



City of Lake Geneva, 626 Geneva St, Lake Geneva, WI 53147- 262.248.3673- www.cityoflakegeneva.gov

CITY OF LAKE GENEVA PUBLIC WORKS COMMITTEE
MONDAY, AUGUST 28, 2023 - 4:00 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members:

Chairperson, Shari Straube, Ken Howell, Cindy Yager, Tim Dunn, and Joan Yunker

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AGENDA

1. Meeting called to order by Chairperson Straube
2. Roll Call
3. Comments from the public limited to 5 minutes, limited to items on this agenda
4. Approval of July 24, 2023 Public Works Committee Minutes as Prepared and Distributed
5. Director of Public Works Report
6. Parking Manager Report
7. City Engineer Report
8. MSA 2022 Street Program Alleys/Pintree/Mairane/Wrigley/Cook/Warren/Spring Report
9. Discussion / Recommendation WisDOT Identified Work Items that the City is Interested in Incorporating into the STH 120 Project Scope via a Non-participating Agreement (100% City Paid)
10. Discussion / Recommendation Regarding Additional Crosswalks Citywide [COW, 8-07-2023]
11. Discussion / Recommendation Adding Crosswalks on South Street Near Lake Geneva Boulevard and Bonnie Brae [Discussed at Council in Reference to TAP Grant]
12. Discussion / Recommendation Regarding Crosswalks at Intersection of Wells St. and South St. and Crosswalk Between the High School and Football Field [Discussed at Council in Reference to TAP Grant]

- 13.** Discussion / Recommendation Possible Sidewalk Special Assessments, Edwards Blvd. Between Park Drive and Townline Rd. and the 700 Block of Lake Geneva Blvd. [COW]
- 14.** Discussion / Recommendation on Special Assess for Sidewalks/Paths In Front of Apartments on Bloomfield Across from the Middle School and Wells Street in front of High School Auditorium to Connect the Existing Ped Path and Intersections [Discussed at Council in Reference to TAP Grant]
- 15.** Future Agenda Items
City / WisDOT STH 50 Municipal Agreement
- 16. Adjournment**

This is a meeting of the Public Works Committee. No official Council action will be taken; however, a quorum of the Council may be present.

CITY OF LAKE GENEVA PUBLIC WORKS COMMITTEE
MONDAY, JULY 24, 2023 - 4:00 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

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

Roll Call: Chairperson, Shari Straube, Ken Howell, Cindy Yager, and Joan Yunker
Ald. Dunn, Absent

Comments from the public are limited to 5 minutes, limited to items on this agenda.

Sheri Ames, 603 Center St. – continues to point out that the Center St. alleyway repairs still need to be finished from a last year's project and should have been completed before payment was made.

Louis Proiser, 479 W. South St., spoke regarding the TAP grant and referenced the 2018 Bike & Ped Plan and its connections to the high school and topography of trees. She liked the option Kapur had referenced that included easements from different jurisdictions and sharrow lanes remaining on South St.

4:01 pm Ald. Dunn present

Approval of the June 26, 2023, Public Works Committee Minutes as Prepared and Distributed
Ald. Yaeger motioned to approve, seconded by Ald. Yunker. Motion carried 5-0.

Director of Public Works Report

He shared that the crew is going to try painting hashmarks in the crosswalk at Main and Madison as the city has lost another crosswalk sign for the fourth time. He was pleased to announce the two new pick-up trucks arrived for the department today, and he referenced the new Electronic Recycling event flyer will be held on Saturday, September 30th from 10:00 am to 2:00 pm. Dir. Earle stated the Electronic Recycling flyer was included in the packet, and so is his monthly report.

Parking Manager Report

The Parking Manager shared financial totals for the month of June at \$367,000, an approximate increase of 40% from the prior year. June 24, 2023, was the highest day for generated revenue at \$23,000. The credit card revenue was at 79.7 %, park mobile at 19.5 %, and coin at .08 %. The Parking Department has also started the Lot I initiative. Dir. Earle asked what the cost to maintain taking coins is at the parking kiosk. The Parking Manager referenced the cost was his time, but that it also provides tourists the opportunity utilize quick drop off and pick-up by using coins.

Kapur Engineer Report

Her update is in the packet and the 2023 street program will get started in August. The city council approved Baker St. for inclusion in the sidewalk assessment program. The Riviera beach access is a part of today's agenda. Small piece of the sea wall of the Geneva Lake Committee dam that needs to be replaced. That item has been out to bid and the bid opening is to take place this Thursday, July 27th. The DNR requires a public notice period and that's currently been sent out to adjacent property owners. The Center St. culvert lining was intentionally separated for permitting purposes and they're currently about 70% through the process for the project.

