



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, SEPTEMBER 27, 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

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
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

AGENDA

1. Meeting called to order by Chairperson Flower
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 August 23, 2021 Public Works Committee meeting minutes as prepared and distributed
5. Director of Public Works Report
 - a. Update regarding Clean sweep
 - b. Update regarding Refuse/Recycling Quotes
 - c. Update from Park Board
 - d. Update regarding Disc Golf Bridge
 - e. Update regarding Bloomfield Rd Signal
 - f. Update regarding Cemetery
 - g. Update regarding Hwy 50 Road Patch in crosswalk at Edwards Blvd
 - h. Update regarding left turn lane into gas station on North leg of Edwards Blvd/Hwy 50
 - i. Update regarding "Four Way" Signs to the intersection of Rush Street and Lake Geneva Blvd
6. Parking Manager Report
7. Discussion/Recommendation regarding the DPW 2022 Budgets- ***DPW Director Earle***
8. Discussion/Recommendation regarding winter maintenance of City bike paths; including possible ordinance creation - ***DPW Director Earle***
9. Discussion/Recommendation regarding City of Lake Geneva Snow/Ice Maintenance Policy- ***DPW Director Earle***
10. Discussion/Recommendation regarding possibly vacating Logan Street- ***DPW Director Earle***
11. Discussion/Recommendation regarding the guardrail on George Street at Maxwell Street – ***Kapur Engineering***
12. Discussion/Recommendation regarding 2021 Street Improvement Project; including project updates (alleys, Snake Rd, Park Dr Cross Walk, etc) - ***Kapur Engineering***
13. Discussion/Recommendation regarding the 2026 Wis DOT Highway 50 Project

14. Discussion/Recommendation regarding 2022 Street Improvement Project- **MSA Engineering**
15. Discussion/Recommendation regarding adopting a Sidewalk Maintenance Program in 2022 - **Ald. Flower**
16. Discussion/Recommendation regarding to using the Library sidewalk maintenance line item from the capital borrowing for the 2022 phase of the Sidewalk Maintenance Program - **Ald. Flower**
17. Discussion/Recommendation regarding City of Lake Geneva Brush Collection program- **Ald. Fesenmaier**
18. Discussion/Recommendation regarding Downtown Main St Signals to call for the pedestrian crossing at all times Friday thru Sunday (May 25th to September 10th) - **Ald. Flower**
19. Discussion/Recommendation regarding Landscape Beautification Program- **Ald. Flower**
20. Discussion regarding Round-About mowing maintenance- **Ald. Flower**
21. Future Agenda Items
22. Adjourn

<i>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.</i>

CITY OF LAKE GENEVA PUBLIC WORKS COMMITTEE MINUTES
MONDAY, AUGUST 23, 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, Fesenmaier, Dunn and Halverson

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

Amy Seinkowski; 1034 George St; Spoke in regards to the speeding occurring on George Street. She recommended that solar powered speed signs be installed and that sidewalks be installed in that area.

Carol Pearson; 932 George St; Spoke in regards to the speeding occurring on George Street. She also spoke in regards to the creation of a sidewalk maintenance policy.

Approval of the July 26, 2021 Public Works Committee meeting minutes as prepared and distributed

Motion by Hedlund to approve, second by Halverson. Discussion included how agenda items are moved from one committee to the next for Council action. Motion carried 5-0.

Director of Public Works Report

Update regarding the Cemetery

Director of Public Works Earle addressed the committee concerning the Oakhill Cemetery. There will be a meeting coming up to discuss, but all is going well in the Cemetery. No action taken.

Update regarding Venetian Festival

Director of Public Works Earle addressed the committee concerning the Venetian Festival. He noted that the Festival went very well for all City departments involved. He thanked all involved for the hard work. No action taken.

Fesenmaier stated that there have been concerns with street signs being faded and unreadable; she asked that they be reviewed and possibly replaced.

Earle stated he and the Utilities Director have met with the Wis DOT concerning the upcoming Highway 50 project. Major concerns including lack of sidewalks along that corridor along with traffic control updates. The Beautification Committee would also like to be a part of the project as well. Flower would like this to be added to a future agenda for discussion.

Earle stated that there are consultants online to discuss agenda items #16 and #17; he asked that those be moved up on the agenda.

Motion by Hedlund to suspend the rules and move up those agenda items, second by Fesenmaier. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding 2022 Street Improvement Project

John Jenkins with MSA Professional Services addressed the committee concerning the 2022 Street Improvement Project. He inquired about the status of Pine Tree Ln and Marianne Ter and was looking for the committee's direction on how to move forward. He noted that it would be a choice between a mill and overlay versus a reconstruction. Earle added the largest issue there is the topography and would like MSA to explore the best option for that area as part of the engineering. Discussion noted there is still review of the Utilities in that area. Concerns were raised with the drainage issues at the bottom of this area. Jenkins noted this project could be a hybrid, wherein the top portion of the road could be a mill and overlay with the bottom being a total reconstruction. The reconstruction could include the replacement utilities and inclusion of curb/gutter.

Committee discussion included the desire to see a plan that would include a hybrid option that includes the utility portion. Motion by Fesenmaier that MSA present to two options (a mill and overlay option and a total reconstruction option) to the committee including the Utility replacement options and the access to the lift station, second by Halverson. Motion carried 8-0.

Discussion regarding the Disc Golf Park survey data

Earle addressed the committee regarding the survey data and the bridges located in this area. Bridges one, five, and three were closely examined. There were issues with redoing bridge five in the current area as there are existing utilities that would prohibit the change. With that concern, the Park Board would like bridge three to be considered in its place. Earle stated that this could potentially go out for bid this fall sometime, if the committee so desired. Committee discussion included if there was a need to replace bridge #3 and if the budget could support the cost.

Earle noted this discussion should go to the Park Board for review, as that is in their purview. The Public Works Committee would like this to be moved to 2022. Both bridges could be considered upon approval of the Park Board. No action taken.

Parking Manager Report

Parking Manager Elder addressed the committee concerning the Parking Enforcement Department. He noted that the parking department had collected about \$396,000 in July between the kiosks and ParkMobile App. He stated that August has been extremely busy too, especially with Venetian Festival. Elder added the church parking placard program seems to be growing in usage as the weeks continue.

He also noted that the number of tickets issued/paid has been fairly consistent from year to year.

Elder explained the downtown shuttle for the various downtown events has been used fairly consistently; the major of the pickups have been from the Home Depot lot versus the City owned lot adjacent to the ServPro. Earle added it may be a good idea to consider making updates to that city owned lot to maybe encourage more parking in that area. The committee asked that Manager Elder provide data regarding shuttle use. No action taken.

Discussion/Recommendation regarding the sidewalk assessment/cost share policy; including damage by trees

Flower distributed materials relating to the ADA Compliance for sidewalks. Flower reviewed the City of Middleton policy/program; she noted this plan was very comprehensive and followed an eight-year cycle. She would like to see the whole City addressed by aldermanic district. She would like this plan to include the special assessment changes for sidewalk repairs and installations as well. Hedlund stated that if a tree has caused the damage it should be removed and replaced, at the cost of the City. Fesenmaier stated that she would like to see how other municipalities handle these types of situations, for comparison.

Motion be Flower to direct staff to review these policies for further discussion and possible use the Library Park sidewalk funds to facilitate, second by Fesenmaier. Motion carried 5-0.

Discussion/Recommendation regarding winter maintenance of City bike paths

Earle explained that some of the paths are plowed based on weather and availability of staff. He added it may not need feasible for the City to plow all of the paths within the City. Flower stated there should be some guidance as to which ones will be plowed if all of them will not be plowed. Preference would be given to largely traveled paths to necessary stores or areas throughout the City. Earle expressed concerns with the sidewalk on Townline Road; this is technically a sidewalk, not a path and should be the responsibility of the adjacent home owner.

Motion by Flower to amend the ordinance to include the requirement of snow clearing where bike paths run parallel or adjacent to City streets to be cleared by adjacent home owners, where applicable based on a map depiction, second by Fesenmaier. Motion carried 5-0.

Discussion/Recommendation regarding Oak Hill Cemetery

Motion by Flower to continue, second by Fesenmaier. Motion carried 5-0.

Discussion/Recommendation regarding Library restroom funding

Flower stated this item is in regards to the outside bathrooms within the Library Park. Earle stated that this project is already underway and would include an upgrade to the furnace. No action taken.

Discussion/Recommendation regarding Library Park sidewalk repair

Motion by Flower to continue, second by Halverson. Motion carried 5-0.

Discussion/Recommendation regarding possibly vacating Logan Street

Earle stated that at the City is responsible for a section of the right of way that is not accessible by the City. A portion of that vacation was done, near the Lutheran church, but it was not continued all the way to Highway H. He recommended that the City vacate that remaining portion and split between the two properties.

Motion by Flower to continue, second by Fesenmaier. Motion carried 5-0.

Discussion/Recommendation regarding vandalism at Dunn Field and other City parks

Earle stated that the bathrooms at Dunn Park have been closed outside of Public Works Department hours, due to the amount of vandalism at this location.

Motion by Flower to continue, second by Halverson. Motion carried 5-0.

Discussion/Recommendation regarding speeding concerns on George St

Earle stated there was a traffic trailer in that area for a while and that the Police Department has the data.

Motion by Fesenmaier to refer to the Police & Fire Commission, second by Dunn. Motion carried 5-0.

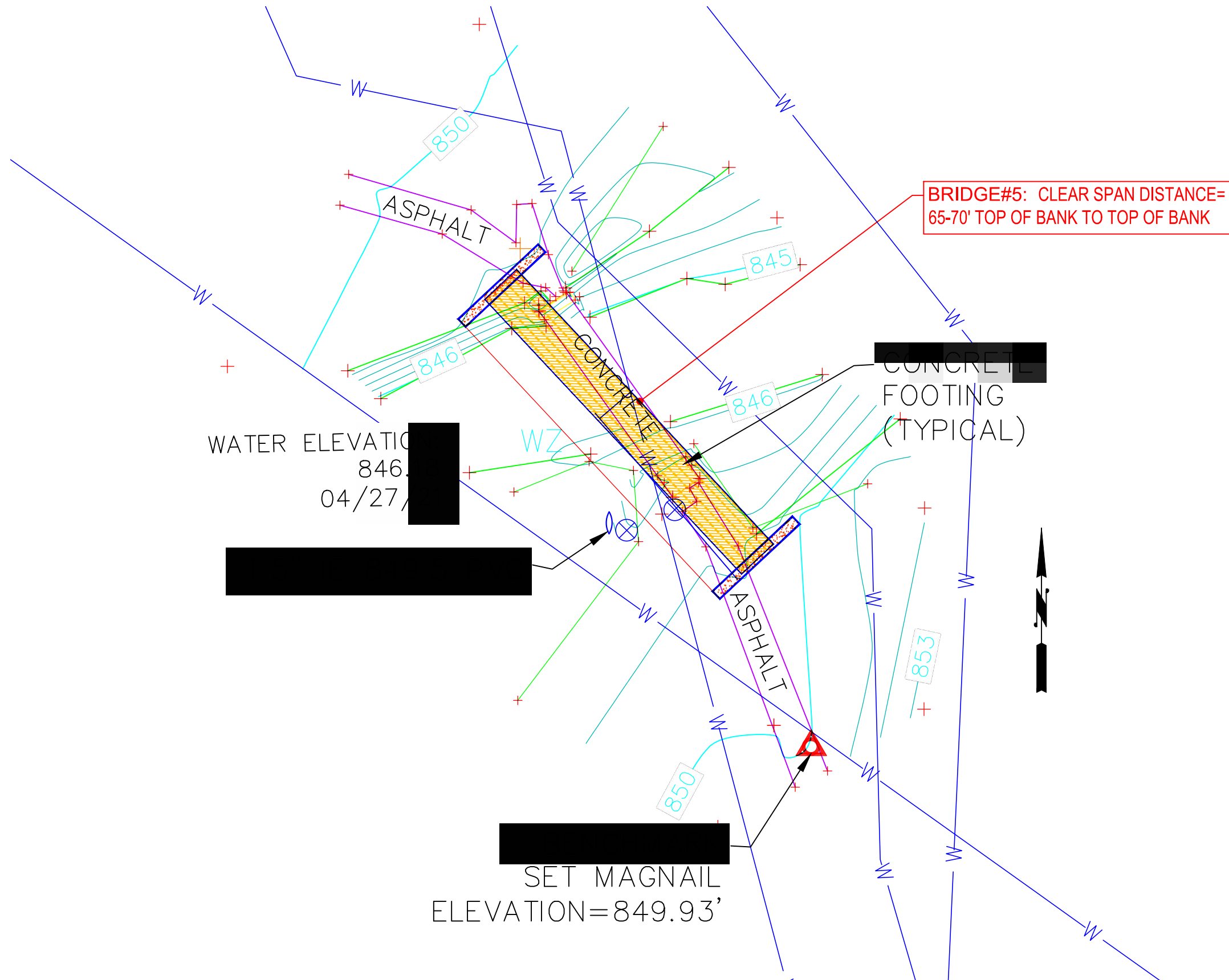
Discussion/Recommendation regarding the guardrail on George Street at Maxwell Street

Earle stated this guardrail had been damaged and that it would not be covered by the insurance company. There were questions of the guardrail is even needed in this area.

Motion by Flower to direct the City Engineers to review if the guardrail is needed and bring forward a review for next month, second by Fesenmaier. Motion carried 5-0.

Adjourn

Motion by Hedlund adjourn, second by Halverson. Motion carried 5-0. The meeting adjourned at 6:01 p.m.





N. Bloomfield Road and Edwards Boulevard (STH 120)

Intersection Improvement and Signalization
Walworth County

Agenda

Intersection Improvement and Signalization Meeting Wednesday, September 15, 2021 – 1 PM

1. Introductions

- a. Neal Styka, PE, RSP1 – Project Engineer and Signal Design, Kapur and Associates, Inc.
- b. Naomi Rauch, PE – City Engineer, Kapur and Associates, Inc.
- c. Greg Governatori, PE – Kapur and Associates, Inc.
- d. Tom Earle - City of Lake Geneva Public Works
- e. Chief John Peters – City of Lake Geneva Fire Chief
- f. Chief Mike Rasmussen - City of Lake Geneva Police Chief
- g. Lieutenant Dennis Detkowshi – City of Lake Geneva Fire Department (arrived after introductions)

2. Background - City of Lake Geneva, Lake Geneva Jt. #1 School District, the Lake Geneva-Genoa City School District (Badger), and the Wisconsin Department of Transportation (WisDOT) seek to install a traffic signal and improve intersection geometrics

3. Project Updates:

- a. Intersection geometrics
 - i. Traffic report and geometric design approved by WisDOT
 - ii. Minor widening on N. Bloomfield Road to accommodate left turn lanes
 - iii. Replacing curb returns on the northwest and southeast corners of Edwards Boulevard and N. Bloomfield Road to accommodate turning movements onto N. Bloomfield Road
- b. Signals
 - i. Preliminary plan submitted to WisDOT for review
- c. Street Lighting
 - i. Lighting at the intersection will upgraded to LED luminaires
 - ii. Original plan was to replace all lighting except the southernmost pole
 - 1. Current plan is to save poles when practical and only replace the luminaires
- d. Storm sewer and culverts
 - i. Move inlet to new curb line at the northwest corner
 - ii. Replace cross culvert on west leg of N. Bloomfield Road
- e. Preliminary Cost Estimate
 - i. Construction total is estimated at \$460,543 and with a 10% design contingency the total is \$506,598
 - ii. Some cost savings may be found
 - 1. No longer replacing all the light poles and luminaires



N. Bloomfield Road and Edwards Boulevard (STH 120)

**Intersection Improvement and Signalization
Walworth County**

2. Two of the proposed monotube signals will instead be regular traffic signal standards

4. Discussion Items

f. Emergency Vehicle Preemption

i. Bloomfield and Edwards

1. EVP at this intersection is already included in the design and estimate
2. Town of Bloomfield will need to sign the Engineering Services Agreement since part of the intersection is in the Town limits

ii. CTH H and Edwards

1. Intersection is not within police jurisdiction or city limits, but it is within fire department jurisdiction
 - a. Fire department would ideally have EVP at every intersection they go through
2. Further discussion with Town of Bloomfield is needed
 - a. Rough cost estimate to install EVP would be \$15,000
 - b. Greg Governatori will write a memo to share with Mayor and Administrator to then share with Town of Bloomfield

g. Traffic control/staging

- i. Short term lane closures on Edwards Boulevard (STH 120) to remove pavement and install loop detectors
- ii. Propose closing one leg of N. Bloomfield Road at a time
 1. Concern brought forth regarding traffic during school start and end times – young drivers from high school (possible to detour around intersection)
 2. Work can be completed more efficiently than trying to keep it partially open
 3. When traffic control/staging plans are developed they will be shared with the City and School District and provide an update to involved parties
 4. Contract will give contractor a timeframe the work needs to be completed in

5. Project Schedule

- a. Draft Plans – October 2021
 - i. Cost estimate update
 - ii. Draft bid documents created
- b. Update to involved parties – November 2021
- c. Final Plans – December 2021
 - i. Final cost estimate
 - ii. Final bid documents
- d. Construction – March 2022



N. Bloomfield Road and Edwards Boulevard (STH 120)

**Intersection Improvement and Signalization
Walworth County**

Agenda

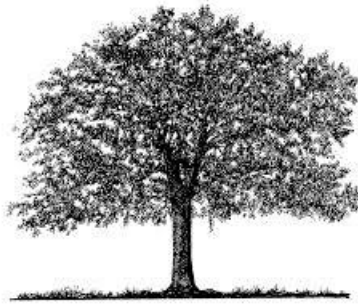
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 - a. Emergency Vehicle Preemption**
 - i. Bloomfield and Edwards**
 - ii. CTH H and Edwards**
 - b. Traffic control/staging**

