



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, JULY 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, and Tim Dunn

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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 June 27, 2022 Public Works Committee meeting minutes as prepared and distributed
5. Director of Public Works Report
 - a. Update 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 CRP Grant Status
 - h. Update on Signal Warrant Traffic Study Center St. & Interchange North
6. Parking Manager Report
 - a. June Report
7. ADA Compliance Report

8. Discussion / Recommendation Stop Sign on South-end of Manning Way (walking / biking / skate boarding trail) (**Ald. Dunn** continued from June 22 PWC)
9. Discussion / Recommendation on a 50/50 cost sharing on sidewalk repair (**Ald. Yunker** continued from June 27, 2022 PWC)
10. Discussion / Recommendation site distance issues Center St. at Geneva Towers (**Ald. Halverson**)
11. Future Agenda Items
12. 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, 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

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

Roll Call

Present: Chairperson John Halverson, Mary Jo Fesenmaier, Rich Hedlund, Joan Yunker

Absent: Ald. Dunn

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

Peggy Schneider, 245 Lookout Drive question is in regards to the intersection between South St. & Bloomfield Rd. where it intersects with Wells Street. Ms. Schneider expressed concern that it's a single ramp accessing all four corners rather than an eight ramp and questioned if it's ADA compliant. She believes the intersection needs to be redesigned and asked if there's a timeline to address this issue. Chairman Halverson stated he had her email and will find out.

Andrea Christian, 250 Havenwood Drive referenced the ADA item on the agenda, and shared the Riviera interior sensor button for the automatic door by Nina's popcorn didn't work when she waived her hand in front of it. She said she had this experience on Friday so she placed a note on the door indicating it didn't work and sent an email to let them know. The City Administrator was down at the Riviera, and he indicated to Ms. Christian that he had emailed her back to let her know that the sensor doesn't work due to the sensor not picking up black colored gloves. Ms. Christian is wondering if there's an issue with lack of lighting on the inside of the building, and indicated that there's an existing issue with this area due to there being a ramp where wheel chair breaks cannot hold her in position. She believes it would be beneficial for the contractors to consult someone with ADA issues.

Ald. Dunn arrived at 4:05 pm

Approval of the May 23, 2022 Public Works Committee meeting minutes as prepared and distributed

Ald. Fesenmaier motioned to approve the May 23, 2022 Public Works Committee meeting minutes, second by Ald. Halverson. Motion carried 5-0.

Director of Public Works Report

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

Kapur representative noted there's a report in the packet for her items on the agenda. The signal bases have been poured for Bloomfield and Edwards Road. This project ran into an issue with a gas main, but she estimated the open date of July 15 when they'll switch the close of the east leg of Bloomfield Rd. Anticipating completion date of mid-August - before school starts.

Update Center Street Culverts (*Kapur*)

Kapur representative stated the Center Street culverts were approved at the last Council meeting on June 15th. Kapur is gathering information and will be coordinating a survey with Public Works which is the first step for analysis and design process.

Update Disc Golf Bridge (*Ellena Engineering*)

Report from Engineer Mark Ellena was provided in the packet.

Update on 2022 Streets Project (*MSA*)

The MSA representative, DeYoung indicated that work started on the concrete in June, and contractors will finish up towards the end of July. The next line of work for the contractors will be on the selected pavement / pulverization, finishing up with final grading at the end of July with a final completion of asphalt in August. MSA representative stated there were some concerned residents, but MSA has responded to all concerns directly on a case by case basis. An overview summary is being handed out to the public with a contact phone number so the residents can call if they have any questions. Ald. Fesenmaier asked if a letter was sent out by the prior MSA representative, and Mr. DeYoung stated he believed something was sent out in advance; he just wasn't sure how far in advance. However, another one can be put together.

Motion by Ald. Fesenmaier to suspend the rules for representative from MSA to speak on agenda items 7 & 8, second by Ald. Halverson. Motion carried 5-0.

Discussion / Recommendation Cook Street / Wrigley Drive – Recommendation on schedule (*MSA*)

MSA representative referenced that a public information meeting was held on June 1st to discuss optional plans. There aren't any substantial issues outside the initial plans and overall it was a really good discussion. The only item that needed to be determined was the timing of the work in fall of 2022 or spring of 2023. Discussion ensued regarding the timing, potential of cost due to pricing. Mr. DeYoung indicated that the committee could advise him to obtain bids, but that the committee would have the right to turn the bid down.

Ald. Yunker motioned to see this project moved into the Spring of 2023, second by Halverson. Motion carried 5-0.

Discussion / Recommendation Marianne Terrace / Pine Tree Lane – Recommendation of Improvements / Schedule (MSA)

Due to the water main being part of this project MSA would not have the capability for this project until the spring of 2023. Most of the resident concerns referenced were due to storm water. MSA representative asked for direction as there's a need to consult with the DPW Director and residents on moving forward.

