



City of Lake Geneva, 626 Geneva St., Lake Geneva, WI 53147- 262.248.3673- www.cityoflakegeneva.com

CITY OF LAKE GENEVA PUBLIC WORKS COMMITTEE
MONDAY, May 23, 2022 4:00 P.M.
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (LOWER LEVEL)

Members: Chairperson John Halverson, Mary Jo Fesenmaier, Rich Hedlund, Joan Yunker, and Tim Dunn

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Access Code: 9746153

AGENDA

1. Meeting called to order by Chairperson Halverson
2. Roll Call
3. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda. Comments will be limited to 5 minutes
4. Approval of the April 25, 2022 Special Public Works Committee meeting minutes as prepared and distributed
5. Director of Public Works Report
 - a. Update regarding TAP Grant / South Street Trail (***Strand***)
 - b. Update Park Drive BIL Application (***Kapur***)
 - c. Update on Traffic Signal on Edwards Blvd. & Bloomfield Rd. (***Kapur***)
 - d. Update Disc Golf Bridge (***Ellena Engineering***)
 - e. Update on 2022 Streets Project (***MSA***)
 - f. Update on WisDOT ST50
 - g. Update on WisDOT SH 120
 - h. Update on City Property Native Plantings
 - i. Update on ADA
6. Parking Manager Report
 - a. April Revenue

7. Discussion / Recommendation Center Street Culverts (**Kapur**)
8. Discussion / Recommendation of cost/labor for installation NO TRESPASSING signage and removal of existing structure on City property located near the Stoneridge Development (**City Council**)
9. Discussion / Recommendation for four-way illuminated stop signs installed with blinking lights at the intersection at Geneva and Center Street. (**Mayor**)
10. Future Agenda Items
 - Possible signal on Center and Int. North.
 - Brush collection ordinance changes
11. Adjourn

This is a meeting of the Public Works Committee. No official Council action will be taken; however, a quorum of the Council may be present.

CITY OF LAKE GENEVA PUBLIC WORKS COMMITTEE
MONDAY, April 25, 2022 4:00 P.M.
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (LOWER LEVEL)

Members: Chairperson John Halverson, Mary Jo Fesenmaier, Rich Hedlund, Joan Yunker, & Tim Dunn

Roll Call

Present: Hedlund, Dunn, Yunker, & Fesenmaier

Absent: Halverson

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda.

Comments will be limited to 5 minutes

None

Approval of the March 28, 2022 Public Works Committee meeting minutes as prepared and distributed

Ald. Fesenmaier motioned to approve the March 28, 2022 Public Works Committee meeting minutes as prepared and distributed, second by Ald. Dunn. Motion carried 4 to 0.

Director of Public Works Report

Update TAP Grant / South Street Trail (Strand)

DPW Director Earle referenced the report in the packet provided by Strand, and mentioned that he's doing an onsite walk-thru of the project with the Mayor. Ald. Fesenmaier stated that she would like to see an updated digital map of the TAP grant posted to the City's website and public hearings for the public.

Update Contract Change Order #3 for 2021 Street Program (Kapur)

Kapur representative noted her report in the packet and identified that the change order was an extension of the timeframe only. Waiting for the weather to warm up for the paving of the road and making repair to an alley post winter weather.

Update on Traffic Signal on Edwards Blvd. & Bloomfield Rd. (Kapur)

MOU signed by the school district with a pre-construction meeting happening tomorrow. Kapur representative put together a traffic control plan done in stages which could be placed on the website. Ald. Fesenmaier stated that she would also like to see communication via the City's Nixle texts. Traffic control/lane closure etc. updates are communicated through the Police Department.

Update Park Drive BIL Application (Kapur)

The Kapur Representative referenced the tight timeline for the first round of funding is for construction only to apply for this grant application. She made reference to there being an 80/20 split of which the city would be accountable for the 20%. She expects to hear awards granted in May with plans needing to be designated in August and allocated by September. Once information on the status of the grant application is received it will be shared at the committee meeting.

Update regarding Snow Event Reports/Plowing

Dir. Earle shared the latest report in the packet. There wasn't much snow to report on for March.

Update Disc Golf Bridge (Ellena)

Dir. Earle mentioned issue with the borings, but it was completed last Friday so it can move forward and sent out for bid.

Update Street Delineator Installation - Line Striping

Waiting for the weather to warm-up and sustain temperature of 55 degrees to move forward. Hopefully this will be happening soon.

Cemetery Update-(Comptroller Report)

Comptroller submitted cemetery financials in the packet.

Update on WisDOT SH 120

Dir. Earle noted WisDOT representative update in the packet.

Parking Manager Report

March Revenue

Revenue was at \$110,000 for the month which is about 8% lower than March of 2021. The Parking Manager stated he believes this is due to cold/damp weather. Use of the Park Mobile app was again up almost 29%, along with credit cards at 69%, & coin at 2.3%. YTD revenue comparison of \$229,000 in 2022 was slightly up over \$222,000 in 2021.

Discussion / Recommendation Brush Policy (DPW)

Dir. Earle referenced the copy from other municipality brush policies. Some of these cities/towns have their own Parks Departments, more staff, and less population. The brush notice went out with the tax bill. Ald. Fesenmaier expressed her desire to see possible sub-contracting options here.

Discussion / Recommendation 2022 / 2023 / 2024 Landscape Maintenance Contract (taken out of turn on 4/19 FLR)

Ald. Hedlund referenced the bids in the packet that were sent and approved by the FLR Committee with a motion for the bid to go to Frank Landscaping, staff recommendation going to Breezy Hill which submitted a lower three-year contract bid. Ald. Hedlund motioned to award the contract to Breezy Hill, second by Ald. Yunker. Motion carried 3-1. Discussion ensued regarding wording of the agenda item, preference to try a new vendor despite the higher bid, following Wisconsin state statute to award to the lowest bidder and discussing bids with contractors.

Discussion / Recommendation Possible Lowering Speed Limit on Elkhorn Road, CTH H from Cemetery Road North to the City Limit (PD)

Dir. Earle was previously informed by the Police Chief that there are issues with speeding and they're receiving citizen complaints. The Police Chief's recommendation is to reduce the speed limit to 25 at the start of the city limit and continue all the way into the city.

Ald. Yunker motioned to taking the speed limit from 35 to 25 miles on Elkhorn Road, CTH H from Cemetery Road North to the City limit. second by Ald. Dunn. Motion carried 4-0.

