



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

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

Members:

Chair: Cathy Stoodley

JaNelle Powers, Linda Frame, Mary Jo Fesenmaier and Brian Smith

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 April 27, 2026
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
7. Walworth County Highway Dept Update on CTH H construction
8. Discussion/Recommendation regarding draft policy for crosswalks, curb ramps, and sidewalks
9. 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, April 27, 2026 - 4:00 PM
Lake Geneva City Hall, Council Chambers

Call to Order

Meeting called to order by chairperson Stoodley.

Roll Call

Present: Cathy Stoodley, JaNelle Powers, Linda Frame, Mary Jo Fesenmaier, and Brian Smith
Others Present: City Administrator Dave De Angelis, Mayor Todd Krause, Public Works Director Tom Earle, Public Works Superintendent Neil Waswo, Parking Manager Beth Gehris-Padro, and Naomi Rauch.

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

Joel Hoiland, 390 Country Club Drive spoke regarding staff reports.
Peggy Schneider, 245 Lookout Drive, expressed concerns in regards to item 10.

Approval of the minutes from March 23, 2026.

Motion to approve by Powers, Second by Frame.
Voice vote, approved, motion carried.

Written Staff Reports

Director of Public Works Report

Public Works Director's report was included in the packet.
Committee members and Earle discussed multiple topics included in the report.
City Administrator Dave De Angelis explained pothole liability.

Street Superintendent Report

The Street Superintendent's report was included in the packet.
Committee members and Waswo discussed topics included in the report.

Parking Manager Report

The parking manager's report was included in the packet.
Discussion ensued regarding motorcycle and compact vehicle parking stalls.
Committee members and Gehris-Padro further discussed chalking data.

Engineer Report

The engineer's report was included in the packet.
Naomi Rauch from Kapur briefly explained her report.

Highway 50 update

The Highway 50 update was included in the report.

De Angelis stated that a decision regarding the appearance of the traffic light pole should be made soon.

Discussion/Recommendation regarding declaring items from DPW for Wisconsin Surplus

Earle gave an overview of the auction list.
Fesenmaier requested pictures of auction items.
Motion to approve by Frame, second by Smith.
Voice vote, approved, motion carried.

Discussion regarding Sidewalk Evaluation Phase 2 results (Kapur)

Rauch explained the rating chart that was included in the packet.
Committee members and Rauch discussed evaluations of sidewalks.

Discussion/Recommendation regarding Swan Creek Development Public Road Improvements (Kapur)

Rauch gave an overview of the Swan Creek Supper Club Public Road Improvements.

Neal Syka from Kapur explained the traffic configuration on Sage Street and Interchange North options that were included in the packet.

Committee members and De Angelis discussed funding and projected costs for the traffic configuration.

Motion by Frame to approve Public Road Improvement for Sage Street as shown on the map, Second by Stoodley.

Discussion ensued regarding reconfiguration and restriping.

Voice vote, approved, motion carried.

Discussion regarding draft policy for crosswalks, curb ramps and sidewalks

Fesenmaier gave an overview of the purpose of the crosswalks, curb ramp and sidewalks policy that was included in the packet.

Discussion ensued regarding revisions that should have been added to the policy and the reasons those revisions are needed.

Rauch elaborated on the procedures, guidelines, and regulatory standards followed in the road project.

The draft policy was continued until changes are discussed with the assistant city administrator.

Adjournment

Motion by Powers to adjourn, second by Fesenmaier.

Voice vote, approved, motion carried.

To: Public Works Committee
From: Tom Earle, Director of Public Works
RE: May. 2026 Director's Report

PUBLIC WORKS OFFICE & ADMINISTRATION

DOT.

- Discuss Hwy 50 with LGUC and WisDOT several times, ongoing. Meet with Mayor/parking. Trolley meetings.
- Discuss Real Estate acquisitions for STH 120 project with Admin and WisDOT Engineer. Ongoing, meet with MaryKate.
- Meet with WisDOT regarding building projects on STH 50. Signage and traffic signage and signals. Discuss ROW encroachments. Meet on site. The Manor Pillars.

