



City of Lake Geneva, 626 Geneva St., Lake Geneva, WI 53147- 262.248.3673- [www.cityoflakegeneva.com](http://www.cityoflakegeneva.com)

**CITY OF LAKE GENEVA PUBLIC WORKS COMMITTEE**  
**MONDAY, JUNE 27, 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

**CITY HALL WILL BE OPEN TO THE PUBLIC DURING ALL MEETINGS. THE CITY OF LAKE GENEVA IS HOLDING ALL MEETINGS VIRTUALLY AS WELL AS IN PERSON. IF YOU WISH TO LISTEN OR WATCH THE MEETING YOU MAY DO SO BY USING THE FOLLOWING:**

1. Links to the City of Lake Geneva's live video stream can be found at [www.cityoflakegeneva.com/video](http://www.cityoflakegeneva.com/video)
  2. Television: Watch live broadcast of the meeting on Spectrum Cable Channel 25
  3. Listen to audio via phone: (602) 333-2017 (Long distance rates may apply) (888) 204-5987 (Toll Free)
- Access Code:** 9746153

**Amended AGENDA**

**Item 5c., page 11**

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 May 23, 2022 Public Works Committee meeting minutes as prepared and distributed
5. Director of Public Works Report
  - a. Update on Traffic Signal on Edwards Blvd. & Bloomfield Rd. (**Kapur**)
  - b. Update Center Street Culverts (**Kapur**)
  - c. Update Disc Golf Bridge (**Ellena Engineering**)
  - d. Update on 2022 Streets Project (**MSA**)
  - e. Update on WisDOT ST50
  - f. Update on WisDOT SH 120
  - g. Update on ADA
  - h. Update on Signal Warrant Traffic Study Center St. & Interchange North

6. Parking Manager Report
  - a. May Revenue
7. Discussion / Recommendation Cook Street / Wrigley Drive – Recommendation on schedule (**MSA**)
8. Discussion / Recommendation Marianne Terrace / Pine Tree Lane – Recommendation of Improvements / Schedule (**MSA**)
9. Discussion / Recommendation Stop Sign on South-end of Manning Way (walking / biking / skate boarding trail) (**Ald. Dunn**)
10. Discussion / Recommendation Additional Paid Parking Signage (**Ald. Dunn**)
11. Discussion / Recommendation on a 50/50 cost sharing on sidewalk repair (**Ald. Halverson**)
12. Future Agenda Items
13. 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, May 23, 2022 4:00 P.M.**  
**LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (LOWER LEVEL)**

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

Meeting called to order by Chairperson Halverson at 4:00 pm

**Roll Call**

Present: Halverson, Yunker, Fesenmaier, Hedlund, & Dunn

Absent: None

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

Larry Larkin W310 W. Lake Shore Dr. expressed that he was available to speak regarding the Center Street Culvert if needed.

Brian Pollard, 875 Townline Road expressed his interest regarding the property he donated to the city and was also available to speak or offer access to the issues regarding item #8. He hopes that the City will remove and take down the structures and is willing to speak with the Street Department if needed.

Carol Brady, 721 W. South St. interested in the report on item 5.a. TAP Grant / South Street Trail and has a concern with the width of the trail.

Approval of the April 25, 2022 Public Works Committee meeting minutes as prepared and distributed  
Ald. Hedlund motioned to approve the April 25, 2022 Public Works Committee meeting minutes, second by Ald. Yunker. Motion carried 5-0.

**Director of Public Works Report**

Update regarding TAP Grant / South Street Trail (*Strand*) a written report was provided in the packet from Strand representative overseeing the project. The Mayor, DPW Chair-Ald. Halverson, the Engineers, the City Planner, and staff met with the Geneva Lake Conservancy. Ald. Fesenmaier expressed her interest in providing options to make more changes to the path and address a resident's concern.

Kapur representative also referenced the use of bollards rather than barrels. Dir. Earle stated that he consulted the Police Department regarding the use of barrels, and they advised against replacing them as not to cause confusion and/or restructure WisDot's project plan until they finish.

Update Park Drive BIL Application (*Kapur*) a BIL grant was submitted, and unfortunately was not selected for funding in FFY 2022.

