



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, FEBRUARY 26, 2024 - 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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Access Code: 9746153

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 the January 22, 2024 Public Works Committee Minutes
5. Director of Public Works Report
6. Parking Manager Report
7. City Engineer Report
8. Discussion / Recommendation Riveria Beach Sidewalk [KAPUR]
9. Discussion / Recommendation - South Street Pedestrian Crossings [KAPUR]
10. Discussion / Recommendation Urbanized Area Boundaries [KAPUR]
11. Discussion / Recommendation Replacement of #15 & #16 One Ton Plows (equipment replacement fund) [DPW]
12. Discussion / Recommendation Approval of Annual TAPCO Preventative Maintenance Contract [DPW]
13. Discussion / Recommendation Annexation Strips Near Manning Way [KAPUR DPW]

14. Future Agenda Items

15. 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,
JANUARY 22, 2024 - 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 Straube, Ald. Howell, Ald. Yager, Ald. Dunn, & Ald. Yunker

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

Sheri Ames, 603 Center St. expressed gratitude for the signage put up in the alley where her home is located.

Peg Esposito, 120 Darwin St. 3rd District Alderman. Acceptance of Stone Ridge Phase 3 looks great, but haven't addressed the elevation of residents getting down beyond driving. She suggested a crosswalk or look at alternatives that would be possible and she's asking that the needs of the families up there be addressed. Thank you also for all of the hard work to getting snow plowed.

MaryJo Fesenmeir, 1085 S. LSD, spoke regarding #8 John's Disposal and would like the quarterly report included in the packet. Edwards and Townline missing speed limit change, county is waiting until we send out letter and then they'll send their letter, the streets list she's hoping this is just round one, Symphony Bay phase 4 make sure to have stop signs on the list where there are three way or four way. Lake Geneva Blvd. sidewalk behind Kwik Trip questions options for that sidewalk. Appreciated future agenda items listed.

Tom DeBere, 626 Geneva St., he works for the City of Lake Geneva, as City Hall Maintenance spoke in regards to item #9, the boilers; and the dire need to replace the boilers in order to sustain heat to the city hall building.

Approval of the November 28, 2024 Public Works Committee minutes

Ald. Yunker motioned to approve the November 28, 2024 Public Works Committee minutes, seconded by Ald. Yager. Motion carried 5 to 0.

Director of Public Works Report – He referenced the written DPW report in the packet and Director Earle shared an update on the last few snowstorms. DPW has new tracking software in loaders and plows that were helpful with a couple incidences reported which the video footage didn't support what the caller was stating exonerating the plows/drivers.

Parking Manager Report – referenced that high watermark was on Sat. Nov 4th Park Mobile at 34%, credit cards 65.3%, and coin was less than 1%. He also referenced waived parking fees, and shuttle ridership in his report. Parking staff started back today and Elder noted that a kiosk was accidentally on and took in a couple hundred dollars during the off season.

Kapur Report - Interchange North pedestrian accommodations. Center Street culvert will be sent for permitting from DNR soon. GLLC heading seawall repair. This was going to be tandem with other municipalities, but looks like might go independently for 2024. Ald.

Discussion / Recommendation Citywide Solid Waste Contract Extension with John's Disposal

Ald. Yager motioned to have Nate from John's Disposal to speak, second by Ald. Yunker. Motion carried 5-0. Nate from John's Disposal stated that the company offered a fairly simple contract extension with no changes. Recommended by Dir. Earle to renew the contract as they do a great job of anticipating and taking care of the needs of the city.

Ald. Howell motioned for the citywide solid waste contract extension with John's Disposal, seconded by Ald. Yager. Motion carried 5 to 0. This will need to go to FLR.

Discussion/Action regarding the Public Works Committee Emergency Resolution for Replacement of Boilers at City Hall

Ald. Howell motioned to approve the replacement of the boilers, seconded by Yunker. Motion carried 5-0.

Discussion Only Annual Evaluation Kapur Engineer Services

Dir. Earle stated that the increased performance by Kapur has been impressive. Naomi is very professional and can't say enough about her response time.

Discussion / Recommendation Funding for Possible Traffic Signal on Edwards Blvd. & Townline Rd.