DPW

- Meet regarding spillway lighting, ongoing, discuss with LGBC. Meet with BC regarding this and other projects. Discuss with GLLC.
- Meet with Parks Director several times.
- Meet with Admin several times
- Meet with Comptroller several times.
- Currently working on CIP projects. Museum roof RFB opened 22 April. Museum furnace RFB due 20 May. Meet with Comptroller regarding funds
- Meet with designer/engineer on salt shed addition. Project projected start date 22 Sept. Project moved back due to scheduling. Tentative date, April 2026. Started 1st week April, walls poured. Floor in, demo work begun
- 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.
- Attend demo for asphalt
- Meet with WalCo, Engineers regarding Int. North project. Traffic issues for detour.
- Alleys are being listed based on PASER ratings. DPW aware of several issues in alleys. Baker St, Crawford, Etc. Lists moving forward will include any known issues.

Cemeteries

- Survey complete, data compilation for design started. Borings performed. Project bids collected, to be on Cemetery Board Agenda
- Attend Cemetery Board in May.. Updates on projects
- 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. LTE employment looked at
- Address past errors in record keeping at Oak Hill, ongoing. Many new issues found.

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- DPW Admin Assistant is working on finding possible remedies for the Oak Hill Columbarium issues. Intern fell through, looking for LTE, discussed at Cemetery Board
- Columbarium rebid opened 08 April, recommendation on Council agenda. Approved
- RFB for Sexton Shed came in at budget, hopefully work starts in next few months. Fence is moved, trees removed. Waiting for project to begin
- Oak Hill running with one Staff member on leave.
- Meet with Comptroller, Admin and Asst. Admin regarding ERF and CIP



DPW May 2026 Operational Report

Streets

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

The 2026 street program construction has started.

Highway H construction has started.

Sweepers are out cleaning curb lines.

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

Staff are working on streetlight repairs.

Staff have been out doing utility locates.

Staff are doing downtown and park garbage pickup Monday, Wednesday, Friday, Saturday and Sunday.

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

Staff also have been completing needed repairs to equipment.

Crews are out when weather permits filling Potholes weekly.

Staff have been attending online training courses and getting additional certifications.

Crews are out doing storm drain repairs along with contractors.

Crews were out clearing storm drains and keeping culverts cleared.

New salt shed construction is under way.

Met with TDS contractors. They will be installing fiber optics in the city.

Parks

Staff have been working on some PMs to mowing equipment.

Contractor has edged and mulched city flower beds.

Composte site has been cleaned up for spring material.

All public restrooms are open. Two weeks earlier than usual.



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Have been working on minor repairs to some playground equipment.

Crews are still going out for Curbside pickup. Spring program will end May26th. Drop off site will still be open.

New stop signs have been installed at Broad and Dodge st.

Crews are out mowing.

We have two seasonal people started for the mowing crew.

Lake front crew has started on the weekends.

Crews are out doing restorations from winter damage.

Vets Park has been busy with weekend tournaments.

Staff met with the YMCA and went over responsibilities at Vet's park with new staff.

Installed a new bottle fill station in Seminary Park. Will be working on others.

Forestry

Staff have been attending online and in person training.

The crew is out trimming trees.

Crews have been working on tree removals.

Staff cleaned up storm damage from heavy winds.

Crews are out stump grinding and restoring each location.

Also working on specs for new bucket truck.

Riviera

Lower Riviera is open for the season.

Working on AC unit issues.