Account Number	Account Title	2021-21 Period Actual	2021-21 Current year Actual	Current year Budget	Variance Current year	% of Budget
CEMETERY OPERATIONS						
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48-00-00-41110	PROPERTY TAX LEVY	.00	150,000.00	150,000.00	.00	100.00
48-00-00-46100	MISC REVENUE	.00	3,205.00	3,250.00	45.00	98.62
48-00-00-46540	SALE OF GRAVES/NICHES	650.00	6,750.00	12,000.00	5,250.00	56.25
48-00-00-46550	FOUNDATIONS/STAKE-OUTS	.00	150.00	700.00	550.00	21.43
48-00-00-46560	BURIAL INTERNMENTS	2,250.00	12,825.00	26,000.00	13,175.00	49.33
48-00-00-48110	INVESTMENT INCOME	11.12	57.97	600.00	542.03	9.66
48-00-00-49100	APPL OF PRIOR YEARS APPROP	.00	.00	6,000.00	6,000.00	.00
48-00-00-49400	TRANSFER FROM PERPETUAL CARE	475.20	4,394.95	13,000.00	8,605.05	33.81
Total CEMETERY OPERATIONS:		3,386.32	177,382.92	211,550.00	34,167.08	83.85
CEMETERY OPERATIONS						
48-00-00-51200	CEM WAGES	7,526.71	38,003.63	91,800.00	53,796.37	41.40
48-00-00-51250	CEM OVERTIME	.00	1,234.25	3,500.00	2,265.75	35.26
48-00-00-51260	CEM SEASONAL LABOR	1,553.20	2,316.85	12,300.00	9,983.15	18.84
48-00-00-51340	CEM LIFE INSURANCE EXP	26.19	124.30	275.00	150.70	45.20
48-00-00-51345	CEM HEALTH INSURANCE	3,013.96	12,481.14	39,415.00	26,933.86	31.67
48-00-00-51350	CEM DENTAL INSURANCE	168.02	676.67	840.00	163.33	80.56
48-00-00-51355	CEM VISION INSURANCE	8.29	35.27	66.00	30.73	53.44
48-00-00-51360	CEM RETIREMENT EXPENSE	508.04	2,729.54	6,435.00	3,705.46	42.42
48-00-00-51370	CEM DISABILITY EXP	29.02	129.99	340.00	210.01	38.23
48-00-00-51380	CEM UNIFORM ALLOWANCE	.00	1,200.00	1,200.00	.00	100.00
48-00-00-51520	CEM FICA EXPENSE	672.32	3,171.56	8,235.00	5,063.44	38.51
48-00-00-52210	CEM TELEPHONE EXP	89.21	643.07	1,350.00	706.93	47.63
48-00-00-52220	CEM ELECTRICITY EXP	110.98	1,205.45	2,000.00	794.55	60.27
48-00-00-52240	CEM GAS HEAT EXP	138.87	428.00	1,200.00	772.00	35.67
48-00-00-52260	CEM WATER/SEWER EXP	220.00	1,149.08	3,000.00	1,850.92	38.30
48-00-00-52400	CEM BUILDING REPAIRS	.00	.00	2,000.00	2,000.00	.00
48-00-00-52500	CEM EQUIP MAINT/REPAIRS	1,500.00	2,230.48	3,000.00	769.52	74.35
48-00-00-53100	CEM OFFICE SUPPLIES	.00	.00	100.00	100.00	.00
48-00-00-53120	CEM POSTAGE EXP	.00	.00	40.00	40.00	.00
48-00-00-53130	CEM WORKERS COMP INS	.00	782.94	3,200.00	2,417.06	24.47
48-00-00-53140	CEM LIABILITY/PROPERTY INS	.00	587.93	2,340.00	1,752.07	25.13
48-00-00-53400	CEM OPERATING SUPPLIES	.00	88.05	1,000.00	911.95	8.81
48-00-00-53410	CEM FUEL EXPENSE	420.92	1,617.70	5,000.00	3,382.30	32.35
48-00-00-53500	CEM BLDG MAINT SUPPLIES	16.47	54.03	500.00	445.97	10.81
48-00-00-53510	CEM VEHICLE MAINT/REPAIR	.00	575.43	3,000.00	2,424.57	19.18
48-00-00-53600	CEM MAINT SERVICE EXP	159.00	536.47	1,700.00	1,163.53	31.56
48-00-00-53620	CEM GROUNDS/LANDSCAPING	45.73	230.21	800.00	569.79	28.78
48-00-00-53990	CEM MISC EXP	.00	.00	350.00	350.00	.00
48-00-00-54200	CEM GRAVES/FOUNDATIONS	.00	.00	16,400.00	16,400.00	.00
48-00-00-54300	CEM COLUMBARIUM EXPENSES	.00	.00	164.00	164.00	.00
Total CEMETERY OPERATIONS:		16,206.93	72,232.04	211,550.00	139,317.96	34.14
Total CEMETERY OPERATIONS:		19,593.25	249,614.96	423,100.00	173,485.04	59.00
CEMETERY OPERATIONS Revenue Total:		3,386.32	177,382.92	211,550.00	34,167.08	83.85
CEMETERY OPERATIONS Expenditure Total:		16,206.93	72,232.04	211,550.00	139,317.96	34.14

Account Number	Account Title	2021-21 Period Actual	2021-21 Current year Actual	Current year Budget	Variance Current year	% of Budget
	Net Total CEMETERY OPERATIONS:	12,820.61-	105,150.88	.00	105,150.88-	.00
	Net Grand Totals:	12,820.61-	105,150.88	.00	105,150.88-	.00

Mailing Address:
626 Geneva Street
Lake Geneva, WI 53147



Cemetery Location:
1101 Cemetery Road
Lake Geneva, WI 53147

OAK HILL CEMETERY

Phone: (262) 248-2789 Fax: (262) 248-4715

PRICE LIST *effective 1/1/15*

INTERMENTS *(No Sunday Burials)*

<u>Grave Opening</u>	<u>Weekdays</u>	<u>Saturday</u>
Full Burial	\$675	\$800
Cremation	\$450	\$525
Infant (under one year)	\$200	\$300

Note: *Before or after a holiday, when employees are not working due to the holiday, Saturday prices will apply.*

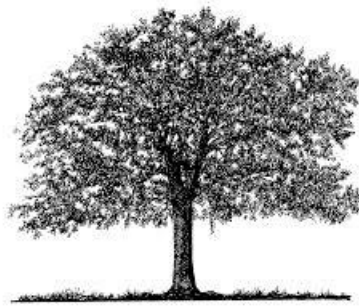
Frost Charges apply from Nov. 1 st to March 15 th :	\$75
Stake-out Fees for foundations:	\$50
Foundation Charges (per square inch):	40¢

- An extra charge of \$100 applies to all burials after 2:30 p.m.
- If two cremations are buried at one time in the same grave, an extra charge of \$100 will be added.
- We do allow one full burial and one cremation in one full grave or two cremations in one full grave.

PLOTS

One Grave in any section: <i>(\$325 for grave and \$325 for perpetual care)</i>	\$650
Cremation Grave - Single (for only one): <i>(\$200 for grave and \$200 for perpetual care)</i>	\$400
Cremation Grave - Double (for two): <i>(\$250 for grave and \$250 for perpetual care)</i>	\$500

Mailing Address:
626 Geneva Street
Lake Geneva, WI 53147



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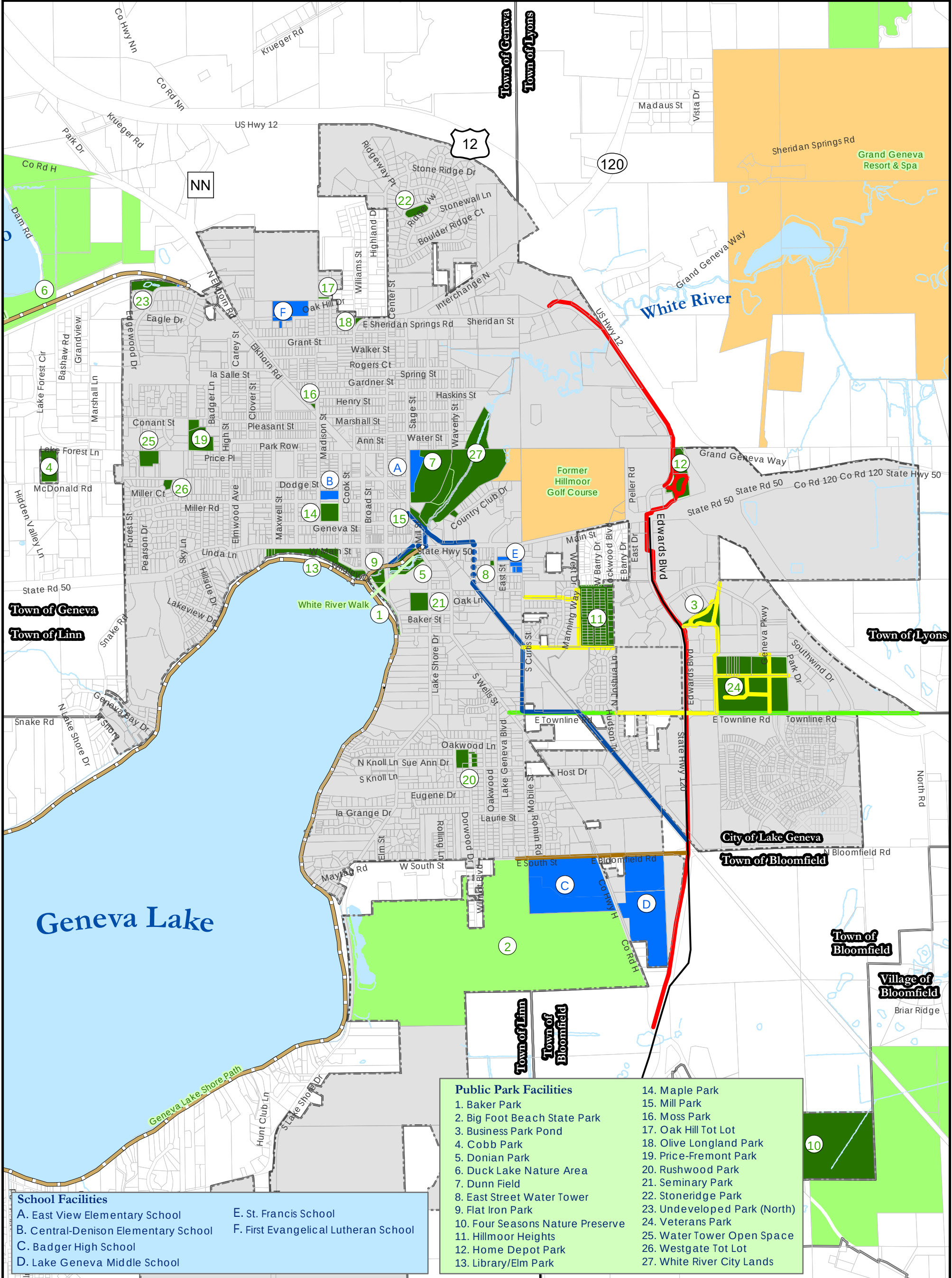
CITY OF LAKE GENEVA
PARKING SALES BY DAY - AUG

	CASH	CREDIT CARD	TOTAL
1-Aug	250.85	12,727.99	12,978.84
2-Aug	201.55	8,086.88	8,288.43
3-Aug	187.25	8,147.99	8,335.24
4-Aug	196.25	8,478.98	8,675.23
5-Aug	228.35	9,044.22	9,272.57
6-Aug	166.40	8,775.84	8,942.24
7-Aug	171.20	11,384.15	11,555.35
8-Aug	140.90	12,024.84	12,165.74
9-Aug	108.50	4,196.06	4,304.56
10-Aug	183.90	6,588.25	6,772.15
11-Aug	120.65	5,596.30	5,716.95
12-Aug	210.45	7,302.73	7,513.18
13-Aug	204.95	9,504.84	9,709.79
14-Aug	154.70	12,338.86	12,493.56
15-Aug	196.05	11,923.83	12,119.88
16-Aug	203.35	6,690.63	6,893.98
17-Aug	207.25	6,778.92	6,986.17
18-Aug	150.65	6,158.55	6,309.20
19-Aug	158.15	6,463.86	6,622.01
20-Aug	199.35	8,064.11	8,263.46
21-Aug	175.25	10,300.79	10,476.04
22-Aug	164.40	11,811.82	11,976.22
23-Aug	135.05	5,155.49	5,290.54
24-Aug	121.35	3,909.85	4,031.20
25-Aug	170.85	4,668.96	4,839.81
26-Aug	173.35	5,236.31	5,409.66
27-Aug	142.20	7,301.23	7,443.43
28-Aug	156.95	11,267.08	11,424.03
29-Aug	152.15	8,512.76	8,664.91
30-Aug	140.20	4,995.98	5,136.18
31-Aug	135.40	4,170.08	4,305.48
	5,307.85	247,608.18	252,916.03
Net of Tax			239,730.83
2020			260,285.34
2019			237,644.55
2018			233,504.03
AVG 2018-2020			243,811.31

Coin	5,307.85	1.6%
CC	247,608.18	74.3%
Parkmobile	80,325.00	24.1%
	333,241.03	100%

OVER (UNDER)	(243,811.31)
--------------	--------------

PARKMOBILE		net of tax
2021	80,325.00	76,137.44
2020	27,069.00	25,657.82
2019	13,346.50	12,650.71
2018	9,083.75	8,610.19
2017	4,432.00	4,200.95



- School Facilities**
- A. East View Elementary School
 - B. Central-Denison Elementary School
 - C. Badger High School
 - D. Lake Geneva Middle School
 - E. St. Francis School
 - F. First Evangelical Lutheran School

- Public Park Facilities**
- 1. Baker Park
 - 2. Big Foot Beach State Park
 - 3. Business Park Pond
 - 4. Cobb Park
 - 5. Donian Park
 - 6. Duck Lake Nature Area
 - 7. Dunn Field
 - 8. East Street Water Tower
 - 9. Flat Iron Park
 - 10. Four Seasons Nature Preserve
 - 11. Hillmoor Heights
 - 12. Home Depot Park
 - 13. Library/Elm Park
 - 14. Maple Park
 - 15. Mill Park
 - 16. Moss Park
 - 17. Oak Hill Tot Lot
 - 18. Olive Longland Park
 - 19. Price-Fremont Park
 - 20. Rushwood Park
 - 21. Seminary Park
 - 22. Stoneridge Park
 - 23. Undeveloped Park (North)
 - 24. Veterans Park
 - 25. Water Tower Open Space
 - 26. Westgate Tot Lot
 - 27. White River City Lands

- Recreational Facilities**
- State Owned Land
 - City Parks & Open Space
 - Private Recreation Facilities
 - Schools

- City Boundaries
- Town Boundaries
- Pedestrian Walking Paths
- Surface Water

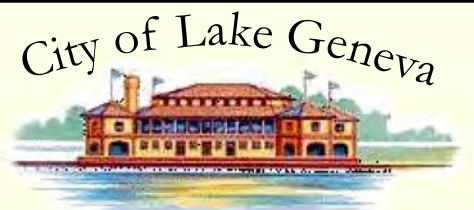
- Existing Multi Use Trails**
- Blue Route
 - Blue Route, on Street (Bikes Only)
 - Brown Route
 - Green Route
 - Red Route
 - Yellow Route

VANDEWALLE & ASSOCIATES INC.
Shaping places, shaping change

0 0.125 0.25 0.5 Miles

12/21/2017

Source:
City of Lake Geneva, SEWRPC
Walworth County, Vandewalle & Associates



City of Lake Geneva

Bicycle and Pedestrian Plan

Map 1: Existing Facilities

Figure 1: Inventory of Sidewalks, Lake Geneva (2013)





3.4 SNOW & ICE CONTROL

1. Purpose
2. Ordinances
3. Responsibilities
4. Downtown snow removal
5. Storm classification
6. Priorities
7. Private streets
8. General
9. Property damage

Adopted by Common Council	01/??/1996
Amended by Common Council	??/??/2011
Amended by Common Council	x/x/2021

SECTION 1: INTRODUCTION, PURPOSE, AND GOAL

Introduction

Lake Geneva is a progressive and rapidly growing community of approximately 7900 people, located forty-five miles southwest of Milwaukee near the intersection of STH 120, STH 50 and US 12. The City is recognized as one of the premier vacation destinations in Wisconsin and the Mid West and attracts world-wide visitors. Many festivals can attract 10-50,000 visitors in any season. Area resorts capitalize on rolling acres of pristine landscapes that meet the shores of Geneva Lake. Its proximity to Milwaukee, Madison, Chicago and Rockford also provide a very popular destination for one day visitors. It is essential that our community provides the best and most efficient snow and ice control possible. Although efforts have been made to be as specific as possible, it should be noted that due to the unpredictable nature of snow and ice events in the State of Wisconsin, any plan needs to be flexible to accommodate a variety of circumstances. This document should be viewed as a general guide for snow and ice response with the understanding that responses differ with each event as each has unique characteristics.

Background

Due to its geographic location, Lake Geneva is subject to freezing rain, ice, and snow anytime during the fall, winter, and spring months. Normally, winter storms can be expected during the months of November through April. The responsibility for keeping vehicular and pedestrian traffic moving safely on Lake Geneva's apx 45 miles of city streets following snow and ice storms lies with the Public Works Department.

Purpose

The purpose of a good snow and ice removal policy is to ensure the roadways are safe and passable* for the motoring public and for public service vehicles; however, there is a general awareness that chlorides have a negative environmental impact on Geneva Lake as well as nearby soils, vegetation, waterways, infrastructure and vehicles. There is also damage to the pavement itself. Every effort shall be made to minimize salt usage and still provide safe travel ways. The City does not maintain a 'bare/dry road' policy.

*A passable roadway is defined as a roadway surface that is free from drifts, ridges and as much snow and ice as is practical and can be travelled at a reasonable speed. Reasonable speed is defined as a speed a vehicle can travel without losing traction. This means during and after a snow/ice storm, reasonable speed will be lower than the posted speed limit.

Goal

The City's overall goal is to plow all of its roadways curb to curb, from arterial and collector streets, to local residential streets and alleys of snow accumulation within twelve (12) hours after the snow has stopped. However storms with a long duration will take substantially longer to clear.

~~The first action in fighting any storm is spreading salt or brine on arterial streets, major collector streets, hills, and stopping areas that abut these major collector streets as well as hills and controlled intersections.~~

SECTION 2: CITY ORDINANCES FOR SNOW AND ICE CONTROL

Notice

An updated City snow and ice control policy may be available on the City website, in the DPW Offices and the Clerks Office about 01 Nov. of each year..

Snow Emergency Declaration

PER MUNICIPAL CODE:

SECTION 74-10(a). DECLARATION. “The Mayor or in the Mayor’s absence the President of the City Council shall have the authority to declare a snow emergency whenever conditions arise which in their judgment necessitate the same.

SECTION 74-10(b). AUTHORIZED ACTIONS. Upon the declaration of a snow emergency, the Police and Fire Chiefs are authorized to hire tow trucks, require snowplows to accompany emergency vehicles both inside and outside the corporate limits of the City, establish a public information telephone reception center, advise radio station WLKG of declaration of snow emergency, and take any other action necessary.