Discussion / Recommendation Center Street Culverts (DPW/Kapur)

Kapur representative stated they have been conducting damn inspections and meeting with the Geneva Lake Level Corp. (GLLC) since 2019 regarding the condition of the damn, spillway, downstream structures, and the mill raise to the pond. During an inspection of the damn structure in November of 2021 they noticed the need for some improvements that should be made on the damn structure due to some erosion and grouting of the Center St. culvert. A structural engineer team was brought in to look at the damn and culvert. Kapur shared initial results from inspections and asked if the GLLC representative would speak. Larry Larkin from the GLLC shared brief history and ownership interest in maintaining the damn. Kapur representative had shared some initial cost estimates, but didn't have projection for bidding out the work.

Ald. Dunn motioned to suspend the rules to have Larry Larkin from the GLCC speak regarding the culvert, second by Ald. Hedlund. Motion carried 5-0.

Kapur will put together a task order with cost of engineer services and construction cost estimate for the replacement of the Center St. culvert to include recommended timeline based on needed repairs and routine inspections.

Mr. Larkin also asked for the contact information for both landscaping companies in hope of cleaning the lagoon. Mr. Larkin would like obtain a bid for the GLLC to have brush removal from the lagoon. Earle suggested this item should go into Piers & Harbors as well.

No action taken

Future Agenda Items

WisDOT Hwy 50 project

Possible signal on Center and Int. North.

Brush collection ordinance changes

Adjourn

Ald. Yunker motioned to adjourn at 4:50 pm, second by Ald. Dunn. Motion carried 4-0.

/s/ DPW Admin. Assistant, Nan Elder

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE PUBLIC WORKS COMMITTEE



Engineer's Report
Public Works Committee
City of Lake Geneva, Wisconsin
May 2022 Report

South Street Trail, Lake Shore–State Trunk Highway 120

The South Street Trail project, funded in part by the Wisconsin Department of Transportation (WisDOT) Transportation Alternatives Program (TAP) grant, is scheduled for Plans, Specifications, and Estimates in fall 2023 with a WisDOT let date of March 25, 2024. The City is meeting with concerned property owners to discuss the overall project and impacts on May 18, 2022. The next steps related to design and easement acquisition include: title searches, retaining wall design refinement, drainage design, and submittal of the categorical exclusion checklist.

The City will be working with another consultant to take care of the title searches. Strand Associates, Inc.[®] provided a list of consultants to reach out to. The geotechnical consultant for the project is taking another look at the retaining wall design criteria as a couple property owners expressed interest in higher retaining walls versus additional grading impacts. Strand is also further investigating existing drainage patterns, specifically along the Lake Geneva Youth Camp property frontage.

Strand has continued to have discussions with the Wisconsin Department of Natural Resources (WDNR) regarding Big Foot Beach State Park related to WisDOT Section 4(f) reporting for the TAP grant agreement. This documentation requires WDNR concurrence with impacts to WDNR lands. Strand has prepared and submitted the 4(f) documentation and it is anticipated the WDNR will concur with the current project design and the Categorical Exclusion Checklist will be submitted in the near future.

Prepared and respectfully submitted by Zachary Simpson, P.E., Strand Associates, Inc.[®]



Here is the status report for May 18, 2022:

1. Topo and location survey complete.
2. Soils investigation completed for Bridge #3 and Bridge #5.
3. Relocation of Bridge #5 to avoid existing water main. Board approved new location... Narrow floodplain and no water main conflicts.
4. Topo and location survey completed for new Bridge #5 location.
5. Soil investigation approved and COMPLETED for Bridge #5.
6. Engineering cost estimates prepared for Bridge alternates.
7. Site, Grading & Erosion Control plan COMPLETED for both Bridges.
8. WDNR Chapter 30 permits for both bridges SUBMITTED AND IN PROGRESS.
9. Construction Specifications and Bid documents to follow. Pricing for both bridges.

Thank you,
Mark

Mark R. Ellena, PE
Ellena Engineering Consultants, LLC
VALUE ENGINEERING BY DESIGN



To: Tom Earle, Director of Public Works
City of Lake Geneva

From: Joe DeYoung, PE
MSA Professional Services, Inc.

Subject: 2022 Street Improvement Program: Updates

Date: May 18, 2022

The City of Lake Geneva 2022 Street Improvement Project – Phase 1 has been bid and successfully awarded to Wolf Paving for the amount of \$541,552.00. Work is anticipated to be completed during the following construction season and by no later than October 7th. Project is currently working through the contract phase and will be recommended for the Notice to Proceed soon.

Phase 2

Several other roadway were considered but delayed for either the purpose of avoiding summer construction or additional utility improvements within the corridor. MSA will be hosting along with the City of Lake Geneva a Public Informational Meeting (PIM) to discuss the two projects (Cook/Wriggly and Pine Tree / Marine Ter) and receive feedback from the impacted owners related to the two projects. The meeting is scheduled for June 1st at 4:00 and 5:30. Please attend if available.

Pine Tree Lane / Marianne Terrace is a planned reconstruction project that may include some drainage improvements along with the replacement of watermain due to previous failures within the project limits. MSA will be following up with the staff and Lake Geneva Committees on recommended improvements and schedule. Currently, watermain permits are three months from submittal to approval and may impact options for the community.

Cook Street / Wrigley Drive plans were delayed for the opportunity to involve the public and also minimize the impact during summer activities. During the PIM, discussions related to the schedule and project limits will be evaluated. Currently the plan is focused on widening the road, improving the landscaping with minimal disturbance to the curb & gutter and sidewalk.

PUBLIC INFORMATION MEETING NOTICE

COOK STREET & WRIGLEY DRIVE CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN

The City of Lake Geneva and MSA Professional Services (City's engineering consultant) are in the process of developing plans for the reconstruction of Cook Street and Wrigley Drive, as shown below. Construction for this project is anticipated to be completed either in the Fall of 2022 or possibly the Spring of 2023. The project improvements are anticipated to address the surface only which includes pavement, curb and gutter, sidewalk, and storm sewer / drainage improvements.

The City of Lake Geneva and MSA Professional Services will be conducting a public informational meeting for this project at the location, date, and time listed below. You are invited to attend this public informational meeting to learn more about the project as well as to address any questions or concerns you may have. A quorum of City Council members may be present at this meeting but no action will be taken. Thank you for your input and we hope to see you at the meeting!