MSA Report

A monthly report was not submitted from MSA and there was not a representative present or on Zoom. Dir. Earle noted that DPW has contact MSA regarding the completion of the Center St. alleyways, and he will check on the retainer for that job.

Discussion / Recommendation Regarding the Continuation of the South Street TAP Grant Project

Ald. Yager motioned to discontinue the TAP Grant based on the inability to come to a consensus concerning questions 1-3 in the City Administrators letter to the council dated 5/24/2023. Ald. Yager motioned to discontinue the TAP Grant based on the inability to come to a consensus concerning questions 1-3 in the City Administrators letter to the council dated 5-24-23, seconded by Ald. Yunker.

Roll call: Yunker, Dunn, Yager, Howell, Straube, all yes. Motion carried 5-0.

Adm. Nord referenced representatives were currently on Zoom and they're available for questions.

Ald. Yager stated that the opportunity has bounced back and forth between Public Works and FLR regarding continuing to move forward with the project or not. Ald. Yager stated that the city has accumulated over \$168,000 from capital funds from 2021 to 2023, and we've currently expended over \$139,000 through June 30, 2023, with a remaining \$28,000 balance. She stated that there has been a lot of opposition from the public regarding the design, changes and much difficulty coming to consensus. She would like to see the remaining balance used to make improvements to inner sections and access to the sidewalks/ADA and work remaining projects into the 2024 budget.

Discussion / Recommendation Options for Intersection Interchange North and Center Street [Ald. Dunn]

Ald. Dunn is aware that the traffic light in this location was denied, but he is hoping to have the staff come up with some solution to slow down the traffic and make it safer for bike and pedestrian crossings. He understands a traffic light would be something the City of Lake Geneva would have to cover the expenses, but he suggested something similar to Townline Rd.

Dir. Earle spoke and referenced slides from the meeting packet demonstrating the areas that are owned by the Town of Geneva, where the City of Lake Geneva doesn't have jurisdiction nor provide maintenance, and the County Commissioner would need to have input as well. Dir. Earle stated the county and City have already conducted a warrant study in which a stop light was denied, did not meet the warrant and he recommended that the Police Department should participate in the ongoing discussion. He advised the committee to motion staff and Kapur to move forward if interested.

Ald. Howell suggested building a bridge, and the committee shared that they're interested in alternatives or what other options might be available.

Ald. Howell motioned to direct staff to include Kapur to come back with options for Intersection Interchange North and Center Street, seconded by Ald. Dunn. Motion carried 5-0.

Discussion / Recommendation Kapur Task Order for Design, Management, and Assessment of New Sidewalk Along Lake Geneva Blvd. and Edwards Blvd. as Requested by PWC [Kapur]

Kapur Rep. Rauch put together a summary task order, and cost estimates. The task order #25 would be for engineering, preparing the construction plans, construction management activity, and survey totaling \$35,102. She pointed out that there are some obstacles by the new Kwik Trip regarding the 5 FT sidewalk which would entail relocating utilities, personal landscape in the ROW, and removal of trees. The other sidewalk is longer extending from Park Drive all the way to Townline Rd. This section of Edwards Blvd. / HWY 120 will also be a part of the WisDOT construction in 2026. WisDOT is also possibly looking to put in a stop light at Edwards & Townline Rd.

Rauch stated that when the task order was put together the sidewalks would be accessed to the property owners at approximately a \$29,500 split amongst the property owners as referenced in the July 17th Kapur Memo and \$75,000 for Edwards Blvd.

Ald. Yager asked if the 5 FT. sidewalks could be multi-use paths and it was mentioned that multi-use paths cannot be assessed nor require maintenance / snow removal by property owner.

Ald. Yager motioned to approve the sidewalk assessment and replacement program as stated in the packet and send it to FLR, seconded by Ald. Yunker. Motion carried 4-1, Ald. Howell No

Discussion / Recommendation Options for the Lake Geneva Riviera/Beach ADA Access [Kapur]
City Engineer Rauch shared that a survey was conducted to provide ADA access to the Riviera beach. She explained the two options that were provided in the meeting packet and confirmed that they were shared with the City's Harbormaster. She asked the committee for direction on their preference between the two options. which option to pursue.

Ald. Howell asked which option Kapur found to be more aesthetically pleasing. Rauch stated option two. Ald. Yager asked for clarification that both options meet ADA compliance, and Rauch confirmed that they did.

Ald. Yager motioned to suspend the rules to allow Andrea Christianson of 250 Havenwood to speak, seconded by Ald. Howell. Motion carried 5-0.