SECTION 74-10(c). PLOWING. The Street Department “shall first clear and keep clean all primary routes and entrances and exits to the emergency facilities, then all secondary routes shall be cleared and maintained.” A map of streets designating facilities is in the office of the City Clerk, Fire Dept. and Police communications center.

SECTION 74-10(d). PARKING. “During a snow emergency, there shall be no parking on all primary and secondary routes. Any vehicles parked on such routes shall be towed away at the owner’s expense as provided in Section 74-37.”

SECTION 74-10(e). TERMINATION. “The snow emergency may be terminated by the Mayor or City Council. The snow emergency shall be limited to the time during which such snow emergency conditions exist.”

SECTION 74-60(a). NO PARKING SIGNAGE FOR SNOW REMOVAL. “For the purpose of removing snow from the streets and surrounding areas, the Street Department may erect signs prohibiting parking in the particular area where snow is intended to be removed.”

SECTION 74-60(b). PENALTY FOR VIOLATION. “The Police Department may tow away all vehicles parked in violation pursuant to this subsection.”

Sidewalks

Property owners are responsible for the sidewalks adjacent to their property on all sides. This includes ADA ramps to the travelled portion of the roadway. If sidewalks are not cleared within 24 hours, **(except downtown)** the following procedure will be employed in accordance with Section 62-223:

- a. written warning will be delivered to property owner by the ~~Police Department or~~ Code Enforcer within 24 hours from the date and time of the warning. (The exception to this notice is any business located in the downtown business district where the rule is 12 hours.) The City may schedule removal of snow anytime after **the 12 or 24 hour (?)** time period has lapsed. The downtown has heavy pedestrian usage; therefore the risk of public health, safety, and welfare is an overriding consideration.
- b. the sidewalk shall be inspected upon expiration of the warning time and forfeiture levied of not less than \$20 **(?)** or more than \$30 **(?)** for the first offense, and not less than \$30 or more than \$50 **(?)** for any subsequent offense. Each 24 hour period shall cause a separate offense.
- c. the sidewalk shall be cleared by a City hired contractor at the direction of the ~~PD or~~ Code Enforcer..

Contractor shall provide before and after photographs to the City for documentation purposes.

- d. twice the City cost of removal shall normally be charged to the property owner in accordance with City Ordinance.
- e. deposit of snow in streets prohibited in accordance with Section 62-221, “No person shall cause to be deposited snow from his premises onto the sidewalk abutting thereon or onto any street...”

this includes pushing, placing or throwing snow across a street, ROW and/or alleyway. Snow shall stay on the side of the street/alley/right-of-way from where it originated.

Bike Paths

As certain bike paths are multi-use paths used as sidewalks, it is acknowledged that these areas need to be cleared of snow and ice. A map of these areas will be made available from time to time by the Common Council outlining which areas will be the responsibility of the adjacent property owners to maintain all year including snow/ice removal. The responsibilities will mirror that of the sidewalk snow maintenance ordinances. (I am assuming an Ordinance would be in order)

The City DPW will plow certain bike paths as time and resources allow. These areas include the paths in and around Vet's Park, Edwards Blvd and Townline Rd.

SECTION 3: RESPONSIBILITIES OF CITY PERSONNEL

Public Works Department

The task of keeping vehicular traffic moving on the City of Lake Geneva's 40 plus miles of streets during and following snow storms is the duty of the Public Works Department. The Department is responsible for the coordination and supervision of the entire snow and ice control operation. Tracking of storm warnings, making decisions as to type and timing of a snow and ice control operation, alerting personnel, tracking costs (Ice and Snow Control Report) and the continual observation of ice and snow operations are all part of the responsibilities. Although the Public Works Department directs snow plowing and ice control under the direction of the Director of Public Works, it depends heavily upon the continual support and cooperation of all other municipal departments within the City.

Lake Geneva Police Department

Two primary functions of the Police Department are assistance with deteriorating road conditions and the ticketing and towing of the vehicles in violation of Sections 74-10(d) and 74-60 of the Municipal Code of the City of Lake Geneva. The Police Department provides the first notice of hazardous conditions to Public Works particularly during the late evening and early morning hours. The Police Department also is responsible for communicating snow emergencies to the media.

City Code provides "the Police Department may tow away all vehicles parked in violation of the no parking sign (sign? Would this be different in a snow emergency as there would be no signs) pursuant to this subsection." ~~It shall be the policy of the City that vehicles found in violation will be ticketed and towed by the Police Department after two consecutive tickets;~~ in a snow emergency the vehicles in violation will be towed immediately or as soon as possible under existing conditions. In times of extreme emergency, the City may opt to tow all cars to a central location such as a public parking lot or the City Garage on Carey Street. (Illegally parked cars in violation SIGNIFICANTLY hinder safe plowing and removal operations)

Water, Wastewater & Cemetery Departments

Wastewater and Cemetery employees may be called upon during snow emergencies to supplement manpower shortages for reasons to include: illness of DPW personnel, inability to get to work, or extended storm fighting conditions. Water Department employees shall ensure that substations, wells, towers, and hydrants (UC would like hydrants to be responsibility of property owner adjacent to hydrant) are clear of snow and ice. In extreme circumstances, the City may call upon all employees with valid CDLs to plow during manpower shortages.

Code enforcement

DPW relies heavily on Code Enforcement to ensure sidewalk shoveling and ADA ramps are properly cleared by property owners, and private individuals or contractors are not causing unsafe conditions by plowing or placing snow in roadways or other areas. If downtown walks/ramps are not cleared before the snow is piled or windrowed, there will be snow left behind in the parking stalls. If the property owners place snow in the parking lane after crews clear the area, it will be the property owners responsibility to remove it and they may be ticketed. City plows cannot clear stall areas when parked cars are present. CE ensures these rules are obeyed.

Repair Shop

The function of the Street Department Repair Shop in Lake Geneva's Snow and Ice Control Plan is to prepare all the equipment needed well in advance of the winter season. ~~The street worker mechanic may also be called upon to assist in plowing operations during Class "B" and Class "C" Snow Alerts.~~ Included are repairs to any equipment that breaks down during any class storm either in the shop or in the field. Preventative maintenance is also done on the trucks and equipment. Whenever possible, an additional employee is assigned to the ~~street worker~~ mechanic shop to assist with two-man repairs to broken equipment. As the Department does not have a full time mechanic, repairs and maintenance are performed by staff as time allows during their normal duties and also private repair shops.

SECTION 4, DOWNTOWN SNOW REMOVAL

Downtown Snow Removal

Downtown snow removal is a difficult task. Crews cannot safely perform this function when traffic and/or pedestrians are present. Typically, except in extreme cases this will be performed between midnight and 6am depending on timing, duration, amount of snow and the implementation of a snow emergency. DOT/FMCSA regulations also play a factor in the schedule. Priority lies with the entire apx 45 miles of roadway being plowed and treated before stalls will be cleared.

There are no official rules that allow downtown properties to place their snow in the street. Historically the City has allowed this practice to alleviate the buildup of snow in the terrace section of the ROW. (the terrace section can be earth, lawn, pavement, brick, concrete, etc) The property owners must have this snow in the parking lanes before the crews clear the area or it will remain in the stalls. If the snow event is significant or of a long duration, it is possible crews will not windrow and pick up the downtown area for a few days. Staffing, machine availability and other factors come into play.

Crews clear all downtown City parking lots to allow late night guests, early morning workers and visitors an area to park while the removal is in progress. Parked cars can significantly hinder the removal process; every effort should be made by property owners on the snow removal route to make certain parked cars are not present. If too many vehicles or pedestrians are near, crews will abandon the effort until the removal can be done safely.

Many factors contribute to the decision on whether to windrow the snow downtown, push it into piles, or simply plow it to the curblane. Amounts, temperature, type of snow, future forecasts, time of day, day of week, road conditions in other parts of the City, availability of staff, etc., all play a part. The decision on how to address this issue lies with the Street Superintendent as he/she is most cognoscente of the circumstances involved. Business owners need to have realistic expectations regarding removal and timing of any effort.

SECTION 5: STORM CLASSIFICATIONS

Class “A” Storm (Less than 2 inches total accumulation)

This is a snow storm with an accumulation of less than 2 inches in depth and involves only a material application. Plow trucks with spreader are dispatched to City buildings, walks, lots and each of the four zones treating the arterial and collector streets, including the approaching intersections as well as the hills, curves, controlled intersections on local roadways that serve the Police Station, Fire Station, and schools. However, during a freezing rain when extremely dangerous slippery conditions exist, the entire City may be treated.

~~After normal working hours and weekends, only one or two drivers may be called to work depending upon conditions. The overtime Street Department employee will always be called per the ongoing overtime call-in list.~~ The Street Superintendent shall determine the need to call in employees if he/she feels the conditions require it. In the absence of the Street Superintendent, the Foreman or the Director of Public Works may call in staff. It then will be the Superintendent, Foreman or DPW’s decision whether to upgrade to a Class “B” storm or continue with a Class “A” alert.

Class “B” Storm (2” To 8” Inches total accumulation)

This storm is a snowfall of two (2) inches to eight (8) inches in depth and involves a full plowing and material application operation. A snow emergency will be declared (who calls snow emergency?) during a Class “B” Storm if conditions continue to deteriorate and accumulations significantly increase. The Street Superintendent will stay in close contact with the Police Dept., who in turn will notify the Mayor of the need to call a Snow Emergency based on actual conditions.

Under a Class "B" Storm, the DPW begins by dispatching plow trucks to each of the routes including all City buildings and lots. The trucks first open and treat all City lots and plow and treat the arterial and collector streets. During normal business hours downtown, the plows may have to place snow to the backs of parked cars. In this event, stalls shall be cleared as soon as safely possible depending on time of day and availability of staff. Every effort is made to keep open as many parking places as possible. Snow amounts, time of day and many other factors shall dictate if the snow will be piled in the parking lane or windrowed to the street center. Parking stalls cannot be cleared safely when traffic is present.

~~After all the windrows have been picked up downtown, the plow trucks are sent to assist the drivers with the ongoing clean up in the four zones. The blower operator returns the blower to the garage and then takes the bobcat, snow bully or other required equipment and begins to clear parking lots and sidewalks.~~

All downtown lots shall be plowed and treated as soon as possible so as to be available for downtown traffic while the stalls are being plowed to the extent possible. This snow is moved into piles or pushed into windrows for removal later as the Superintendent directs per Sec 4. ~~The 4-wheel drive pickup with plow may assist in the operations depending upon availability of drivers.~~

Residential streets will be cleared after all Arterial and Collector roads are clear. As drivers clear their zones they are instructed to pull off the residential streets from time to time to check the arterial and collector streets for buildup and then return to residential streets. ~~Drivers shall rotate the beginning location of their zones from storm to storm; one storm they shall start in sub-zone "A" and the next storm start first clearing sub-zone "B." If a driver starts on the north side of his sub-zone on a snow storm, he/she is to start on the south side on the next storm. This will reduce complaints that certain streets are always the last to be plowed.~~

~~Drivers are furnished with a color coded map of the zone they have been assigned. The arterial and collector streets are highlighted.~~ Drivers are instructed to plow and treat their arterial and collector streets first before entering residential areas. Drivers are to return to the arterial and collector streets from time to time to check if they are still clear. The Street Superintendent may assign a plow to keep certain streets clear if staff is available. This action would allow zone drivers to continue plowing on residential streets.

The Street Superintendent will be on patrol as time permits to watch for hazardous conditions. He/She will call drivers off of residential streets when he/she feels that the arterial and collector streets need immediate attention. He/She will remain in contact with the Police Department to relay messages to drivers of trouble spots. The Director of Public Works may also reclassify a storm as appropriate. He/She will remain aware of the forecasted weather and work with the Street Superintendent to call in employees as needed.

Employees from other Departments may also be called in as needed.

If in a Class “B” Storm the need arises, the Street Superintendent or Director of Public Works can authorize outside contractors to assist. All streets, parking lots, alleys, and municipal building sidewalks should be cleared in about 10-12 hours for a Class “B” Storm. During storms of this class some employees may be sent home to rest with directions to return at a set time to clear downtown windrows, parking lots and alleys. In this case certain drivers may be kept back after normal hours to keep arterial and collector streets open and treated. As all storms are unique and many factors contribute to any decision, this will be evaluated on a per-storm basis.

Class “C” Storm (8” or more total accumulation)

This storm is extremely heavy snowfall, eight (8) inches or more in depth, occurring in a period of twenty-four hours or less. In this storm, life threatening situations can arise as emergency vehicles can become bogged down and stranded, therefore it is recommended that a Snow Emergency be called. When existing conditions and weather forecasts indicate a Class “C” Storm event is imminent, the Street Superintendent and Director of Public Works will maintain close communication with Police, EMS and Fire. The Street Superintendent or Director of Public Works may also arrange for outside contractors to assist City Employees. Primary and secondary route lanes along with PD, FD, EMS and DPW locations shall be the focus during these types of events with all other areas being done when time and resources permit.

SECTION 6: SNOW REMOVAL PRIORITIES

Appropriate Level of Service

Matching the level of service to roadway classification and vehicular volume will effectively provide a high quality winter travel-way for our citizens and visitors. The priorities are as follows:

- 1) Arterial roadways
- 2) Major and minor collectors
- 3) Local residential streets
- 4) Cul-de-sacs and dead end streets
- 5) ~~Alleys and parking lots. Alleys and parking lots may be cleared during regular working hours.~~
- 6) Sidewalks in front of City property
- 7) Bike paths, certain areas.

The extreme cost and negative environmental impacts of a “bare pavement” policy at all times for each and every roadway is not feasible. If a citizen drives carefully for 1-2 blocks on their local street to a collector or major roadway with a higher level of service, then travel throughout Lake Geneva is easy and safe. Balancing level of service with resources is the more efficient use of Lake Geneva tax dollars and minimizes damage to our environment and vehicles. Local streets will not generally be treated during the plowing operation (except maybe certain intersections) but will be treated appropriately during freezing rain and where the forecast is for continued low temperatures. However, hills curves, and intersections will be treated in each of the Class A, B, or C Storm. ~~Straight salt will only be spread during a severe ice storm to break the bond between the ice and the pavement. When this bond has been broken, the remaining ice will be plowed off the pavement. Snow and Ice Control Plan flow charts for Class “A” and Class “B” Storms appear in Exhibit “E” because frequency and duration storms occur during morning, daytime, and evening hours.~~

Cul-de-sacs and Dead Ends

Cul-de-sacs and dead ends require special equipment and are difficult to clear; therefore they are last on the street cleaning list. Drivers shall plow past cul-de-sacs and dead ends if they intersect with a through street. When a driver has completed all arterial, collector, and through residential streets, he then returns and plows cul-de-sacs and dead ends. Other drivers who have completed their zones will assist in any other zone with cul-de-sacs and dead ends.

Parking Lots and Alleys

Alleys and parking lots shall be plowed soon after the snow stops to allow residents, visitors, and employees to park their vehicles off-street.

Sidewalks

The Street Department is responsible for snow removal on sidewalks adjacent to City owned buildings and property. These will be addressed as soon after the City streets, parking lots and alleys are plowed as time allows. Priorities are as follows:

- 1) Fire Station
- 2) City Hall
- 3) Library Park
- 4) Riviera Ballroom
- 5) ~~Select/School Cross-walk Corners~~
- 6) Bridges
- 7) Moss Park
- 8) ~~Dodge Street~~ Pioneer Cemetery
- 9) Flat Iron Park

10) Seminary Park

11) Designated Bike Trail Routes

12) City private sidewalk snow removal issues are those sidewalks adjacent to private property which, under City ordinance, are the responsibility of the abutting property owner for snow removal. City ordinance authorizes the City to initiate sidewalk snow removal for public safety and welfare if the snow and/or ice have remained on the surface for a period in excess of 24 hours after the termination of the storm. (except in the downtown area, see Ordinances) The procedure is set forth under the Public Notice section of the policy and is administered by Code Enforcement.

NOTE: In any storm event, City owned sidewalks will not be done until all streets are passable.

SECTION 7, PRIVATE STREETS

Private Streets

Snow removal from private streets shall not be provided except in an emergency situation ordered by Police, Fire or EMS. ~~unless as an agreement between the adjoining property owners and the City has been executed. The agreement shall provide for the reimbursement to the City for all costs associated with the snow and ice control services. Said costs may include: labor and fringe benefits; equipment rental (based on rates established by the state); sand, salt, and other supplies; fleet, property, and liability insurance; etc.~~

~~Private Streets Currently Being Plowed:~~

- ~~1) Ceylon Court~~
- ~~2) Knoll Lane N.~~
- ~~3) Knoll Lane S.~~
- ~~4) LaGrange Drive~~
- ~~5) Maytag Drive~~
- ~~6) Shore Acres (1121 S. Lake Shore Dr.)~~
- ~~7) Windsor (Somerset)~~

SECTION 8, GENERAL

General.

Per USDOT/FMCSA Hours of Service regulations, no driver shall work more than sixteen (16) consecutive hours without ten (10) hours off duty. This includes non-driving hours. If needed, employees from other Departments may be called in to supplement Street Department employees. The DPW operates with enough staff for one shift only, many of the DPW's functions, including downtown snow removal,

require the entire departments involvement. Crews will be scheduled accordingly.

Salt/brine may be applied to roadways before the snow falls and/or packs to enable easier snow/ice removal. At times the Superintendent at his/her discretion may dispatch several salt/brine trucks to specific areas prior to precipitation to help keep the impending snow from getting packed onto the roadway.

The City of Lake Geneva does not have a 'bare/dry road' policy.

DPW is also cognoscente of the tourist nature of the City and may at times increase levels of service in certain areas for anticipated traffic volumes during winter holidays and festivals.

The items below shall be applied using Best Management Practices from the Wisconsin Transportation Center, WisDOT, WisDNR and the Salt Smart Collaborative. All City of Lake Geneva DPW employees attend several seminars on an annual basis regarding salt/brine application. The Superintendent shall be in charge of ordering the proper use of all materials. Application patterns shall be generally applied towards the center line of a crowned roadway, or the uphill side of a slope. Intersections shall be broadly treated as to allow safe travel. As per the BMP's above, application rates will generally be kept to <500lbs per mile with traffic volume, weather and temperature being factors in increasing or decreasing rates at the discretion of the Superintendent.

