines, including the *Manual on Uniform Traffic Control Devices (MUTCD)*.

Definitions

- **Traffic Control Device:** Any sign, signal, marking, or device placed on or adjacent to a street, road, sidewalk, crossing, or alley to regulate, warn, or guide traffic and pedestrians.
- **Qualified Study:** An engineering or traffic analysis conducted by city staff or an authorized consultant to determine the necessity of a traffic control device.
- **Temporary Device:** A short-term traffic control measure used for construction, special events, or emergencies.

Policy Guidelines

1. Authority

- The Common Council delegates the authority to install, modify, and remove traffic control devices to the Department of Public Works (DPW), City Engineer, and Police and Fire Departments, subject to Council oversight.
- All devices must comply with MUTCD and Wisconsin Department of Transportation (WisDOT) standards.

2. Requests for Traffic Control Devices

- Residents, businesses, or community groups may submit written requests for traffic control devices to the City Clerk.
- Requests must include justification, such as safety concerns, observed hazards, or traffic flow issues.
- A petition signed by at least **60% of directly affected residents** is required for requests involving neighborhood traffic calming (e.g., speed humps).

3. Evaluation Process

- The DPW and/or City Engineer will conduct a preliminary review to confirm feasibility.
- A qualified traffic study may be conducted to assess safety, traffic volumes, speeds, pedestrian usage, crash history, and roadway design.
- Recommendations will be presented to the Public Works Committee and forwarded to the Common Council for approval.

4. Types of Devices Covered

- **Signs:** Stop, yield, speed limit, pedestrian crossing, parking, alley entry restrictions.
- **Markings:** Crosswalks, lane lines, curb markings, bicycle lanes.
- **Signals:** Traffic lights, pedestrian signals, flashing warning devices.
- **Physical Devices:** Speed humps, bollards, curb extensions, raised crosswalks.

5. Installation & Maintenance

- o Approved devices will be installed and maintained by DPW.
- o Routine inspections will be conducted to ensure visibility, reflectivity, and compliance.
- o Damaged or missing devices will be repaired or replaced promptly.

6. Temporary Traffic Control Devices

- o For construction, parades, festivals, or emergencies, temporary devices may be authorized by the City Engineer or Police Department.
- o Temporary devices must be removed once the event or need has ended.

7. Removal or Modification of Devices

- o Devices found to be unnecessary, ineffective, or non-compliant may be removed or modified following a qualified review.
- o Public notice and committee review are required before permanent removal.

8. Enforcement

- o All traffic control devices installed under this policy are enforceable by city ordinance and Wisconsin state law.
- o Violations may result in fines, penalties, or other legal actions.

Draft Resolution

RESOLUTION 2025-XX

A Resolution Adopting a Traffic Control Device Policy for the City of Lake Geneva

WHEREAS, the City of Lake Geneva is responsible for ensuring the safety and efficiency of vehicular, pedestrian, and bicycle movement on all public streets, sidewalks, crossings, and alleys; and

WHEREAS, the Common Council recognizes the importance of a consistent policy to guide the installation, maintenance, and removal of traffic control devices in accordance with state and federal standards; and

WHEREAS, the adoption of a Traffic Control Device Policy will provide transparency, consistency, and accountability in responding to community requests and managing public infrastructure;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Lake Geneva, Wisconsin, that the attached Traffic Control Device Policy is hereby adopted and shall govern all future decisions regarding traffic control devices within the City.

Adopted this ___ day of _____, 2025.

Mayor

City Clerk



Agenda Item Memo

City of Lake Geneva

Committee: PWC

Meeting Date: 26 Jan. 2026

Agenda Item Number: _____

Subject / Title: Discussion/Recommendation regarding possible change to bulk pickup to an on-call basis

Submitted By: TE for Hoiland and Stoodley

Background / Request

Discussion/Recommendation regarding possible change to bulk pickup to an on-call basis —
Johns Disposal

Fiscal Impact / Budget

- Estimated Cost: No increase _____
- Funding Source: _____ (e.g., General Fund, TID, Water Utility, Grants)
- Budget Status: Within Budget Over Budget Budget Amendment Required
- GL Number

(If applicable, note grant awards, cost-sharing, or capital plan references.)

Ordinance/Policy Implications/Changes:

This would need to be approved at Council

Recommendation:

Recommend approval

Implementation/Next Steps

Name of Committee	Date of Meeting	Outcome
FLR	03 Feb 2026	

Attachments:

Reviewed by	Date:	Comments

**Johns Disposal Service &
The City of Lake Geneva**

Proposal for Bulk Items Collection Change



Current Program:

Residents are allowed one bulk items collection per month. City-wide collections are made only on the second pickup of each month. Bulk items collection does not include curbside electronics disposal.

Proposed New Program:

Residents are allowed up to one bulk items collection per month. Residents must call or email of our office to schedule each collection. Collections will be made every week of the month. Residents may select their collection week. With this program, bulk items collection can now include qualified household electronics. Bulk trucks will be efficiently routed to each stop which reduces the Class B vehicle traffic on all city streets. There will be no change to current collection limits.

Program Feature	Current	Proposed
Residents receive up to one collection per month	Yes	Yes
Residents can dispose of multiple items	Yes	Yes
Household electronics are included	No	Yes
Residents can select their collection week	No	Yes
Collection vehicles will travel on every city street	Yes	No
Program compliance tracked with recorded calls and work orders	No	Yes

Bulk Items Collection Transition Process:

If adopted, the new program will go into effect on January 1, 2026. Johns will work with city staff to advertise the service change via tax bill inserts, website updates, social media, and any other requested options.

We will provide residents with a three-month grace period (January 1 – March 31) where we will continue to sweep the entire city for bulk items. Each residence with material out during these collections will receive a notice reminding them of the change. Effective April 1 we will no longer provide the courtesy “no call” collections, residents will be required to adopt the new program.

We have successfully transitioned over 30 communities to this new improved bulk collection program.

Sample Contract Language Revision

Curbside Bulk Items Collection. Each residence may call and schedule up to one bulk pickup per month at no additional cost. Each scheduled pickup may include multiple items. Bulk collection includes furniture, appliances (white goods including freon), bedding, carpeting, and other large items. Waste oil, automotive antifreeze, lead acid batteries and tires are also included. Extra household garbage in resident-owned cans and extra recycling in bins or clear plastic bags are also included in the bulk collection. Construction materials that are contained in 32- gallon cans (no limit on the number of cans) that weigh less than 60-pounds are included in the bulk items collection. No loose construction materials are included. Tires are limited to 8 small vehicle tires (sedan, SUV, pickup trucks, etc.) per home per year. Household electronics are included with bulk collection – maximum one electronic per pickup in place of bulk garbage or recycling items, up to twelve electronics per year. Residential bulk items collection services are for waste generated on the property receiving services – it may not be combined with neighbors or contractor waste. This service shall not be used as a substitute for full-scale remodeling projects, natural disaster relief, tenant evictions, or any such event which would place a substantial burden on the Contractor to perform services other than those which this program is intended for.



Attention City of Lake Geneva Residents

PLEASE NOTE: A change is coming to your bulk items collection in 2026. Effective January 1, residents must call Johns Disposal (262-473-4700) to schedule your bulk items collections. Collections will now be made every week of the month – no more waiting until the second week for pickup.

Questions? 262-473-4700 | www.johnsdisposal.com | office@johnsdisposal.com



Attention City of Lake Geneva Residents

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Questions? 262-473-4700 | www.johnsdisposal.com | office@johnsdisposal.com



The City of Lake Geneva

Bulk Items Collection Service Change

Effective Jan. 1, 2026

Today, your items were collected as a courtesy.

Effective immediately, you must call Johns (262-473-4700) to schedule each collection.

- Each household will still receive up to one collection per month at no charge.
- You may call on any week of the month. Collections will now be made weekly.
- There are no changes your current collection limits.
- You may now dispose of qualified household electronics!

www.johnsdisposal.com | (262) 473-4700 | office@johnsdisposal.com

***If you called to schedule this collection, please disregard this notice**



The City of Lake Geneva

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***If you called to schedule this collection, please disregard this notice**



ADDITIONAL INFORMATION

Acceptable Items Included in Bulk Collections:

- a. Furniture
- b. Appliances
- c. Automotive Tires
- d. Drain Oil / Antifreeze
- e. Automotive Batteries
- f. Construction Material
- g. Household Electronics
- h. Extra bagged waste
- i. Extra recyclables

PLEASE RECYCLE!