Ms. Christianson asked why the committee is basing their decision on what's pleasing to the eye and is there a better artistic rendering for her to see so she can understand the design concept as it relates to ADA concerns. Rauch confirmed that Kapur follows all ADA guidelines, and the ramps are designed according to spec, both would meet civil engineer guidelines.

Ald. Howell asked if Kapur would confirm that both concepts are equally accessible, Rauch said, yes, they both are. Rauch said she would be willing to review the concepts with the resident, so she understands the concept.

Ald. Yager motioned to have a rendering for both concepts to understand what's being proposed to go in place, seconded by Ald. Howell. Motion carried 4-1. Ald. Yunker – No

DPW Director suggested the Committee put a \$1,000 to \$1,500 limit on the drawing.

Ald. Yager to amend the original motion to have a rendering for both concepts to understand what's being proposed to go in place not to exceed \$1,000, seconded by Ald. Howell.
Motion carried 4-1. Ald. Yunker - No

Discussion / Recommendation Pay Application #4 for the Pine Tree Lane and Mariane Terrace project in the Amount of \$198,558.49 [MSA]

Ald. Yunker motioned to approve, seconded by Ald. Yager. Motion carried 5-0.

Discussion / Recommendation Regarding Surplus DPW Material [DPW]

Dir. Earle stated that the Giant Vac was approved at council, but it hasn't been received yet. DPW is having issues with trying to find one, a replacement for the Pelican Sweeper which is due for replacement this year, and the department will not need the 2003 or 2009 Pelicans any longer when the new one is received. He recommends the proceeds from the auction be put towards equipment replacement and the sale of logs to go to the purchase of trees.

Ald. Howell motioned to follow recommendation from staff that the proceeds from the auction be put towards equipment replacement and the sale of logs to go towards the purchase of trees, seconded by Ald. Yunker. Motion carried 5-0.

Future Agenda Items

None

Adjournment

Ald. Howell motioned to adjourn, seconded by Yaeger at 4:56 pm. Motion carried 5-0.



To: Public Works Committee
From: Tom Earle, Director of Public Works
RE: August 2023 Director's Report

PUBLIC WORKS OFFICE & ADMINISTRATION

- DPW has met again with several parties regarding the dumpster building at the Riviera.
- DPW met several times with WisDOT regarding the Hwy 50 project.
- DPW met with WisDOT regarding the STH 120 (Edwards Blvd.) project.
- DPW received the two new pick-ups.
- Install of the Verizon telematics is almost complete.
- DPW attended a funding seminar for roads.
- DPW again participated in a DPW Directors Conference in Milwaukee.
- DPW continues to work on the well and charge wells from the Hillmoor irrigation system.
- DPW continues to work on the Hillmoor well house abatement.
- DPW Staff is currently staging items for WI Surplus Auction.
- DPW has worked with Staff on several equipment repair projects.
- DPW worked with Geneva Township DPW regarding the Int. North/Center St. options.
- The purchase of the Cemetery Rd. property is nearing completion.
- DPW and the City Engineer have been working on the abandonment of the Logan St. ROW.
- The Equipment Replacement Fund, Budget and CIP are ongoing.
- DPW is working with a young woman earning her Eagle Scout. The project is complete.
- DPW is anticipating delivery of two Kubota RTV's in approximately eight weeks.
- Attended DRT meetings.
- Attended Staff meetings.
- Attended PWC/FLR meetings.
- Attended Smart Salting Seminar
- Resolution 23-R40 is ongoing with many letters already sent. As well as contact with several others.
- The Super has met with the Engineer and Contractor again regarding the restoration of the Center St. alley between Dodge and Water St.
- DPW and the City Engineer are looking into possible solutions for intersection control in the Sheridan Springs/Center St. area.

PUBLIC WORKS OPERATIONS

- Crews are currently performing garbage removal seven days /week downtown.
- Beach garbage seven days/week
- Beach groomed seven days/week
- Launch and lagoon seaweed removal seven days/week
- Crews have been replacing street name signage.
- Crews have been updating traffic signage.
- Trash cans were repaired and painted.
- Pothole patching every other week.
- Street sweeping is ongoing, five to seven days/week.



