

CITY OF LAKE GENEVA PUBLIC WORKS COMMITTEE MINUTES
MONDAY, JUNE 28, 2021 4:00 P.M.
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (LOWER LEVEL)

Members: Chairperson Cindy Flower, Mary Jo Fesenmaier, Rich Hedlund, Tim Dunn, and John Halverson

Chairperson Flower called the meeting to order at 4:00 p.m.

Roll Call

Present: Flower, Hedlund, Halverson, Fesenmaier and 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

Terri Meyerhofer from MSA; Introduced herself to the committee and noted that she would be available for any questions.

Karen Pearson, 932 George St; Spoke in regards to the speeding issues on Cty Rd H and George St.

Stacy Smith, 1486 Rock Ridge Ln; Spoke in opposition of the speed bumps placed on Center Street leading up to the Stoneridge Development. Chairperson Flower noted that this wasn't an item on the agenda, but that this would be referred to the proper committee for consideration.

Penny Roehrer; 951 S Lake Shore Dr #1; Spoke in favor of a possible "church pass" parking permit for Sunday mornings.

Approval of the March 22, 2021 and April 26, 2021 Public Works Committee meeting minutes as prepared and distributed
Motion by Halverson to approve, second by Hedlund. No discussion. Motion carried 5-0.

Director of Public Works Report

Update regarding City Snow Plowing

Public Works Director Earle stated that the snow events and summary are in the packet. He added that nothing has changed with the practices of snow removal except for adhering to the twelve-hour snow removal for the BID. No action taken.

Update regarding Lakefront Attendants

He added that the attendants are working hard and great on keeping up with the busy lakefront. No action taken.

Update regarding Cemetery

Earle noted that he is looking into possibly updating fees for the plots and services associated with the Cemetery. No action taken.

Update regarding the Disc Golf Bridge

Earle added that the City Engineer is reviewing the survey for that area and that there have been some utilities identified that could prohibit work to be done. The bridge would have to be moved about twenty feet to the south. No action taken.

Update regarding the Driehaus Fountain

Earle explained that the angel on the top of the fountain was severely damaged in the last vandalism event. The statute is in Milwaukee for repair and that the individuals that caused the damage have been identified. No action taken.

Update regarding Tube Markers

Earle stated that most of the markers on up near Cumberland and that the rest should be up soon. No action taken.

Committee discussion included the potential placement of signs indicating surveillance near the Driehaus Fountain, to help abate future vandalism.

Parking Manager Report

Parking Manager Elder reviewed the year to date parking financials. He also added that the stall markers are still for sale and can be obtained by contacting himself or the parking clerk. No action taken.

Discussion/Recommendation regarding RFP's for the 2022 Street Improvement Project

Flower noted that the five firms selected at the last meeting, based on the RFQ, had submitted RFP's for the committee to review.

Motion by Flower to recommend MSA for the 2022 Street Improvement Project, second by Fesenmaier. Flower noted that this firm has worked extensively with the Utility Commission. Motion carried 5-0.

Discussion/Recommendation regarding Pay Request #1 for the 2021 Street program filed by Wolf Construction in an amount not to exceed \$150,963.03

Motion by Hedlund to approve, second by Halverson. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding Pay Request #2 for the 2021 Street program filed by Wolf Construction in an amount not to exceed \$357,733.08

Flower noted that the project at Edwards Blvd was pretty much concluded but that there were still questions about the crosswalks and sidewalks to be installed. City Engineer Naomi Rausch addressed the committee regarding the potential installations of crosswalks on Edwards Blvd by Park Dr and Geneva Parkway. She reviewed the site plan within in the packet. She noted that this could be considered as a separate project or as a change order as part of the 2021 project. She added that this site plan is slated to go before the Plan Commission for consideration of the new development GDP. Fesenmaier noted that this committee should wait to discuss the sidewalk plan in this area until after the Plan Commission has considered the site plan. Rausch noted that the crosswalk at Geneva Parkway would require flashing beacons and that they have researched which ones would be appropriate at that area. Earle explained that these crosswalks would cross Edwards Blvd, as there are already crosswalks that run north and south. Rausch noted the plan contains two different styles of flashing beacons for the pedestrian crossing at Geneva Parkway.

Motion by Flower to approve pay request #2 for the 2021 Street program filed by Wolf Construction in an amount not to exceed \$357,733.08, second by Flower. Motion carried 5-0.

Motion by Fesenmaier to approve the Edwards Blvd and Geneva Parkway flashing beacon for the amount of \$25,600 and that the crosswalk at Edwards Blvd and Park Drive will be discussed at the July Public Works Committee meeting, second by Flower. Motion carried 5-0.

Discussion/Recommendation regarding Pay Request #3 and Change Order #2 for the 2020 Street program filed by Payne and Dolan in an amount not to exceed \$14,865.13

Rausch noted this is the last payment for this project, but the change order for \$2,050 is for additional landscaping. Flower questioned was the ramp work done in error is being charged to the City. Earle stated that change order #2 is for the landscaping to done in that area, but the contractor had covered the concrete work. Earle added that he was unsure if the City had already paid for the landscaping in this area. Committee discussion included paying the final request without the change order.