PROJECT LOCATION MAP

MEETING DETAILS

Date: Wednesday, June 1, 2022
Time: 4:00 p.m.
Location: Lake Geneva City Hall
626 Geneva St.
Lake Geneva, Wisconsin 53147

CONTACT INFORMATION:

City of Lake Geneva:
Tom Earle, Director of Public Works
Phone: 262-248-6644
Email: tearle@cityoflakegeneva.com

MSA Professional Services:
Joe DeYoung, P.E.
Phone: 608-242-6646
Email: jdeyoung@msa-ps.com

PUBLIC INFORMATION MEETING NOTICE

PINE TREE LANE & MARIANE TERRACE CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN

The City of Lake Geneva and MSA Professional Services (City's engineering consultant) are in the process of developing plans for the reconstruction of Pine Tree Lane and Mariane Terrace. Construction for this project is uncertain, but it is potentially scheduled for the Fall of 2022. The project involves the replacement of pavement, storm sewer improvements where practical, and water main replacement including laterals. Discussion of the proposed improvements will be further explained at the meeting.

The City of Lake Geneva and MSA Professional Services will be conducting a public informational meeting for this project at the location, date, and time listed below. You are invited to attend this public informational meeting to learn more about the project as well as to address any questions or concerns you may have. A quorum of City Council members may be present at this meeting but no action will be taken. Thank you for your input and we hope to see you at the meeting!



PROJECT LOCATION MAP

MEETING DETAILS

Date: Wednesday, June 1, 2022

Time: 5:30 p.m.

Location: Lake Geneva City Hall
626 Geneva St.
Lake Geneva, Wisconsin 53147

CONTACT INFORMATION:

City of Lake Geneva:

Tom Earle, Director of Public Works
Phone: 262-248-6644
Email: tearle@cityoflakegeneva.com

MSA Professional Services:

Joe DeYoung, P.E.
Phone: 608-242-6646
Email: jdeyoung@msa-ps.com



City of Lake Geneva

Department of Public Works

1065 Caret St,
Lake Geneva, WI 53147
262.248.6644

To: Public Works Committee
From: Tom Earle, Director, Public Works
RE: May 2022 Director's Report

OPERATIONS UPDATE

PUBLIC WORKS OPERATIONS

Crews started brush pick-up in April and will continue until the Friday of Memorial Day weekend. The Street Department did a good job of restoring parks and city areas after several weekend events i.e. Bacon Fest, Women's Weekend, GLAS Lunar Eclipse Party, Wine Walk and the Jaycee's Pub Crawl. Street crack filling has been completed, and crews have started working on street repairs. As I have mentioned in prior meetings there's been a delay by the manufacturer for the street paint, but we will be painting the center stripes through the county starting on Monday. We had to complete a second mow in some areas due to last week's extensive rain and heat wave. Crews are preparing for the upcoming Memorial Day parade and onset of high volume visitor weekend(s). Two staff members attended Traffic Signal training, and another participated in the Municipality Fundamentals training.

PUBLIC WORKS OFFICE & ADMINISTRATION

The city is currently accepting bids for the replacement / addition of chain-link fabric and fencing on certain ball fields in Veteran's Park with the sealed BID opening on June 14th at 10:00 AM at City Hall, 2nd level. DPW submitted a grant and was awarded \$23,827.49 from the Department of Natural Resources (DNR) that will offset the city's recycling program costs during calendar year 2022.

The City and MSA Professional Services are in the process of developing plans for reconstruction and will host Public Information Meetings (PIM) at 4:00 PM on June 1st for Cook St. & Wrigley Dr. followed by 5:30 PM for Pine Tree & Mariane Terrace. Walworth County informed DPW that Baxter Woodman was tasked with the warrant study for the traffic signal at Center Street & Interchange North and will likely begin the traffic study in mid-June in order to have a more accurate assessment of an annual traffic count.

WisDOT ST 50 – At this time we're waiting to hear back from WisDOT.

WisDOT SH 120 – We're currently waiting to hear back from WisDOT on this project as well.

NATIVE PLANTINGS

Superintendent Waswo presented native planting information and examples of other areas along with new signage options for Four Seasons at the April Park Board meeting. No action was taken. DPW will reduce mowing encouraging native planting along the fence along Riviera beach and various areas throughout the city.

ADA COMPLIANCE OFFICER REPORT (please see Administrator Nord's Memo attached & item submitted by resident).

Memorandum

May 17, 2021



To: Public Works Committee
From: Dave Nord; City Administrator
Re: Current procedure for addressing ADA concerns brought to the City's attention.

Every ADA related concern received by the City should be forwarded to me. Unfortunately, some seem to be sent to other individuals associated with the City government (elected officials, department heads, etc.) who may or may not choose to forward them to me.

Long before my arrival, the City instituted a "Citizen Action Request" form which should be completed so specific issues can be tracked and responded to in a reasonable and coherent manner. Unfortunately, some individuals chose to pursue alternative forms of communication that are not particularly helpful in resolving the specific issue(s) at hand.

When I receive a specific concern it is forwarded to the appropriate department head (usually Public Works or the Building and Zoning Department) to investigate and report back to me. Those issues that are not a violation of current law will prompt a response to the individual with the original concern. Advising that there is no violation to address.

Items that are deemed a violation of current ADA law (depending on the severity of the issue) will be addressed immediately or programmed for upcoming repair. Public Works Director Earle can provide the Public Works Committee with the current process for identifying, budgeting and undertaking repairs mandated by ADA law.

Concerns that are simply a preference expressed by the one submitting the concern (and not a matter of current law) or emails received that are commentary on the government and do not provide specific items of concern cannot be addressed, as there is nothing to address related to ADA law.

Respectfully,

Dave Nord

Nan Elder

Subject: FW: Lana, Please include these ongoing public safety issues with the May 19 public works meeting. Thank you. 16 photos total

Attachments: 20220515_115025(0).jpg; 20220515_114804.jpg; 20220515_114814.jpg; 20220515_115127.jpg

From: Andee Christian <angelamongus6271973@gmail.com>

Sent: Monday, May 16, 2022 1:20 PM

To: City Clerk; City Administrator; Tom Earle; John Halverson; Mary Jo Fesenmaier; Joan Yunker; Ken Howell; Tim Dunn; Richard Hedlund

Subject: Lana, Please include these ongoing public safety issues with the May 19 public works meeting. Thank you. 16 photos total

Lana, Please include these ongoing public safety issues with the May 19 public works meeting. Thank you. 16 photos total

This is the Aldi corner.