City of Lake Geneva

Department of Public Works

1065 Carey St.
Lake Geneva, WI 53147
262.248.6644

- Please see Cemetery, Tree, and Park Board minutes for additional DPW items.
- New signs for Flat Iron and Library Park have been delivered, awaiting installation.
- Tree trimming - care is ongoing.
- Storm basin cleaning is ongoing.
- Crews repaired several locations in the parks for vandalism. Stall doors ripped off again, toilets plugged with dirt/rocks and other foreign material. Sand poured down drains, etc.
- The brush drop-off continues to be busy, approximately thirty-nine loads have been hauled to the recycling center in July.
- Several road patches were completed.
- Library Park irrigation issues continue to be addressed.
- Riviera Plaza irrigation is being addressed. Completed.
- Riviera maintenance seven days/week
- Riviera event set-up/breakdown and maintenance.
- Crews are again reporting high levels of Gypsy Moth infestations, primarily in the NW sections of the city.
- Several signs replaced due to vandalism.
- Two street light heads replaced.
- Several street lighting circuits were repaired downtown and N. Edwards.
- Several dead deer have been removed from roadways as well as misc. smaller animals (one in Vets Park).
- Brush piles burned.
- Compost site managed weekly with rollover and recorded temps.
- Invasive weeds abatement sprayed weekly.
- Roadside mowing ongoing incl parks/paths
- Haul approximately thirty-five ton of street sweepings to Mallard Ridge
- Veteran's Park care ramping up.
- Equipment maintenance; mower blades, oil, grease, etc.
- Downtown and park restrooms cleaned seven days/week.
- Lakefront staff all weekends.
- City wide street curb painting
- Several dead trees removed.
- Park trees and brush removals and maintenance ongoing.
- Dead wooding large ROW trees ongoing.
- Misc other duties.

CITY OF LAKE GENEVA
PARKING SALES BY DAY - JUL

	CASH	CREDIT CARD	TOTAL
1-Jul	69.65	18,056.36	18,126.01
2-Jul	85.55	19,336.75	19,422.30
3-Jul	119.35	12,214.00	12,333.35
4-Jul	122.15	13,333.71	13,455.86
5-Jul	101.70	5,199.49	5,301.19
6-Jul	111.95	7,816.98	7,928.93
7-Jul	103.60	16,129.45	16,233.05
8-Jul	78.30	19,388.28	19,466.58
9-Jul	82.05	22,633.96	22,716.01
10-Jul	102.40	6,591.46	6,693.86
11-Jul	103.80	6,163.34	6,267.14
12-Jul	69.80	3,321.59	3,391.39
13-Jul	140.10	6,492.23	6,632.33
14-Jul	82.10	13,563.47	13,645.57
15-Jul	83.30	22,039.62	22,122.92
16-Jul	80.75	22,345.94	22,426.69
17-Jul	131.10	7,243.13	7,374.23
18-Jul	113.05	6,448.59	6,561.64
19-Jul	85.65	6,742.47	6,828.12
20-Jul	134.05	6,651.88	6,785.93
21-Jul	70.40	16,146.79	16,217.19
22-Jul	63.35	21,269.66	21,333.01
23-Jul	89.85	22,038.22	22,128.07
24-Jul	119.60	7,015.07	7,134.67
25-Jul	113.35	6,403.43	6,516.78
26-Jul	70.30	4,329.45	4,399.75
27-Jul	147.85	7,197.69	7,345.54
28-Jul	70.40	13,761.36	13,831.76
29-Jul	81.75	22,020.04	22,101.79
30-Jul	72.35	23,394.15	23,466.50
31-Jul	85.90	7,106.73	7,192.63

	<u>2,985.50</u>	<u>392,395.29</u>	<u>395,380.79</u>
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Net of Tax		<u>374,768.52</u>
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2022	273,515.37
2021	284,132.38
2020	319,171.89

AVG 2020-2022	292,273.21
OVER (UNDER)	103,107.58

PARKMOBILE	net of tax
2022	96,572.00
2021	96,284.00
2020	29,015.50
	27,502.84

WAIVED PARKING FEES 2023:

Art in the Park	7,440.00
Venetian Fest	14,640.00
Alzheimers Walk	440.00
TOTAL	22,520.00

LOT B (RIVIERA LOT) RESERVATIONS 2023:

5/12-5/12	Bacon Fest
3-Jun	Bailey Wedding
1-Jul	Boeckman Wedding
29-Jul	Bobola Wedding
3-Sep	Darcy Wedding

CITY SHUTTLE RIDERSHIP 2023:

Winterfest	766 (Sat), 583 (Sun); 1349
Art in The Park	379 (Sat), 243 (Sun); 622
Venetian Fest	526 (Sat), 333 (Sun); 859
Octoberfest	

Coin	2,985.50	0.5%
CC	392,395.29	68.0%
Parkmobile	<u>181,281.50</u>	<u>31.4%</u>
	576,662.29	100%

Memo to City of Lake Geneva

To: Tom Earle, Director of Public Works **Date:** August 23, 2023

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

CC: Nan Grebenor, City of Lake Geneva

Subject: Kapur Updates – August PWC

2023 Streets Program

Sidewalk and curb and gutter limits have been marked out in the field. Saw cutting has begun. Milling of roadways to start the week of August 28. The current construction schedule is for concrete work to start September 5th and be completed by September 22nd. Wolf paving has coordinated with Maxwell Mansion related to the construction work on Wells and Baker. Roadways will be prepped starting September 28th with a paving date in the beginning of October.