- 1. You can help recycle correctly by flattening all cardboard boxes.
- 2. Please keep ***ALL*** plastic bags out of the recycling cart.

www.johnsdisposal.com | (262) 473-4700 | office@johnsdisposal.com

***If you called to schedule this collection, please disregard this notice**



ADDITIONAL INFORMATION

Acceptable Items Included in Bulk Collections:

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***If you called to schedule this collection, please disregard this notice**



Agenda Item Memo

City of Lake Geneva

Committee: PWC

Meeting Date: 26 Jan 2026

Agenda Item Number:

Subject / Title: I*GA, WalCo and COLG Int North

Submitted By: TE

Background / Request

“Disc/rec Walworth County and COLG Intergovernmental Agreement for roadway improvements on Interchange North and Center St” these are the improvements asked by Council for over 5 years.

Fiscal Impact / Budget

- Estimated Cost: \$285k
 - Funding Source: CIP (e.g., General Fund, TID, Water Utility, Grants)
 - Budget Status: Within Budget Over Budget Budget Amendment Required
- (If applicable, note grant awards, cost-sharing, or capital plan references.)*

Ordinance/Policy Implications/Changes:

None

Recommendation:

Approval, this has been worked on for over 5 years and asked for by Council

Implementation/Next Steps

Name of Committee	Date of Meeting	Outcome
FLR	03 Feb 2026	

Attachments:

Reviewed by	Date:	Comments

**INTERGOVERNMENTAL AGREEMENT BETWEEN
THE CITY OF LAKE GENEVA AND WALWORTH COUNTY
REGARDING RECONDITIONING OF CTH-H
FROM GEORGE ST. TO E. GENEVA SQUARE**

THIS AGREEMENT made and entered into by Walworth County, a quasi-municipal corporation with its offices located at 100 West Walworth Street, Elkhorn, Wisconsin 53121 (“County”) and the City of Lake Geneva, a municipal corporation with offices located at 626 Geneva Street, Lake Geneva, Wisconsin 53147 (“City”) (collectively “the Parties”).

WHEREAS, the County and the City are charged with the duty of maintaining their respective infrastructure in a state of good repair; and

WHEREAS, the County and the City recognize that the repair and improvement of their respective infrastructure can be more effectively met by combining their resources in a joint application of their respective authority; and

WHEREAS, the County and City wish to delineate their respective responsibilities regarding the construction of these improvements, as well as their financing and future operations.

NOW, THEREFORE, in consideration of the mutual promises, agreements, understandings, and undertakings hereinafter set forth, and good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

**ARTICLE I
CTH-H CONSTRUCTION IMPROVEMENTS**

- 1.01 Authority: The Parties enter into this Agreement in accordance with the authority set forth in Section 66.0301, Wis. Stats.
- 1.02 Purpose: The purpose of this Agreement is to accomplish the needed rehabilitation of CTH-H from George Street to E. Geneva Square, including storm sewer, curb and gutter, concrete sidewalk, asphalt paving, and all other incidentals necessary to complete the work as specified under Walworth County Project No. 26-003 (hereinafter the “Project”). A breakdown of estimated quantities is attached as Exhibit-A
- 1.03 Contract for Construction: The County will solicit sealed bids for the Project pursuant to Wisconsin Statutes and enter into a contract with the lowest responsible bidder. Prior to entering into a contract for the Project, the County will notify the City of the successful bidder and the total amount of the project bid. The work is to be completed in 2026.
- 1.04 Construction Oversight: The County will provide inspection and construction oversight for all work including those items which are attributed to the City.

- 1.05 Payment: The County shall be responsible to pay the contractor the full amount of the actual construction cost of the Project, pursuant to the terms of the contract. The County shall invoice the City, on a monthly basis, for its share of the completed work, plus ten-percent for construction inspection and administration. The City shall reimburse the County within thirty (30) days of receipt of invoice.
- 1.06 Ownership of Facilities: Upon reimbursement to the County, the City shall accept their portion of the work and be responsible for the operation and future maintenance of their utilities and infrastructure improvements. The County will own and maintain the paved surface and base course. Regardless of reimbursement, the City shall also be responsible for all future maintenance and replacement of curb and gutter, sidewalk, concrete drive approaches and storm sewer within the project limits. The county will participate in the replacement cost of drive approaches in asphalt only, at the time of future highway resurfacing work.
- 1.07 Insurance: Upon execution of this Agreement, the parties shall exchange evidence of their insurance coverage against claims of liability brought by third parties against one or both of the parties. The respective amounts of coverage shall be the same or similar, and each party must agree to the insurance coverage of the other.
- 1.08 Indemnification and Hold Harmless: The Parties agree to indemnify and hold harmless the other party, its agents, and employees from any and all claims of all persons, entities or the like for damage of any kind relating to injury, death or property damage arising directly or indirectly out of the operations of parties under this Agreement by reason of negligent or wrongful conduct, in whole or in part, on the part of the parties or any of their servants, employees, personnel, agents, representatives or independent contractors or agent of said respective parties or persons. The parties agree to assume the defense of any action filed to which this Hold Harmless Agreement applies and to pay all costs and attorney's fees incurred in connection therewith, and to pay any final judgement entered in an action to which this Hold Harmless Agreement and Indemnification Agreement applies.

The Parties declare and acknowledge that they are governmental entities entitled to governmental immunity under the common law and under Section 893.80 of the Wisconsin Statutes, and the Parties agree that nothing contained herein shall waive the rights and defenses to which each party may otherwise be entitled, including all of the immunities, limitations, and defenses under Sections 345.05 and 893.80 of the Wisconsin Statutes. The Parties also agree that they are not waiving any other immunities or defenses available to them under state, federal or administrative law. All of the provisions of Section 895.46 of the Wisconsin Statutes also apply to each municipality for their respective employees.

- 1.09 Termination of Agreement: Prior to award of the construction contract, the County may terminate the Agreement should the bid prices be determined excessively high and / or not in the public's best interest. Once the contract is awarded by the County, both parties shall fulfill the terms of the Agreement. Notice of termination of this agreement shall be done in writing in accordance with Article 3.01, no later than 12:00pm (local time), April 1, 2025. Email notification is acceptable.

ARTICLE II

Not Used

ARTICLE III NOTICES

- 3.01 Unless otherwise noted, any notice required or permitted to be given to either party under this Agreement shall be sufficient if hand delivered or in writing, and sent by registered or certified mail, return receipt requested, postage prepaid, to the following addresses of the parties as indicated below:

(a) <u>To County:</u>	County Clerk Walworth County P.O. Box 1001 Elkhorn, WI 53121 Email: county_clerk@co.walworth.wi.us	(b) <u>To City:</u>	City Clerk City of Lake Geneva 626 Geneva Street Lake Geneva, WI 53147 cityclerk@cityoflakegeneva.gov
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- 3.02 Either party may, upon prior notice to the other, specify a different address for giving of notice. Notices shall be deemed to have been given when received or delivery is refused.

ARTICLE IV MISCELLANEOUS PROVISIONS

- 4.01 This Agreement shall be governed by, and constructed in accordance with, the laws of the State of Wisconsin. If any provision of this Agreement or the application thereof to any person or circumstance shall, to any extent be invalid or unenforceable, to the remainder of this Agreement shall not be affected thereby and each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law. In the event a lawsuit is filed in this matter in the Circuit Court of Walworth County and the City brings a motion to move the proceedings to a circuit court of another Wisconsin county, the County will not object to said motion.
- 4.02 In the event of any action or proceeding brought by either party against the other under this Agreement, the prevailing party shall be entitled to recover all costs and expenses including reasonable attorney fees.

- 4.03 Unless otherwise specified herein, time is of the essence with respect to the obligations contained herein.
- 4.04 The parties agree to reasonably cooperate with each other in carrying out the intent of this Agreement.

**ARTICLE V
AGREEMENT - GENERAL**

- 5.01 The captions and article and section numbers appearing in this Agreement are inserted only as a matter of convenience and in no way define, limit, construe or describe the scope or extent of such article or section nor in any way affect this Agreement.
- 5.02 Whenever herein the singular number is used, the same shall include the plural and the masculine gender shall include the feminine and neuter genders and vice versa, as the context shall require.
- 5.03 This Agreement is the product of informed negotiations between the parties, who are acknowledged to have been represented by competent and informed counsel. If any part of this Agreement is deemed to be unclear or ambiguous, it shall be construed as if it were drafted jointly between all parties.