Chronic potholes, inaccessible pedestrian crossing signals by wheelchair users (I have also brought this issue to city staff multiple times), large gaps between sidewalk and road a hazard for wheelchair casters, and these ramps are incredibly dangerous to wheelchair users! Manual wheelchair brakes are not designed to hold a 75 pound wheelchair and a person on any type of incline. And with so much traffic traveling at such a high rate of speed on the 6 lane Edwards Blvd, all that gravel washes up onto the curb ramp, making it much more slippery. Even for my mountain bike type back wheels. If this wasn't enough, there's a cross slope on each side of the sidewalk, so in order to cross Edwards just to get to Walmart, I have to:

- 1.) Attempt to stop on an incline 12" from fast moving vehicles who likely can't see me around the pole.
- 2.) Remove my hand from one hand rim to put on my right brake.
- 3.) Remove my hand from the other hand rims to put on the left brake.
- 4.) Grab my right handrim with my right hand and LEEEEAN to the left messing up my center of gravity just to reach the pedestrian button.
- 5.) Then flip my brake off quickly grabbing one handrim. Then the other. Then back up 6-8 feet to level part of the sidewalk, essentially blocking it for others, to wait to cross the street.

But then this cross walk from Aldi to Walmart, the walk signal only stays lit for 7 seconds. So by the time it changes and I flip up my brakes and roll down the ramp and cross the first lane, it has changed to don't walk. Also the tree on that corner may look pretty, but it blocks drivers view of pedestrians trying to cross Edwards, especially when the walk signal from Aldi to Wal-Mart is lit at the same time drivers have the arrow to turn right from Aldi onto Edwards, AND from Walmart left onto Edwards.

So I can't JUST roll down the ramp and cross, I have to try to AVOID driver turning right and left into me and have had multiple near misses. Removing that tree and adding a watch for pedestrians sign, that doesn't block drivers view of the corner would be very helpful.

Thank you
Andrea Christian



Center Street post office sidewalk crater

John Halverson <jhalverson@cityoflakegeneva.com>
To: Mary Jo Fesenmaier <mfesenmaier@cityoflakegeneva.com>

Thu, May 12, 2022 ~+ 11:55 AM

Plan on it.

From: Mary Jo Fesenmaier
Sent: Wednesday, May 11, 2022 5:46:36 PM
To: Andee Christian; John Halverson
Subject: Re: Center Street post office sidewalk crater

Ald. Halverson,
This is why I asked for a separate standing item (with a report from our Compliance Officer) be placed monthly on the Public Works Committee.
Ald. Fes

Sent from my U.S.Cellular® Smartphone
Get [Outlook for Android](#)

From.
Sent: Wednesday, May 11, 2022 4:16:52 PM
To: City Clerk <cityclerk@cityoflakegeneva.com>; jyunker@cityoflakegeneva.com
<jyunker@cityoflakegeneva.com>; John Halverson <jhalverson@cityoflakegeneva.com>; Mary Jo Fesenmaier
<mfesenmaier@cityoflakegeneva.com>; sstraube@cityoflakegeneva.com <sstraube@cityoflakegeneva.com>
Subject: Center Street post office sidewalk crater

Please Remedy. Not sure the longterm health care cost to a broken ankle or worse stepping in this in the Dark, or light. But I can't imagine the negative media attention would be helpful.

Thank you,
Andrea Christian



Mary Jo Fesenmaier 3 days ago

to me ▾



Andee,
John Halverson promised me these issues and ADA compliance will be on the May Public Works agenda.
Thanks for these specifics,
Mary Jo

Sent from my U.S.Cellular® Smartphone
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From: [REDACTED]
Sent: Thursday, May 12, 2022, 5:02 PM
To: Mary Jo Fesenmaier <mfesenmaier@cityoflakegeneva.com>; jyunker@cityoflakegeneva.com <jyunker@cityoflakegeneva.com>; John Halverson <jhalverson@cityoflakegeneva.com>; City Clerk <cityclerk@cityoflakegeneva.com>
Subject: Large hole in pier, showed/spoke to Jeff at Gage at 4:40p May 12

[Hide quoted text](#)

Large hole in pier, showed/spoke to Jeff at Gage at 4:40p May 12. Large enfor child's foot to go through. Or a mobility wheel.

And additional board about 10 feet towards the end of the pier (towards Fontana) is also at risk of snapping at any time.

I asked Jeff, from Gage if there was a way to put an orange cone up, or even a small orange flag in that area, temp, to help everyone be aware, til remedy.

Also, Fred, told me today he forwarded the email post office Center Street sidewalk crater to the postmaster. But an employee told me today the postmaster is gone for a long time. That isn't a remedy.

Why can't the City fix the hole and charge a "failure to maintain a safe property" charge to the p.o., like the city does when someone slips on an icy downtown sidewalk, and the city comes out and pours a whole bag of salt and charges \$500 to the property tax bill, as an example.

ISSUES OF PUBLIC SAFETY CANNOT CONTINUE TO BE FORWARDED TO THE NEXT INDIFFERENT PERSON, THEN THE NEXT INDIFFERENT PERSON, ETC.

Thanks, Andrea



City of Lake Geneva, 626 Geneva St, Lake Geneva, WI 53147- 262.248.3673- www.cityoflakegeneva.com

CITY OF LAKE GENEVA JOINT PUBLIC WORKS COMMITTEE & UTILITY COMMISSION

THURSDAY, MAY 19, 2022 4:00 P.M.

LAKE GENEVA PUBLIC LIBRARY, K.C. MEETING ROOM, 918 W MAIN ST, LAKE GENEVA, WI

Public Works Committee Members: Chairperson John Halverson, Mary Jo Fesenmaier, Rich Hedlund, Tim Dunn, and Joan Yunker

Utility Commission Members: President Dennis Lyon, William Binn, Brett Stanzcak, City Administrator David Nord, Mayor Klein, Rich Hedlund, and Ken Howell

AGENDA

1. Meeting called to order by Public Works Committee
2. Meeting called to order by the Utility Commission
3. Roll Call of the Public Works Committee
4. Roll Call of the Utility Commission
5. **Motion to go into Closed Session** pursuant to Wis. Stat. 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding **1) Engineer Firm Presentations**
6. Motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in closed session
7. Adjournment of the Public Works Committee
8. Adjournment of the Utility Commission

This is a meeting of the Public Works Committee. No official Council action will be taken; however, a quorum of the Council may be present.