Use of Abrasives

Abrasives do not prevent nor do they remove buildup of snow pack, to the contrary they can compound the problem by allowing the temporary melting and then rapid refreezing of the snow/ice. Abrasives can damage vehicles with a "sand blasting" effect as the sand is thrown up off the tires onto the body of the vehicle. Studies have shown they can also be very detrimental to the environment. They can be an advantage when temperatures are extremely low, however, they must be mixed with rock salt in an apx 5:1 ratio to prevent stockpile caking and freezing. This material also needs to be swept/cleaned from the roadways and catch basins and disposed of in a licensed landfill which can be very expensive. It shall be at the discretion of the Street Superintendent to properly order the use of abrasives.

Calcium Chloride

Studies have shown that straight salt or salt treated with

calcium chloride is more economical to use and has better results than abrasives. It has been proven that one ton of salt can give the same results as three tons of sand. Even better results have been accomplished by pre-treating the salt with calcium chloride. This starts the salt working as soon as it hits the pavement. Because it is wet, calcium chloride is not thrown to the side of the road by the spreader or traffic. City trucks shall use 100% salt and brine unless directed otherwise by the Superintendent.

Salt Brine

Salt brine may be applied at the discretion of the Superintendent when situations warrant. Brine will be applied in accordance with industry standards generally between 25-60 gallons per mile. Primary routes, secondary routes and the downtown snow removal route shall be the primary focus of brine application along with certain hills, curves and intersections throughout the City.

Winter Street Sweeping

The street sweeper may be sent out whenever above freezing temperature opportunities allow the safe removal of accumulated sand and salt on bare pavement streets.

SECTION 9, Property Damage

~~If mailboxes, or other such small items are damaged by plow or snow rolled from the plow blade, you should notify Police Dispatch (?) and the Street Superintendent immediately, via radio, with the address, when and where the damage occurred. A notation of the incident must be recorded and turned into the supervisor by the end of the storm.~~

Mailboxes

If contacted by a property owner about damage to mailboxes, the City will by policy pay the property owner a maximum of \$50.00 to replace damaged mailboxes if the actual plow struck the box or post. If the damage occurred because the box was not installed in accordance with Post Requirements (see

Exhibit C) or because it was damaged by snow from a plow or in a current state of disrepair then repairs will be the responsibility of the property owner. It shall be at the discretion of the DPW Superintendent's investigation as to when or if restitution is warranted. Property owners must contact DPW within 24 hours of damage in order to request an investigation. If replacement is found to be in order, DPW may place a temporary box until weather permits installation of permanent box. DPW suggests the City adopt the same policy as Walworth County and surrender any responsibility for mailboxes. They are in essence private property and the only private structure allowed in a ROW without a permit either by the City or USPS. The City allows this installation as a convenience to residents. Installation of post and box, ongoing maintenance and conformity to USPS regulations are all the property owners responsibility. The box is considered private property and placed in the ROW at the owners risk. Most of the investigations by the Superintendent prove the plow did not actually strike the box, but snow from the plow did. Of the ones that are damaged, over 75% are because of improper installation, prior damage, or worn out past their useful life. There are also many non-conforming and improperly installed mailboxes throughout the city.

Rights-of-Way

It is understood that many property owners care for the ROW like private property. However, ROW's are designed among other things to provide storage for snow from the streets in the winter months. Many times during snow events crews must push snow in the ROW areas in order to open the roadways. This may cause damage to grass areas. The Superintendent will investigate these areas in the spring for repair. If it is found private companies or residents caused the damage it will be the property owners responsibility to repair. If it is found DPW is responsible, the areas will be repaired when weather and material availability allow in the spring. Mainly after 01 May of each year. At no time will private landscaped areas placed in the ROW be repaired by the City, this includes trees, flowers, bushes, artwork, etc. It is against City ordinances to place anything in the ROW without a permit except a USPS approved mailbox and post.

SECTION 10, RULES

If they can do so safely, City crews are instructed to plow around any stranded or disabled vehicle and inform the Police Dept Communications Center of the location of the stranded vehicle. Any driver finding a vehicle completely blocking a street will radio the Police Communications Center and Street Superintendent or Foreman for immediate removal. Crews are instructed to continue plowing their routes or zone until they are sure that all roads are passable*. Crews shall not stop to assist any motorist or pedestrian unless an emergency exists which threatens public safety. Crews shall not plow or treat any private property unless directed by the Superintendent, Director, Police or Fire Dept. while assisting police, ambulance or fire department emergency response personnel.

Crews are instructed to continue to plow past any driveway even if the accumulated snow from their plow blocks the end of the driveway. It is the responsibility of the private property owner to clear any snow from their driveway. This includes sidewalks and ADA ramps that enter or connect to the travelled portion of the roadway. Crews shall not stop to clear any private drive or sidewalk connecting to the roadway unless they meet the emergency criteria above.

*See section 1.

The remaining sections should be part of a plow operation employee handbook not a snow policy.

SECTION 10: SAFETY AND TRAINING PROCEDURES

Purpose

The purpose of Safety and Training Procedures is to protect and provide safe conditions for city personnel, motorists, and pedestrians. It is the Superintendents responsibility to ensure all drivers are adequately given the training they require for safe plowing operations. To that extent, City operations shall do the following:

- 1) Always check the equipment before entering the vehicle.
- 2) Report all mechanical problems to the Supervisor immediately.
- 3) Obey all traffic laws. Do not use excessive speed and be certain to stop for all stop signs and traffic signals.
- 4) Be as courteous as possible to those who are stranded or stuck in the snow. Notify the Police Department by radio for assistance. Do not get involved unless somebody is injured or it is otherwise a dangerous situation.

- 5) As a matter of policy and DOT rules, Street Department plowing operators shall not work longer than sixteen (16) hours in a twenty-four (24) hour period without having at least ten (10) hours off for rest.
- 6) All employees shall be familiar with the City Safety Manual and adhere to its guidelines.
- 7)
- 8)

Personnel Training

At the direction of the DPW or Street Superintendent, a four (4) hour training session may be scheduled during the months of the October or November for the snow removal crews. The training session will emphasize the following:

- 1) Route and Zone changes (additions and/or deletions)
- 2) Supervisor's Role
- 3) Operator's Role
- 4) Updates on new equipment
- 5) Preparation of snow equipment (plow hook-up, maintenance check, maintenance repairs, etc.)
- 6) Vehicle dry run of routes and zones.
- 7) Feedback from drivers on conditions of route, ideas and suggestions
- 8) Proper salt/brine application.

It will be the policy of the Street Department that all personnel should take a snow fighting and/or material application course or a refresher course at least once every two (2) years. No new personnel will be allowed to operate a vehicle until they are qualified and have been adequately trained to the satisfaction of the Street Superintendent.

All drivers are instructed to drive their assigned routes prior to the first snowstorm to look for obstructions like raised manholes and water shut off boxes. These obstructions shall be repaired as soon as possible, but if an early storm hits, the drivers will proceed cautiously in these areas. New employees are trained in plowing operations and proper snow fighting techniques. They shall also initially be given less critical routes and zones. A more experienced driver will ride with the newer employee on their preseason drive. The newer driver will be instructed on proper snow fighting techniques and what obstructions to watch for during emergency snow plowing operations.

Drivers are instructed to respect private property. They are to plow around any stranded or disabled vehicles and then radio their location to the Police Dispatcher. Any driver finding a vehicle completely blocking a street will radio the Police Dispatcher or Street Superintendent for immediate removal. Drivers are instructed to continue plowing their routes or zone until they are sure that all roads are passable. Drivers shall not stop to assist any motorist or pedestrian unless an emergency exists which threatens public safety. Drivers shall not plow or treat any private property unless directed by the Superintendent, Director, Police or Fire Dept. while assisting police, ambulance or fire department response personnel. Drivers are instructed to continue to plow past any driveway even if the accumulated snow from their plow blocks the end of the driveway. It is the responsibility of the private property owner to clear any snow from their driveway. This includes sidewalks and ADA ramps that enter or connect to the travelled portion of the roadway. Drivers shall not stop to clear any drive or sidewalk connecting to the roadway. Unless directed by emergency responders.

SECTION X: MATERIALS AND EQUIPMENT

Preparation of Equipment

Each year during the month of September, the Street Department staff will inspect all snow removal equipment and accessories and prepare them for installation on the vehicles during the month of October and early November. Spreaders shall be attached to the trucks and tested no later than November 1 of each year. Plows shall be positioned in the Street Department garage so as to allow the rapid connection of the plow to the truck in the event of a snow storm not later than November 15. Once all the equipment has been mounted, tested, and presumably ready for operation, the operators assigned to the vehicle should make a trial run over their routes. All equipment should be tested on dry runs during good weather. Any mechanical failures shall be reported immediately to the Street Superintendent who will arrange for immediate repair or replacement.

Annually, not later than November 1, each spreader shall be calibrated by the assigned employee and a listing of the calibration be prepared for each unit. The Director of Public Works or Street Superintendent will report to the City Administrator when all equipment is ready for snow fighting operations. The call-in list will be updated by October 31 to show updated phone numbers of all City Employees involved in snow removal. This list will be shared with the Police Communications Center but not the Public.

Calibration of Spreaders

~~The Street Department repair shop shall, prior to the start of each season, adjust the spreader settings to the same application rate, at 20 M.P.H. to spread a uniform width of twelve (12) feet. This pattern will typically be offset from the vehicle centerline by two feet~~ (2) ~~toward the driver's side.~~ All of the city's snow removal trucks shall be equipped with spreaders. . It has been proved by numerous studies that using 100% salt is more beneficial in most circumstances than a mixture with sand. Straight salt shall be applied unless the DPW Superintendent identifies weather patterns that would necessitate using sand or salt mixed with sand. Calibration will be done by the manufacturer at least once per season. Application patterns shall be generally applied towards the center line of a crowned roadway, or the uphill side of a slope. Intersections shall be broadly treated as to allow safe travel. Application rates should generally be kept to <500lbs per mile with weather and temperature being factors in increasing or decreasing rates.

Operator Check List

Before leaving the Street Garage for a snow fighting assignment, each piece of equipment shall be thoroughly inspected by the assigned operator. The operator is responsible for its condition and should report any items which are broken or may break to the Street Superintendent. Arrangements can then be made to repair or replace the piece of equipment. The operator, each time he/she leaves the truck or equipment, for lunch, a rest period, or at the end of a day, shall walk around the truck and do an exterior inspection. The operator shall also check all fluid levels and lights each time he/she enters the vehicle. During snow and ice control, the following inspections shall be made prior to the start of a shift and as required:

- 1) Inspect the condition of the mold board and cutting edge of all snow plows. Inspect plow blades frequently. If blade wear reaches back plate, it will be very costly to replace. Any blades which are wearing to this critical point shall be reported immediately so the proper repairs can be made.
- 2) Inspect snow plow hoists. Check all air and hydraulic hoses and other crucial parts of the power units.
- 3) Inspect all vehicle lighting and warning lights.
- 4) Check all spreaders, hoses, and fittings. Check the spinners, augers, controls, and attachments to see that all are functioning properly. All plow assemblies, shoes and shoe assemblies should also be checked on a frequent basis.
- 5) Check all brakes, steering, clutches, transmissions, and engines so that all are in proper working condition.
- 6) Check operation of the vehicle's heater, windshield wipers, window washer, head lights; both high and low beams; plow lights, and marker lights.

- 7) Check all safety equipment, fire extinguishers, flashing lights, radio and First Aid Kits in the trucks and other equipment.

SECTION 8: ACCIDENTS

There will be times during snow emergencies when an employee will be involved in an accident. If, while driving a City vehicle, an employee is involved in an accident, the employee shall initiate the following procedure:

- 1) The Police Department shall be immediately contacted by radio.
- 2) The Police shall be given the location of the accident and whether an ambulance is needed.
- 3) Make sure that, if injuries have occurred, all persons are comfortable until the emergency personnel arrive. Do not make any statement to anybody until the Police, Street Superintendent or Public Works Director arrives. A complete accident report must be filed, as well as an in-house report to the Director of Public Works which outlines the circumstances under which the accident occurred. Any time parked cars are struck, the same procedure shall apply.
- 4) Contact the Director of Public Works or Street Superintendent. The Director of Public Works or Street Superintendent will make an immediate investigation of the accident and determine if the employee will be required to perform a DOT drug/alcohol test. This shall be mandatory if any injuries are present.

On the Job Injuries

Injuries must be immediately reported to the Street Superintendent who will assist the employee with completing an Accident Investigation Report and also report the incident to City Administration for filing of an Accident Insurance Claim.

RESOLUTION #162-80

A Resolution vacating a portion of Logan Street.

WHEREAS, the First Evangelical Lutheran Church has petitioned the Common Council of the City of Lake Geneva to discontinue the following described portion of Logan Street within the City of Lake Geneva, to-wit:

That part of Logan Street commencing at the east boundary of Lot No. 1, Block No. 2, and ending at the west boundary of Lot No. 6, Block No. 2, Wheeler Addition, City of Lake Geneva; and

WHEREAS, the City Plan Commission has held a public hearing upon notice as required by Section 66.296 of the Wisconsin Statutes and has recommended vacating said portion of Logan Street; and

WHEREAS, the Petitioner, First Evangelical Lutheran Church, has recorded in the Office of the Register of Deeds prior to the filing of the Petition, a Notice required by Section 840.11 of the Wisconsin Statutes; and

WHEREAS, the Petitioner, First Evangelical Lutheran Church, has agreed that they will provide a twelve (12') foot easement along the west end of their property for ingress and egress to the east end of that portion of Logan Street not vacated lying west of the portion of Logan Street being vacated. ^{herein} In the event the remaining portion of Logan Street to the west of the portion vacated herein is vacated, said easement is terminated; and

WHEREAS, the First Evangelical Lutheran Church has agreed to allow a twenty (20') foot construction easement and an eight (8') foot ~~permanent~~ utility easement through that portion of Logan Street to be vacated, which easement shall be in existence ^{while in use, and if not used} until such time as the remaining portion of Logan Street lying west of that portion vacated herein is hereinafter vacated or utilities are provided through other lands; and

WHEREAS, the First Evangelical Lutheran Church agrees to dedicate land for a fifty (50') foot radius cul de sac in the event that part of Logan Street lying west of the portion of Logan Street vacated herein is improved. In the event the remaining portion of Logan Street to the west of the portion vacated herein is vacated, Petitioner's agreement to dedicate is null and void;

NOW, THEREFORE, BE IT RESOLVED, By the Common Council of the City of Lake Geneva as follows: That subject to the agreements of Petitioner, First Evangelical Lutheran Church, hereinabove set forth, the following described portion of Logan Street lying within the City of Lake Geneva is hereby vacated, to-wit:

That part of Logan Street commencing at the east boundary of Lot No. 1, Block No. 2, and ending at the west boundary of Lot No. 6, Block No. 2, Wheeler Addition, City of Lake Geneva.

Adopted this 10th day of March, 1980.

CITY OF LAKE GENEVA

By:

Richard C. Folman

Richard C. Folman, Mayor

Attest:

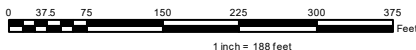
Colleen Alexander

Colleen Alexander, City Clerk



Logan St 1

WALWORTH COUNTY, WISCONSIN



Author:

Map Produced on: 3/8/2021

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

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



DISCLAIMER: THE INFORMATION PROVIDED ON THIS MAP HAS BEEN PRODUCED
AND PROCESSED BY WALWORTH COUNTY AND IS NOT A GUARANTEE OF ACCURACY. AGENCY USE ONLY.
NO WARRANTY IS MADE FOR ANY OTHER PURPOSE. THE INFORMATION IS PROVIDED FOR YOUR
LEGACY RELIABILITY OR USEFULNESS OF THIS INFORMATION THE INFORMATION
CONTAINED HEREIN WILL NOT BE ACCEPTED AS AN OFFICIAL DOCUMENT.







emo to City of Lake Geneva

To: Tom Earle, Director of Public Works**Date:** September 22, 2021**From:** Naomi Rauch, P.E.
262-758-6032**CC:****Subject:** Guardrail along George St. near Maxwell St.

OVERVIEW

On August 24, 2021, a study was requested by the Public Works Committee regarding the guardrail on George Street just south of the intersection with Maxwell Street (Figure 1). The study was to determine if the guardrail is warranted and should be replaced or if it is not warranted and can be removed. A site visit was conducted on August 27, 2021 to review site conditions and take pictures.



Figure 1: Site Location of Guardrail along George St.



BARRIER WARRANT CONSIDERATIONS

The following reference documents were consulted in determining if a guardrail is warranted at this location:

- barrier guidance from the Wisconsin Department of Transportation (WisDOT) [Facilities Development Manual](#) (FDM)
- barrier guidance from the Federal Highway Administration (FHWA) “[Barrier Guide For Low Volume and Low Speed Roads](#)”
- cost-benefit analysis from the Roadside Safety Analysis Program ([RSAP](#))

There are several factors that influence the warranting of barriers: primarily the road characteristics including design speed, embankment slopes, horizontal curves, hazards within the clear zone, and traffic history (traffic volume and crash history). When a determination is unclear, other factors including cost, aesthetics, and environmental impacts are also considered.

While some cases provide a clear recommendation on if a barrier is warranted, many times the guidance states that it is “possibly” warranted, or it is not warranted based on multiple factors. In these situations, a holistic approach is necessary.

SITE CHARACTERISTICS

1. Foreslope/Embankment

The foreslope at the location was measured to be between 1:6 and 1:5 (V:H) with a height less than 4 ft. With the shallow height and the gradual slope, a barrier is not warranted to shield the foreslope based on this condition alone, however, it is recommended to check other factors.

2. Clear Zone

Clear Zone is the “area adjacent to the edge of a traveled way available for the safe recovery of an errant vehicle”¹. Clear Zone is based on the design speed, foreslopes, and annual average daily traffic (AADT). An adjustment factor is applied to account for the horizontal curvature and grade of the road. Based on a design speed of 30 mph, a foreslope of 1:5 and an AADT of 5200 (taken from [WisDOT Traffic Count Map](#)), the recommended clear zone is between 7 and 10 ft from edge of the traveled way. The adjustment factor for the horizontal curve with radius of 200 ft is 1.4 giving an adjusted recommended clear zone of 9.8 to 14 ft.

Additionally, curbs with a height of 6 inches or higher can affect the clear zone. At very low speeds (25 mph or less), curbs reduce the recommended clear zone to only 1.5 ft. Design speeds of 30 mph to 45 mph, the presence of curbs can be a consideration for using the minimum clear zone in the recommended range. Therefore, a clear zone of 9.8 ft is considered appropriate.