**ARTICLE VI
ENTIRE AGREEMENT, AMENDMENTS, AUTHORITY**

- 6.01 This Agreement represents the full and complete agreement between these parties and supersedes all previous agreements between these parties on the subject of the construction of the CTH-H from George Street to E. Geneva Square and their future financial obligations and maintenance responsibilities.
- 6.02 No amendment to this Agreement shall be effective unless first mutually agreed upon, in writing, and duly executed by both the County and the City.
- 6.03 The undersigned each certifies that they have authority under their respective organizational structure and governing laws to execute this Agreement

IN WITNESS WHEREOF, the parties herein have caused this Agreement to be duly executed by their officers as of the date and year shown below:

COUNTY:

CITY:

Dated: _____

Dated: _____

Richard Hough
Director Public Works
Walworth County Highway Commissioner

By: _____
(Printed Name)

Title: _____

(Signature)

Approved as to Form:

Michael Cotter
Walworth County Corporation Counsel

Date

Attachment: Exhibit 'A' – CTH H Estimate of Quantities

* * *

EXHIBIT A

PROJECT MANAGER: Jason Atchison, PE		11/10/2025	\$1,535,218.09					
CONST. I.D.:	26-00X							
TITLE:	CTC PAVEMENT IMPROVEMENTS							
LIMITS:	George St to E Geneva Square							
HIGHWAY:	CTH H							
COUNTY:	Walworth	Spec Book	03					
PROGRAM CODE:	305 HIGHWAY MAINTENANCE, REPAIR AND TRAFFIC OPERATIONS	PSE Date:	Jan-26					
CONCEPT CODE:	PVRPLA - PAVEMENT REPLACEMENT	Let Date:						
		NET C/L MI:	0.780					
SCHEDULE OF BID ITEMS WISDOT STANDARD SPECIFICATIONS								
TOTAL BID ITEMS	ITEM DESCRIPTION	WALWORTH COUNTY (0010) QUANTITY	CITY OF LAKE GENEVA (0020) QUANTITY	UNIT	UNIT PRICE	WALWORTH COUNTY COST	CITY OF LAKE GENEVA (0020) COST	COST
79	Removing Asphaltic Surface	348	-	SY	\$21.00	\$7,308.00	\$0.00	\$7,308.00
	Removing Asphaltic Surface Butt Joints	253	-	SY	\$16.00	\$4,048.00	\$0.00	\$4,048.00
	Removing Asphaltic Surface Milling	21,030	-	SY	\$4.00	\$84,120.00	\$0.00	\$84,120.00
	Removing Curb & Gutter	883	1,518	LF	\$6.00	\$5,298.00	\$9,108.00	\$14,406.00
	Removing Concrete Sidewalk	313	80	SY	\$12.50	\$3,912.50	\$1,000.00	\$4,912.50
	Removing Inlets	-	2	EACH	\$1,000.00	\$0.00	\$2,000.00	\$2,000.00
	Removing Storm Sewer	-	20	LF	\$40.00	\$0.00	\$800.00	\$800.00
	Excavation Common	1,750	250	CY	\$20.00	\$35,000.00	\$5,000.00	\$40,000.00
	Prepare Foundation for Asphaltic Paving	1	-	EACH	\$15,000.00	\$15,000.00	\$0.00	\$15,000.00
	Finishing Roadway	1	-	EACH	\$4,000.00	\$4,000.00	\$0.00	\$4,000.00
	Base Aggregate Dense 3/4-Inch	136	121	TON	\$35.00	\$4,760.00	\$4,235.00	\$8,995.00
	Base Aggregate Dense 1 1/4-Inch	1,280	140	TON	\$25.00	\$32,000.00	\$3,500.00	\$35,500.00
	Breaker Run	2,100	-	TON	\$21.00	\$44,100.00	\$0.00	\$44,100.00
	Tack Coat	1,009	-	GAL	\$3.00	\$3,027.00	\$0.00	\$3,027.00
	Incentive Density HMA Pavement	2,971	-	DDL	\$1.00	\$2,971.00	\$0.00	\$2,971.00
	HMA Pavement 3 MT 58-28 S	2,608	-	TON	\$85.00	\$221,680.00	\$0.00	\$221,680.00
	HMA Pavement 4 MT 58-28 S	2,029	-	TON	\$90.00	\$182,610.00	\$0.00	\$182,610.00
	Asphaltic Surface Driveways and Field Entrances	61	-	TON	\$185.00	\$11,285.00	\$0.00	\$11,285.00
	Asphaltic Flumes	10	-	SY	\$150.00	\$1,500.00	\$0.00	\$1,500.00
	Apron Endwalls for Culvert Pipe Reinforced Concrete 12-Inch	-	1	EACH	\$1,250.00	\$0.00	\$1,250.00	\$1,250.00
	Concrete Curb & Gutter 30-Inch Type D	851	1,518	LF	\$40.00	\$34,040.00	\$60,720.00	\$94,760.00
	Concrete Curb Pedestrian	97	-	LF	\$50.00	\$4,850.00	\$0.00	\$4,850.00
	Concrete Sidewalk 5-Inch	3,582	3,236	SF	\$10.00	\$35,820.00	\$32,360.00	\$68,180.00
	Curb Ramp Detectable Warning Field Yellow	118	40	SF	\$45.00	\$5,310.00	\$1,800.00	\$7,110.00
	Riprap Medium	10	-	CY	\$20.00	\$200.00	\$0.00	\$200.00
	Storm Sewer Pipe Reinforced Concrete Class IV 12-Inch	-	40	LF	\$110.00	\$0.00	\$4,400.00	\$4,400.00
	Inlet Covers Type WM	-	4	EACH	\$1,600.00	\$0.00	\$6,400.00	\$6,400.00
	Inlets 2x2.5-FT	-	4	EACH	\$2,500.00	\$0.00	\$10,000.00	\$10,000.00
	Adjusting Manhole Covers	30	-	EACH	\$800.00	\$24,000.00	\$0.00	\$24,000.00
	Adjusting Inlet Covers	13	-	EACH	\$775.00	\$10,075.00	\$0.00	\$10,075.00
	Mobilization	1	0	EACH	\$80,000.00	\$60,000.00	\$20,000.00	\$80,000.00
	Topsoil	1,087	-	SY	\$8.00	\$8,696.00	\$0.00	\$8,696.00
	Mulching	1,087	-	SY	\$1.50	\$1,630.50	\$0.00	\$1,630.50
	Erosion Bales	17	-	EACH	\$16.50	\$280.50	\$0.00	\$280.50
	Silt Fence	-	640	LF	\$2.00	\$0.00	\$1,280.00	\$1,280.00
	Silt Fence Maintenance	-	640	LF	\$0.50	\$0.00	\$320.00	\$320.00
	Mobilizations Erosion Control	5	-	EACH	\$300.00	\$1,500.00	\$0.00	\$1,500.00
	Mobilizations Emergency Erosion Control	3	-	EACH	\$300.00	\$900.00	\$0.00	\$900.00
	Erosion Mat Urban Class I Type B	1,087	-	SY	\$2.50	\$2,717.50	\$0.00	\$2,717.50
	Inlet Protection Type B	-	1	EACH	\$150.00	\$0.00	\$150.00	\$150.00
	Inlet Protection Type C	38	-	EACH	\$150.00	\$5,700.00	\$0.00	\$5,700.00
	Temporary Ditch Checks	-	1	LF	\$15.00	\$0.00	\$15.00	\$15.00
	Culvert Pipe Checks	2	-	EACH	\$50.00	\$100.00	\$0.00	\$100.00
	Rock Bags	66	-	EACH	\$50.00	\$3,300.00	\$0.00	\$3,300.00
	Fertilizer Type B	1	-	CWT	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00
	Seeding Mixture No. 40	21	-	LB	\$50.00	\$1,050.00	\$0.00	\$1,050.00
	Seeding Temporary	32	-	LB	\$15.00	\$480.00	\$0.00	\$480.00
	Markers Culvert End	1	-	EACH	\$200.00	\$200.00	\$0.00	\$200.00
	Traffic Control Signs PCMS	270	-	DAY	\$60.00	\$16,200.00	\$0.00	\$16,200.00
	Temporary Pedestrian Curb Ramp	15	-	DAY	\$90.00	\$1,350.00	\$0.00	\$1,350.00
	Geotextile Type HR	5	-	SY	\$45.00	\$225.00	\$0.00	\$225.00
	Marking Line Epoxy 4-Inch	12,868	-	LF	\$1.50	\$19,302.00	\$0.00	\$19,302.00
	Marking Line Epoxy 8-Inch	485	-	LF	\$1.75	\$848.75	\$0.00	\$848.75
	Marking Word Epoxy	1	-	EACH	\$300.00	\$300.00	\$0.00	\$300.00
	Marking Symbol Epoxy	7	-	EACH	\$350.00	\$2,450.00	\$0.00	\$2,450.00
	Marking Stop Line Epoxy 18-Inch	-	75	LF	\$20.00	\$0.00	\$1,500.00	\$1,500.00
	Marking Diagonal Epoxy 12-Inch	400	-	LF	\$11.00	\$4,400.00	\$0.00	\$4,400.00
	Marking Crosswalk Epoxy Transverse Line 6-Inch	-	981	LF	\$13.00	\$0.00	\$12,753.00	\$12,753.00
	Marking Crosswalk Epoxy Block style 24-Inch	-	102	LF	\$26.00	\$0.00	\$2,652.00	\$2,652.00
	Construction Staking Storm Sewer	-	3	EACH	\$180.00	\$0.00	\$540.00	\$540.00
	Construction Staking Curb Gutter and Curb & Gutter	851	1,518	LF	\$2.50	\$2,127.50	\$3,795.00	\$5,922.50
	Construction Staking Resurfacing Reference	3,955	-	LF	\$0.20	\$791.00	\$0.00	\$791.00
	Construction Staking Curb Ramps	9	-	EACH	\$200.00	\$1,800.00	\$0.00	\$1,800.00
	Construction Staking Sidewalk	-	1	EACH	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00
	Construction Staking Supplemental Control	1	-	EACH	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00
	Construction Staking Slope Stakes	-	700	LF	\$1.20	\$0.00	\$840.00	\$840.00
	Sawing Asphalt	227	-	LF	\$3.00	\$681.00	\$0.00	\$681.00
	Sawing Concrete	100	-	LF	\$5.00	\$500.00	\$0.00	\$500.00
	Special (01. Supplemental Traffic Control)	5,000	-	DDL	\$1.00	\$5,000.00	\$0.00	\$5,000.00
	Special (01. Rectangular Rapid Flashing Beacon (RRFB) System)	-	2	EACH	\$8,000.00	\$0.00	\$16,000.00	\$16,000.00
	Special (02. Adjusting Sanitary Manholes)	-	10	EACH	\$1,200.00	\$0.00	\$12,000.00	\$12,000.00
	Special (03. Adjusting Water Valve Boxes)	-	28	EACH	\$250.00	\$0.00	\$7,000.00	\$7,000.00
	Special (04. Loop Detector Removal and Replacement (CTH-H @ Sher	-	1	LS	\$18,000.00	\$0.00	\$18,000.00	\$18,000.00
	Special (05. Curb Ramp Grading, Shaping, and Finishing)	-	9	EACH	\$800.00	\$0.00	\$7,200.00	\$7,200.00
	Special (01. Curb & Gutter Removal and Replacement)	1,633	-	LF	\$70.00	\$114,310.00	\$0.00	\$114,310.00
	Special (01. Traffic Control (Phase 1 - Outside Lanes))	1	-	LS	\$20,000.00	\$20,000.00	\$0.00	\$20,000.00