Riviera Beach Pedestrian Access

This item was discussed at the August 21st FLR and was voted to return to the FLR the following month.

Sheridan Springs /Center Street

DPW and Kapur has begun work on a list of possible options to improve safety at this intersection.

Edwards Blvd / Lake Geneva Blvd Sidewalk Assessment

The task order was approved at FLR and work has started.



2

2



To close gap in sidewalk, propose to add 5-foot concrete sidewalk along west side of STH 120 between Townline Road and Park Drive. (only location along corridor without sidewalk/path)

Cost estimate = \$55,000
Real Estate cost = \$16,000

Total = \$71,000

PROJECT NO:	3180-07-71
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HWY: STH 120

COUNTY: WALWORTH

PLAN DETAILS

SHEET

	E
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FILE NAME : N:\PDS\C3D\31800701\SHEETS\OTHR\31800771 - SIDEWALK.DWG
LAYOUT NAME - 01

PLOT DATE : 8/2/2023 1:50 PM

PLOT BY : SMITH, PATRICK

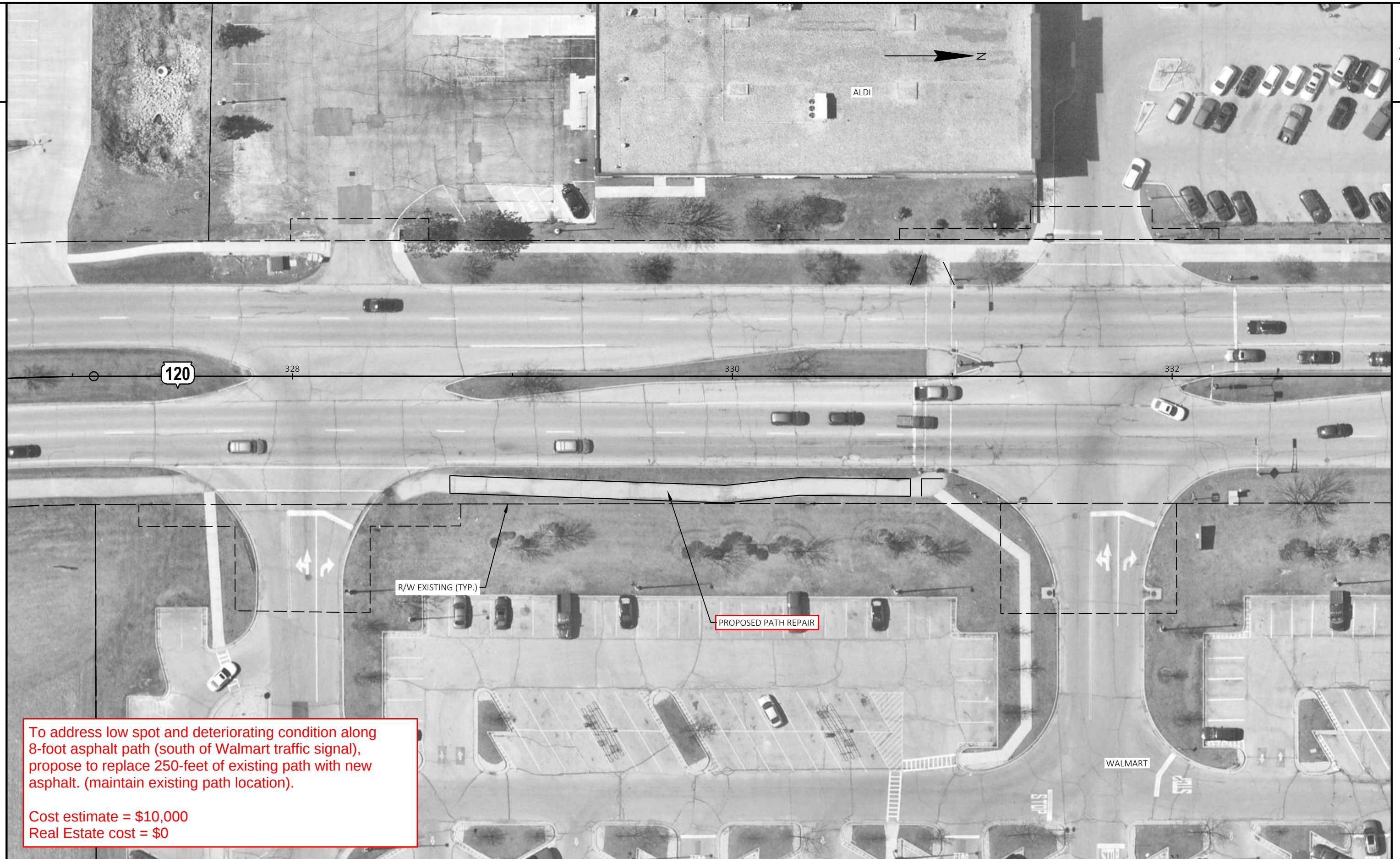
PLOT NAME :