Fountain is running

Parking Operations Report -May 2026

2026 Parking Permits:

- 4,866 (4472 Resident – 217 WalCo Resident - 177 Business)



- 31/40 Parking Lot Permits

Citation Report:

Total: 12,500

Issued:2035

Paid: 8195

Dismissed/Closed: 1980

Sent to Collection: 0

Warning: 237

In Dispute: 53

Information pulled 5/20/2026

Month	Parkmobile-App	Flowbird-Kiosks	Month	Parkmobile-App	Flowbird-Kiosks
2026-01	\$ 18,895.00	\$ 29,416.30	2025-01	\$ -	\$ 1,016.72
2026-02	\$ 68,987.00	\$ 101,207.89	2025-02	\$ 59,369.00	\$ 89,258.76
2026-03	\$ 66,394.00	\$ 87,701.80	2025-03	\$ 69,120.00	\$ 105,650.17
Total Q1	\$ 154,276.00	\$ 218,325.99	Total Q1	\$ 128,489.00	\$ 195,925.65
	Q1 Grand Total	\$ 372,601.99		Q1 Grand Total	\$ 324,414.65
2026-04	\$ 71,183.00	\$ 92,495.25	2025-04	\$ 65,362.00	\$ 101,188.91
2026-05	\$ 69,324.00	\$ 95,246.32	2025-05	\$ 122,054.00	\$ 187,317.80
2026-06	\$ -	\$ -	2025-06	\$ 156,953.00	\$ 270,242.27
Total Q2	\$ 140,507.00	\$ 187,741.57	Total Q2	\$ 344,369.00	\$ 558,748.98

Ongoing Plan for 2026:

- Kiosk Quarterly Maintenance complete in advance of Memorial Day weekend
- Beach Kiosks updated and ready for Season Open
- Review of new Parking Configuration at Boat Launch
 - Loss of 4 parking spaces on Wrigley Drive
 - Updated location of signs at kiosk and spaces

- Uptick in paid parking in Zone 8016 Dodge Street & North Broad due to parking lot closure at 500 Broad Street.
- Identification of areas requiring more paid parking signs or signposts
 - Dodge Street (may use temporary PBox option)
 - Lake Shore Drive, 100 block west side
 - Broad Street, 400 block west side
 - Cook St at Geneva St (may use temporary PBox option)
 - Library Park, West (may use temporary PBox option)
 - Removing Compact Sign at parallel space in front of Post Office
 - Removing one Compact Space in 700 block of Geneva St
- Staff discussion of No Parking Zone on Broad Street at Geneva Theatre
 - Possible use for Trolley Stop. Project discussion ongoing.
- Ongoing participation in Hwy 50 Construction Discussion Group
- Parking Manager is attending the International Parking & Mobility Institute Conference in Milwaukee WI, June 14-17

2026-Revenue Impact

- **Winterfest -\$15,940 +shuttle value**
- **Church Parking Weekly Retail Value -\$44,280**
- **Food Pantry Weekly Retail Value -\$4,320**
- **YMCA 5K -\$640**
- **Farmer's Market -\$13,260**
- **Concerts in the Park -\$700**
- **Liberty on the Lake -\$800**
- **Pink the Lake -\$120**
- **Art in the Park -\$13,500 est +shuttle value**
- **Venetian Fest -\$39,120 est +shuttle value**
- **Fat Tire Charity Ride -\$1000**
 - **Total Impact -\$133, 680**

2025-Revenue Impact (-\$134,173.72 includes shuttle)

Highway 50 Update

The reconstruction of WIS 50 through the City of Lake Geneva is on schedule to take place in 2027 and 2028. Weather permitting, roadway construction is anticipated to start as early as possible in 2027 (February) 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 end of summer 2026
- Utility (private) coordination has started and is anticipated to go through mid-summer 2026
 - Note: private utility (AT&T, WE gas/electric, etc...) relocations/moves are anticipated to start late summer/ early fall 2026. WisDOT is still working on getting anticipated dates on when those relocates will start.
- Public information meeting #2 was held on March 19th, 2026 at same location as last time.
- Bloom submitted 90% draft plans for review, the 90% draft review meeting will be held on 6/2 (Virtually). The City was sent an invite and the opportunity to comment on plans and specials.
- On going coordination with the City regarding plan details and special provisions.
- WisDOT is finalizing the SMFA now and will send over to the City for review and approval in the next couple of weeks.