¹ FHWA “Barrier Guide For Low Volume and Low Speed Roads”



3. Hazards

Fixed objects and roadside features within the clear zone are potential hazards. All hazards have a degree of risk if struck with the severity being dependent on the type of hazard and distance from the traveled way (offset). The following table (taken from FHWA Barrier Guide) shows the potential hazards and their severity if struck.

Table 1: Potential Hazards and their Severity

Potential Hazard	Group 1 (Low Severity)	Group 2 (Moderate Severity)	Group 3 (High Severity)
Bridge piers, abutments and railing ends			X
Boulders, less than 0.3 m (1 ft) in diameter		X	
Boulders, 0.3 m (1 ft) in diameter or larger			X
Non-breakaway sign and luminaire supports		X	
Individual trees, greater than 100 mm (4 in) and less than 200 mm (8 in) diameter	X		
Individual trees, greater than 200 mm (8 in) diameter		X	
Groups of trees, individually greater than 100 mm (4 in) diameter*			X
Utility poles		X	

Using the table 1 from the FHWA Barrier Guide, five fixed objects were determined to be possible hazards at the time of the site visit. The five hazards include a group of smaller trees spanning the length of the curve (“Treeline”), a light pole, and three larger individual trees whose respective diameters are estimated to be 7.6 in (Tree 1), 5.2 in (Tree 2), and 28 in (Tree 3). Figure 2 shows the locations of the five hazards and the existing guardrail with respect to the centerline of the road. Table 2 tabulates the starting and ending stations along with the corresponding offsets (from edge of lane) for each hazard and the guardrail.

Table 2: Stations and Offsets of Existing Hazards

Hazard Description	STA Start	Offset (ft)	STA End	Offset (ft)
Treeline	34.39	12	1 + 27.40	56.5
Guardrail	34.63	10	1 + 67.09	4
Tree 3	56.95	18	-	-
Light Pole	77.49	15	-	-
Tree 2	93.76	8	-	-
Tree 1	1 + 03.42	11	-	-

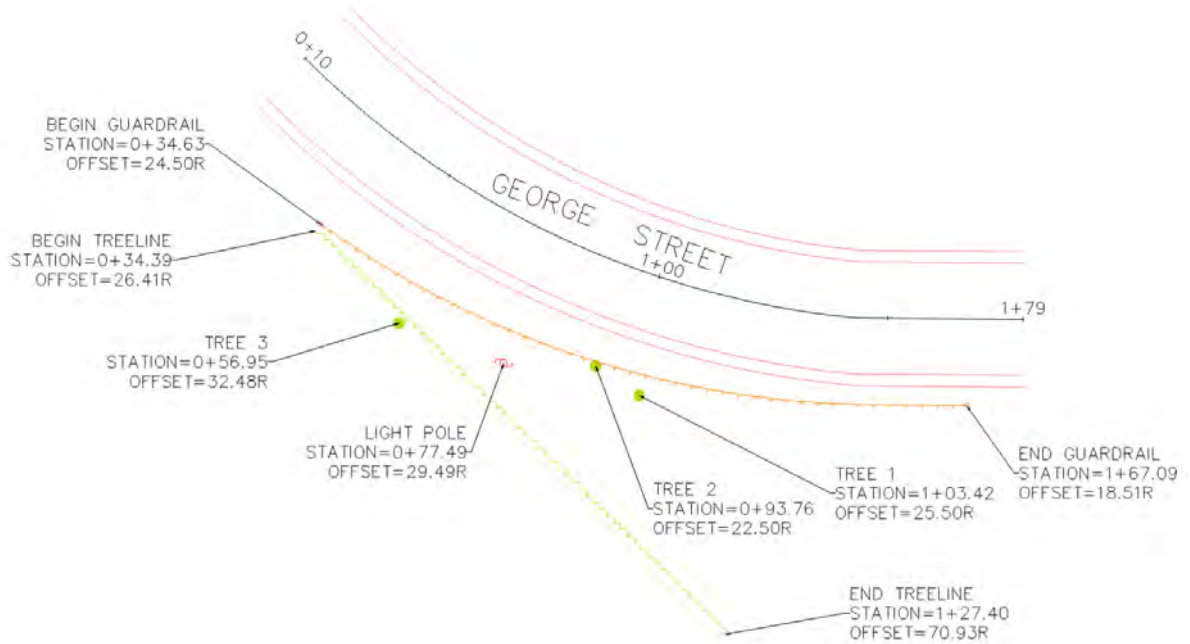


Figure 2: Site Overview

FDM guidance for these potential hazards based on type and offsets are either “possibly warranted” or “not warranted”. No hazard was deemed to specifically warrant a barrier.



4. Crash History

Clear crash history at the site location can increase warranting a barrier. During the site visit, it was apparent that the existing guardrail has been hit numerous times (see Figure 3). It is unclear the total number and severity of the crashes but there were no signs of damage to the potential hazards concluding the guardrail was effective in redirecting the errant vehicles.

Generally, a guardrail will have a higher frequency of crashes than the hazard because it is closer to the traveled way and spans a greater length than the object(s) being shielded. However, the severity and cost associated with the crashes are usually less. Further cost analysis is presented in the next section.

RSAP COST-BENEFIT ANALYSIS



Figure 3: Existing Guardrail on George St.

The Roadside Safety Analysis Program (RSAP) is a tool to evaluate the cost-effectiveness of roadside safety improvements. It analyzes and computes probabilities of encroachment events, crash events, and the severity of crashes along with their associated costs. The 2021 value of statistical life (VSL)² equal to \$11,600,000 was used and traffic characteristics were assumed to be 80% passenger car and 20% pickup truck. The analysis looked at both types of vehicles encroaching from both the primary lane (eastbound) and the opposing lane (westbound). The lowest design speed of the RSAP program is 45 mph and was used for this analysis.

The RSAP analyzed four design alternatives:

1. **Null:** Existing hazards with no replacement or removal of the guardrail
2. **No Guardrail:** Existing hazards with guardrail removed
3. **Replace Guardrail:** Existing hazards with replacement of the guardrail
4. **Remove Tree 2:** Guardrail and Tree 2 are removed with other hazards remaining

It should be noted that Alternative 1 would be equivalent to an “ideal scenario” where the site already has a fully functioning guardrail in place but does not account for existing condition of the barrier. The Ideal scenario is used as a baseline to show the benefit-cost to alternatives.

² VSL is used to express the benefits of mortality risk reductions in monetary terms for use in benefit cost analyses.



EQUIVALENT ANNUAL INCREMENTAL BENEFIT-COST							
Lake Geneva - George St Guardrail							
Based on Analysis Run on 9/14/2021 9:23:53 AM							
RSAP 3.0.1 (release 150507) running in Excel Version 16.0 on Windows (64-bit) NT 10.00							
With Respect to Alternative		Alternative No.	ALTERNATIVE NAMES	Decision Point Benefit-Cost Ratio			
				Alternative Choice			
				1	2	4	3
				Null	No Guardrail	Remove Tree 2	Replace Guardrail
1	Null	1.00	-22.37	0.77	0.00		
2	No Guardrail		0.00	26.96	0.65		
4	Remove Tree 2			0.00	-0.04		
3	Replace Guardrail				0.00		
Best Benefit-Cost Choice is: Null							

Figure 4: Cost-Benefit Results

When going from Alternative 1 to Alternative 2, there is a large negative benefit-cost ratio. This correlates to increased costs primarily due to more severe crashes hitting the hazards than compared to less severe crashes with the guardrail. Going from Alternative 2 to Alternative 3 gives a positive ratio which shows that having a guardrail is indeed slightly beneficial. The best option (Alternative 4) is more cost beneficial than replacement because the primary hazard in need of protection (Tree 2) has been removed. All other hazards show low probability of crashes.

The results presented could change depending on the costs for each option. No cost was associated with Alternative 1. Estimated cost for Alternative 2 is \$750 which only included removal of the guardrail. Estimated cost for Alternative 3 is \$12,500 which accounted for removal and replacement of the guardrail along with installing two new energy absorbing terminals (EAT). The existing guardrail has one downturned end which could launch vehicles into the air. It is not recommended to keep the downturned end if the guardrail is replaced. Alternative 4 has an estimated cost of \$1,500 which includes removal of Tree 2 and the existing guardrail.

RECOMMENDATIONS

Based on the results of this study and according to the technical references consulted by the WisDOT and Federal Highway Administration, a barrier is not warranted and can be removed if tree 2 is also removed.



Limited crash history data was available for this study, however, based on the existing guardrail condition, it is evident that the guardrail has seen multiple crashes and is effective. A complete replacement with energy absorbing terminals should be considered.

The study did not consider reducing the length of guardrail, improving signage, adding high visibility markings, or reducing speed.

MEMORANDUM TO THE CITY OF LAKE GENEVA

To: Tom Earle
From: Emma Connell
CC: Neil Waswo, Greg Governatori, Mike Timmers
Date: August 16, 2021
Re: Contract Change Order Request #1 for 2021 Lake Geneva Streets Program

Attached please find a copy of Contract Change Order #1, Justification of Price, and Letter of Transmittal for the **2021 Lake Geneva Street Program** construction project.

Work includes: the removal and replacement of the existing ramps at the intersection of Edwards Blvd/Geneva Pkwy N.

The TOTAL cost of this change order is **\$24,245.00**

The NW, NE, and SE bike path ramps at the intersection of Edwards Blvd. and Geneva Pkwy N are being removed and replaced to provide pedestrian access across Edwards Blvd. to the east, with an additional pedestrian refugee area through the existing island median.

Let me know if you have any questions or comments!

Thank you!



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	Q21005740
Date	4/14/2021
Page	1

Sell To Cust. C628	City Of Lake Geneva Sylvia Mullally 626 Geneva Street ADMINASST@CITYOFLAKEGENEVA.GOV Lake Geneva, WI 53147			Ship To Cust.	City Of Lake Geneva Sylvia Mullally 626 Geneva Street ADMINASST@CITYOFLAKEGENEVA.GOV Lake Geneva, WI 53147	
Customer PO #		Expires	Slsp	Terms	Freight	Ship Via
RRFB - GENEVA PKWY AND EDWARDS		7/14/2021	Aaron Guilbault	Net 30 DAYS	PREPAY/ADD	BEST RATE

Item	Description	Quantity	UM	Price	Extension
	Solar, RRFB, 20W, W11-2 FY, PB, Radio 2" Square Post Includes:				
500146	Controller, 12V, Sunsafer, 136921, Radio, 44 Ah, No Pushbutton	3	EA	2,100.00	\$6,300.00
138089	RRFB, Dimmable, Assembly with Universal Mounting Kit	4	EA	500.00	\$2,000.00
101620S	Push Button Bulldog Add-On Option Kit Yellow, No LED, Solid Post Mount	3	EA	250.00	\$750.00
373-01499	W11-2,30"x30" DG3 FY,Pedestrian Crossing (Symbol) Fed Spec - Fluorescent Yellow	4	EA	131.45	\$525.80
373-05060	W16-7PL,24"x12"x.080 DG3 FY,Down Diagonal Left Arrow	2	EA	52.85	\$105.70
373-05061	W16-7PR,24"x12"x.080 DG3 FY,Down Diagonal Right Arrow	2	EA	52.85	\$105.70
114401K	Pole Package, 12', 2" Square, 12 Gauge, Raw	3	EA	95.00	\$285.00
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
118384	Sign Mounting Kit, Square/U-Channel, Anti-Vandal For Mounting One Blinker Sign to 3" Square	2	EA	95.00	\$190.00
310014	R1-5a,36"x48"x.125 HIP, YIELD HERE TO PEDESTRIANS White/Red Yield Black Letters - STD MUTCD SIGN	2	EA	156.15	\$312.30

Lead Time: 3-5 Weeks

Furnish only quote. Installation is not included.
 Solar powered equipment requires no shading or obstructions

Shipment within _____
 Acceptance By _____
 Date _____
 By _____

Merchandise	Freight	Tax	Total
\$10,634.50	\$0.00	\$0.00	\$10,634.50

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



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	Q21005740
Date	4/14/2021
Page	2

Sell To Cust. C628	City Of Lake Geneva Sylvia Mullally 626 Geneva Street ADMINASST@CITYOFLAKEGENEVA.GOV Lake Geneva, WI 53147				Ship To Cust.	City Of Lake Geneva Sylvia Mullally 626 Geneva Street ADMINASST@CITYOFLAKEGENEVA.GOV Lake Geneva, WI 53147				
Customer PO #		Expires	Slsp		Terms		Freight		Ship Via	
RRFB - GENEVA PKWY AND EDWARDS		7/14/2021	Aaron Guilbault		Net 30 DAYS		PREPAY/ADD		BEST RATE	

Item	Description	Quantity	UM	Price	Extension
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Shipment within _____
 Acceptance By _____
 Date _____
 By _____

Merchandise	Freight	Tax	Total
\$10,634.50	\$0.00	\$0.00	\$10,634.50

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

Operational Planning Meeting

3170-09-00/70

STH 50, Forest St to Grand Geneva Way RESURFACING PROJECT

WALWORTH COUNTY

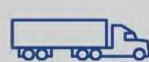
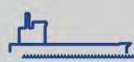
AUGUST 5, 2021



Agenda

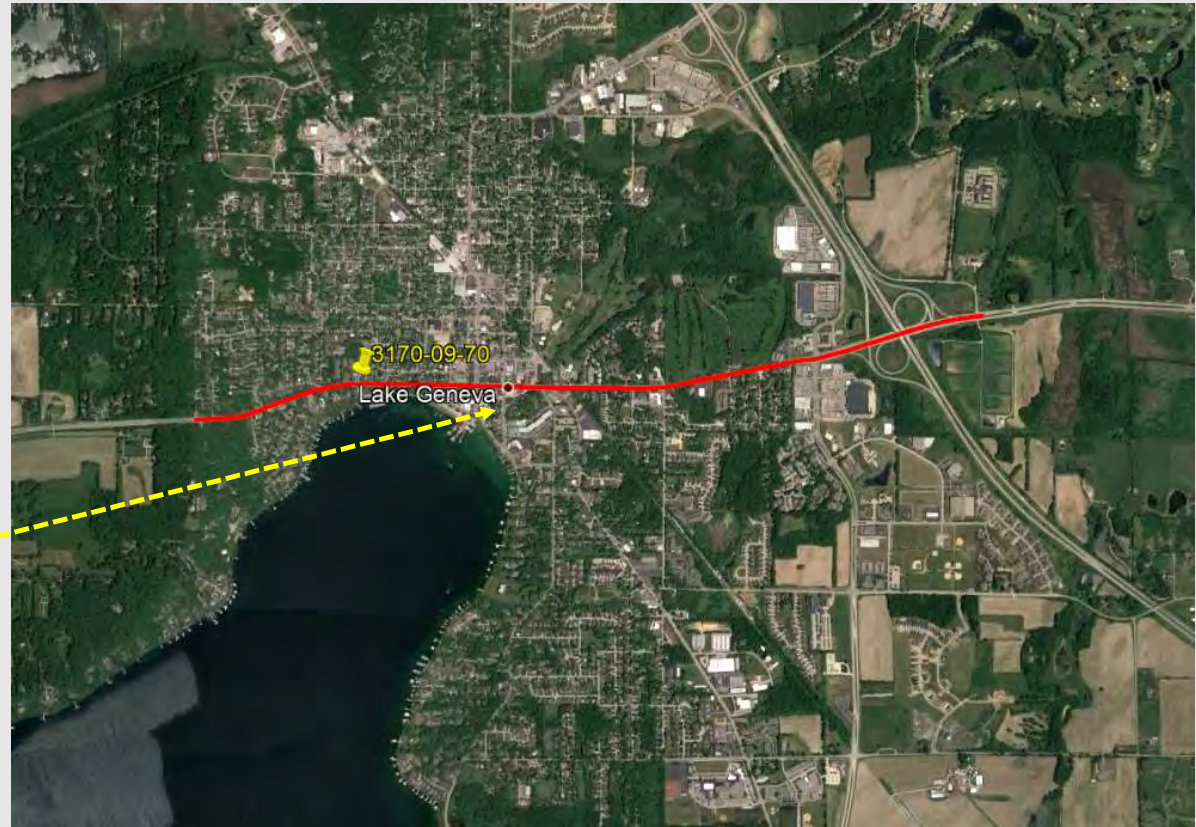
Meeting Objectives:

1. Provide project information to internal and external stakeholders
2. Gather feedback and answer questions from these stakeholders
 - Project Location
 - Roadway Information
 - Existing Conditions
 - Proposed Scope
 - Environmental Concerns
 - Utility Coordination
 - Project Schedule
 - Questions/Comments?