PLOT SCALE : 1 IN:100 FT

WISDOT/CADDS SHEET 42

2

2



To address low spot and deteriorating condition along 8-foot asphalt path (south of Walmart traffic signal), propose to replace 250-feet of existing path with new asphalt. (maintain existing path location).

Cost estimate = \$10,000
Real Estate cost = \$0

PROJECT NO:	3180-07-71
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HWY: STH 120

COUNTY: WALWORTH

PLAN DETAILS

SHEET

3

FILE NAME : N:\PDS\C3D\31800701\SHEETS\OTHR\31800771 - SIDEWALK.DWG
LAYOUT NAME - 07 (2)

PLOT DATE : 8/2/2023 1:53 PM

PLOT BY : SMITH, PATRICK

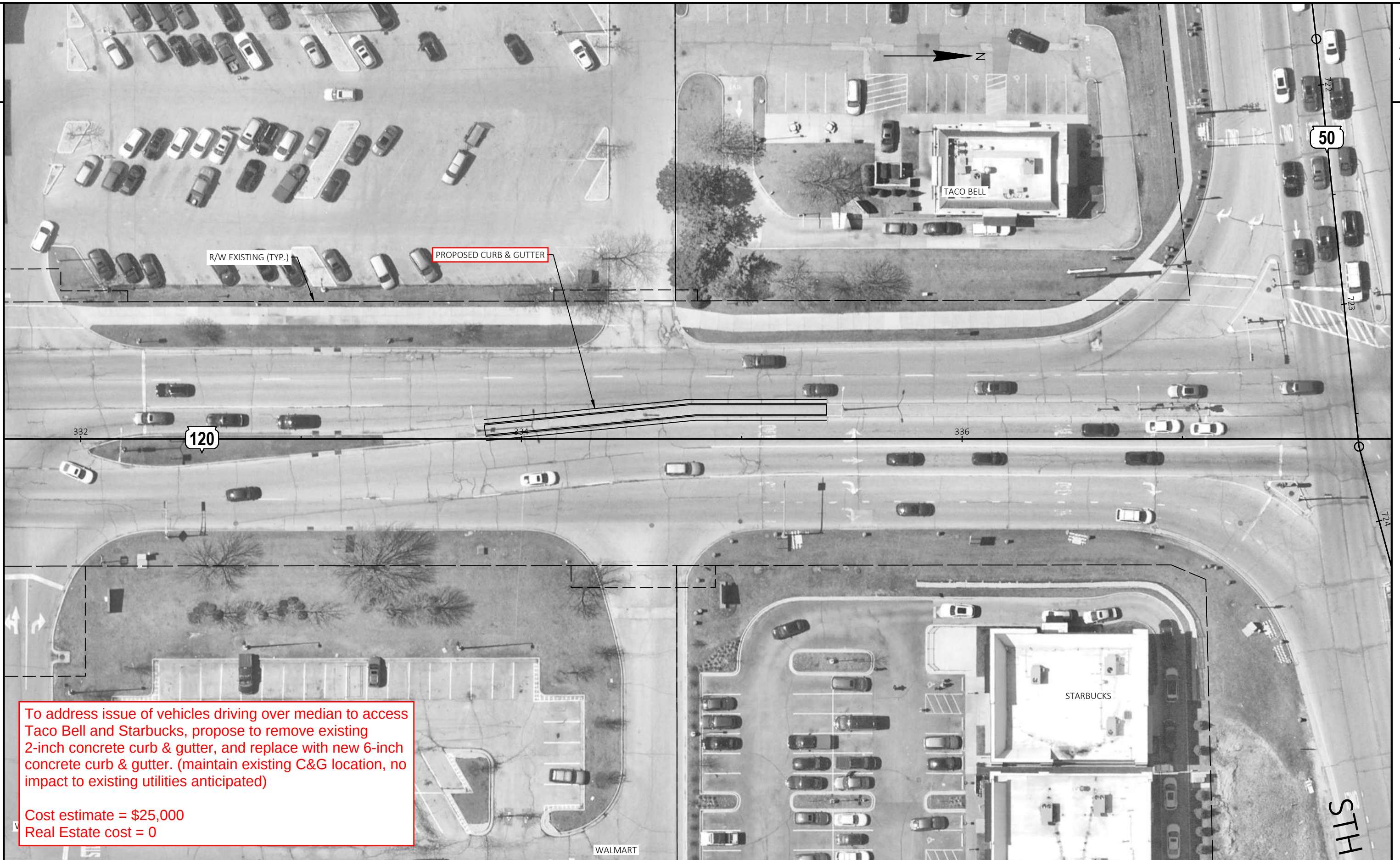
PLOT NAME :