aldi



Samsung Dual Camera

Andrea J. Christian



Samsung Dual Camera

Andrea J. Christian



SPEED
LIMIT
30

Walmart

SPEED
LIMIT
30

taco bell →



Samsung Dual Camera
Andrea j. Christian



FASTEN
SEAT
BELT

lake geneva
post office







st. Francis
corner



Samsung Dual Camera
Andrea j. Christian



Samsung Dual Camera

Andrea j. Christian



PUBLIC PARKING

UP TO 2 HRS.	\$5.00
2 HRS. - 3 HRS.	\$7.50
3 HRS. - 4 HRS.	\$10.00
4 HRS. - 5 HRS.	\$12.50
5 HRS. - 6 HRS.	\$15.00
6 HRS. - 7 HRS.	\$17.50
7 HRS. - 8 HRS.	\$20.00

OWNED OPERATOR IS SOLELY RESPONSIBLE
FOR SECURING BOAT TO THE PIER.
ANY DAMAGE CAUSED TO BOATS OR PIERS
WILL RESULT IN PERSONAL LIABILITY.
OVERNIGHT PARKING BY APPOINTMENT.
PLEASE PAY ATTENDANT



Samsung Dual Camera
Andrea J. Christian





Samsung Dual Camera

Andrea J. Christian



Samsung Dual Camera

Andrea J. Christian

CITY OF LAKE GENEVA
PARKING SALES BY DAY - APR

	CASH	CREDIT CARD	TOTAL			
1-Apr	96.05	3,952.38	4,048.43			
2-Apr	64.85	3,255.82	3,320.67			
3-Apr	76.15	3,865.70	3,941.85			
4-Apr	72.05	1,078.45	1,150.50			
5-Apr	58.40	1,071.46	1,129.86			
6-Apr	72.05	1,065.07	1,137.12			
7-Apr	69.60	1,120.36	1,189.96			
8-Apr	74.20	1,635.03	1,709.23			
9-Apr	127.85	5,311.34	5,439.19			
10-Apr	96.10	4,689.22	4,785.32			
11-Apr	85.20	1,722.45	1,807.65			
12-Apr	103.55	1,744.81	1,848.36			
13-Apr	63.60	1,279.04	1,342.64			
14-Apr	88.20	1,652.20	1,740.40			
15-Apr	136.40	3,335.49	3,471.89			
16-Apr	120.60	4,764.17	4,884.77			
17-Apr	77.65	1,591.31	1,668.96			
18-Apr	85.75	1,157.60	1,243.35			
19-Apr	67.60	1,565.50	1,633.10			
20-Apr	82.80	1,249.27	1,332.07			
21-Apr	135.50	2,738.37	2,873.87			
22-Apr	41.35	1,590.97	1,632.32			
23-Apr	172.35	10,769.44	10,941.79			
24-Apr	99.75	3,141.57	3,241.32			
25-Apr	64.35	1,370.41	1,434.76			
26-Apr	80.25	1,330.34	1,410.59			
27-Apr	79.65	1,464.16	1,543.81			
28-Apr	67.00	1,573.31	1,640.31			
29-Apr	121.10	3,083.57	3,204.67			
30-Apr	130.00	4,740.52	4,870.52	Coin	2,709.95	2.3%
				CC	78,909.33	67.9%
				Parkmobile	34,629.00	29.8%
	<u>2,709.95</u>	<u>78,909.33</u>	<u>81,619.28</u>		<u>116,248.28</u>	<u>100%</u>
Net of Tax			<u>77,364.25</u>			
2021			98,817.59			
2020			255.92			
2019			82,315.40			
2018			78,021.80			
AVG 2018-2020			53,531.04			

OVER (UNDER)	(53,531.04)
--------------	-------------

PARKMOBILE		net of tax
2022	34,629.50	32,824.17
2021	29,198.00	27,675.83
2020	24.25	22.99
2019	5,697.75	5,400.71
2018	2,746.25	2,603.08
2017	1,946.50	1,845.02

TASK ORDER NUMBER #24 CIVIL ENGINEERING SERVICES

This task order is made as of May 17, 2022 under the terms and conditions established in the MASTER AGREEMENT FOR ENGINEERING SERVICES, (the Agreement), between the **City of Lake Geneva** (Owner) and **Kapur & Associates, Inc.** (Engineer). This Task Order is made for the following purpose:

Provide civil engineering services for the design and specification preparation, bidding and construction management for the Center Street Culvert Re-lining (approximately 150-ft).

The proposed task order includes

- Survey throughout the project limits as needed to define construction plans and underground utility locations
- Structural plans and specifications for culvert repair/lining
- Obtaining Chapter 30 permit from Wisconsin Department of Natural Resources (WDNR)
- Construction Engineering Services

Section A. – Scope of Services

Engineer shall perform the following Services:

1. Engineer to attend meetings as required for project success.
2. Survey of work area to provide horizontal site control and benchmark elevations, location of structures, utilities, inverts, elevations and necessary to create a site plan and construction plans.
 - a. Above and below ground utilities will be located. Kapur will contact Digger's Hotline for utility markings. Any private utilities that are not marked by Digger's Hotline will need to be located by a private underground marking firm. Below ground utilities will be field surveyed based on Digger's Hotline field marks and private locator marks. Kapur will coordinate private locator visits.
 - b. Survey points will be referenced to the horizontal datum NAD 83 and vertical datum NAVD 88.
3. Prepare site geometric / restoration plan in area of repair.
4. Completion of construction plans, details and specifications for Center Street Culvert Repair including erosion control and dewatering plan. Repair consists of removal/replacement and extension of the existing corrugated metal culvert under Center Street downstream of the





Geneva Lake Dam and Primary Spillway. Repair includes pressurized grout injection between installed CMP culvert and existing cobblestone section.

5. Complete and submit application for Chapter 30 permit for navigable waters permit to Wisconsin Department of Natural Resources (WDNR). ***Based on preliminary discussion with WDNR no hydraulic modeling is anticipated and thus is not covered under this task order. Kapur is able to complete hydraulic modeling, with a revision to this task order, if WDNR requires it.***
 6. On-site construction inspection services during installation. Including attendance at a pre-construction meeting and on-site inspection.
 7. Engineer review of masonry contractors' methods and materials utilized for the repair.
 8. ***It is assumed that the existing Center Street roadway will not be altered with this repair. This proposal does not include removal and replacement of existing Center Street.***
 9. Provide construction cost estimate for all improvements.
 10. Prepare and provide Project Manual including but not limited to Advertisement for Bids, Instruction to Bidders, Bid Form, Bidder's Qualification Statement, Agreement, and General Conditions of Contract, Supplementary Conditions, and Special Provisions.
 11. Prepare for and attend the bid opening.
 12. Review project bids make recommendation for award, and coordinate notice of award, agreement, and notice to proceed documentation.
 13. Attend meetings as required and provide update memos to the Department of Public Works.
- ***Permit and agency review fees are not included as part of this Task Order***
 - ***Wetland impacts or the requirement for a wetland delineation is not anticipated at the time of this task order and is not included.***
 - ***It is assumed that the proposed improvements will not impact more than 1-acre of land disturbance and thus a Notice of Intent (NOI) from the Wisconsin Department of Natural Resources (WDNR) will not be required.***