SPV.0105.02	Special (02. Traffic Control (Phase 2 - Inside Lanes))	1	- LS	\$20,000.00	\$20,000.00	\$0.00	\$20,000.00
SPV.0105.03	Special (03. Traffic Control (Phase 3 - West of Center St))	1	- LS	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00
SPV.0170.01	Special (01. Proof Rolling)	40	- STA	\$15.00	\$600.00	\$0.00	\$600.00
				COUNTY		CITY	
				CONSTRUCTION TOTAL:		\$1,087,354.25	\$247,618.00
				CONTINGENCY:	15.00%	\$163,103.14	\$37,142.70
				TOTAL:	\$1,250,457.39	\$284,760.70	\$1,535,218.09



November 24, 2025

Notice of Public Information Meeting

Rehabilitation of CTH-H (Williams St.) from George St. to E. Geneva Square

Dear Property Owner or Resident,

You are invited to attend a public information meeting to discuss an upcoming construction project along CTH-H (Williams St.) in the City of Lake Geneva. This project is proposed to rehabilitate the pavement on CTH-H from George Street to E. Geneva Square, a length of approximately 0.6 miles. A project location map is attached for reference. Road construction is currently scheduled to take place during the 2026 construction season, immediately following utility improvements by the Lake Geneva Utility Commission.

The meeting will take place at the Walworth County Public Works Building located at W4097 County Road-NN, Elkhorn, WI 53121 on **Tuesday, December 16, 2025, from 4:00 p.m. to 6:00 p.m.** The meeting will follow an informal, open-house format, with exhibits and handouts. Representatives from the Walworth County Public Works Department, their design consultant Baxter & Woodman, and the City of Lake Geneva will be available to discuss the proposed project and address any questions or concerns.

In general, the improvements include removing and replacing the existing asphalt surface, spot repairs to curb gutter, minor drainage improvements, and replacement of sidewalk ramps and other safety improvements to select side-road intersections. The project will be completed in stages, and the road will remain open to traffic for the duration of the project. Access for residents and business located along CTH-H will be maintained during construction.

Persons with interest in this project are encouraged to attend this meeting or provide comments to the Walworth County Public Works Department. If you are unable to attend the meeting and would like to provide feedback regarding the project in general or require any special accommodations for the meeting, please do not hesitate to call or email the contacts below:

Jason Atchison, PE
Project Manager, Baxter & Woodman, Inc.
jatchison@baxterwoodman.com
(815) 444-3279

Joe Kroll, PE
County Engineer, Walworth Co.
jkroll@co.walworth.wi.us
(262) 741-3441