PLOT SCALE : 1 IN:40 FT

WISDOT/CADDS SHEET 42

2

2



PROJECT NO: 3180-07-71

HWY: STH 120

COUNTY: WALWORTH

PLAN DETAILS

SHEET

E

FILE NAME : N:\PDS\C3D\31800701\SHEETS\OTHR\31800771 - SIDEWALK.DWG
LAYOUT NAME - 07

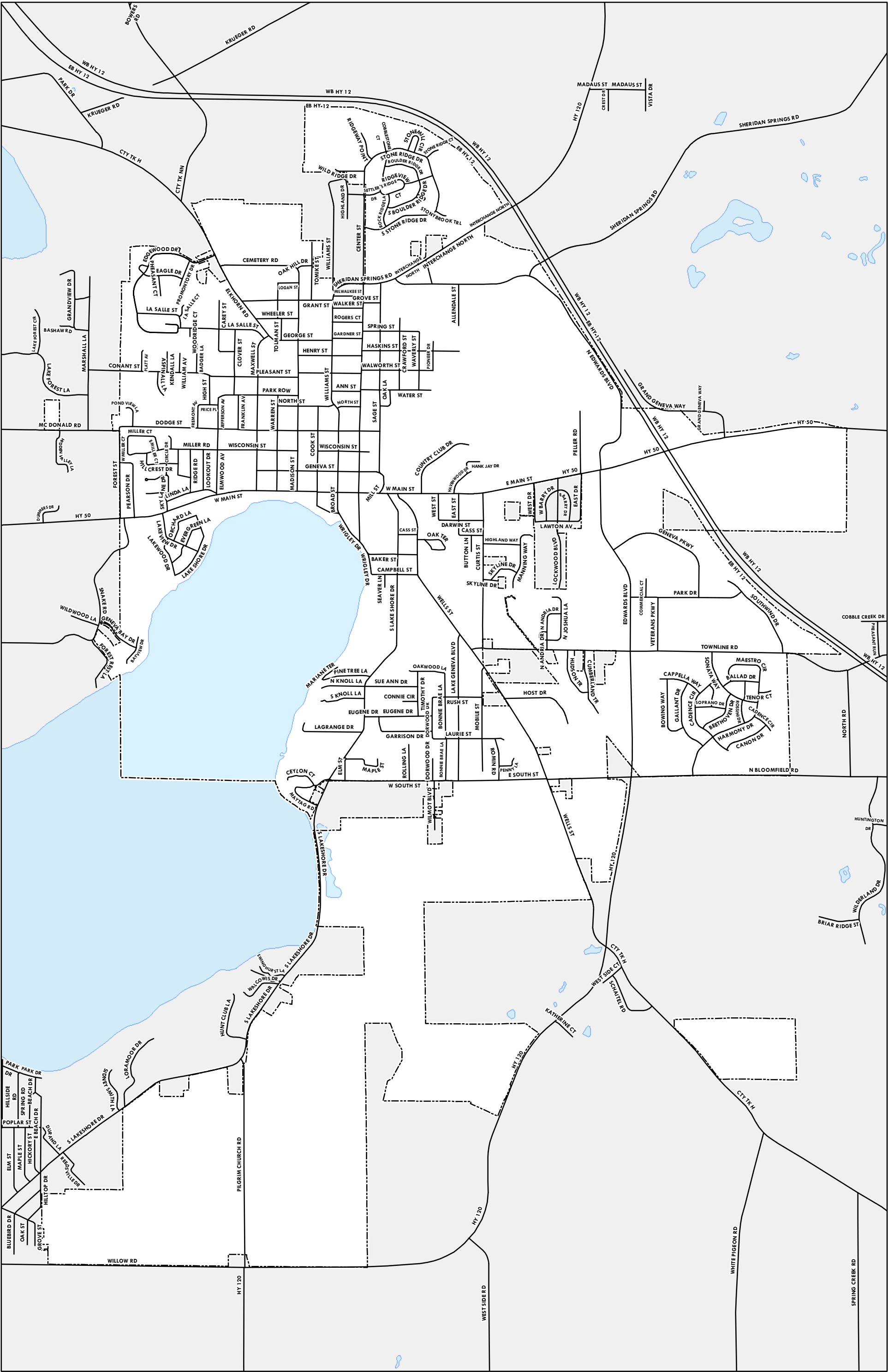
PLOT DATE : 8/2/2023 2:07 PM

PLOT BY : SMITH, PATRICK

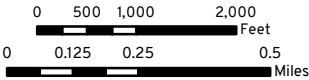
PLOT NAME :