Construction Management Activities

1. Provide administrative services to manage client coordination/invoicing, project schedules, contract change order documentation, and contract closeout documentation.
2. Provide construction survey staking for necessary items within the construction contract. This survey provides for a “one time” staking for a particular item. If the contractor damages any stakes, they shall be responsible for the cost to replace those damaged stakes.
3. Coordinate and complete necessary material testing services for work completed.
4. Process payment requests from the contractor for their work and prepare recommendation for payment for City approval. Complete final close out documentation and acceptance of improvements memorandum.
5. The Engineer will be responsible for notifying, scheduling, conducting, documenting, and distributing minutes of the preconstruction conference.
6. Attend meetings and coordinate with adjacent property owners and business as needed.
7. Upon project completion, all as-built information will be transferred to the City GIS system for permanent records. In addition, as-builts, and AutoCAD information will be provided for City record.

Section B. – Schedule

Engineer shall perform the Scope of Services and deliver the related Documents according to the schedule set by the City. For budgeting purposes, engineering cost estimates use 2023 billing rates. A construction cost estimate is provided.

Section C. – Compensation

In return for the performance of the foregoing obligations, Owner shall pay to Engineer an amount not-to-exceed Thirty-One Thousand and Six Hundred dollars (\$31,600):

A not-to-exceed amount based on the rates as listed in Attachment A of the Agreement, plus direct expenses. Cost plus services are limited to an agreed maximum figure unless amended.

Engineer may request a change to the billing hours if scope changes, beyond the control of the Engineer, resulting in an extension of the schedule or necessitates a change in personnel.





Compensation for Additional Services (if any) shall be paid by Owner to Engineer according to the hourly billing rates shown in Attachment A of the Agreement.

IN WITNESS WHEREOF, the Owner and Engineer have executed the Task Order.

For: City of Lake Geneva

Engineer: Kapur & Associates, Inc.

By: _____

By: Naomi K. Rauch

Signature: _____

Signature: _____

Title: _____

Title: Associate

Date: _____

Date: 05/18/2022



Geneva Lake Dam Temporary Repairs - Repair #2 Center Street Culvert Replacement

CIVIL ENGINEERING SCOPE & FEE SCHEDULE (2023 Rates from Proposal)

Task Description	Project Manager	Structural Engineer	Project Engineer	Staff Engineer	Technician	Landscape Architect	Environmental Scientist	Registered Land Surveyor	Survey Crew	Survey Tech	Reimbursable Expenses	Total Cost
	\$171.00	\$171.00	\$152.00	\$103.00	\$89.00	\$95.00	\$120.00	\$108.00	\$115.00	\$75.00		
Task 1 - Meetings												
Contract Administration	8											\$1,368
Meeting with municipalities	2	4	4									\$1,634
Meeting with WDNR	2	2										\$684
Owner/Team Meetings	2											\$342
Total Task 1												\$4,028
Task 2 -Conceptual Planning/Platting												
Topo - Survey Control									2			\$230
Conventional Topo and Utilities									4			\$460
CAD Mapping										4		\$300
Review and Coordination								2				\$216
Total Task 2												\$1,206
Task 3 - Civil Contract Documents												
Coordinate with Surveyor to Ensure all Required Topo is Shown on the Final Survey			3									\$456
Set Up Design File with Survey Base and Site Layout			4									\$608
Site Geometric Plan			8	8								\$2,040
Erosion Control Design / Dewatering Plan			4	16								\$2,256
Construction Details and specifications	2		4	16								\$2,598
WDNR Chapter 30 waterway Plan Review Application and Permitting			2	8								\$1,128
Plan Preparation			4	24								\$3,080
QA/QC	6											\$1,026
Total Task 3												\$13,192
Task 4 - Structural Engineering												
Structural Plans		40			20							\$8,620
Total Task 4												\$8,620
Task 5 - Construction Administration												
Review Bids and Assist with Bid and Award			2									\$304
Provide Written Assessment and Make Recommendation to City			2									\$304
Pre-Construction Meeting	2	2	2									\$988
Site Visits During Construction		16										\$2,736
Total Task 5												\$4,332
Total Hours	24	64	39	72	20	0	0	2	6	4		
Total Fee	\$4,104	\$10,944	\$5,928	\$7,416	\$1,780	\$0	\$0	\$216	\$690	\$300		\$31,378
Geotechnical Investigation Allowance											\$0.00	\$0
Local Mileage, Printing, Plotting, Delivery, Mailing Reimbursable Expenses											\$314	\$314
Total Not to Exceed Fee												\$31,692



KAPUR & ASSOCIATES, INC.