Update on Traffic Signal on Edwards Blvd. & Bloomfield Rd. (*Kapur*) Kapur representative stated the project - road closure will start on May 25<sup>th</sup>, and it's anticipated that a new completion date will be August 26<sup>th</sup>.

Update Disc Golf Bridge (Ellena Engineering) Dir. Earle stated there were some changes to the chapter 30 permit due to changes with the DNR policy. Additional items were needed to be completed and the permit was submitted. We're waiting to hear back and anticipating putting this project out for bid.

Update on 2022 Streets Project (MSA) The Public Information Meeting invites were mailed by MSA and the meetings are set to begin at 4:00 pm on June 1<sup>st</sup> at City Hall.

Update on WisDOT ST50 – waiting to hear back from WisDOT

Update on WisDOT SH 120 - waiting to hear back from WisDOT. Dir. Earle mentioned that WisDOT is aware that the city would like to have a signal put in at Townline & Edwards, and they're looking into potentially incorporating the signal as part of the WisDOT project.

Update on City Property Native Plantings Superintendent, Waswo is working with the Park Board and is having MSA add in native plantings to the 2022 road program specifically on Wrigley Dr. lakeside sidewalk by the beach.

Update on ADA – Report from the City's ADA Compliance Officer, Administrator Nord was in the packet along with email response from a resident.

### **Parking Manager Report**

Parking Manager Elder stated April parking total to date is at \$116, 248 in revenue; kiosk is down, but park mobile is up. Overall 2021 vs. 2022 parking is down 8.5%, and he believes it's a reflection of poor weekend weather this spring. Parking for 2021 thus far is down 5% in comparison to first quarter last year.

### Discussion / Recommendation Center Street Culverts (Kapur)

Kapur representative stated her opinion that the culvert doesn't require immediate action, but it does need to be repaired. Recommendations repair relining do a visual inspection via camera documenting the condition of the culvert to see if there are any changes. Limited window of construction of this project which is late fall. Would like to send a camera through, but it has to be when the water is low.

Ald. Hedlund motion to suspend the rules for Mr. Larkin to speak, second Fesenmaier. Motion carried 5-0.

Mr. Larkin asked the Kapur representative what the status is and if it would get us through the summer? Kapur representative stated there's no indication that the structure isn't sound, however it is degrading little by little. The Structural Engineer stated the culvert doesn't need to be immediately repaired, but recommended beginning repairs this fall. Mr. Larkin pointed out that during heavy rains the culvert does over flow the banks, the parking lots of the hotel and standing water sometimes two feet deep flowing across the highway by the Burger King. Mr. Larkin suggested perhaps the size of the culverts needs to be extended. Kapur representative stated the size could be extended with a change in scope of the project and it likely involve the DNR.

Ald. Fesenmaier motion to suspend the rules for Carl Otzen speak Chair of GLCC, second by Hedlund. Motion carried 5-0. Mr. Otzen stated their strategy would be that both projects be done simultaneously since there's such a small window of opportunity to conduct the work. The discharge out of the mill race to relieve the water going into the area is something less than 40% of capacity of the spillway through mill race. Hope in exploration and engineering keep in mind.

Mr. Larkin noted meetings have taken place with the four municipalities and they're in agreement the lake is the economic engine for the area. The agreement is still in effect, renews itself every ten years, and there's a formula for the maintenance and repair expenses for the dam and the spillway. Mr. Larkin stated there are two areas to address, one is the culvert and the second is erosion. The expense formula is based on linear footage of the lakeshore and assessed valuation of the lakeshore properties and of communities in the area. The agreement would take care of everything NW to the lagoon area including the gate down by the museum.

Ald. Fesenmaier motioned proceed task #24 not to exceed \$32,000, second by Ald. Hedlund. Motion carried 5-0.

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)

Dir. Earle referenced pictures looking for direction on signage and action to take regarding the structures on the city's property i.e. obtaining bids & consulting city attorney.

Motion Hedlund, second by Yunker for Brian Pollard to speak. Motion carried 5-0.

Brian Pollard referenced that there's record via image of the license plate of the person on his property. Mr. Pollard would like the city to put no parking signs and no trespassing signs at the site. Ald. Hedlund pointed out that a no parking sign would be ticket-able, and allow for action to be taken. Coordinate access in agreement with Pollard along the electrical easement.