PLOT SCALE : 1 IN=40 FT

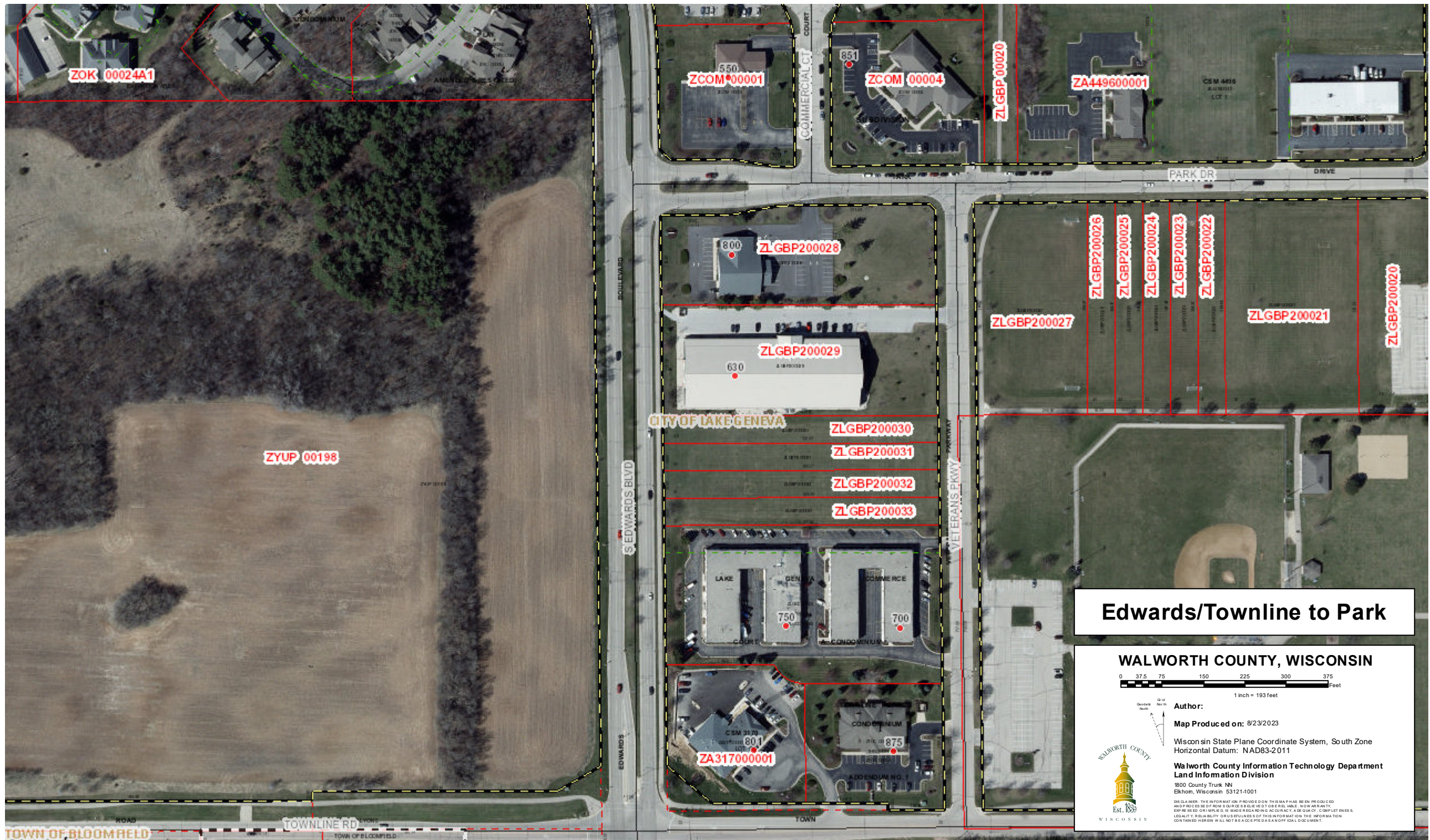
WISDOT/CADDs SHEET 42



City of Lake Geneva
Street Map







Edwards/Townline to Park

WALWORTH COUNTY, WISCONSIN



Author:

Map Produced on: 8/23/2023

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

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



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