<u>CITY OF LAKE GENEVA PUBLIC WORKS COMMITTEE MINUTES</u>
<u>TUESDAY, DECEMBER 28, 2021 4:00 P.M.</u>
<u>LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (LOWER LEVEL)</u>

<u>Members:</u> 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
<u>Present:</u> Flower, Fesenmaier, Dunn, and Halverson
<u>Absent:</u> Hedlund

<u>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</u>
None

<u>Approval of the November 22, 2021 Public Works Committee meeting minutes as prepared and distributed</u>
Motion by Fesenmaier to approve, second by Dunn. No discussion. Motion carried 4-0.

Director of Public Works Report
<u>Snow Event Reports</u>
Public Works Director Earle was not present at the meeting, but the reports were in the packet for review.
Committee discussion included review of the snow events to date. Flower would like to see some graphs to accompany the present data, for the snow events moving forward. Fesenmaier stated that she would like updates on the 1815 Conant Street issue, the 2021 Street Improvement striping, the Townline Road signage, and the tubular delineators on Edwards Blvd near Highway 50. No action taken.

Parking Manager Report
<u>Electric Car Charging Stations</u>
Parking Manager Elder addressed the committee regarding the Parking Enforcement reports. He noted that the Parking Enforcement operation is done for the season, so there isn't a revenue report to give. He added that he has been given some revenue projections for electric car charging stations, all of which is located in the packet materials. He stated that the station's projected to generate $25,000 after four years, if they are used at least forty hours a week. He wouldn't use this as a bona fide revenue stream, but maybe as a modern convenience. Elder noted that he believes that the City could set the rate to charge. Elder added that there is currently pending legislation that could disallow municipalities from having charging stations. Committee discussion included the desire to continue to research this idea and bring back any more information gathered. Flower would like to explore parking passes for those who not only live in Walworth County, but maybe by proximity to the City. No action taken.

<u>Discussion/Recommendation regarding Disc Golf Bridge for replacement</u>
Flower explained there has been some back and forth on which bridge should be replaced; the Public Works Committee had recommended bridge #5, while the Park Board had recommended bridge #3. Flower explained that there is still the issue of identifying where the utilities are located near bridge #5. She added there needs to be discussion regarding the costs to replace both bridges. This could be paid for by using the remaining capital funds instead of replacing the chillers for the City Hall air conditioning. Flower stated that she would like to have more information regarding the costs for the replacement of the two bridges, the need for the new chiller, and the potential need for a new roof at 1070 Carey Street. She added that if only one could be replaced she would like to see bridge #5 replaced as it would connect the disc golf course in a more user friendly way. Committee discussion stated that there needs to be a bridge to be determined, assuming that there is not funding for both. The committee would like to see both bridges be replaced in 2022 or 2023, but that is only one could be replaced it would be preferred that bridge #5 be selected.
Motion by Flower to direct City staff to explore replacing both bridges #3 and #5 if possible, but to supply information for the replacement of both bridges, second by Halverson. Motion carried 3-1, with Fesenmaier voting no.

Discussion/Recommendation regarding ordinances and communication materials regarding DPW services
Flower reviewed the materials within the packet regarding the brush and yard waste pickup program. Flower noted that there are discrepancies between the tax bill flyer and the ordinances; there is not currently anything in the ordinances that state that a brush pickup cannot take longer than five minutes. Fesenmaier stated that she would like the ordinance be reviewed and possibly amended to match the current City/Contractor practices. Fesenmaier stated that the current practice is working and that the ordinances should reflect that. Flower stated that she would like to see the ordinances followed versus the current practice.

Motion by Flower to direct staff to review all pertinent ordinances included to verify that it is followed by current practices, second by Fesenmaier. Motion carried 4-0.

Discussion/Recommendation regarding City Engineering Services RFP
Flower explained that printed materials were distributed to the committee members. She added that it was approved at the November 22, 2021 Public Works meeting and questioned how this would move forward. City Clerk Kropf explained that it may still be in the draft phase, but that she would circle back with the City Administrator for a status update.
Flower would like to see an Ad Hoc Committee created to review the contracts; this committee would include the Public Works Director, Building & Zoning Administrator, Utilities Director and several committee/commission members. Fesenmaier stated that the City Administrator should put the RFQ together and maybe then create a group that would review.

Motion by Fesenmaier to reaffirm that the City Administrator will draft a RFQ with the recommendations from Alderperson Flowers memo and that it be reviewed at the January 18, 2022 Finance, Licensing and Regulation Committee meeting and then refer to Council, second by Halverson. Motion carried 4-0.

Discussion/Recommendation regarding 2022 Street Improvement Project
John Jenkins from MSA Engineering, addressed the committee regarding the 2022 Street Improvement project. He outlined that there were several sidewalks and ramps identified as being in disrepair that have been added to the 2022 program. He added that some streets are still being reviewed in coordination with any potential utility work. He added that the list of streets will be dependent on what the contractor prices come in at. He added that the work to be done on Wrigley Drive would be done sometime after Labor Day. Fesenmaier stated that she received a complaint regarding Campell Street between Wrigley Drive and South LakeShore Drive. Jenkins noted that it didn't show up on the WISLR for repair, but that it could be looked at. Flower stated that it would be helpful to have a map included for future discussions. Flower also added that the pedestrian traffic/sidewalk café on Wrigley Drive needs to be addressed. She added that she would like to see some communication made to the downtown business owners, to alert them of possible disruptions. Jenkins added that he can certainly provide some communications to residents, but that until the street list is finalized it would be hard to provide that at this time. Flower stated that she would like to see the sidewalks included in the street assessments. Committee discussion included sending this street list to the FLR committee for recommendation. Flower stated that two alleys are supposed to be addressed each year and that the list currently doesn't have any. Jenkins stated that he wasn't given any alleys to include. Flower asked that two alleys be identified and included in the street improvement plan.

Motion by Flower to forward the current list of streets, to include two alleys, including the sidewalk assessments for the street list including the additional $20,000 for sidewalk repairs approved during the budget, and communication to residents to Finance, Licensing, and Regulation Committee, second by Fesenmaier. Motion carried 4-0.

Future Agenda Items

- Disc Golf Bridge Replacement
- 2022 Street Improvement Project
- Update on 2021 Street Improvement Project
- Update on Townline Road Signage
- Update on Bloomfield Road Signal
- Update on Native Plantings
- Update on tubular delineators

Adjourn
Motion by Fesenmaier to adjourn, second by Halverson. Motion carried 4-0. The meeting adjourned at 5:27 p.m.