Project Location

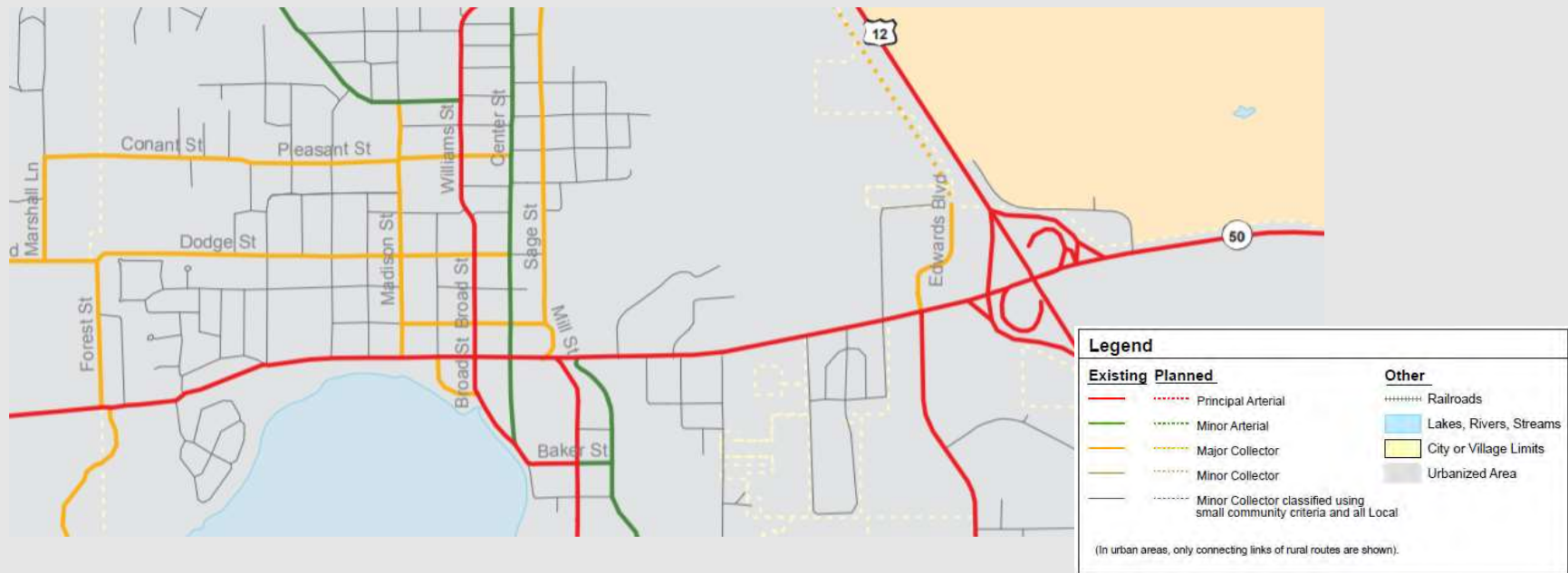
Forest Street to Grand Geneva Way



STH 50 Roadway Information

Functional Classification: Urban Principal Arterial

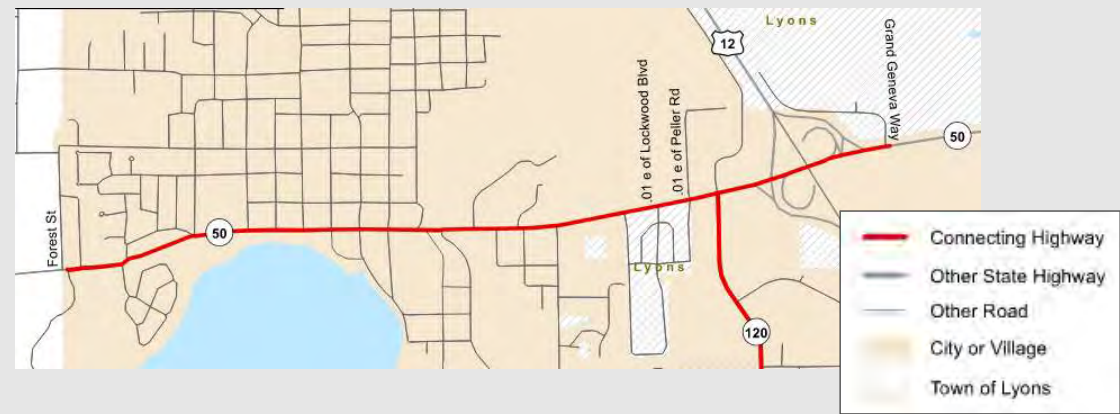
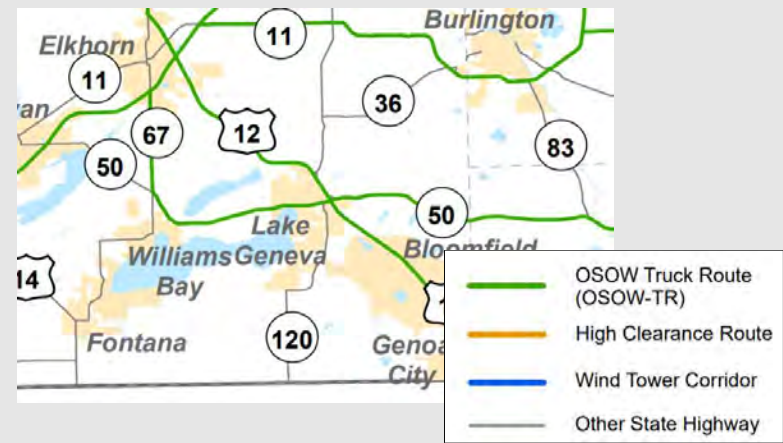
Average Annual Daily Traffic (AADT): 18,600 (5% trucks)



STH 50 Roadway Information

Additional Classifications:

- Connecting Highway (City of Lake Geneva)
- National Highway System Route (NHS)
- Oversize/Overweight Route (OSOW)
- Designated Long Truck Route (East of STH 120/Edwards Blvd only)



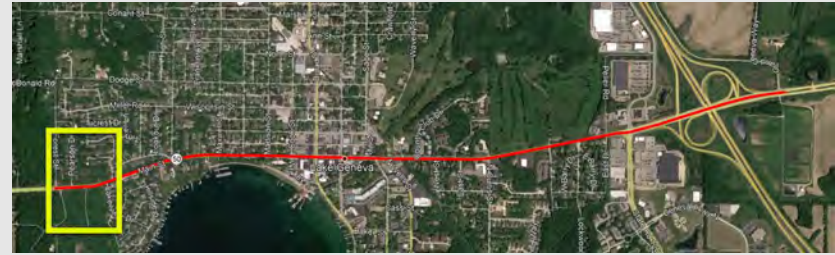
Existing Conditions – Forest St to Sky Lane Dr

Past Projects

- Original Construction Unknown
- 1961 Reconstruction
 - 4-inches asphaltic concrete over 20" base
- 1981 First Rehabilitation
 - Mill and overlay 4-inches asphaltic concrete
- 1994 Second Rehabilitation
 - 2.25-inch asphaltic concrete overlay (overlaid pans)
- 2013 Third Rehabilitation
 - Section from Forest to Pearson Drive Only
 - 2.25-inch mill and 4-inch HMA overlay, new C&G

Typical Section

- 2 to 4 - 12' lanes with curb and gutter



Speed Limit: 35 MPH

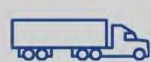
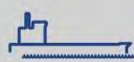
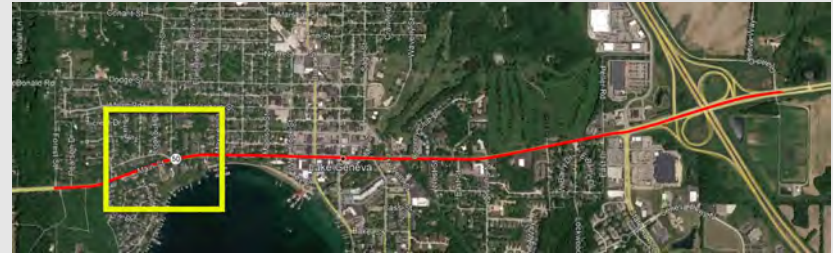
Existing Conditions – Sky Lane Dr to Maxwell St

Past Projects

- Original Construction Unknown
- Remaining Maintenance History Unknown
 - No additional as-builts provided by City of Lake Geneva
 - Pavement cores requested

Typical Section

- 2 - 12' lanes with curb and gutter (overlaid pan)



Speed Limit: 25 MPH

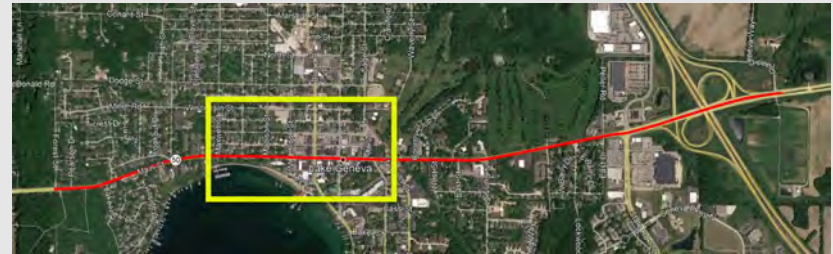
Existing Conditions – Maxwell St to Wells St

Past Projects

- Original Construction (Mostly Unknown)
 - 1935, Broad to Center – 8-inch reinf. concrete pavement; base layer unknown
- 2018 Rehabilitation (Warren to Cook)
 - As-Built provided by City of Lake Geneva
 - Pavement replacement, 6" HMA over 10" BAD
- Remaining Maintenance History Unknown
 - No additional as-builts provided by City of Lake Geneva
 - Pavement cores requested (except Warren to Cook)

Typical Section

- 2 - 15' lanes with 15' angled parking lanes on one or both sides



Speed Limit: 25 MPH

Existing Conditions – Wells St to Curtis St

Past Projects

- 1929 Original Construction (2-lane undivided)
 - 6.5-inch concrete pavement; base layer unknown
- Remaining Maintenance History Unknown
 - No additional as-builts provided by City of Lake Geneva
 - Pavement cores requested



Typical Section

- 3 - 12' lanes with curb & gutter (some overlaid)
- One travel lane each direction with painted median/ left turn lanes in center
- Additional 12' angled parking lane south side from East Street to Curtis Street



Speed Limit: 25 MPH

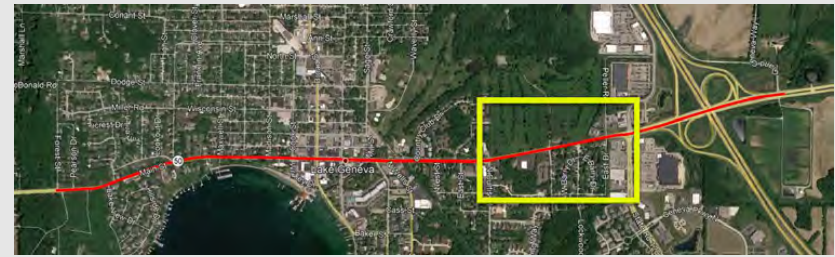
Existing Conditions – Curtis St to STH 120

Past Projects

- 1929 Original Construction (2-lane undivided)
 - 6.5-inch concrete pavement; base layer unknown
- 1965 First Rehabilitation
 - 3-inch asphaltic overlay
- 1985 Second Rehabilitation
 - 4.75 to 6.25-inch asphaltic concrete over concrete pavement (cracked and sealed)
- 2003 ownership transferred to City of Lake Geneva via Connecting Highways Agreement Amendment
 - No additional as-builts provided by City of Lake Geneva

Typical Section

- 2- 12' lanes with 9' shoulders (8' paved)



Speed Limit: 40 MPH

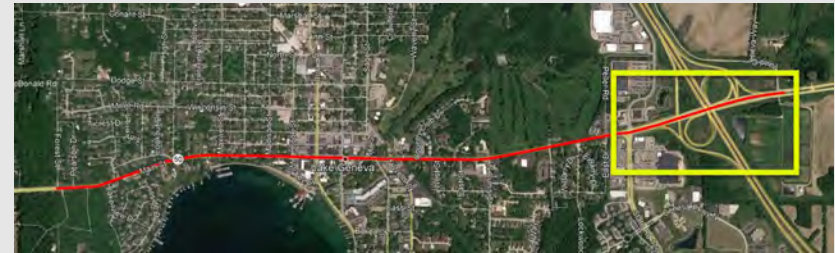
Existing Conditions – STH 120 to Grand Geneva

Past Projects

- 1929 Original Construction
 - 6.5-inch concrete pavement; base layer unknown
- 1965 Reconstruction (USH 12 Orig. Construction)
 - 9-inch reinforced concrete over 12" base
- 1999 Reconstruction
 - 6.5-inch asphaltic concrete over 13" base & 12" breaker
- 2003 Intersection Widening (STH 120/Edwards)
- 2003 Interchange Modification (USH 12 EB Ramp)
- 2015 Structure Replacement (USH 12 overpass)

Typical Section

- 2 – 12' lanes with 10' outside shldrs (8' paved), 6' inside shldrs (3' paved), & 40' grassy median



Speed Limit: 45 MPH

Proposed Scope

Roadway Improvements

- Variable depth mill and overlay
- Asphalt base patch and joint & crack repair as needed
- Supplement existing gravel shoulders as needed



Pavement Sections*

- | | | |
|---|---|---|
| 1. Forest Street to Curtis Street | 2. Curtis Street to STH 120/Edwards Blvd | 3. STH 120/Edwards Blvd to Grand Geneva Way |
| ➤ Mill 2-inches existing pavement & place 5-inches of new HMA | ➤ Mill 2.75-inches existing pavement & place 6.75-inches of new HMA | ➤ Mill 3-inches existing pavement & place 5-inches of new HMA |



*subject to change based on pavement core results

Proposed Scope

Other Roadway Improvements

- Federal Requirements
 - Replace existing curb ramps non-compliant with ADA requirements
 - Provide curb ramps at existing legal crossings where no ramps are currently present
- State Requirements
 - Replace existing guardrail non-compliant with WisDOT standards or past end of useful life
 - Update existing signing and pavement markings along corridor in accordance with WisDOT policy



Proposed Scope

Safety Improvements

- Bike and Pedestrian Safety Recommendations
 - Provide high-visibility crosswalk markings at Maxwell Street, Broad Street, Center Street, & Mill Street
 - Install rectangular rapid flashing beacons (RRFBs) at Maxwell Street & Mill Street
 - Modify signal timing at Broad Street and Center Street to incorporate leading pedestrian signal operations
- Automobile Safety Recommendations
 - Upgrade existing signal equipment at Broad Street, Center Street, Wells Street, & STH 120/Edwards Blvd to meet current standards
 - If the City does not wish to upgrade existing signal equipment at the above intersections, WisDOT recommends installing retro-reflective backplates on the existing signal heads at those intersections, as well as R10-12 “Left Turn Yield on Green” signs for signals with permitted left turn operations



Proposed Scope

Multimodal Improvements

- Pedestrian Facilities
 - Existing sidewalk on west end of project is constructed out of brick
 - These sections are in complete disrepair and essentially non-traversable by disabled pedestrians
 - Bricks faulted and separating at edges are a tripping hazard for all pedestrians
 - Slopes up to 18% along sections of this sidewalk – significantly steeper than adjacent roadway slope
- Lake Geneva is the maintaining authority for existing sidewalk
 - Any interest in updating sidewalk to concrete walk?



Proposed Scope

Multimodal Improvements (Cont.)

- Pedestrian Facilities
 - Existing sidewalk provided along STH 50 throughout majority of project
 - Approximately 2000' gap from Curtis Street to East Drive (small section present in front of Comfort Suites)
 - Approximately 75' gap in front of 1226 W Main Street
- **Next Steps:**
 - Determine local desire for new sidewalk in these locations
 - Review justification with BPD/OAPM for new sidewalk in both existing sidewalk gaps
 - Both locations observed being used by pedestrians during field visit

Any other locations with local support for adding new sidewalk?

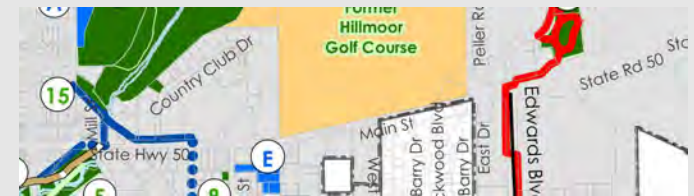


Proposed Scope

Multimodal Improvements (Cont.)

- **Bicycle Facilities**

- There are limited on-street and off-street bike accommodations on STH 50 within the project limits
 - Curtis St to STH 120/Edwards Blvd – 8' paved shoulder provides on-street accommodations
 - Wells St to West St – 10' shared use concrete path provides off-street accommodations
- Two City of Lake Geneva bike paths intersect with STH 50 within the project limits
 - “Blue Route” concurrent with STH 50 between Wells St and West St
 - “Red Route” crosses STH 50 at STH 120/Edwards Blvd
- City of Lake Geneva Bicycle and Pedestrian Plan (2018)
 - Proposed off-street shared-use path on north side of STH 50 from West Street to STH 120/Edwards Blvd



➤ **Next Steps:**

- Review justification with BPD/OAPM for off-street bike accommodations
 - Since there are existing on-road bike accommodations between Curtis and STH 120/Edwards Blvd, providing off-street accommodations along this segment will be difficult to justify



Any other locations with local support for adding new bike accommodations?

Proposed Scope

Operational Improvements

- Several right turn tire tracking locations

1. Maxwell Street (SB Right)
2. Madison Street (SB Right)
3. Curtis Street (NB Right)
4. STH 120/Edwards Blvd (NB Right)

- **Next Steps:**

- Review turning movements for design vehicles
- If substandard, modify curb radius as needed to accommodate design vehicles at all intersections

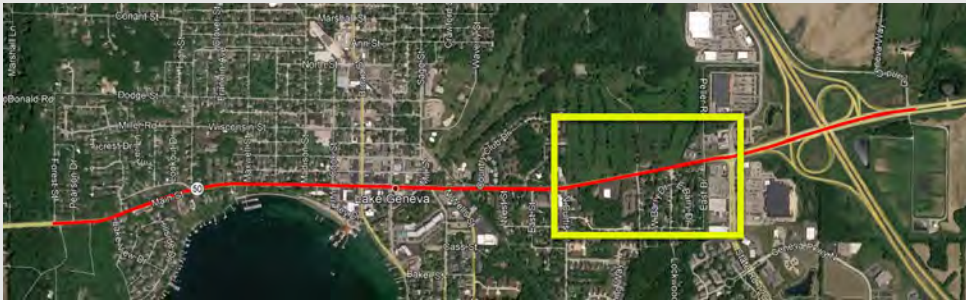


Proposed Scope

Operational Improvements (Cont.)

- Curtis Street to STH 120/Edwards Blvd
 - The City of Lake Geneva expressed interest in expanding this segment to 4 lanes per the 2003 Connecting Highways Change Agreement, Conditions of Designation 1.) E.

“The State shall participate in an expansion of the existing 2 lane portion of this segment between Curtis St and Edwards Blvd to 4 lanes in the event the City wishes to proceed. State funding is dependent upon available funds and cost share will be in accordance with current policy.”
 - No recommendation for expansion based on findings in Safety Certification Document



➤ Next Steps:

- Develop an operational model for proposed expansion section (traffic counts requested)
- Analyze improvement for B/C and provide recommendation in the Performance Based Operational Certification Document



Proposed Scope

Operational Improvements (Cont.)

- USH 12 WB Intersection
 - Received resident concern regarding USH 12 WB to STH 50 EB movement at existing unsignalized intersection
 - Resident requested installation of signals at this location
 - No recommendation for signalization based on findings in Safety Certification Document
- **Next Steps:**
 - Perform a warrant analysis to determine if a signal can be installed (traffic count requested)
 - If warranted, analyze improvement for B/C and provide a recommendation in the Performance Based Operational Certification Document



Proposed Scope

Drainage Improvements

- Cross Culvert near Lake Geneva Lanes
 - Separation of apron endwall from pipe on upstream (south side)
 - Erosion on top of pipe at location of separation, likely to washout shoulder if continues
 - Upstream end treatment within clear zone (15' offset vs. 18' clear zone)
- **Next Steps:**
 - Discuss maintenance actions
 - Install traversable grates on apron endwall



Proposed Scope

Drainage Improvements (Cont.)