Ald. Hedlund motioned to move the work for Marianne Terrace / Pine Tree Lane to the spring of 2023, second by Fesenmaier. Motion carried 5-0.

Motion amended by Ald. Hedlund to move the work for Marianne Terrace / Pine Tree Lane to the spring of 2023, but if the project goes outside of scope to bring it back to the Public Works Committee, second by Ald. Fesenmaier. Motion carried 5-0.

Update on WisDOT ST50

Report from Director of Public Works, Earle was provided in the packet. Ald. Fesenmaier stated these were utility, and Ald. Hedlund stated the city's project wouldn't start until a later date.

Update on WisDOT SH 120

Report from Director of Public Works, Earle was provided in the packet.

Update on ADA

Ald. Fesenmaier requested a list of issues be provided by the ADA Compliance Officer to be addressed as a separate report. Ald. Halverson will speak with the City Administrator tomorrow. Kapur representative noted that all four intersections are being reviewed by Kapur & WisDOT for ADA compliance improvements with the South St. trail project.

Update on Signal Warrant Traffic Study Center St. & Interchange North

Report from Director of Public Works, Earle was provided in the packet.

Parking Manager Report

Parking Manager, Elder referenced monthly report in the packet noting that 2022 parking revenue vs. 2021 was close to flat with Memorial Day weekend numbers being the highest for the month. He believes the 3% shortfall was due to weather. The increase in the use of park he believes will eventually plateau without more marketing the mobile app.

Fesenmaier asked if the parking kiosk by the boat launch takes payment for the boat launch. Parking Manager Elder stated that the boat launch kiosk does take boat launch payments, but those numbers aren't reflected in his report. Same goes for the beach pass funds.

Discussion / Recommendation Stop Sign on South-end of Manning Way (walking / biking / skate boarding trail) (Ald. Dunn)

Stated several of his neighbors have stated that a stop sign is needed on the south-end of Manning Way due to visibility issues. It was noted that the prior PWC Chair suggested a stop sign be placed on the bike trail. Ald. Hedlund has an issue with putting a stop-sign on a street vs. a road-way.

Ald. Hedlund motion to continue to next month, second by Halverson. Motion carried 5-0.

Discussion / Recommendation Additional Paid Parking Signage (Ald. Dunn)

Ald. Dunn stated that he's heard complaints that there's not a lot to indicate that there's paid parking in Lake Geneva. Ald. Fesenmair asked the Parking Manager to speak. Parking Manager, Elder stated that the industry standard for signage is one to five (one sign for every five parking stalls). Parking Manager open to more signs, but Ald. Halverson & Hedlund don't believe more signage is needed. No action taken.

Discussion / Recommendation on a 50/50 cost sharing on sidewalk repair (Ald. Yunker)

Ald. Yunker doesn't know how quickly things get fixed based on cost vs. waiting to see if there's any money in the city's budget. She stated there use to be a 50/50 cost share and asked Ald. Fesenmair if she had any recollection of the program. Ald. Fesenmaier stated in prior years there was a 50/50 cost sharing on sidewalk repair. Ald. Hedlund stated he believed there would need to be more money placed in the budget for a 50/50 cost share, but suggested it be referred to the DPW Chair to bring back with budget information.

Motion by Ald. Hedlund to continue, second by Ald. Fesenmair. Motion carried 5-0.

Future Agenda Items

Update on ADA from Compliance Officer

Stop Light on Townline Rd.

All continued/carried over items

Adjourn

Ald. Hedlund motioned to adjourn at 5:23 pm, second by Ald. Yunker. 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 Carey St.

Lake Geneva, WI 53147

262.248.6644

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

OPERATIONS UPDATE

PUBLIC WORKS OPERATIONS

The Street Department did a good job of restoring parks and city areas after the major holiday - 4th of July parade, weekly Farmer's Market, 5K Walk, Beachside Authorfest, Tractor Fest, many shelter/pavilion rentals, weddings in the park and at the Riviera. Note: 9.5 ton of waste was removed from the 4th of July weekend alone. The crew continues to work on street repairs. The department received the remainder of the white paint for intersection & parking line-striping, and we finally received the yellow paint for curbs. 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. Seven crew members responded to an emergency call to remove five yards of fruits & vegetables that fell off a truck on HWY 50 & HWY 12. A Willow Tree - 48 inches in diameter fell into the river in Donian Park and crews have been working to remove the tree over the course of several days.

DPW Crew members continue to work on the storm sewer maintenance and repairs for the city's approximately 1,800 storm sewer catch basins. The Street Dept. has worked closely with the Walworth County Special Olympics to prep and ready the Dunn Field Bocce Ball courts for use all summer. Twenty-five mile and hour signs have been installed on County Trunk HWY H starting at Williams Street to the northwest City limit.