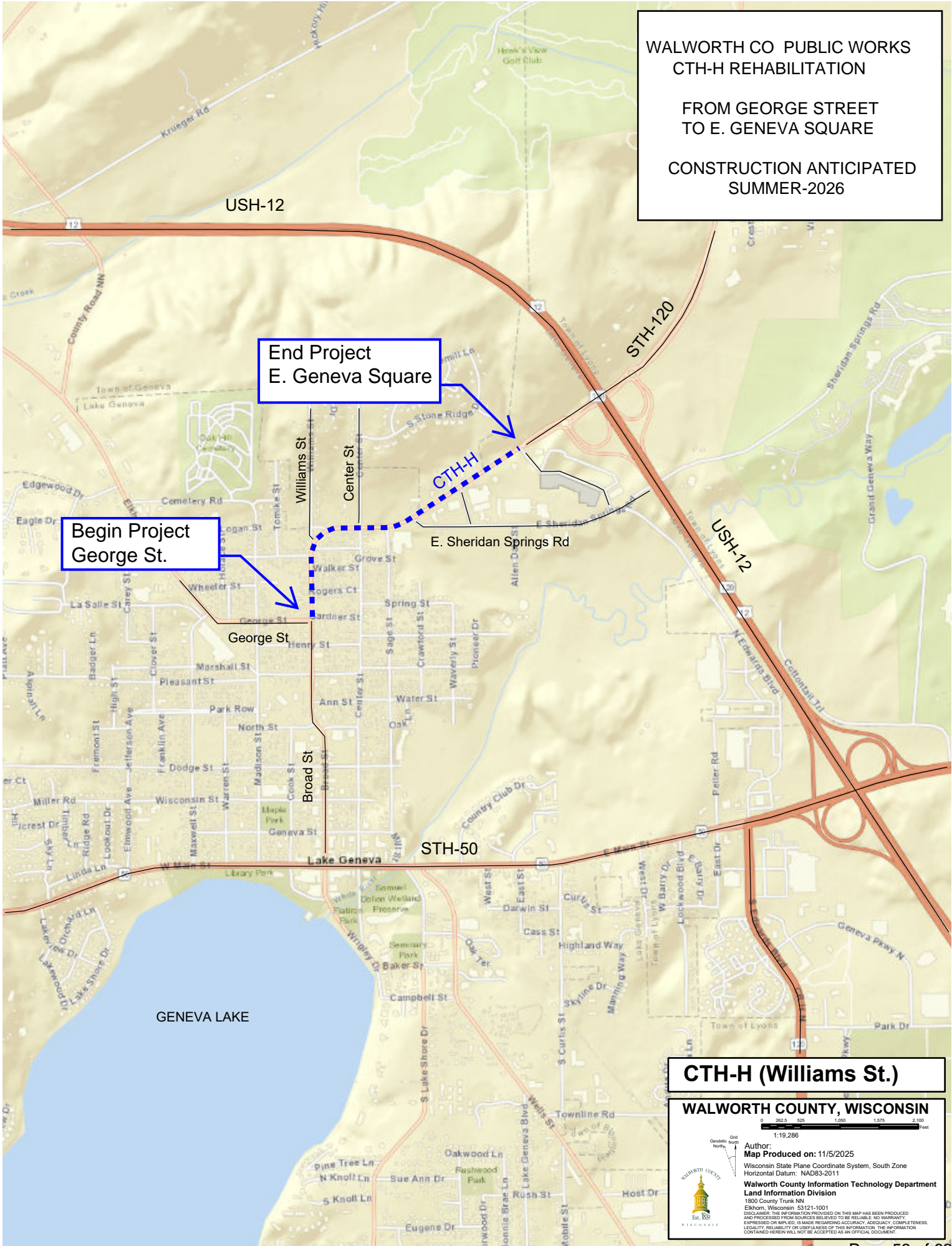
Sincerely,

Richard A. Hough

Richard A. Hough
Walworth County Director of Public Works

Enc.

WALWORTH CO PUBLIC WORKS
 CTH-H REHABILITATION
 FROM GEORGE STREET
 TO E. GENEVA SQUARE
 CONSTRUCTION ANTICIPATED
 SUMMER-2026



End Project
 E. Geneva Square

Begin Project
 George St.

CTH-H (Williams St.)

WALWORTH COUNTY, WISCONSIN

0 262.5 525 1050 1575 2100 Feet
 1:19,286

Author: Produced on: 11/5/2025
 Wisconsin State Plane Coordinate System, South Zone
 Horizontal Datum: NAD83-2011
 Walworth County Information Technology Department
 Land Information Division
 1800 County Trunk NN
 Elkhorn, Wisconsin 53121-1001
 DISCLAIMER: THE INFORMATION PROVIDED ON THIS MAP HAS BEEN PRODUCED AND PROCESSED FROM SOURCES BELIEVED TO BE RELIABLE. NO WARRANTY, EXPRESSED OR IMPLIED, IS MADE REGARDING ACCURACY, ADEQUACY, COMPLETENESS, LEGALITY, RELIABILITY OR USEFULNESS OF THIS INFORMATION. THE INFORMATION CONTAINED HEREIN WILL NOT BE ACCEPTED AS AN OFFICIAL DOCUMENT.

SUMMARY SPECIFICATION

- Authorization to Bid -

**PROJECT: #26-003
CTH-H Reconditioning (City of Lake Geneva)
George St. to E. Geneva Square**

SCOPE:

The work under this project includes reconditioning of approximately 0.6 miles of CTH-H in the City of Lake Geneva, beginning at George Street and continuing northbound to E. Geneva Square. This section of road has a PASER rating of five and is programmed in the County's 10-year plan for reconditioning in 2026.

The project will be completed in stages, and the road will remain open to traffic for the duration of the project. Access will be maintained to residents and businesses located along CTH-H. It is anticipated that work will begin in early June immediately following utility improvements by the Lake Geneva Utility Commission and be completed by September - 2026.
(A project location map is attached)

Construction will include milling the existing pavement and resurfacing the highway with 4.0-inches of new asphalt. Spot repairs to curb and gutter will be made along with minor drainage improvements. Select side-road intersections will receive new sidewalk ramps and safety enhancements. The City of Lake Geneva will have participating construction including new sidewalks, crosswalks, and a new pedestrian crossing at Center St. with flashing warning signs.

PROJECT COST:

The estimated construction cost is \$1,500,000

PROJECT SCHEDULE:

Project Out for Bid:	February - 2026
Bids Due:	March - 2026
PW Committee Award:	March - 2026
Estimated Project Start:	June - 2026
Latest Project Completion:	September - 2026

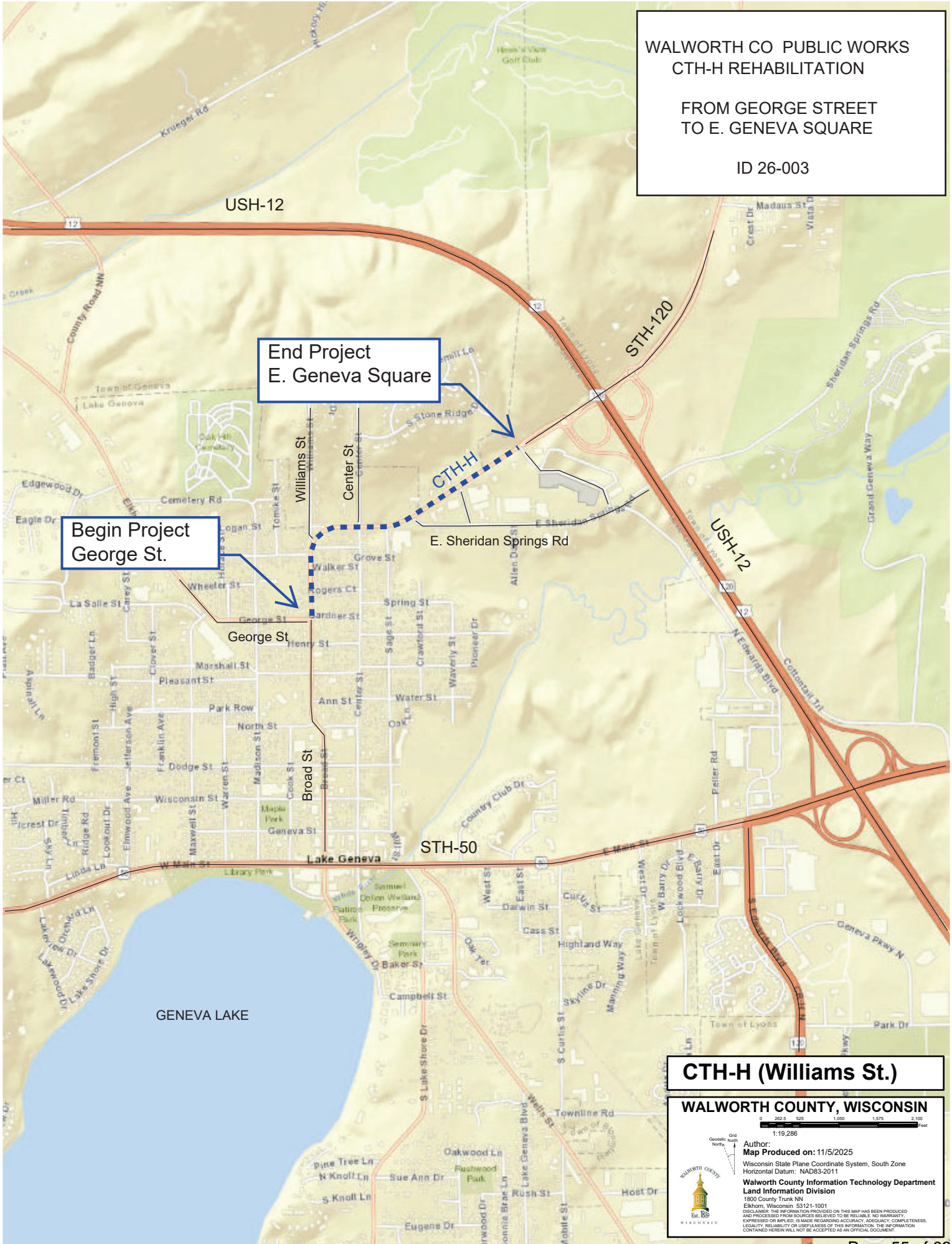
<p>APPROVED BY THE: Public Works Committee Vote: <u>Approved 5-0</u> Date: <u>1/19/2026</u></p>

* * *

Initials: 

WALWORTH CO PUBLIC WORKS
CTH-H REHABILITATION
FROM GEORGE STREET
TO E. GENEVA SQUARE

ID 26-003



End Project
E. Geneva Square

Begin Project
George St.