NEWS RELEASE

FOR IMMEDIATE RELEASE

May 20, 2026

County Highway-H (Interchange North) Construction **-City of Lake Geneva-**

Construction to continue along CTH-H (Interchange North) in the City of Lake Geneva through the Summer.

(ELKHORN, WI): The City of Lake Geneva is nearing completion of their underground utility work on CTH-H between George Street and E. Geneva Square. Walworth County will be following up with a roadway repair and resurfacing project expected to last until late August.

What to Expect

Beginning in early June, the City's utility contractor will demobilize, and the County's pavement contractor will resume construction activities. Traffic patterns will be shifting, and the road will remain open with one lane in each direction until the end of June. After July 4, a signed detour will be in place using local roads as the contractor completes work between George St. and Center St.

Keep an eye out for message signboards for more specific information as it becomes available. The work is anticipated to be completed by the end of August.

Who to Contact

During construction, questions or concerns can be directed to Joe Kroll, County Engineer at (262) 741-3441 or via email at jkroll@co.walworth.wi.us

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City of Lake Geneva

Policy on Crosswalks, Curb Ramps, and Sidewalks

Purpose

The purpose of this policy is to establish a consistent framework for the design, construction, maintenance, and placement of crosswalks, curb ramps, and sidewalks within the City of Lake Geneva, ensuring compliance with all applicable federal and state standards while minimizing legal risk.

Scope

This policy applies to all city-owned or city-managed public rights-of-way, including streets, sidewalks, intersections, and pedestrian facilities.

Policy Statement

The City of Lake Geneva shall adhere to all applicable federal and state laws, regulations, and guidelines governing crosswalks, curb ramps, and sidewalks. The City will not adopt design standards that conflict with or deviate from these established requirements.

Governing Standards and Regulations

Federal Standards

The City shall comply with all applicable federal requirements, including:

- Manual on Uniform Traffic Control Devices (MUTCD)
- Americans with Disabilities Act (ADA)
- Public Right-of-Way Accessibility Guidelines (PROWAG)
- U.S. Access Board guidance

State Standards

The City shall comply with all applicable State of Wisconsin requirements, including:

- Wisconsin Department of Transportation (WisDOT) Standard Detail Drawings
- WisDOT Facilities Development Manual
- WisDOT Standard Specifications for Highway and Structure Construction

Local Ordinances

All work shall remain consistent with:

- City of Lake Geneva Municipal Code, Chapter 62 – Streets, Sidewalks, and Other Public Places

Design and Implementation

Crosswalks

Crosswalk design, placement, and marking shall comply with federal and state standards.

- The City retains the ability to paint and maintain crosswalks in approved patterns consistent with applicable guidelines.

Curb Ramps

- Curb ramps shall be designed and constructed in full compliance with ADA, PROWAG, and applicable WisDOT standards.
- All curb ramp installations must meet required accessibility specifications.

Sidewalks

- Sidewalk construction and reconstruction shall comply with ADA, PROWAG, and WisDOT standards.
- Accessibility and safety shall be primary considerations in all sidewalk design and maintenance activities.

Roles and Responsibilities

Public Works Department

- Responsible for implementation and maintenance.

Code Enforcement

- Responsible for enforcement of policy.

Engineering Consultants

- Responsible for design and technical recommendations in accordance with the most stringent applicable standards.

Public Works Committee

- Provides oversight and policy direction.

City Administration and Legal Counsel

- Provide guidance to ensure compliance and minimize liability.

Risk Management and Compliance

The City shall not deviate from established federal and state standards when designing or implementing crosswalks, curb ramps, or sidewalks. Deviation might increase risk of legal liability and litigation.

Public Awareness

To enhance safety and accessibility, the City may implement:

- Increased or improved signage
- Public education or information campaigns
- Other awareness initiatives related to pedestrian safety

Policy Review

This policy shall be reviewed periodically by the Public Works Committee and City Administration to ensure continued compliance with evolving federal and state regulations.

Effective Date

This policy shall take effect upon adoption by the Common Council.