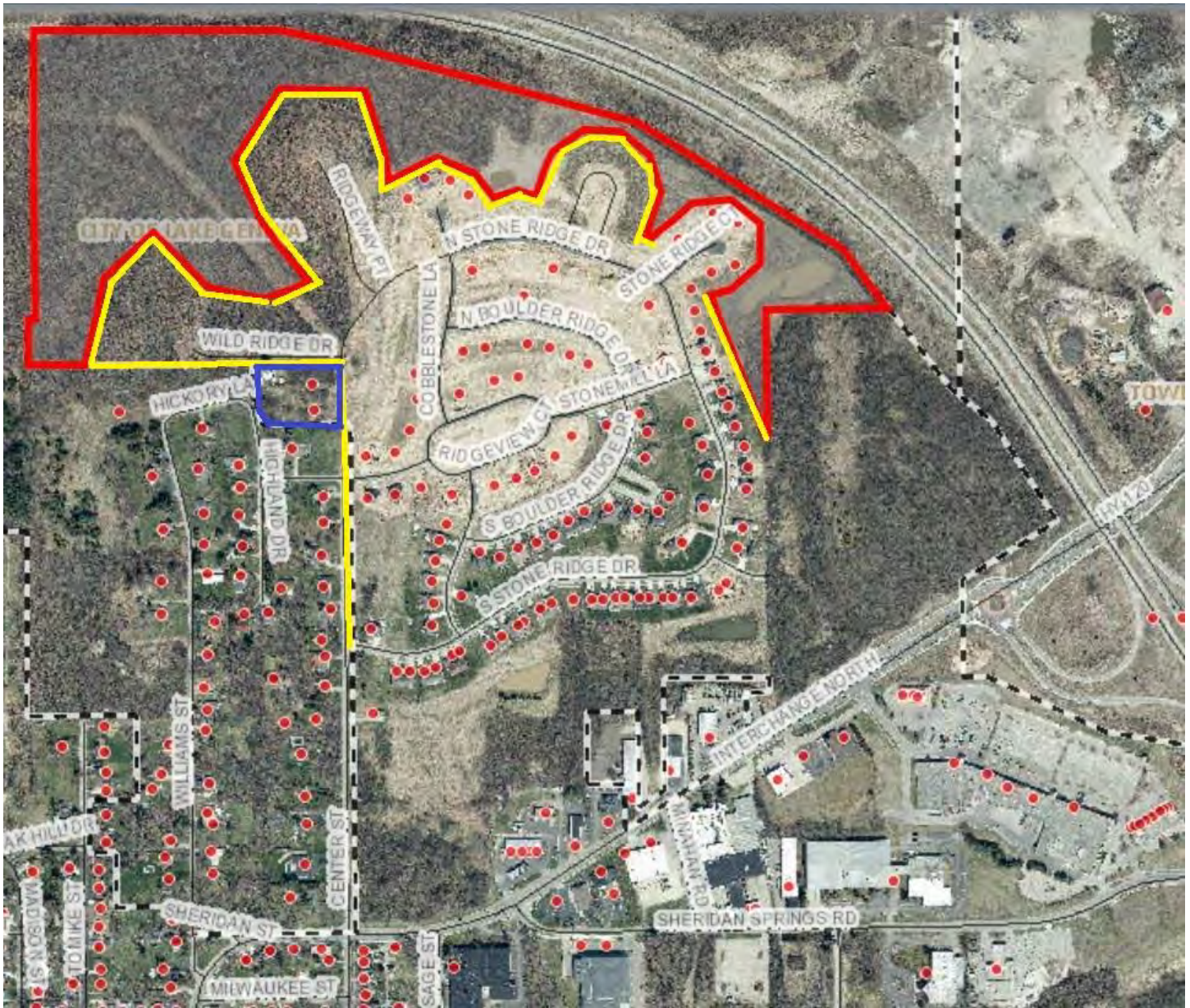
Date: 5/18/2022
Phone: 262-758-6032
Fax: 262-767-2750
Email: nrauch@kapurinc.com

Engineers Estimate of Quantities & Opinion of Cost

PROJECT: CENTER STREET CULVERT REPAIR

CONSTRUCTION ESTIMATE

ITEM NO.	ITEM	UNIT	QNTY	UNIT \$	TOTAL	COMMENTS / ASSUMPTIONS
643.0100	Traffic Control (project)	EACH	1	\$ 2,000.00	\$ 2,000.00	Traffic control during construction
SPV 0090.01	Smooth Lined CMP Culvert Liner	LF	150	\$ 920.00	\$ 138,000.00	CMP Culverting Lining and Pressure Grouting
	Dewatering Work Zone	LS	1	\$ 3,000.00	\$ 3,000.00	
CONSTRUCTION SUBTOTAL					\$ 143,000.00	
CONTINGENCIES (20%)					\$ 28,600.00	
TOTAL CONSTRUCTION					\$ 171,600.00	

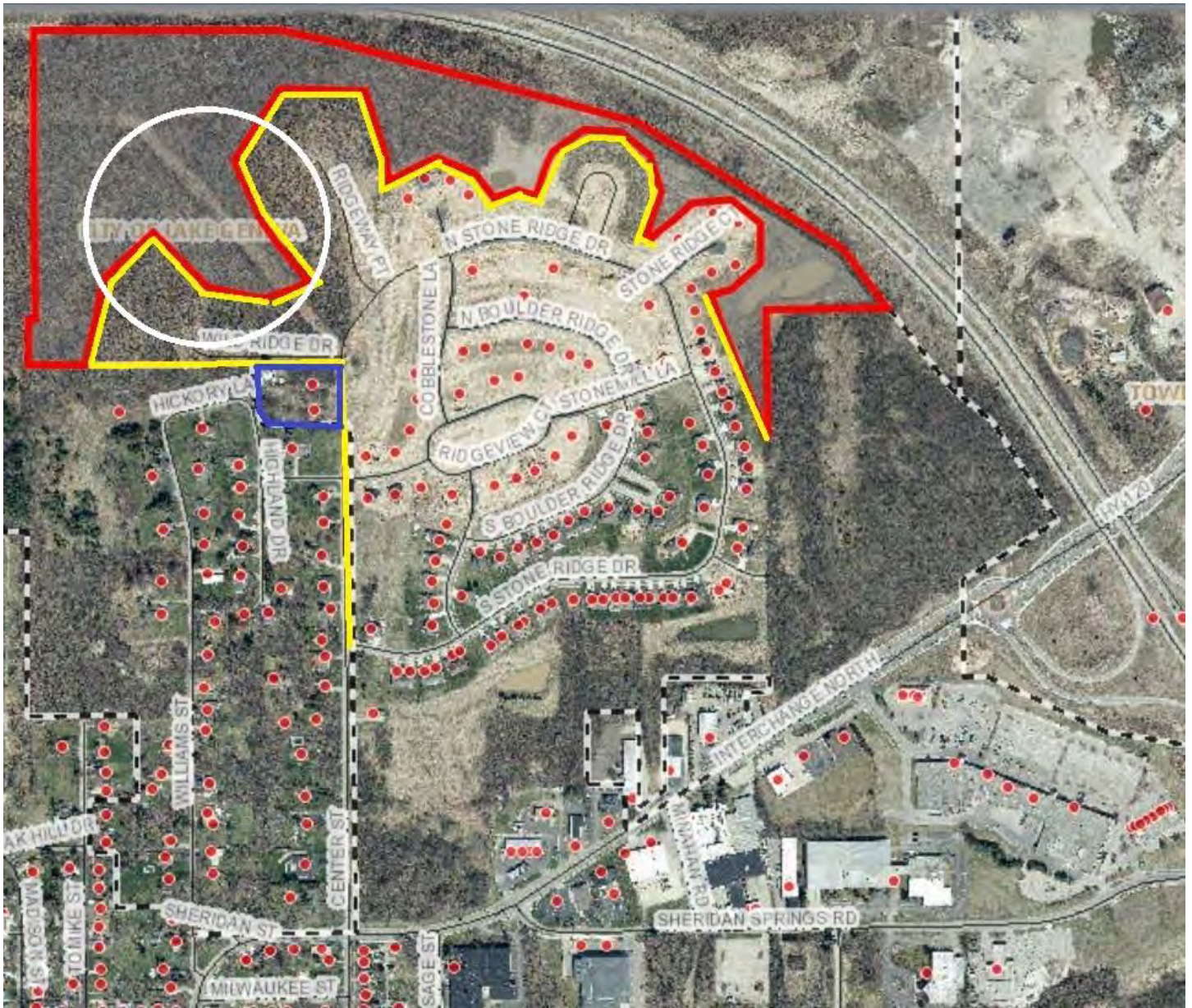


Red outlined area is owned by the City of Lake Geneva (It is NOT zoned Park; it is currently zoned “RH” Rural Holding)

Property outside red but directly south / south east (in yellow) is owned by Stone Ridge of Lake Geneva LLC.