CTH-H

CTH-H (Williams St.)

WALWORTH COUNTY, WISCONSIN

0 262.5 525 1050 1575 2100 Feet
1:19,286

Geographic North
Grid North

Author: Produced on: 11/5/2025
Wisconsin State Plane Coordinate System, South Zone
Horizontal Datum: NAD83-2011
Walworth County Information Technology Department
Land Information Division
1800 County Trunk NN
Elkhorn, Wisconsin 53121-1001

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EXHIBIT A

PROJECT MANAGER: Jason Atchison, PE		11/10/2025	\$1,535,218.09					
CONST. I.D.:	26-00X							
TITLE:	CTC PAVEMENT IMPROVEMENTS							
LIMITS:	George St to E Geneva Square							
HIGHWAY:	CTH H	Spec Book	03					
COUNTY:	Walworth	PSE Date:	Jan-26					
PROGRAM CODE:	305 HIGHWAY MAINTENANCE, REPAIR AND TRAFFIC OPERATIONS	Let Date:						
CONCEPT CODE:	PVRPLA - PAVEMENT REPLACEMENT	NET C/L MI:	0.780					
SCHEDULE OF BID ITEMS WISDOT STANDARD SPECIFICATIONS								
TOTAL BID ITEMS	ITEM DESCRIPTION	WALWORTH COUNTY (0010) QUANTITY	CITY OF LAKE GENEVA (0020) QUANTITY	UNIT	UNIT PRICE	WALWORTH COUNTY COST	CITY OF LAKE GENEVA (0020) COST	COST
79	Removing Asphaltic Surface	348	-	SY	\$21.00	\$7,308.00	\$0.00	\$7,308.00
	Removing Asphaltic Surface Butt Joints	253	-	SY	\$16.00	\$4,048.00	\$0.00	\$4,048.00
	Removing Asphaltic Surface Milling	21,030	-	SY	\$4.00	\$84,120.00	\$0.00	\$84,120.00
	Removing Curb & Gutter	883	1,518	LF	\$6.00	\$5,298.00	\$9,108.00	\$14,406.00
	Removing Concrete Sidewalk	313	80	SY	\$12.50	\$3,912.50	\$1,000.00	\$4,912.50
	Removing Inlets	-	2	EACH	\$1,000.00	\$0.00	\$2,000.00	\$2,000.00
	Removing Storm Sewer	-	20	LF	\$40.00	\$0.00	\$800.00	\$800.00
	Excavation Common	1,750	250	CY	\$20.00	\$35,000.00	\$5,000.00	\$40,000.00
	Prepare Foundation for Asphaltic Paving	1	-	EACH	\$15,000.00	\$15,000.00	\$0.00	\$15,000.00
	Finishing Roadway	1	-	EACH	\$4,000.00	\$4,000.00	\$0.00	\$4,000.00
	Base Aggregate Dense 3/4-Inch	136	121	TON	\$35.00	\$4,760.00	\$4,235.00	\$8,995.00
	Base Aggregate Dense 1 1/4-Inch	1,280	140	TON	\$25.00	\$32,000.00	\$3,500.00	\$35,500.00
	Breaker Run	2,100	-	TON	\$21.00	\$44,100.00	\$0.00	\$44,100.00
	Tack Coat	1,009	-	GAL	\$3.00	\$3,027.00	\$0.00	\$3,027.00
	Incentive Density HMA Pavement	2,971	-	DDL	\$1.00	\$2,971.00	\$0.00	\$2,971.00
	HMA Pavement 3 MT 58-28 S	2,608	-	TON	\$85.00	\$221,680.00	\$0.00	\$221,680.00
	HMA Pavement 4 MT 58-28 S	2,029	-	TON	\$90.00	\$182,610.00	\$0.00	\$182,610.00
	Asphaltic Surface Driveways and Field Entrances	61	-	TON	\$185.00	\$11,285.00	\$0.00	\$11,285.00
	Asphaltic Flumes	10	-	SY	\$150.00	\$1,500.00	\$0.00	\$1,500.00
	Apron Endwalls for Culvert Pipe Reinforced Concrete 12-Inch	-	1	EACH	\$1,250.00	\$0.00	\$1,250.00	\$1,250.00
	Concrete Curb & Gutter 30-Inch Type D	851	1,518	LF	\$40.00	\$34,040.00	\$60,720.00	\$94,760.00
	Concrete Curb Pedestrian	97	-	LF	\$50.00	\$4,850.00	\$0.00	\$4,850.00
	Concrete Sidewalk 5-Inch	3,582	3,236	SF	\$10.00	\$35,820.00	\$32,360.00	\$68,180.00
	Curb Ramp Detectable Warning Field Yellow	118	40	SF	\$45.00	\$5,310.00	\$1,800.00	\$7,110.00
	Riprap Medium	10	-	CY	\$20.00	\$200.00	\$0.00	\$200.00
	Storm Sewer Pipe Reinforced Concrete Class IV 12-Inch	-	40	LF	\$110.00	\$0.00	\$4,400.00	\$4,400.00
	Inlet Covers Type WM	-	4	EACH	\$1,600.00	\$0.00	\$6,400.00	\$6,400.00
	Inlets 2x2.5-FT	-	4	EACH	\$2,500.00	\$0.00	\$10,000.00	\$10,000.00
	Adjusting Manhole Covers	30	-	EACH	\$800.00	\$24,000.00	\$0.00	\$24,000.00
	Adjusting Inlet Covers	13	-	EACH	\$775.00	\$10,075.00	\$0.00	\$10,075.00
	Mobilization	1	0	EACH	\$80,000.00	\$60,000.00	\$20,000.00	\$80,000.00
	Topsoil	1,087	-	SY	\$8.00	\$8,696.00	\$0.00	\$8,696.00
	Mulching	1,087	-	SY	\$1.50	\$1,630.50	\$0.00	\$1,630.50
	Erosion Bales	17	-	EACH	\$16.50	\$280.50	\$0.00	\$280.50
	Silt Fence	-	640	LF	\$2.00	\$0.00	\$1,280.00	\$1,280.00
	Silt Fence Maintenance	-	640	LF	\$0.50	\$0.00	\$320.00	\$320.00
	Mobilizations Erosion Control	5	-	EACH	\$300.00	\$1,500.00	\$0.00	\$1,500.00
	Mobilizations Emergency Erosion Control	3	-	EACH	\$300.00	\$900.00	\$0.00	\$900.00
	Erosion Mat Urban Class I Type B	1,087	-	SY	\$2.50	\$2,717.50	\$0.00	\$2,717.50
	Inlet Protection Type B	-	1	EACH	\$150.00	\$0.00	\$150.00	\$150.00
	Inlet Protection Type C	38	-	EACH	\$150.00	\$5,700.00	\$0.00	\$5,700.00
	Temporary Ditch Checks	-	1	LF	\$15.00	\$0.00	\$15.00	\$15.00
	Culvert Pipe Checks	2	-	EACH	\$50.00	\$100.00	\$0.00	\$100.00
	Rock Bags	66	-	EACH	\$50.00	\$3,300.00	\$0.00	\$3,300.00
	Fertilizer Type B	1	-	CWT	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00
	Seeding Mixture No. 40	21	-	LB	\$50.00	\$1,050.00	\$0.00	\$1,050.00
	Seeding Temporary	32	-	LB	\$15.00	\$480.00	\$0.00	\$480.00
	Markers Culvert End	1	-	EACH	\$200.00	\$200.00	\$0.00	\$200.00
	Traffic Control Signs PCMS	270	-	DAY	\$60.00	\$16,200.00	\$0.00	\$16,200.00
	Temporary Pedestrian Curb Ramp	15	-	DAY	\$90.00	\$1,350.00	\$0.00	\$1,350.00
	Geotextile Type HR	5	-	SY	\$45.00	\$225.00	\$0.00	\$225.00
	Marking Line Epoxy 4-Inch	12,868	-	LF	\$1.50	\$19,302.00	\$0.00	\$19,302.00
	Marking Line Epoxy 8-Inch	485	-	LF	\$1.75	\$848.75	\$0.00	\$848.75
	Marking Word Epoxy	1	-	EACH	\$300.00	\$300.00	\$0.00	\$300.00
	Marking Symbol Epoxy	7	-	EACH	\$350.00	\$2,450.00	\$0.00	\$2,450.00
	Marking Stop Line Epoxy 18-Inch	-	75	LF	\$20.00	\$0.00	\$1,500.00	\$1,500.00
	Marking Diagonal Epoxy 12-Inch	400	-	LF	\$11.00	\$4,400.00	\$0.00	\$4,400.00
	Marking Crosswalk Epoxy Transverse Line 6-Inch	-	981	LF	\$13.00	\$0.00	\$12,753.00	\$12,753.00
	Marking Crosswalk Epoxy Block style 24-Inch	-	102	LF	\$26.00	\$0.00	\$2,652.00	\$2,652.00
	Construction Staking Storm Sewer	-	3	EACH	\$180.00	\$0.00	\$540.00	\$540.00
	Construction Staking Curb Gutter and Curb & Gutter	851	1,518	LF	\$2.50	\$2,127.50	\$3,795.00	\$5,922.50
	Construction Staking Resurfacing Reference	3,955	-	LF	\$0.20	\$791.00	\$0.00	\$791.00
	Construction Staking Curb Ramps	9	-	EACH	\$200.00	\$1,800.00	\$0.00	\$1,800.00
	Construction Staking Sidewalk	-	1	EACH	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00
	Construction Staking Supplemental Control	1	-	EACH	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00
	Construction Staking Slope Stakes	-	700	LF	\$1.20	\$0.00	\$840.00	\$840.00
	Sawing Asphalt	227	-	LF	\$3.00	\$681.00	\$0.00	\$681.00
	Sawing Concrete	100	-	LF	\$5.00	\$500.00	\$0.00	\$500.00
	Special (01. Supplemental Traffic Control)	5,000	-	DDL	\$1.00	\$5,000.00	\$0.00	\$5,000.00
	Special (01. Rectangular Rapid Flashing Beacon (RRFB) System)	-	2	EACH	\$8,000.00	\$0.00	\$16,000.00	\$16,000.00
	Special (02. Adjusting Sanitary Manholes)	-	10	EACH	\$1,200.00	\$0.00	\$12,000.00	\$12,000.00
	Special (03. Adjusting Water Valve Boxes)	-	28	EACH	\$250.00	\$0.00	\$7,000.00	\$7,000.00
	Special (04. Loop Detector Removal and Replacement (CTH-H @ Sher	-	1	LS	\$18,000.00	\$0.00	\$18,000.00	\$18,000.00
	Special (05. Curb Ramp Grading, Shaping, and Finishing)	-	9	EACH	\$800.00	\$0.00	\$7,200.00	\$7,200.00
	Special (01. Curb & Gutter Removal and Replacement)	1,633	-	LF	\$70.00	\$114,310.00	\$0.00	\$114,310.00
	Special (01. Traffic Control (Phase 1 - Outside Lanes))	1	-	LS	\$20,000.00	\$20,000.00	\$0.00	\$20,000.00