- Inlet near 130 W. Main Street (SFDS Church)
 - City of Lake Geneva identified this inlet as having no outlet
 - Reviewed at field visit and found 8 inches of standing water in inlet with approximately 2 feet of storage depth
- **Next Steps:**
 - Discuss issues with existing configuration



Proposed Scope

Drainage Improvements (Cont.)

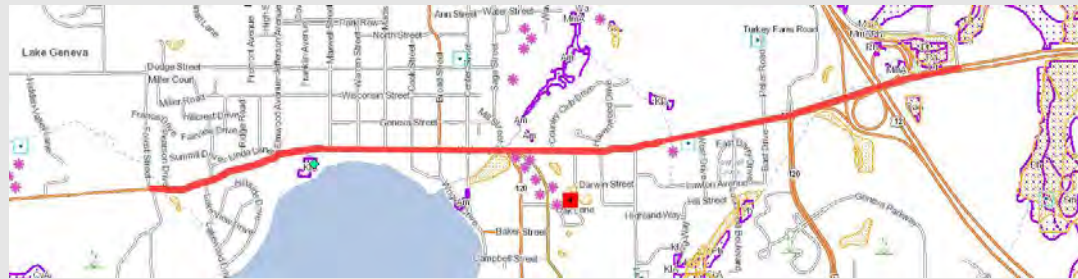
- Inlet near 529 W. Main Street
 - City of Lake Geneva expressed concern with this inlet that outfalls directly into the White River
 - No deficiencies identified at field visit
- **Next Steps:**
 - Discuss issues with existing configuration



Environmental Concerns

Anticipated Categorical Exclusion Checklist (CEC)

- Threatened and Endangered Species
 - IPaC review identified no federal threatened, endangered, or candidate species
 - DNR Initial Review to be requested later in the final scoping process, after the scope is more well defined
- Section 106
 - Tribal notifications will be sent after the scope is more well defined
 - Screening list request to be sent later in the final scoping process, if qualified
- Hazardous Materials
 - Phase 1 investigation will likely be required if any operational & bike/ped improvements are included in scope
- Wetlands
 - Delineation will be requested later in the final scoping process at spot locations where work will occur outside the existing shoulder



Utility Coordination

DT 1077s went out in June

Utility	DT 1077 Status*
Alliant Energy - Gas/Petroleum	No Facilities
Walworth County - Road Facility	No Facilities
WisDOT - Street Lighting	No Facilities
WisDOT - Traffic Signal	No Facilities
AT&T Legacy - Communication Line	System Maps Provided
AT&T WI - Communication Line	System Maps Provided
ATC Management Inc. - Electricity	System Maps Provided
Alliant Energy - Electricity	System Maps Provided
City of Lake Geneva - Water & Sewer	System Maps Provided
Spectrum - Communication Line	System Maps Provided
We Energies - Gas/Petroleum	System Maps Provided
Everstream	No Reply
City of Lake Geneva - Road Facility	No Reply
Geneva National Sanitary District	No Reply
Lake Geneva Utility Commission	No Reply

**Status as of 8/2/2021*

Utility Work Schedule

- DT1078 – March 2024
- Permit Submittal – March to July 2024
- Utility Relocation Plan Approved – October 2024
- Project PS&E – May 1, 2025



Project Schedule

- OPM – August 2021
- LOM – November 2021
- Final Scoping Plan Review – February 2022
- PIM #1 – Summer/Fall 2022
- Environmental Document – February 2023
- 60% Plan Review Meeting – April 2023
- DSR – May 2023
- Final Plat – October 2023
- DT 1078 Start – March 2024
- PS&E – May 2025
- LET – September 2025
- Construction – Spring 2026



**Any
Questions or
Comments?**



Project ID 3170-09-00/70 | STH 50 | Forest Street to Grand Geneva Way
City of Lake Geneva & Town of Lyons
Walworth County

Operational Planning Meeting
August 5, 2021 – 2:00pm to 3:00pm
Meeting Minutes

1. Welcome and Introductions

- a. See 31700900_OPM Attendance List.pdf

2. Presentation and Open Discussion

- Existing Brick Sidewalk
 - Tom Earle, City of Lake Geneva DPW
 - Historic preservation society has concerns about losing the brick walk and will likely push back against replacement by concrete walk
 - City of Lake Geneva is in favor of upgrading sidewalk to ADA compliance
 - Chris Squires, WisDOT Bike/Ped Coordinator
 - We should continue coordination on this effort. Historical classification does not preclude ADA upgrades per FDM 11-46-10.5
 - Craig Webster, WDNR Liaison
 - There are ways to preserve historic aspects of this walkway while providing adequate pedestrian accommodations, such as reusing these bricks as a border for concrete walk
- Sidewalk Gaps
 - Tom Earle, City of Lake Geneva DPW
 - City is interested in filling gap between Chateau Royale and Edwards
 - Would be a benefit for the Havenwood Apartment complex that provides low income and senior living options
 - Providing sidewalk on one side of STH 50 would be sufficient
- Bicycle Accommodations
 - Tom Earle, City of Lake Geneva DPW
 - City received a grant to provide off-street bike route on South Street
 - City is not ready to pursue off-street bike accommodations on STH 50
- Drop inlet in front of St. Francis de Sales
 - Tom Earle, City of Lake Geneva DPW
 - Inlet is connected to the church parking lot drainage system and overflows during heavy rain events.
 - Ryan Bernard, WisDOT Final Scoping Project Manager
 - The Department will work with the City to review the storm sewer configuration and determine any possible improvements. Continued coordination will be forthcoming
- Inlet into White River (near 529 W. Main St)
 - Tom Earle, City of Lake Geneva DPW
 - The inlet at the box culvert has no filter, empties directly into the stream and tends to catch debris and overflow into the travel lanes during even minor rain events. Requested DNR input.

Project ID 3170-09-00/70 | STH 50 | Forest Street to Grand Geneva Way
City of Lake Geneva & Town of Lyons
Walworth County

- Craig Webster, WDNR Liaison
 - This area is difficult to drain since the drainage system is enclosed, connected to the basin behind Burger King. The DNR would however like to work with the Department & the City to determine a different option for the water.
- Ryan Bernard, WisDOT Final Scoping Project Manager
 - The Department will work with DNR & the City to determine what options exist for mitigating the drainage and flooding issues at this location.
 - *The Department welcomes any as built or inspection information the City can provide regarding this culvert.*
- Open Discussion
 - Signal Improvements
 - Tom Earle, City of Lake Geneva DPW
 - Interested in hearing Department's recommendations for upgrading signal equipment on project for safety
 - City does not have signal plans for all locations but will provide available as-builts to the Department
 - Tom will discuss the recommendations with committee to determine which improvements, if any, they would be interested in including on the project
 - Derrin Welford, WisDOT Signals Engineer
 - WisDOT typically provides a signal head centered over each lane using monotubes, provides flashing yellow arrows for all permitted left turn movements, and replaces signal cabinets & controllers. Other improvements could include upgrades to radio interconnect between signals, detection systems, or intersection lighting.
 - DT 1077s
 - Josh Gajewski, City of Lake Geneva DPW
 - Working with Colin Doherty from WisDOT utilities regarding outstanding 1077's, combining multiple Lake Geneva water/sewer utilities into one utility contact
 - Pavement Cores
 - Josh Gajewski, City of Lake Geneva DPW
 - Will pavement core information likely change the scope of the project?
 - Ryan Bernard, WisDOT Final Scoping Project Manager
 - Unless the DOT finds pavements that are significantly thinner than anticipated along the corridor the project scope is unlikely to change, though the final pavement design may change

Grand Geneva
to Curtis

CONNECTING HIGHWAY CHANGE AGREEMENT

Hwy 50

BETWEEN

THE WISCONSIN DEPARTMENT OF TRANSPORTATION

AND

THE CITY OF LAKE GENEVA

This agreement, made and entered into by and between the Wisconsin Department of Transportation, hereinafter called the State, and the City of Lake Geneva, hereinafter called the City, provides for the transfer of maintenance responsibility for STH 50, all within the City.

Whereas, Section 86.32(1), Wisconsin Statutes enables the State to designate certain marked routes of the state highway system over the streets or highways in any municipality for which the municipality will be responsible for maintenance and traffic control, and

Whereas, the character of travel service provided by this route, uniformity of maintenance, the effect on the maintaining agency and the municipality's maintenance capability are considerations predicated this designation, and

Whereas, reimbursement for maintenance of the connecting highway shall be determined using the rates per lane mile provided for under Section 86.32, Wisconsin Statutes, and

Whereas, the parties hereto do mutually agree to the change in connecting highway status described below under the conditions as specified below.

ROUTE DESCRIPTION:

Extend the existing Connecting Highway limits easterly along STH 50 from its present location at the intersection of STH 50 and Curtis Street to the easterly limits of the turning radii of the intersection of STH 50 and Cotton Trail, a distance of approximately 1.03 miles, located in Section 31, Township 2 North, Range 18 East, City of Lake Geneva, Walworth County.

CONDITIONS OF DESIGNATION:

1) The State shall:

- A) Relinquish maintenance responsibility for the segment of highway described above in the Route Description on January 1, ~~2003~~ 2004 *re*
- B) Approve and allow the installation of a traffic signal on Edwards Boulevard approximately 600 feet south of its intersection with STH 50.
- C) Approve any land divisions under Trans 233 with three access points onto Edwards Boulevard (STH 120) *For Wal-Mart development only*
- D) Perform a milling, as necessary, and asphalt resurfacing between Edwards Boulevard and Curtis Street as soon as State funds become available but no later than 2005. Work will also include the installation of permanent marking and signage.
- E) Participate in an expansion of the existing two-lane portion of this segment between Curtis Street and Edwards Boulevard to four lanes in the event the City wishes to proceed. State funding is dependent upon available funds and cost share will be in accordance with current policy. Work shall include street lighting, sidewalks, pavement marking and signage.
- F) Provide the City with four sets of all specifications, diagrams, approved shop drawings and as-built engineering drawings of traffic signals identified in Section 2C.

2) The City shall:

- A) Accept maintenance responsibility for the segment of highway described above in the Route Description on January 1, ~~2003~~ 2004 *re*
- B) Take the actions necessary to ensure that the entire segment of highway to be designated as Connecting Highway shall lie within its corporate limits and furnish copies of such actions to the State prior to January 1, ~~2003~~ 2004 *re*
- C) Execute a separate signal maintenance agreement for the traffic signals located at the intersections of USH 12 eastbound off ramp and STH 50, Edwards Boulevard and STH 50, and Edwards Boulevard and the private drive located 600 feet south of STH 50.
- D) Be responsible for the signal maintenance and operations upon turn on and final inspection of the permanent signals by the State electrical personnel.

APPROVAL

This Agreement is approved and enacted by:

Charles R. Rude, Mayor
Authorized Signature
City of Lake Geneva

10-17-02
Date

Gary C. Whited
Authorized Signature
Wisconsin Department of Transportation

6/17/03
Date

BUTTON LA.

ST.

CURTIS

CL.

31

HICKORY DR.
HICKORY DR.

WEST

DR

BARRY DR

LOCKWOOD BLVD.

BARRY DR

EAST DR

PELLER

RD.

EDWARDS BLVD.

EDWARDS

BLVD

PELLER RD.

EDWARDS

GENEVA

PARKWAYS

ST.

N

GENEVA

GENEVA

COTTON TRAIL

N

A

COMMERCIAL

CT.

3

RESOLUTION NO. ~~02~~ 03-11

The Common Council of the City of Lake Geneva does hereby resolve as follows:

WHEREAS, Wisconsin Department of Transportation jurisdictional transfer agreement requires transferring road right-of-way from the Township of Lyons to the City of Lake Geneva;

WHEREAS, the Township of Lyons has tendered a fully executed deed delineating the State 50 right-of-way.

NOW, THEREFORE, BE IT RESOLVED, that the City of Lake Geneva hereby accepts the deed of South 50 Right-of-Way Delineation.

CITY OF LAKE GENEVA

By: Charles A. Rude
Charles Rude, Mayor

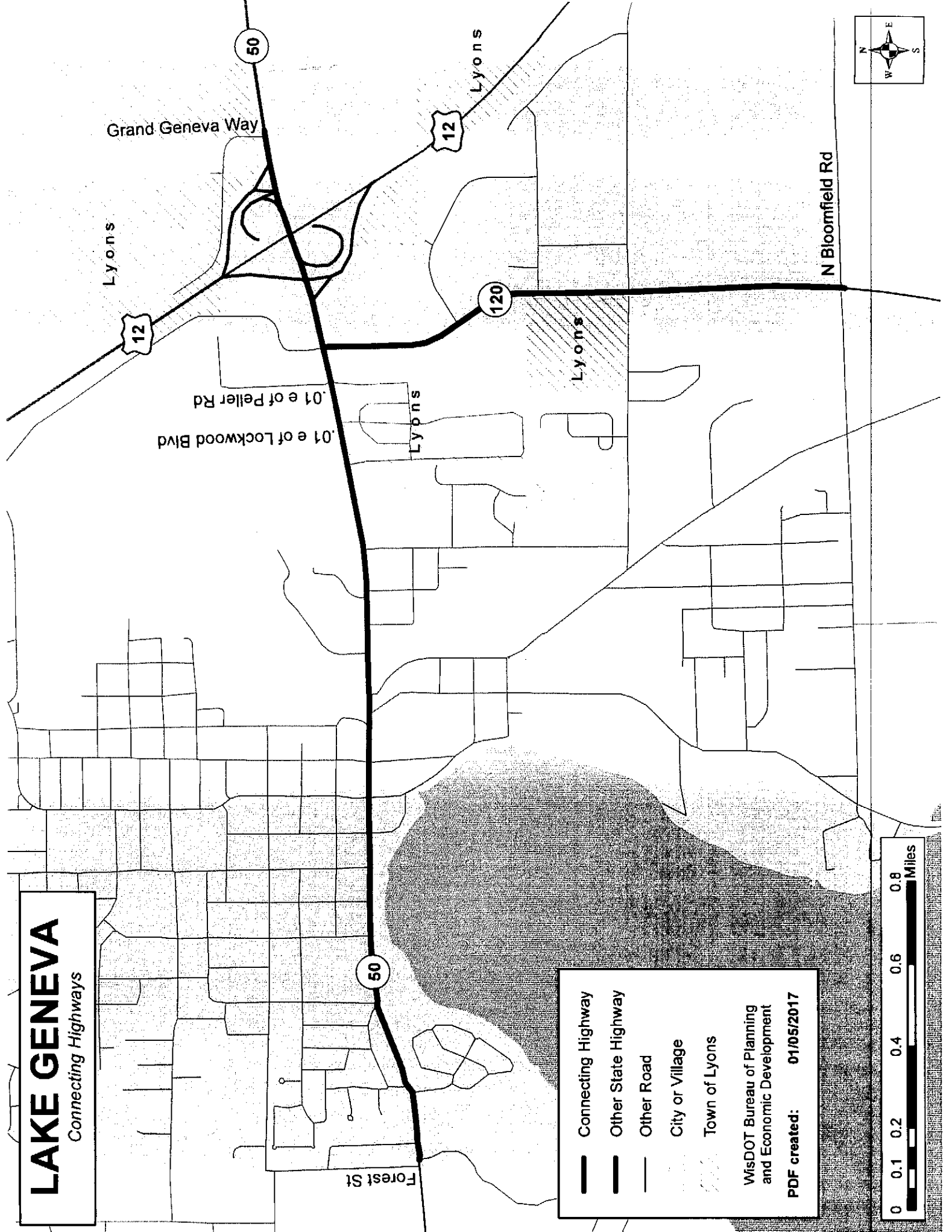
ATTEST:

By: Diana Dykstra
Diana Dykstra, Clerk

4-14-03

LAKE GENEVA

Connecting Highways



Date: July 9, 2003

To: **Systems Planning:** Donna Brown

Program Admin: Bob Anderson, Mike Bub

Information Services: Jim Harris, Laurie Nelson

Trans Planning: Charles Gilbertson

CC: **Systems Operations:**

Highway Maintenance: Tony Barth, James Weiglien

Program Ops: Deb Duquaine, Dick Pfeiffer, Andy
Maxwell, Jeff Volz

Traffic Ops: Jim Craft, Fred Petersen, Brian
Weinfurth

Sign Shop: Dennis Newton

TOC

Signal Ops

Technical Support

R/W Plat Services: John Prokop

Utilities: Ron Anderson

Projects

Urban Modal

From: Rick Raupp, Program Administration

Subject: Connecting Highway System Change in Walworth
County

This memo is for informational purposes only. You need not take any action at this time. Please find enclosed a copy of an executed Connecting Highway System Change for SH 50 in the City of Lake Geneva. You can contact me at 548-5943 if there are any questions.

Attachments



CORRESPONDENCE MEMORANDUM **State of Wisconsin**
Division of Transportation Infrastructure Development

Date: June 17, 2003

To: Rick Raupp, District 2 Planning

From: Will Anderson, (608.266.8663)
BHD, Design Services

Subject: Connecting Highway Change # 209
City of Lake Geneva, Walworth County
STH 50 from Curtis Street to Cotton Trail

The Administrator of the Division of Transportation Infrastructure Development approved the attached Connecting Highway Change Agreement with the City of Lake Geneva on June 17, 2003. I am returning two copies of the signed agreement for your distribution and your records. Please advise the local unit of government of this approval by sending them a copy of the approved agreement. I will inform other Central Office Sections of the agreement.

Cc: Dennis Hoagland, BHD, Roadway Development, Rm. 651 (original)
Ken Brockman, BHD, Survey and Mapping, Rm. 5B
John Corbin, BHO, Operational Policy Development, Rm. 501
Doug Dalton, BP, Urban Planning Rm. 901
Al Stanek, BP, Intercity Planning Rm. 901
Barb Jenkin, BSHP, STH Data Management, Rm. 901
Kelly Schieldt, BSHP, STH Data Management, Rm. 901
Rex Hinrichs, BSHP, Program Development Rm. 933
Scott Erdman, Data Management BSHP, Rm. 901
Joe Nestler, BSHP, Chief STH Data Management, Rm. 901
Mary Forlenza, BTLR, Local Transportation Program & Finance, Rm. 951

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

From: John Jenkins, PE
MSA Professional Services, Inc.