City Engineer Rauch, with HWY 120 project DOT warrant has been met at Edwards Blvd. & Townline Rd. however, WisDOT would not contribute to the funding. Discussed a SISP grant for funding. The takeaway is that if the city wanted to move forward it could be done through the SISP grant and could be done in advance of the construction. DOT advised not to apply for the grant too soon. 2026 / 2027 Straube asked what timeline is and Engineer answered two years. Yager stated grant funding has to be in budget in the year of funding. Could apply for the grant and not have to worry about getting the grant for funding per Dir. Earle. If you don't get the grant, you're not responsible for the match or you just don't do it. Dir. Earle noted that the recommendation shouldn't have been on this item it was more of an update. Guessing cost estimate would probably be around \$250,000 to \$400,000. Administrator Nord referenced a former email which he stated, the state said it would require a study and they don't recommend lowering the speed limit. If the speed limit was lowered it would not justify the signal and therefore, no longer warranted. Ald. Yager asked if it would be worth lowering the speed limit. Bloomfield isn't interested in lowering the speed limits. No action.

Discussion / Recommendation 2023 Streets Pay Requests #3 [KAPUR]

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

Discussion / Recommendation George Street Alley [KAPUR]

Director Earle reviewed the status of the alley on George St. We have a difficult time plowing based on how this alley is structured. A few homes asked for access to the alley. Bridget introduced herself, if we maintain within the existing boundaries benefits would be a cost reduction, second option would be to vacate the alley giving the ROW back to the homeowners where they would maintain the alley along with access easement, with option 2 it does need a mill and overlay per Kapur, Dir. Earle asked committee to take a ride and look at this alleyway. To maintain this property, we're on someone else's property. Ald. Yager asked about giving the residents the alley it would be their own private driveway would fall on homeowners. To prevent folks from using it as a turning point would remove the driveway apron, the last option is if we extend it and they would give up their entrance off of George. Option three to remove the fence and remove the utility to pole reaching to 1038 George St. concern for storage of snow due to the way property is structured 1030 garage is in the ROW shows on CSM.

Ald. Straube pointed out that this would need approval from residents on that street. Ald. Howell asked about moving the garage, removal of the fence and the utility pole. Ald. Yager requested that residents be informed and asked to engage and approve what they want. Kapur will reach out to the property owners and see how bad they want it. Ald. Yunker asked if did vacate where would it start Kapur said would vacate the whole thing. Pacer rating is around 4. And also deal with John's garbage removal. If vacate the residents need to pay for future maintenance.

Ald. Straube motioned ask Kapur and DPW to discuss with resident owners and find out options, seconded by Ald. Yager. Motion carried 5-0.

Discussion / Recommendation 2024 Streets Task Order [KAPUR]

Several of the streets were pushed off because of budget and are now being brought back, referenced in her report. Some new streets and brough pack parking lot F and some misc. Gino's driveway (private project) approach bottoming out trucks. Straube asked if George St. alley is one discussed.

Ald. Howell motioned to approve the 2024 Streets Task Order, seconded by Ald. Yunker. Motion carried 5-0.

Discussion / Recommendation Roadway Acceptance Vistas [KAPUR]

Kapur punch list items patch during the warranty, believe vistas pending on Feb. agenda, city would take responsibility of . Letter of credit remaining patching for roadway, misc. utility and drainage concerns outside of the ROW. Developers issue if not telling them it's a private road.

Ald. Yager motioned to approve the roadway acceptance of the Vistas, seconded by Ald. Howell. Motion carried 5-0.

Discussion / Recommendation Roadway Acceptance Symphony Bay Phase 4 [KAPUR]

Similar roadway completed final walkthrough down to. Do retain.

Ald. Yager motioned to approve the acceptance of Symphony Bay Phase 4, seconded by Ald. Yunker. Motion carried 5-0.

Discussion / Recommendation Roadway Acceptance Stone Ridge Phase 3 [KAPUR]

The same situation in final lift has gone in, not much of a punch list, has some funding for sidewalk. This approval would be accepting of the roadway. Dir. Earle stated the Town of Geneva put up stop signs heading west out of the subdivision off of Center.