Ald. Fesenmaier motioned to recommend send to FLR for NO Parking signs placed on site, second by Halverson. Motion carried 5-0.

Discussion / Recommendation for four-way illuminated stop signs installed with blinking lights at the intersection at Geneva and Center Street (Mayor)

Geneva & Broad & Geneva & Center Street

Mayor Klein recommends the busy traffic and public safety to input vehicle and pedestrian traffic.

Ald. Hedlund motioned to recommend for both Broad & Geneva as well as Center & Geneva, second by Fesenmaier. Motion carried 5-0.

Future Agenda Items

Stop sign south end of Manning Way (walking/biking/skate boarding trail)

Adequately marking Paid Parking signage

Adjourn

Ald. Hedlund motioned to adjourn at 4:56 pm, second by Ald. Dunn . Motion carried 5-0.

/s/ DPW Admin. Assistant, Nan Elder

*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

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:** June 2022 Director's Report

## OPERATIONS UPDATE

### **PUBLIC WORKS OPERATIONS**

Crews completed brush pick-up as advertised on the Friday leading into Memorial Day weekend. At this time, residents can bring their brush { free of charge } directly to the area located outside the Street Department building at 1065 Carey St. *Brush pick-up* will resume October 3rd until November 23<sup>rd</sup>.

The Street Department did a good job of restoring parks and city areas after the Wine Walk, Memorial Day parade, two 5K races, several shelter/pavilion rentals, weddings in the park and at the Riviera. The crew continues to work on street repairs. The department finally received the paint and the crew has started intersection & parking line-striping. Note, the department has received the first half of the back ordered white paint only. We are doing our best to keep up with emptying the garbage cans, cleaning bathrooms and maintaining clean-up with the high volume visitor traffic throughout the parks and downtown – despite being short staffed. Six DPW members have registered for CPR training certification.

DPW Crew has started storm sewer maintenance and repairs for the city's approximately 1,800 storm sewer catch basins. The 2021/2022 crack filling has been completed, and various road patches are underway. DPW is working closely with the utility on twenty road patches.

DPW has coordinated and will host an Electronic Recycling Day on Saturday, August 27 at the Street Department located at 1026 Carey Street. Residents must provide proof of residency (license/bill/bank statement). Only accepting residential / household electronics – NO large commercial items.

The department has successfully obtained a recycling grant in the amount of \$23,827.49.

### **PUBLIC WORKS OFFICE & ADMINISTRATION**

DPW/ the city accepted bids for the replacement / addition of chain-link fabric and fencing on certain ball fields in Veteran's Park and are working on awarding the project.

**WisDOT ST 50** –Road Project affecting State Hwy 50 from Geneva National Avenue to Forest St. will begin around July 5th and continue through mid-November. The plan is for the roadway to be accessible for business traffic as well as local traffic. There will be a Public Meeting at the City of Lake Geneva Council Chamber on Tuesday, June 28th from 5:00 to 6:00 pm for any additional questions that anyone may have about the project. This is a WisDOT project and information can be found [here](#).

**US12** will be undergoing construction from Hwy 50 to Hwy 67 until 2023. For the WisDOT overview for and more information + a map of the project [here](#).



## City of Lake Geneva

Department of Public Works

1065 Caret St.  
Lake Geneva, WI 53147  
262.248.6644

**WisDOT SH 120** – Roadwork began Monday, May 16 at the intersection of Hwy 120 and Bloomfield Rd. to install a 4-way stop light at the intersection. This will result in a series of road closings through August 26th. For detailed information, please click [here](#).

### **NATIVE PLANTINGS**

Superintendent Waswo and DPW have been working on reduced mowing in the right of away areas throughout the city to encourage native growth.

**ADA COMPLIANCE OFFICER REPORT** no updates at this time from the City Administrator.

### **WARRANT SIGNAL TRAFFIC STUDY**

Baxter & Woodman proposed plan for the traffic count would potentially be conducted mid-week on June 22<sup>nd</sup> – (weather dependent).