SPV.0105.02	Special (02. Traffic Control (Phase 2 - Inside Lanes))	1	- LS	\$20,000.00	\$20,000.00	\$0.00	\$20,000.00
SPV.0105.03	Special (03. Traffic Control (Phase 3 - West of Center St))	1	- LS	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00
SPV.0170.01	Special (01. Proof Rolling)	40	- STA	\$15.00	\$600.00	\$0.00	\$600.00
				COUNTY		CITY	
				CONSTRUCTION TOTAL:		\$1,087,354.25	\$247,618.00
				CONTINGENCY:	15.00%	\$163,103.14	\$37,142.70
				TOTAL:	\$1,250,457.39	\$284,760.70	\$1,535,218.09



Agenda Item Memo

City of Lake Geneva

Committee: PWC

Meeting Date: 26 Jan 2026

Agenda Item Number: _____

Subject / Title: Disc/rec Regarding Park St pedestrian crossing design at Prairie Wind Dr.

Submitted By: Kapur

Background / Request

Design and location of xwalk for 2026 paving program

Fiscal Impact / Budget

- Estimated Cost: Unknown
 - Funding Source: 2026 Paving (e.g., General Fund, TID, Water Utility, Grants)
 - Budget Status: Within Budget Over Budget Budget Amendment Required
- (If applicable, note grant awards, cost-sharing, or capital plan references.)*

Ordinance/Policy Implications/Changes:

None

Recommendation:

None

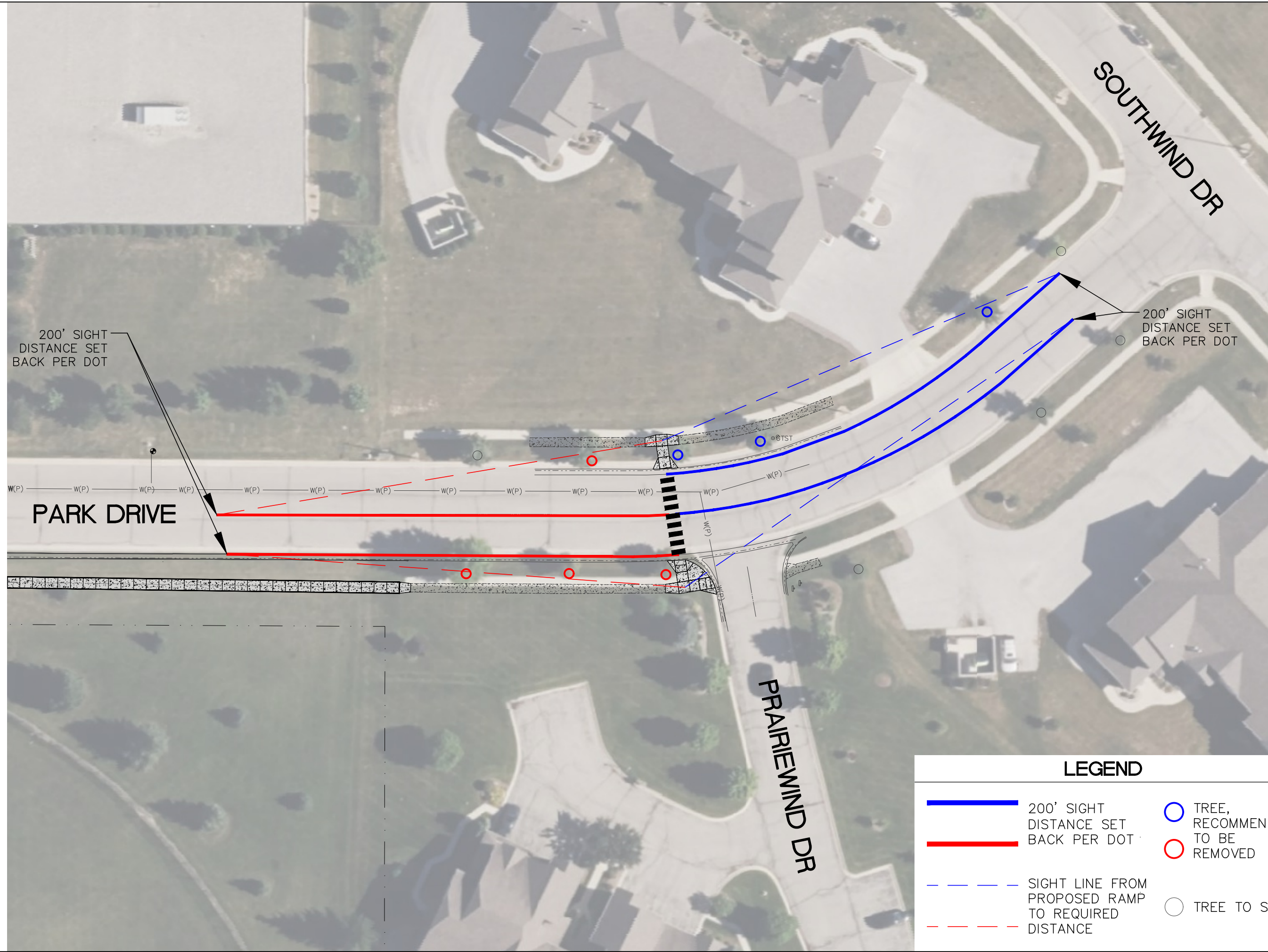
Implementation/Next Steps

Name of Committee	Date of Meeting	Outcome
Back to PWC when entire plan is ready		

Attachments: ██████████

Reviewed by	Date:	Comments

FILENAME: D:\Wellworth_Co\Lake_Geneva_City\Gov\260136_2026_Lake_Geneva_Street_Program_PW\Design\001\260136_DESIGN_Park_Dr_Sidewalk_Path_SSD_jab.dwg