Motion by Flower to approve Pay Request #3 for the 2020 Street program filed by Payne and Dolan in an amount not to exceed \$12,815.13, second by Fesenmaier.

Discussion/Recommendation regarding possible no left turn into 350 N Edwards Blvd

Earle explained that this item had been before the Finance, licensing, and Regulation Committee for discussion but was referred back to this committee. He added that there is not an ordinance to prohibit this at this time. The owner of this property has voiced concerns with.

Flower noted that this may be an appropriate action based on the crash history in that area. Flower recommended that the first two access points heading north on Edwards Blvd, be closed, but that the third remain open.

Motion by Flower to install tubular markers to prohibit the first two access points into 350 N Edwards Blvd, directly north of Hwy 50, second by Fesenmaier. Flower noted that this intersection will more than likely be assessed during the WI DOT's Hwy 50 project.

Motion by Fesenmaier to continue to the July Public Works Committee meeting, second by Halverson. Motion carried 5-0.

Discussion/Recommendation regarding possible "church-pass" parking permit for Sunday mornings in certain areas of the City

Parking Manager Elder reviewed the request for church parking passes for Sunday morning services. He noted that church officials would like to work towards a formal agreement to address the issue and he would like direction on how to proceed. Fesenmaier questioned if the issue is that spots are not available or that spots would have to be paid for. Elder noted the issue isn't available of spots necessarily, but rather the payment for them. Fesenmaier questioned if property taxes could be assessed in exchange for free parking. Fesenmaier added that maybe the reserved signs for certain spots could be given to the church to

be placed on Sunday mornings. Flower voiced that the included map outlines various free parking areas within a block of the churches and that if handicapped parking is the concern, those vehicles can park anywhere.

Motion by Fesenmaier to refer to the Finance, Licensing, and Regulation Committee without recommendation, second by Halverson. Dunn explained that this action could maybe help preserve the churches ability to remain open and preserve the historical nature of this area. Hedlund expressed concerns with this being potentially abused. Motion carried 5-0.

Discussion/Recommendation regarding possible “media-pass” parking permit for downtown

Motion by Flower to suspend the rules to allow Stephanie Klett to address the committee, second by Halverson. Motion carried 5-0.

Stephanie Klett, from VISIT Lake Geneva, noted that other tourism cities/towns will offer free media parking passes. She added they would only need about five to ten per year and would help those to promote Lake Geneva. She added this would be utilized, primarily, by travel writers who are fully vetted by VISIT. No action taken.

Discussion/Recommendation regarding Proposal for Outside Terrace filed by Flat Iron Tap

Flower explained that this request has come before the committee numerous times and the area being requested for use is owned by the City. The committee discussed concerns with the installation of the proposed deck in this area and with the utilities that may be covered. Flower added this should go through the downtown design process with the Planning Commission along with a lease drafted for this use. Fire Chief Peters noted there is not a concern as far as emergency vehicles are concerned. Committee discussion included this should be addressed in two parts: downtown design review through the Planning Commission and a recommendation to the Finance, Licensing, and Regulation Committee for a lease discussion.

Motion by Flower to refer to the Building & Zoning Department for downtown design review along with site plan review and to the Finance, Licensing, and Regulation Committee for a lease agreement discussion, without recommendation, second by Halverson. Motion carried 5-0.

Presentation of American with Disabilities Information

Flower explained that the packet includes a presentation from a recent webinar. She explained there are 59 million in the country that are considered disabled and that ADA compliance was brought to fruition back in 1973. PROWAG is related to public right of ways and that these standards are suggested to be applied to sidewalks and ramps. Community guidelines suggest that municipalities hire an ADA coordinator. She added several years ago, it was decided to appoint the current City Administrator. She would like to see that trainings and education on this issue continue. No action taken.

Discussion/Recommendation regarding the adoption of an ADA Transition Plan

Motion by Flower to add an ADA Transition Plan to the budget hearings for 2022, second by Fesenmaier. Motion carried 5-0.

Discussion/Recommendation regarding the adoption of PROWAG Standards to City Ordinances

Motion by Flower to direct staff to draft proposed PROWAG Standards for Finance, Licensing, and Regulation Committee consideration, second by Fesenmaier. Motion carried 5-0.

Discussion/Recommendation regarding Library Park sidewalk upgrades

Item was continued to the July Public Works Committee meeting.

Discussion/Recommendation regarding possible vacation of Right-of-Way on Logan Street at Cty Rd H

Item was continued to the July Public Works Committee meeting.

Discussion/Recommendation regarding the Four Seasons Nature Preserve tower and boardwalk

Item was continued to the July Public Works Committee meeting.

Discussion regarding the trash and recycling pick up schedule

Item was continued to the July Public Works Committee meeting.

Discussion/Recommendation regarding speeding issues on Hwy H and George St

Item was continued to the July Public Works Committee meeting.

Discussion/Recommendation regarding vandalism at Dunn Field and Skate Park

Item was continued to the July Public Works Committee meeting.

Adjourn

Motion by Hedlund to adjourn, second by Halverson. Motion carried 5-0. The meeting adjourned at 5:58 p.m.