Mr. Gajewski,

The Wisconsin Department of Transportation (Department) has reviewed the locations submitted by the Lake Geneva Utility Commission in conjunction with the State Trunk Highway 50 roadway project (3170-09-00/70). The Department's review led to the recommendations that work items #1,2, & 5 be completed separate from construction, work items #3,4,6,7, & 9 be completed separate from construction but ahead of the proposed project and finally that work item #8 could be discussed further regarding inclusion in the Departments planned project. The following is the Department's detailed recommendations for each work item:

1. Regarding the CIPP installation between East Drive and West Drive, the Department would prefer this work to be done separately from the roadway project. With this work being relatively non-invasive and likely requiring a separate traffic control setup the Department does not see any efficiencies in including this as part of this project.
2. Regarding the CIPP installation between West Street and Country Club Drive, the Department would prefer this work to be done separately from the roadway project. With this work being relatively non-invasive and likely requiring a separate traffic control setup the Department does not see any efficiencies in including this as part of this project.
3. Regarding the 125 linear foot long sanitary sewer main crossing and manhole work east of Wells Street, the Department recommends this work be completed ahead of the WIS 50 construction project. With this work running perpendicular with the roadway this would require a separate traffic control setup and would require the Department to sign an official & lengthy detour using only state & county highways. The Department recommends this work to be done ahead of construction to minimize the impacts of the roadway and lengthy construction detours. If Lake Geneva Utility wishes to coordinate construction timelines the Department will continue to work with the utility on this process.
4. Regarding the 200 linear foot long sanitary sewer main crossing and manhole work at the Lakeshore Drive intersection the Department recommends this work to be completed ahead of the WIS 50 construction project. With this work running perpendicular with the roadway and terminating outside of the existing WisDOT right of way, it would require a separate traffic control setup, signing of an official & lengthy detour using only state & county highways, and the acquisition of right of way access for the work to be completed. The Department recommends this work to be done ahead of construction to minimize the impacts of the roadway and avoid lengthy construction detours. If Lake Geneva Utility wishes to coordinate construction timelines the Department will continue to work with the utility on this process.
5. Regarding the CIPP installation between Mill Street and Center Street, the Department would prefer this work to be done separately from the roadway project. With this work being relatively non-invasive and likely requiring a separate traffic control setup the Department does not see any efficiencies including this as part of this project.
6. Regarding the replacement of 1300 linear feet of existing sanitary sewer main located along Elmwood Avenue, Main St and ending 85' outside of the right of way, the Department recommends this work to be done ahead of the WIS 50 construction project. With this work being located within the driving surface, but not exclusively to one side, and terminating south of the right of way, it would require separate traffic control staging, signed detour using state & county highways, and the acquisition of right of way access for the work to be completed. The Department recommends this work to be done ahead of construction to minimize the impacts of the roadway and lengthy construction detours. If Lake Geneva Utility wishes to coordinate construction timelines the Department will continue to work with the utility on this process.
7. Regarding the 975 linear foot sanitary sewer replacement located between Forest Street and Lakeview Drive, the Department recommends this work to be done ahead of WIS 50 construction project. With this work being located within the driving surface, but not exclusively to one side it would require the Department to create separate traffic control staging and signing of an official detour using state & county highways. The Department recommends this work to be done ahead of construction to minimize the impacts of the roadway and lengthy construction detours. If Lake Geneva Utility wishes to coordinate construction timelines the Department will continue to work with the utility on this process.
8. Regarding the replacement and upsizing of approximately 1500 linear feet of water main from 361 Main Street to Broad Street along STH 50, main crossings and lateral replacements, the Department recommends further discussion of this location and the potential impacts/timeframes for the work to be completed. This segment of WIS

50 is currently being considered for a pavement replacement which could be completed in tandem with this work. However, the Department has concerns over the extent of the water main work and how it would impact the overall schedule and traffic control staging and Department project completion. If included in the Department's project, it would require a lengthy signed detour.

9. Regarding the replacement of the 3600 linear feet of watermain, main crossings, and service laterals from Forest Street to Maxwell Street, the Department recommends this work to be done ahead of the WIS 50 construction project. Due to the length of work and extensive impacts the Department has concerns about its ability to integrate this work into the project schedule, and views this work as of a size large enough to be completed as its own project.

In general, the Department recommends that it would be in the Lake Geneva Water Commission's best interest to complete the above-mentioned work ahead of the scheduled WIS 50 project. With construction of this magnitude and limited yearly construction timeframes, the Department has concerns over the ability to complete this work without extending over multiple construction season and requiring lengthy detours/roadway closures during the peak summer month. If the Water Commission completed this work separate from the Departments proposed project, they would be able to work outside of the peak summer months, complete the work with shorter signed detours and reduce overall impacts to residents and the traveling public.