Superintendent Waswo and DPW continue to work on reducing mowing in the right of away areas throughout the city to encourage pollinator-friendly native growth. Crews are mulching tree rings in parks along the lakefront i.e. Library, Flat Iron, & Seminary, removing seaweed along the shoreline, and taking care of arrogation at the Library & Riviera. We will also be replacing filler for playgrounds this month. Two tennis court nets were replaced at Maple Park, and we ordered two pieces of playground equipment due to vandalism. Never Say Never has submitted a grant application to the Tourism Commission for playground equipment in the amount of \$311,000.

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.

Brush pick-up will resume October 3rd until November 23rd.



City of Lake Geneva

Department of Public Works

1065 Carey St.
Lake Geneva, WI 53147
262.248.6644

PUBLIC WORKS OFFICE & ADMINISTRATION

DPW/ the city held the BID opening for the replacement / addition of chain-link fabric and fencing on certain ball fields in Veteran's Park. Century Fence was selected and should be starting work on Vet's Park soon.

It has come to our attention that the City Hall Building Manager position may open up late 2023/2024 due current employee expressing interest in retiring.

Staff to undergo yearly hearing tests in August. DPW Earle, and Elder attended the quarterly county meeting.

WisDOT ST 50 – a significant road project affecting State Hwy 50 from Geneva National Avenue to Forest St. continues through mid-November. The DOT Overview for the project can be found [HERE](#).

US12 - will be undergoing construction from Hwy 50 to Hwy 67 until 2023. Please see the DOT Overview for more information and a map of the project [HERE](#).

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

WARRANT SIGNAL TRAFFIC STUDY

The signal warrant study was completed, and the technical CTH H at Center Street Traffic Signal Warrant Analysis is included in the packet.

Memo to the City of Lake Geneva

To: Tom Earle, Director of Public Works

Date: July 20, 2022

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

CC:

Subject: Kapur Updates - July 25th PWC meeting

Bloomfield and Edwards Signal

This week the asphalt paving on the west side of the intersection has been mostly completed. Some remaining work including storm sewer, curb and gutter, and a little paving must wait until ATT relocates utilities on July 25th. Poles and signal arms are being installed and electrical contractor has been onsite. We anticipate the switch to Phase 2 (opening of West leg and closure of the East leg) to occur on July 25th/26th. During Phase 2 one southbound lane on Edwards may need to remain closed but northbound lanes will remain open including the left turn lane to W. Bloomfield.

It is estimated that Phase 2 closures will last approximately 4 weeks thus having all lanes open by end of August.

Center Street Culvert Lining

Kapur has scheduled surveying of Center Street culvert and crossing at S. Lakeshore Drive/Main Street. Digger's Hotline will clear July 22, 2022 and then surveying can commence. We have started gathering stream gage and rainfall data to determine the capacity of the dam / Center Street Culvert / and downstream system.





July 2022 Update Disc Golf Bridge

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

All sidewalk, curb, gutter and concrete driveway approaches have been poured. Wolf Paving is scheduled to complete pulverizing, milling and paving from July 27th through July 29th, weather pending. Restoration and pavement marking to be completed around the first week of August.

WisDOT / DTIM
Division of Transportation Investment Management
PO BOX 7913
4822 Madison Yards Way
Madison, WI 53707-7913

Governor Tony Evers
Secretary Craig Thompson
wisconsindot.gov
Telephone: (608) 266-2665
FAX: enter (608) 267-0294



6/23/2022

Dear local government stakeholder,

As you are aware, the Bipartisan Infrastructure Law (BIL) contained a new program called the Carbon Reduction Program (CRP). This program is designed to reduce pollution by addressing projects that reduce emissions from on-road sources. This federal funding can be used at the state and/or local level.

WisDOT decided to dedicate to local governments 100% of the funding that is suballocated to specific population areas. As you are undoubtedly aware, the BIL was signed into law on November 15, 2021, but Congress did not appropriate funds until March 15, 2022. Despite this four-month delay, WisDOT is still required to obligate Federal Fiscal Year (FFY) 2022 funds by the end of the federal fiscal year, which ends on September 30th.

This created a very compressed timetable to submit our Federal Expenditure Plan to the Joint Committee on Finance for approval. The Department acted expeditiously to analyze federal guidance, consult with stakeholders, and create a comprehensive Federal Expenditure Plan to seek legislative funding approval to disburse the new BIL funding through WisDOT programs. In so doing, the Department now believes the Federal Expenditure Plan did not properly articulate how the CRP funding would flow through the state process; therefore, the plan as approved by the Committee does not provide WisDOT with authority to use FFY 2022 CRP funding on local projects.