Blue outlined property is owned by City (Center Street Water Tower)

Portions of existing dirt bike trail are on property owned by City of Lake Geneva as well as property owned by Stone Ridge of Lake Geneva LLC (See image on next page)



White circle indicates (generally) location of existing dirt bike path and “structures”

Additional note(s):

Mr. Patzelt of Shodeen Homes won't be able to attend Monday's COW meeting, however, he asked that I share with the Council and Commission that Shodeen Homes had no knowledge of these items being in the woods. They have not been involved in the installation of these features or maintenance of them. They do not support the idea of such equipment/structures in this park. He expressed a willingness to work with the City and the Commission to properly plan the area, trails and proper access to the park through Stone Ridge.



































































































Traffic and Parking Control Co., Inc.
5100 West Brown Deer Road
Brown Deer, Wisconsin 53223
Phone (800) 236-0112 • TAPCOnet.com • Fax (800) 444-0331

SALES QUOTE

Customer Copy

Number	Q22008415
Date	5/18/2022
Page	1

Sell To Cust. C628	City Of Lake Geneva Nan Elder 626 Geneva Street ADMINASST@CITYOFLAKEGENEVA.GOV Lake Geneva, WI 53147			Ship To Cust.	City Of Lake Geneva 626 Geneva Street ADMINASST@CITYOFLAKEGENEVA.GOV Lake Geneva, WI 53147 USA		
Customer PO #		Expires	Slsp	Terms		Freight	Ship Via
BLINKERSIGN		6/17/2022	Aaron Guilbault	Net 30 DAYS		PREPAY/ADD	BEST RATE

Item	Description	Quantity	UM	Price	Extension
2180-00209	Blinkersign, R1-1, 30", Stop, DG3, Red, Solar, 8 Red LEDs, Single Post Mount	4	EA	1,040.00	\$4,160.00
114400K	Pole Package, 10', 2" Square, 12 Gauge, Raw	4	EA	125.00	\$500.00
2438-00001	Sign Mounting Kit, Square/U-Channel, Anti-Vandal For Mounting One Blinker Sign to 2" Sq & U-Channel	4	EA	15.00	\$60.00

Furnish only quote. Installation is not included.
Solar powered equipment requires no shading or obstructions
Thank you- Aaron Guilbault
#920-728-1792
aaron@tapconet.com

Shipment within _____
Acceptance By _____
Date _____
By _____

Merchandise	Freight	Tax	Total
\$4,720.00	\$0.00	\$0.00	\$4,720.00

All prices are listed in **US Dollars (USD)**
For terms and conditions, please visit: <https://www.tapconet.com/terms-conditions>

24/7 FLASHING BLINKERSTOP[®]

BlinkerStop[®] Flashing LED signs are edge-lit signs engineered to capture drivers' attention and increase roadway compliance with highly visible red LEDs.

- Proven to reduce blow-throughs by 52.9%
- Programmed to flash 24 hours a day, 7 days a week with Dusk 'til Dawn options available
- Solar or AC power options to work in any setting
- Lightweight system for simple installation
- MUTCD-compliant, made in the USA
- Ruggedized BlinkerStop[®] upgrade available that can withstand extreme conditions, including falling debris, heavy winds and plowed or blowing snow



POPULAR OPTIONS

Other options available upon request



13W SOLAR PANEL
14Ah BATTERY CAPACITY



13W SELF-CONTAINED
TOP-OF-POLE SOLAR CABINET
28Ah BATTERY CAPACITY



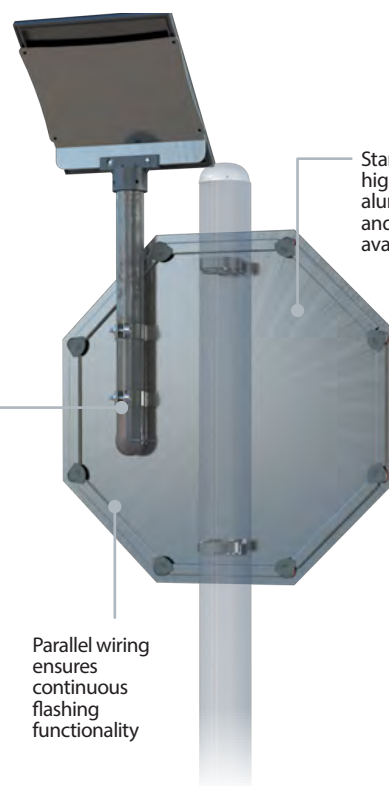
120VAC



FRONT

Premium **3M**
Diamond Grade
Cubed (DG³)
reflective sheeting
protected with **3M**
anti-graffiti and
overlay film for easy
graffiti removal

Anti-vandal
hardware



BACK

Standard .080"
highway grade
aluminum(.100
and .125
available)

Parallel wiring
ensures
continuous
flashing
functionality

SYSTEM SPECIFICATIONS

SIGN LEGEND	R1-1
DIMMING	Variable based on photocell sensor input or 6V solar panel
LED TYPE	Red environmentally-sealed, high-power LED
LED LIFE EXPECTANCY	100,000 hours
VISIBILITY	Daytime: more than 1,000 feet Nighttime: more than 1 mile
ENCLOSED ALUMINUM CHANNELS	Protect wiring against inclement weather, tampering and vandalism
AUTONOMY	30+ days (when applicable)
OPERATING TEMPERATURE RANGE	-40°F to 122°F (-40°C to 50°C)
DIMENSIONS	24"W x 24"H x 1"D 30"W x 30"H x 1"D 36"W x 36"H x 1"D 48"W x 48"H x 1"D
WARRANTY	3-year limited battery warranty 5-year limited system warranty 10-year limited solar panel warranty

(800) 236-0112

TAPCOnet.com

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