If the Lake Geneva Water Commission would like to discuss this further the Department can setup a meeting at a future date.

Please let me know how you would like to proceed.  
Thank you,

**Ryan Bernard, P.E.**

WisDOT DTSD  
SE Region Planning  
Final Scoping Team – Project Manager  
262-548-6471  
[ryan.bernard@dot.wi.gov](mailto:ryan.bernard@dot.wi.gov)

## Memo to the City of Lake Geneva

**To:** Tom Earle, Director of Public Works      **Date:** June 22, 2022

**From:** Naomi Rauch, P.E.  
262-758-6032

**CC:**

**Subject:** Kapur Updates - June 27<sup>th</sup> PWC meeting

---

### **Bloomfield and Edwards Signal**

All signal bases are poured. We are waiting for existing gas main to be lower in the NW corner before completing grading. This is expected to be done by middle of next week (June 29<sup>th</sup>). Storm sewer, inlet adjustment and curb to be completed on the NW corner after the 4<sup>th</sup> of July holiday weekend. An estimate of July 15<sup>th</sup> has been given for the opening of the west leg and closing east leg of Bloomfield Road. Currently both Northbound lanes are open and one lane is open Southbound. We still anticipate a completion date in mid-August.

### **Center Street Culvert Lining**

Kapur's task order for engineering design services for the lining of the Center Street Culvert was approved at the Common Council meeting on June 13<sup>th</sup>. Kapur will begin capacity assessment on the existing culvert and downstream system to determine appropriate lining / capacity recommendations.

### **Park Drive BIL STP FFY23-26 grant application**

BIL FFY22 STP federal funding was **not** awarded for the resurfacing of Park Drive from Commercial Court to Southwind. On June 3 an application was re-submitted, on behalf of the City, requesting federal funding in the amount of \$92,000 (80%) for engineering design and \$489,685 (80%) for construction for the same improvements. This application requested the design funding in 2023 and construction funding in 2024. The estimated City's share of the engineering and construction is \$145,421 (20%). In addition to the roadway improvements the application included construction of sidewalk to fill existing gaps and proposed extension of the existing bike path to connect to the Veteran's Park parking lot. Awards are expected to be announced in July 2022.

### **2021 Street Program**

The current contract final completion date for the 2021 Street Program is June 26, 2022. Final items were completed the week of 6/20/2022 and Kapur will work with the contractor to process the final pay request.



### **June 2022 Update Disc Golf Bridge**

We have completed the design phase of the project and the permit was approved on Thursday, June 23<sup>rd</sup>.

We have the Army Corps approval and should have the WDNR general permit in a few weeks. Bids will follow.

Mark R. Ellena, PE  
President  
Ellena Engineering Consultants



**Joe DeYoung**

MSA Professional Services, Inc.

### **Update on 2022 Streets Project**

The streets project began on Monday and is proceeding as planned. MSA has responded to a couple of resident questions regarding the project. The project is scheduled to be finished in July.