To address this situation, the Department plans to propose a commensurate increase to CRP funding in the FFY 2023 Federal Expenditure Plan to offset the inability to fund projects this year. WisDOT anticipates submitting this plan to the Legislature's Joint Committee on Finance in the fall of 2022 and will request approval under that plan of a CRP amount equal to the sum of FFY 2022 and FFY 2023 suballocation levels. CRP funding is expected to be available for local use on eligible projects after approval by the Joint Committee on Finance in the fall of 2022.

To benefit local efforts to submit project applications to use FFY 2022 CRP funding, the department intends to select projects using both the FFY 2022 project applications and the FFY 2023 applications. However, funding cannot be awarded until approval of the next Federal Expenditure Plan as outlined above.

WisDOT appreciates the consultation and partnership with local governments, MPOs, and other stakeholders as we move forward. If you have any questions, comments, or concerns with this approach, please contact Merrill Mechler-Hickson at merrill.mechlerhickson@dot.wi.gov or (608) 261-8977.

Thank you,

A handwritten signature in black ink, appearing to read "Joseph Nestler".

Joseph Nestler, P.E.
Administrator,
Division of Transportation Investment Management
Phone: 608-266-6885; email: joseph.nestler@dot.wi.gov

CITY OF LAKE GENEVA
PARKING SALES BY DAY - JUN

	CASH	CREDIT CARD	TOTAL
1-Jun	101.20	3407.66	3,508.86
2-Jun	165.05	4545.21	4,710.26
3-Jun	143.55	6180.52	6,324.07
4-Jun	164.50	7223.3	7,387.80
5-Jun	159.70	7967.04	8,126.74
6-Jun	132.30	2629.43	2,761.73
7-Jun	146.15	4309.52	4,455.67
8-Jun	137.00	2176.81	2,313.81
9-Jun	204.50	5229.7	5,434.20
10-Jun	181.80	3994.39	4,176.19
11-Jun	177.85	9984.16	10,162.01
12-Jun	170.30	8757.68	8,927.98
13-Jun	109.00	4166.36	4,275.36
14-Jun	183.60	5555.5	5,739.10
15-Jun	177.95	5146.8	5,324.75
16-Jun	192.25	6036.22	6,228.47
17-Jun	151.65	8432.26	8,583.91
18-Jun	164.20	11175.22	11,339.42
19-Jun	154.80	11634.69	11,789.49
20-Jun	212.20	8548.56	8,760.76
21-Jun	166.30	5483.64	5,649.94
22-Jun	114.20	5749.82	5,864.02
23-Jun	187.25	6539.63	6,726.88
24-Jun	163.15	8356.27	8,519.42
25-Jun	120.30	7548.61	7,668.91
26-Jun	164.25	12420.27	12,584.52
27-Jun	162.75	6820.59	6,983.34
28-Jun	184.15	6522.5	6,706.65
29-Jun	200.70	6525.51	6,726.21
30-Jun	157.00	6975.12	7,132.12
	<u>4,849.60</u>	<u>200,042.99</u>	<u>204,892.59</u>
Net of Tax			<u>194,210.99</u>

Coin	4,849.60	1.8%
CC	200,042.99	72.4%
Parkmobile	<u>71,543.00</u>	<u>25.9%</u>
	276,435.59	100%

2021	215,261.60
2020	241,776.40
2019	188,077.25
2018	201,497.63
AVG 2018-2020	210,450.43
OVER (UNDER)	(16,239.44)

PARKMOBILE		net of tax
2022	71,543.00	67,813.27
2021	67,169.00	63,667.30
2020	22,845.75	21,654.74
2019	9,786.00	9,275.83
2018	7,104.75	6,734.36
2017	2,837.75	2,689.81

Manning Way



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

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06/22/2022

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.



Center St/Towers sight distance

WALWORTH COUNTY, WISCONSIN

0 5 10 20 30 40 50 Feet
1 inch = 42 feet

Grid North
Geographic North

Author:
Map Produced on: 7/21/2022

Wisconsin State Plane Coordinate System, South Zone
Horizontal Datum: NAD83-2011

**Walworth County Information Technology Department
Land Information Division**
1800 County Trunk NN
Elkhorn, Wisconsin 53121-1001

DISCLAIMER: THE INFORMATION PROVIDED ON THIS MAP HAS BEEN PRODUCED AND PROCESSED FROM SOURCE MATERIAL OF VARYING QUALITY. NO WARRANTY, EXPRESS OR IMPLIED, IS MADE REGARDING ACCURACY, ADEQUACY, COMPLETENESS, LEGALITY, RELIABILITY OR OTHERWISE OF THIS INFORMATION. THE INFORMATION CONTAINED HEREIN SHALL NOT BE ACCEPTED AS AN OFFICIAL DOCUMENT.

123 Center St
Lake Geneva, Wisconsin

Google

Street View - Aug 2019