200' SIGHT DISTANCE SET BACK PER DOT

200' SIGHT DISTANCE SET BACK PER DOT

PARK DRIVE

SOUTHWIND DR

PRAIRIEWIND DR

LEGEND

- 200' SIGHT DISTANCE SET BACK PER DOT
- 200' SIGHT DISTANCE SET BACK PER DOT
- - - - - SIGHT LINE FROM PROPOSED RAMP TO REQUIRED DISTANCE
- - - - - SIGHT LINE FROM PROPOSED RAMP TO REQUIRED DISTANCE
- TREE, RECOMMENDED TO BE REMOVED
- TREE, RECOMMENDED TO BE REMOVED
- TREE TO STAY



1224 S. Pine Street
Burlington, Wisconsin
53105

kapurinc.com

PROJECT:

2026 LAKE GENEVA
STREETS PROGRAM

LOCATION:

WALWORTH
COUNTY

CLIENT:



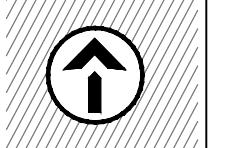
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PRELIMINARY SET

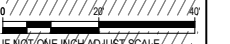
REVISIONS:

#	DATE	DESCRIPTION

NORTH ARROW:



SCALE:



IF NOT ONE INCH ADJUST SCALE ACCORDINGLY

SEAL:



SHEET:

SIGHT DISTANCE
EXHIBIT, PARK DR
CROSSING

PROJECT MANAGER: NR

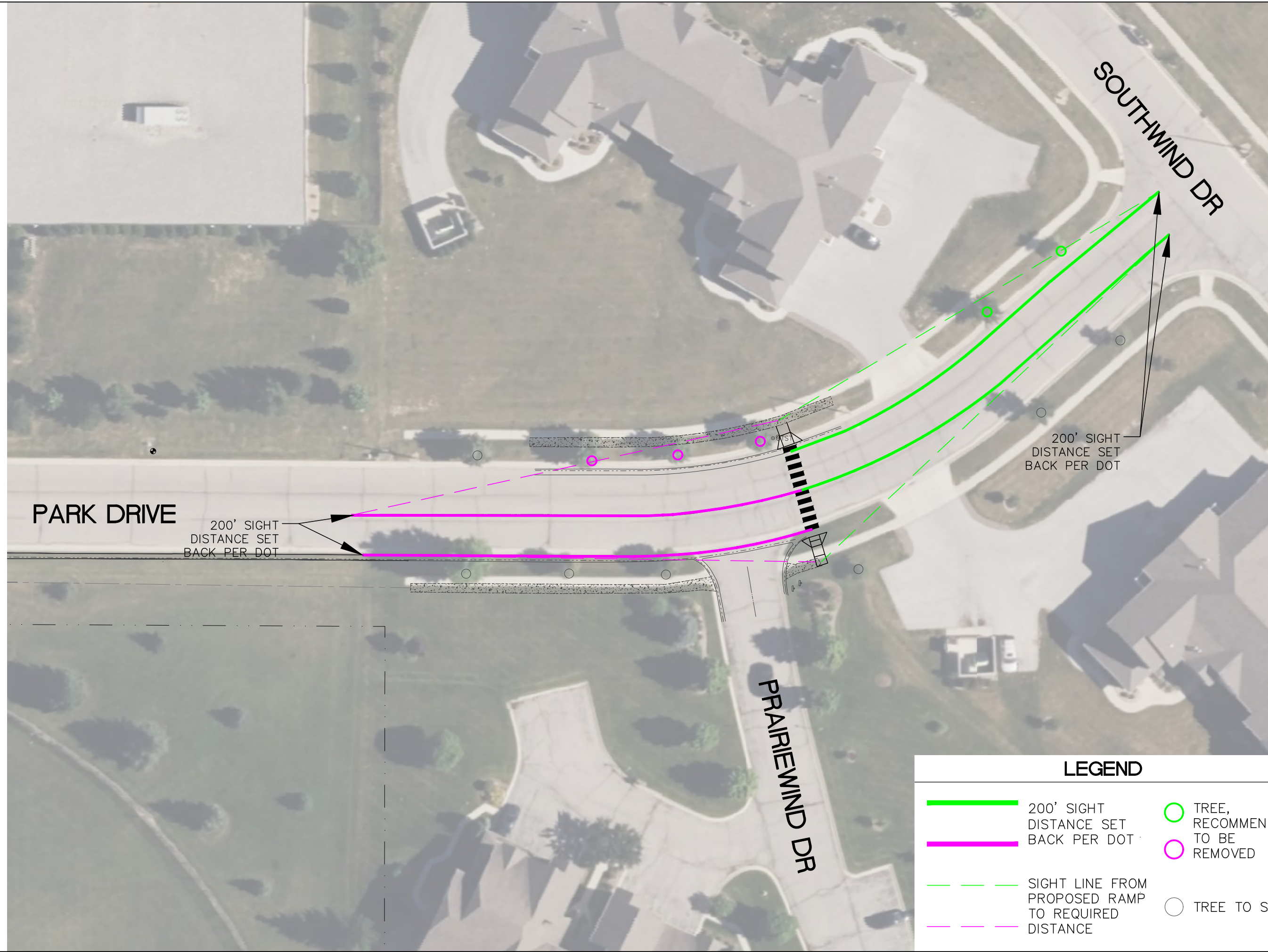
PROJECT NUMBER: 260136

DATE: 12/01/2025

SHEET NUMBER:

EX 1

FILENAME: D:\Wellworth_Co\Lake_Geneva_City\Gov\260136_2026_Lake_Geneva_Street_Program_P\W\Design\OLD\260136_DESIGN_Park Dr_Sidewalk_Path_SSD_job.dwg



1224 S. Pine Street
Burlington, Wisconsin
53105

kapurinc.com

PROJECT:
2026 LAKE GENEVA
STREETS PROGRAM

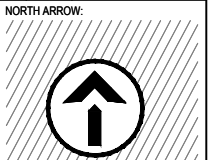
LOCATION:
WALWORTH
COUNTY



RELEASE:
PRELIMINARY SET

REVISIONS:

#	DATE	DESCRIPTION



SCALE:
0 20 40
IF NOT ONE INCH ADJUST SCALE
ACCORDINGLY

SEAL:

all in

SHEET:
SIGHT DISTANCE
EXHIBIT, PARK DR
CROSSING

PROJECT MANAGER: NR
PROJECT NUMBER: 260136
DATE: 12/01/2025

SHEET NUMBER:
EX 2

LEGEND

	200' SIGHT DISTANCE SET BACK PER DOT		TREE, RECOMMENDED TO BE REMOVED
	200' SIGHT DISTANCE SET BACK PER DOT		TREE TO BE REMOVED
	SIGHT LINE FROM PROPOSED RAMP TO REQUIRED DISTANCE		TREE TO STAY
	SIGHT LINE FROM PROPOSED RAMP TO REQUIRED DISTANCE		



Agenda Item Memo

City of Lake Geneva

Committee: PWC

Meeting Date: 26 Jan 2026

Agenda Item Number: _____

Subject / Title: Disc/rec Regarding drainage for Alley 50, west of Cook St north of Hwy 50

Submitted By: Kapur

Background / Request

Drainage issues in alley, discussion on possible remedies.

Fiscal Impact / Budget

- Estimated Cost: Unknown
 - Funding Source: 2026 Paving (e.g., General Fund, TID, Water Utility, Grants)
 - Budget Status: Within Budget Over Budget Budget Amendment Required
- (If applicable, note grant awards, cost-sharing, or capital plan references.)*

Ordinance/Policy Implications/Changes:

None

Recommendation:

None

Implementation/Next Steps

Name of Committee	Date of Meeting	Outcome
Back to PWC when entire plan is ready		

Attachments: ██████████

Reviewed by	Date:	Comments

Alley 50

Legend



Google Earth

400 ft