**CITY OF LAKE GENEVA**  
**PARKING SALES BY DAY - MAY**

|        | CASH            | CREDIT<br>CARD    | TOTAL             |
|--------|-----------------|-------------------|-------------------|
| 1-May  | 123.65          | 3,577.85          | 3,701.50          |
| 2-May  | 82.65           | 1,527.59          | 1,610.24          |
| 3-May  | 65.65           | 1,078.83          | 1,144.48          |
| 4-May  | 74.70           | 1,683.39          | 1,758.09          |
| 5-May  | 69.45           | 1,691.55          | 1,761.00          |
| 6-May  | 86.90           | 2,181.53          | 2,268.43          |
| 7-May  | 190.75          | 7,606.33          | 7,797.08          |
| 8-May  | 122.75          | 7,064.91          | 7,187.66          |
| 9-May  | 101.65          | 2,481.72          | 2,583.37          |
| 10-May | 118.00          | 3,036.93          | 3,154.93          |
| 11-May | 129.80          | 3,033.23          | 3,163.03          |
| 12-May | 125.85          | 3,558.47          | 3,684.32          |
| 13-May | 116.75          | 4,617.40          | 4,734.15          |
| 14-May | 105.40          | 11,009.78         | 11,115.18         |
| 15-May | 154.70          | 8,485.61          | 8,640.31          |
| 16-May | 123.40          | 3,368.52          | 3,491.92          |
| 17-May | 75.45           | 2,327.35          | 2,402.80          |
| 18-May | 91.80           | 1,728.46          | 1,820.26          |
| 19-May | 162.75          | 3,906.77          | 4,069.52          |
| 20-May | 143.10          | 3,699.39          | 3,842.49          |
| 21-May | 140.45          | 5,983.87          | 6,124.32          |
| 22-May | 129.55          | 6,722.42          | 6,851.97          |
| 23-May | 132.10          | 2,781.06          | 2,913.16          |
| 24-May | 96.55           | 2,711.71          | 2,808.26          |
| 25-May | 97.70           | 1,667.95          | 1,765.65          |
| 26-May | 103.80          | 2,627.15          | 2,730.95          |
| 27-May | 128.35          | 4,001.71          | 4,130.06          |
| 28-May | 183.75          | 10,968.30         | 11,152.05         |
| 29-May | 164.95          | 13,266.17         | 13,431.12         |
| 30-May | 175.60          | 13,573.55         | 13,749.15         |
| 31-May | 137.30          | 3,256.19          | 3,393.49          |
|        | <u>3,755.25</u> | <u>145,225.69</u> | <u>148,980.94</u> |

Net of Tax

141,214.16

|            |                  |               |
|------------|------------------|---------------|
| Coin       | 3,755.25         | 1.83%         |
| CC         | 145,225.69       | 70.73%        |
| Parkmobile | <u>56,357.00</u> | <u>27.45%</u> |
|            | 205,337.94       | 100.00%       |

|      |            |
|------|------------|
| 2021 | 157,527.79 |
| 2020 | 109,966.64 |
| 2019 | 120,395.73 |
| 2018 | 151,208.53 |

|               |            |
|---------------|------------|
| AVG 2018-2020 | 127,190.30 |
| OVER (UNDER)  | 14,023.86  |

|            |           |            |
|------------|-----------|------------|
| PARKMOBILE |           | net of tax |
| 2022       | 56,357.00 | 53,418.96  |
| 2021       | 53,534.00 | 50,743.13  |
| 2020       | 8,920.25  | 8,455.21   |
| 2019       | 8,217.50  | 7,789.10   |
| 2018       | 5,383.25  | 5,102.61   |
| 2017       | 2,472.25  | 2,343.36   |

---

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

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

**Subject:** 2022 Street Improvement Program: Wrigley Drive & Cook Street

**Date:** June 21, 2022

---

On June 1<sup>st</sup>, MSA and the City of Lake Geneva hosted a public informational meeting for the businesses and concerned public for the anticipated improvements to Cook Street and Wrigley Drive.

The meeting discussed the potential impacts during construction, proposed improvements, staging, and potential schedule. Several items of interest:

- Use of the Alley Way during construction
- Widening of the boardwalk
- Impacts to The Riviera
- Removal of the asphalt and base course / nighttime construction

The discussion with the public was productive with the main issue related to the best time for construction. The potential of Fall 2022 or Spring 2023 was discussed with both options receiving interest from the public.

Recommendation:

Our recommendation for the construction is Spring 2023. Although price for 2023 is uncertain, having the ability to extend construction in the spring is simple compared to concerns with paving in the fall. Both options are manageable but for the purpose of Wisconsin weather and feasibility, Spring 2023 is our recommendation.

---

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

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

**Subject:** 2022 Street Improvement Program: Marianne Terrace & Pine Tree Lane

**Date:** June 21, 2022

---

On June 1<sup>st</sup>, MSA and the City of Lake Geneva hosted a public informational meeting for the residents that will be impacted by the reconstruction of Pine Tree Lane and Marianne Terrace. The area was well represented at the meeting and feedback regarding several main topics were discussed.

Drainage – Stormwater runoff

The drainage of Pine Tree Lane and impacts on the residents of Marianne Terrace was the main item of discussion. Issues related to curb and gutter or the vacant land currently located on the internal side of the streets were common topics as it related to the existing conditions. From the lack of discharge pipes for storm water that are also underutilized, the need to improve drainage was a common request for the evening.