Subject: 2022 Street Improvement Program: Pine Tree Lane/Mariane Terrace Cost Estimates

Date: September 22, 2021

Per the direction of the PWC last month, we have developed preliminary cost estimates for Pine Tree Lane and Mariane Terrace for the two levels of work proposed, including the expected cost of water main replacement as discussed with Josh Gajewski with the Utility Department.

Josh said that if Mariane Terrace and Pine Tree Lane are reconstructed, he would like to replace the water main on the same segment of road. If those streets are only resurfaced, with some storm water improvements, he would not need to replace the water main. Sanitary sewer could be relined in the area at any time and is not dependent upon street work.

Below is a summary table of the estimated improvement costs for all of the discussed projects for next year, in two scenarios. The first is if we do total reconstruct of Mariane Terrace and Pine Tree Lane, with the water main included. The second is for milling and overlaying those same segments with limited storm sewer improvements.

We are asking for the Public Works Committee's guidance on what improvement concept it would like to use for the Pine Tree Lane and Mariane Terrace area. Would the City like to proceed with a mill and overlay concept for this area, or pursue total reconstruction, adding new curb & gutter and storm sewer?

Both of these options assume that an easement or agreement can be made to run a new storm sewer outfall to the lake through the private park lot at the north end of Mariane Terrace.

Option 1:

Typical mill/overlay with limited storm improvements for most streets, total reconstruct to urban section on Mariane & Pine Tree including storm and water main.

Segment	From	To	Length	PW Cost	Utility Cost
Spring St	Waverly St	Crawford St	475	\$59,375	n/a
Campbell St	S Lake Shore Dr	N Wells St	422	\$52,750	n/a
Sheridan Springs Rd	Minahan Rd	Edwards Blvd	2121	\$265,125	n/a
Sky Lane Dr	W Main St / STH 50	Linda Ln	264	\$33,000	n/a
Wrigley Dr	Cook St / W Main St / STH 50 / Termini	Cook St / W Main St / STH 50 / Termini	792	\$99,000	n/a
Mariane Ter	Termini	Pike / Pine Tree Ln	475	\$248,991	\$150,096 *
Pine Tree Ln	Mariane Ter / Termini	S Lake Shore Dr	1109	\$248,991	\$150,096 *
*Mariane and Pine Tree are estimated together with cost split 50/50				\$742,107	

**Total does NOT include Sheridan Springs

Option 2:

Typical mill/overlay with limited storm improvements for all streets.

Segment	From	To	Length	PW Cost
Spring St	Waverly St	Crawford St	475	\$59,375
Campbell St	S Lake Shore Dr	N Wells St	422	\$52,750
Sheridan Springs Rd	Minahan Rd	Edwards Blvd	2121	\$265,125
Sky Lane Dr	W Main St / STH 50	Linda Ln	264	\$33,000
Wrigley Dr	Cook St / W Main St / STH 50 / Termini	Cook St / W Main St / STH 50 / Termini	792	\$99,000
Marianne Ter	Termini	Pike / Pine Tree Ln	475	\$146,575
Pine Tree Ln	Marianne Ter / Termini	S Lake Shore Dr	1109	\$138,625
				\$794,450

Engineer's Estimate

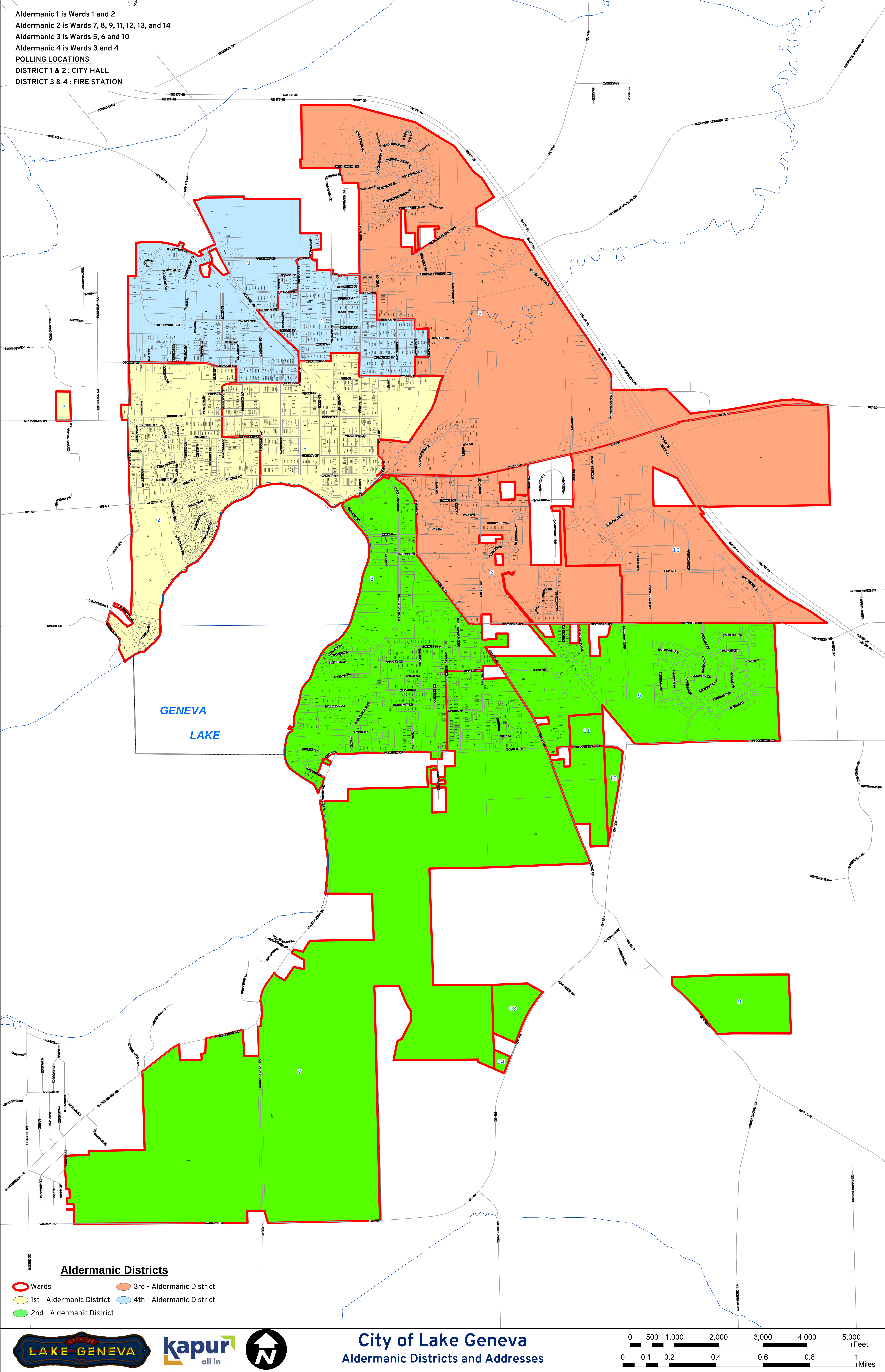
2022 Street Improvements: Pine Tree Lane & Mariane Terrace - Full Urban Reconstruct & Water Main
City of Lake Geneva
Walworth County, WI

9/22/2021

Prepared by: MSA Professional Services, Inc.

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNITS	UNIT PRICE	TOTAL PRICE
1	Mobilization/Bonds/Insurance	1	LS	\$ 13,300.00	\$ 13,300.00
2	Traffic Control	1	LS	\$ 5,000.00	\$ 5,000.00
3	Sawcut	740	LF	\$ 3.00	\$ 2,220.00
4	Utility Line Opening (U.L.O.)	3	EA	\$ 500.00	\$ 1,500.00
5	6-Inch D.I. Water Main	1,425	LF	\$ 80.00	\$ 114,000.00
6	6-Inch D.I. Gate Valve	6	EA	\$ 1,300.00	\$ 7,800.00
7	New Hydrant	3	EA	\$ 3,900.00	\$ 11,700.00
8	1" Copper Water Service	1,050	LF	\$ 58.00	\$ 60,900.00
9	Corporation Stop, Curb, and Box	30	EA	\$ 480.00	\$ 14,400.00
10	Reconnect Existing Water Service	30	EA	\$ 1,100.00	\$ 33,000.00
11	Connect to Existing Water Main	1	EA	\$ 1,900.00	\$ 1,900.00
12	Abandon Existing Watermain Facilities	1	LS	\$ 5,000.00	\$ 5,000.00
13	Water Main Flushing Plan	1	LS	\$ 1,500.00	\$ 1,500.00
14	Adjust Existing Water Valve Casting to Final Grade	6	EA	\$ 450.00	\$ 2,700.00
15	Storm Inlet, 2-Ft x 3-Ft	5	EA	\$ 2,000.00	\$ 10,000.00
16	RCP Apron Endwall, 24"	1	EA	\$ 3,000.00	\$ 3,000.00
17	Manhole, 48" solid casting	2	EA	\$ 3,000.00	\$ 6,000.00
18	Manhole, 48" inlet casting	2	EA	\$ 3,000.00	\$ 6,000.00
19	Vane Drain	2	EA	\$ 2,750.00	\$ 5,500.00
20	24-Inch RCP Storm Sewer	500	LF	\$ 75.00	\$ 37,500.00
21	18-Inch RCP Storm Sewer	240	LF	\$ 55.00	\$ 13,200.00
22	12-Inch RCP Storm Sewer	50	LF	\$ 40.00	\$ 2,000.00
23	Remove Existing Storm Inlet	8	EA	\$ 500.00	\$ 4,000.00
24	12-Inch RCP Storm Sewer	24	LF	\$ 40.00	\$ 960.00
25	15-Inch RCP Storm Sewer	250	LF	\$ 65.00	\$ 16,250.00
26	Storm Inlet, 2-Ft x 3-Ft	2	LF	\$ 1,500.00	\$ 3,000.00
27	Adjust Existing Storm Casting to Final Grade	4	EA	\$ 450.00	\$ 1,800.00
28	Unclassified Excavation	1	LS	\$ 24,000.00	\$ 24,000.00
29	Excavation Below Subgrade (EBS)	322	CY	\$ 16.00	\$ 5,155.56
30	Breaker Run W/Fabric (EBS)	322	CY	\$ 16.00	\$ 5,155.56
31	Dense Graded Base	1,292	TON	\$ 13.00	\$ 16,795.35
32	¾" Crushed Aggregate	1,801	TON	\$ 14.00	\$ 25,207.88
33	Concrete Curb & Gutter, 30-Inch w/ Base	2964	LF	\$ 27.00	\$ 80,028.00
34	Asphaltic Pavement, 2.00-Inch Binder Course	510	TON	\$ 59.25	\$ 30,241.20
35	Asphaltic Pavement, 2.00-Inch Surface Course	510	TON	\$ 62.50	\$ 31,900.00
36	Remove Asphalt Driveway Apron	720	SF	\$ 2.00	\$ 1,440.00
37	Remove Concrete Driveway Apron	3,780	SF	\$ 4.00	\$ 15,120.00
38	Asphalt Driveway	720	SY	\$ 6.00	\$ 4,320.00
39	Concrete Driveway Apron, 6-Inch Thick	3,780	SF	\$ 10.00	\$ 37,800.00
40	Concrete Sidewalk, 4-Inch Thick	200	SF	\$ 6.00	\$ 1,200.00
41	Detectable Warning Field	20	SF	\$ 40.00	\$ 800.00
42	Silt Fence	50	LF	\$ 2.50	\$ 125.00
43	Topsoil, Seed, Fertilize and Erosion Mat, Class I, Type B, Urban	2600	SY	\$ 5.00	\$ 13,000.00
TOTAL ITEMS #1-26					\$ 676,418.54
CRS, Contingency (18%)					\$ 121,755.34
TOTAL					\$ 798,173.87

Aldermanic 1 is Wards 1 and 2
Aldermanic 2 is Wards 7, 8, 9, 11, 12, 13, and 14
Aldermanic 3 is Wards 5, 6 and 10
Aldermanic 4 is Wards 3 and 4
POLLING LOCATIONS
DISTRICT 1 & 2 : CITY HALL
DISTRICT 3 & 4 : FIRE STATION





















2021 CITY OF LAKE GENEVA PROGRAMS

Department of Public Works
1065 Carey St
(262) 248-6644

INFORMATION ALSO ON OUR WEBSITE:

www.cityoflakegeneva.com

SPRING & FALL WEEKLY PICKUP

(April-May; October- November)

Brush (up to 6" dia and 6' in length), leaves, garden waste and weeds may be placed separately on the terrace edge from **March 29th – until 6am May 28th and from Oct 4th – until 6am Nov. 24th**. Crews will start at 6am on the end date and go through each ward once. Anything placed curbside after the crews pass will not be picked up. **PUT YOUR DEBRIS CURBSIDE BEFORE 6am ON THE END DATE!!!!**

**Grass clippings will never
be picked up!**
See below.

There is NO curbside pickup of ANY kind during the summer. Any material placed curbside outside of the above dates shall be subject to removal fees and fines according to City ordinance.

There is a **monitored** area for **City of Lake Geneva residents only** to dispose of brush (up to 6" dia and 6' in length), leaves, garden waste, and grass clippings at the Street Department 1065 Carey Street, 24-hours/day, 7-days/week. Bags must be emptied and taken away or thrown in garbage cans provided. **NO CONSTRUCTION DEBRIS.** NOTE LOCATION CHANGE, See map on website. **SITE WILL BE CLOSED DURING VENETIAN FEST WEEK!!!!!!!!!!!!**

BRUSH COLLECTION RULES

In order to facilitate pickup by the crews, the following rules apply:

All brush shall be placed *separately* on terrace - trunk/butt-end toward the curb in a neat stack, unblocked by parked cars. It shall be no more than 6' in length and 6" in diameter. Leaves and garden waste may be placed together. Any piles contaminated with foreign objects, animal waste, grass, root balls, sod, rocks or dirt will not be picked up. **If you hire a contractor to clear your property, the contractor shall be responsible for removal of all/any material generated. This includes trees and leaves.**

There will be a charge for any brush piles that require longer than 5 minutes to collect or that require the use of special equipment.

City trees are **not** to be trimmed by the property owner - the City will trim as required. Call 248-6644 for assistance.

GRASS AND WEED MOWING

Per Municipal Code, grass and weed mowing is the responsibility of the property owner. Failure to comply shall result in the City, or their hire, mowing the property and property owner shall be responsible for any costs. Unpaid invoices shall be placed on the property tax bill as a special charge.

SIDEWALK/DRIVEWAY SNOW REMOVAL

Per Municipal Code, sidewalk snow removal is the responsibility of the property owner, and shall be done within 24 hours of a snowfall. (12 hours downtown) Failure to comply shall result in the City, or their hire, to complete sidewalk snow removal for the public safety and welfare. The property owner shall be billed twice the cost of labor & materials for this service (a minimum of \$80.00) and shall be subject to daily fines of \$30.00 to \$50.00. Persons who are physically disabled/restricted that cannot afford to clear their public walk may contact City Hall (248-3673) for possible volunteer assistance through Civic Organizations.

NOTE:

It is unlawful to plow or throw snow from private driveways and parking lots onto public streets and ways. This includes pushing snow across a street.

WINTER PARKING RESTRICTIONS

Effective from **11/15/20 to 3/31/21**, vehicles shall not park between the hours of 2:00 A.M. – 6:00 A.M. on any City street. However, during snow events, vehicles shall not park on the street until the snow has been plowed to the curb line. In addition, vehicles shall not park downtown from 3:00 A.M. – 6:00 A.M. at ANY time during the year. There is also no parking on snow removal routes during removal operations according to City ord. 74-210 (e) (a,b,c). These routes shall be temporarily posted **and include downtown areas**. Vehicles parked in violation of these regulations shall be ticketed and/or towed away at owner's expense.

HYDRANT FLUSHING

Hydrant flushing is done in the spring and fall or as operationally necessary. Watch for notices in the Regional News and on the City & Utility websites. For more information go to the Utility's website:

www.lgutilitycommission.com

GARBAGE COLLECTION RULES

The 2021 collection schedule is available at City Hall or on Johns Disposal's website:

www.johnsdisposal.com

Garbage and recyclables must be placed in the containers provided, and should be out by **5:00 A.M** on your collection day, and be taken back in by that evening. (Especially in winter) Bulky collection is the second pick-up of the month and items may be placed "loose" at the curbside. Contact Johns with questions. (262)473-4700

City of Lake Geneva Leaf and Brush Pickup

SPRING & FALL PICKUP

(April, May, October, November)

No curbside pickup of ANY kind during the summer

Brush, leaves, garden waste and weeds will be picked up on the following schedule:

2021 Spring

First date to set materials curbside: **March 29, 2021 at 6:00am**

Last date to set materials curbside: **May 28, 2021 at 6:00am**

2021 Fall

First date to set materials curbside: **October 4, 2021 at 6:00am**

Last date to set materials curbside: **November 24, 2021 at 6:00am**

All items must be in the gutter or on the edge of the terrace by Monday morning during the scheduled pick-up weeks only. Items will be picked up sometime during that week. Anything placed on the terrace after the Street Department has picked up will not be collected until the next scheduled week.

GRASS CLIPPINGS ARE NEVER PICKED UP

There is a designated area for citizen disposal of brush, leaves, garden waste, weeds, and grass clippings at the Street Department at 1065 Carey Street. If you bring waste in bags, please dump and take the bags home with you. This site is monitored. The site is accessible 24-hours-per-day, 7-days-per-week.

In order to facilitate pickup by the chipper truck, please adhere to the following:

1. All brush must be placed on terrace by the curb. Parked cars cannot block the pile.
2. All brush must be placed trunk/butt-end toward the curb in a neat stack on terrace.
3. All brush must be no more than 6' in length and not more than 6" in diameter.
4. Do not put brush in or on top of leaves. Keep brush in one pile and leaves in another pile.
5. If you hire a contractor for tree work or leaf raking, your contractor must take all tree and leaf debris with them.
6. Keep any and all foreign objects out of brush pile. This includes animal feces.

7. Root stumps, sod and dirt will not be picked up. This is the responsibility of the resident.
8. If the above conditions are not met, material will not be picked up.
9. There may be a charge for any brush piles requiring longer than 5 minutes to collect.
10. There may be a charge for any pickup requiring special pick-up such as a loader and truck.
11. City trees are not to be trimmed by the property owner-the City will trim as required. Call (262) 248-6644 for assistance.
12. Do not place brush on the terrace outside of the collection dates shown. It will **NOT** be picked up.

For more information about Public Works programs, download the informational brochure below.