Regarding proposed conditions, MSA provided an overview of potential options that addressed storm water and impacts each option would have within the drainage area. The improvements did range from adding C&G, more storm water inlets, changing the pitch of the road, and acquiring land. The City has limited control regarding the ability to address storm water runoff and will need to provide direction to MSA related to the design.

Other items of interest:

- Watermain replacement
- Removal of the excess pavement on Marianne Terrace
- Potential turnaround location at the end of Marianne Terrace
- Access location to the lake / liftstation access / surface drainage overflow
- Construction Schedule

Recommendation:

Our recommendation for the construction is Spring 2023. Due to the addition of watermain replacement and potential involvement of the public for drainage

**MEMO**

June 21, 2022

---

improvements, Spring 2023 is almost the only option available. Current DNR watermain approval is out 60-days that could lead to a difficult ability to complete the work in 2022.

Regarding the design, MSA will need input from the PW committee related to the potential improvements. The desire to fix every problem that exist within a community is common but without the ROW to improve the drainage, the City may have limitations. Spring 2023 does allow additional time for MSA to evaluate community support regarding not only drainage but also items like the turnaround or pavement width.

MSA will attend the PW meeting to discuss this project. Please call with any questions.



## Legend

- Street Names
- Private Roads
- Addresses
- County Municipalities
- Tax Parcels (Air Photo)
- Parks
- Alley
- Right-Of-Way
- Hydrology
- ETZ
- Building Footprints
- City Limits

Data on this map may or may not be accurate, current, or otherwise reliable. For reference only.

## Notes

Add Notes

0 94.04 188.1  
Feet

© Kapur and Associates, Inc.



06/22/2022

| <b>Parking Department Sign Inventory</b>             | <b>Number of Signs</b> | <b>AVG # of Stalls/Sign</b> |
|------------------------------------------------------|------------------------|-----------------------------|
| Pay Meter/Parkmobile Signs                           | 267                    | 4.389513109                 |
| Entering Pay-By-Plate Zone Signs                     | 10                     | 117.2                       |
| Big Blue "P" Signs                                   | 88                     | 13.31818182                 |
| "P" Pay Here Kiosk Signs                             | 150                    | 7.813333333                 |
| Pay Meter Lot Signs                                  | 9                      | 130.2222222                 |
| Sub Total 1                                          | 524                    | 2.236641221                 |
| Specialty Stall Signs                                | 111                    | 10.55855856                 |
| Other (backing into stalls prohibited, etc...) Signs | 52                     | 22.53846154                 |
| Sub Total 2                                          | 163                    | 7.190184049                 |
| <b>Total</b>                                         | <b>687</b>             | <b>1.705967977</b>          |
| <i>1172 Paid Parking Stalls</i>                      | <i>1172</i>            |                             |

*Inventory does not include "NO PARKING" signs nor wayfinding signs.*

## **Marking Defective Sidewalks**

Sidewalks identified for repair will be marked with a paint spot. The owner will be sent a preliminary notice. Prior to the construction period, property owners will be given statutory notices. The owner then has 20 days to complete repairs or have it repaired by the City at the owner's expense.

## **Sidewalk Replacement Rebate**

Because there are many factors used to determine what areas the City will focus its sidewalk replacement program upon from year to year, (i.e., budget amounts available, volume of pedestrian traffic, citizen complaint and concerns) and the City does not wish to discourage a home owner from repairing or replacing a dangerous sidewalk, the following conditions are met:

- a) the City's program is doing work within the block and on the street of the property owner.
- b) the work had been done in the construction season prior to the year in which the City's program is implemented.
- c) that the property owner has a statement from the contractor or invoices from suppliers, if replacement is done by the property owner. The owner must also document that a "Sidewalk Breaking permit" from the Department of Public Works Director had been obtained, and that City specifications were followed.
- d) that the Street Superintendent confirms the footage and approves of the workmanship of the area.

On corner lots, the City will pay full cost for the intersection portion of the sidewalks.

## **Cost Share Program**

The City will participate in a cost-share program of approved and authorized defective sidewalk squares in accordance with adopted policies and as time permits. As of January 1, 2011, the City's share of sidewalk replacement is not to exceed \$1.75 per square foot.