Ald. Yager motioned to approve roadway acceptance of Stone Ridge Phase, seconded by Ald. Yunker. Motion carried 5-0.

Discussion / Recommendation Lake Geneva Blvd. (Sidewalk Options) [KAPUR]

Connect and head up to the corner of Wells and Lake Geneva Blvd. Provided another option in order to make ramp ADA compliant would need about 15-foot easement given to the city. A survey was conducted and there are a few options. One more complication with first option to be exactly along the curb and gutter and would need a 6-foot sidewalk. Concern if could fit a car there.

Second option to site distance off of wells and onto LG Blvd. Looking to cross at south entrance to Summer Haven connect to existing sidewalk. The utility box might have to be relocated and seems like a more positive result. Ald. Yager with option 2 how would continue to go down Wells if property still has issues with ADA compliance. Help folks reach that area ramp the ADA ramps would cause issues. Want to pursue and easement can start having those conversations. Ald. Yager 1st option parking might be issue for one garage would be blocking sidewalk. Don't have a cars width at the easement. Shift to west-side of street for extra room.

Ald. Howell asked which one recommended. Dir. Earle stated option 2.

Ald. Howell motioned to approve option 2 regarding the Lake Geneva Blvd., seconded by Ald. Yunker. Motion carried 5-0.

- Manning Way Bike Trail (misleading term per Dir. Earle bike trail up by Manning Way lot that city owns goes across certain properties on the Manning Way development.
- Riveria Beach Sidewalk
- South Street Pedestrian Crossings
- Urbanized Area Boundaries

Adjournment

Ald. Howell motioned to adjourn at 5:21 pm, seconded by Ald. Yunker. Motion carried 5-0.

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.



To: Public Works Committee
From: Tom Earle, Director of Public Works
RE: February. 2024 Director's Report

PUBLIC WORKS OFFICE & ADMINISTRATION

- Brush and leaf pick closed
- Telematics in trucks proving their worth. DPW exonerated in multiple accusations.
- DPW met again several times with WisDOT regarding the Hwy 50 project.
- DPW met again with WisDOT regarding the STH 120 (Edwards Blvd) project.
- Salt calibration scale arrived. Being used
- DPW attended DPW Signal Conference in Waukesha at R&M.
- DPW participated in DOT/County info exchange.
- 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. Completed.
- DPW has worked with staff on several equipment repair projects. Pelican broom recently.
- DPW worked with Linn and Geneva Hwy on several areas of shared roadway.
- DPW is currently awaiting the delivery of the new Park RTV's. One has arrived at the dealer.
- DPW and the City Engineer have been working on the abandonment of the Logan St. ROW. (completed).
- DPW is currently waiting for delivery of the new leaf wagon.
- Attended DRT meetings.
- Attended staff meetings.
- Attended PWC/FLR meetings.
- Attended Winterfest after event meeting.
- Assist City Engineer with multiple projects. Including 2024 Street Improvement.
- Continued work on Resolution 23-R40 is ongoing with all letters sent; as well as contact with several others. DPW is consulting with the City Attorney. One area left with no contact.
- Winter Ops ongoing.
- DPW and the City Engineer are looking into possible solutions for intersection control in the Sheridan Springs/Center St. area. Waiting to meet with the Town. Task Order forthcoming.
- PM's on all Street Dept. heating equipment finished.
- Disc Golf Bridge replacement RFP is posted. 2024-04a&b Bids opened 21 Feb.
- 1055 Carey St. backup generator RFP posted. 2024-01 Bids opened 07 Feb
- 1055 Carey St. tube heater replacement RFP posted. 2024-02
- Winterfest prep began and was completed.
- Several issues at Oak Hill are being resolved.
- Assisted Harbormaster with RFP's for Lagoon.
- Riviera plaza and stair lighting contract approved and completed.
- Tube furnace at 1070 Carey repaired. RFP process completed.



City of Lake Geneva

Department of Public Works

1065 Carey St.
Lake Geneva, WI 53147
262.248.6644

PUBLIC WORKS OPERATIONS

- Crews are currently performing garbage removal two days / week downtown.
- Pothole patching when weather permits.
- Crews have been replacing street name signage. (Geneva Manor)
- Crews have been updating traffic signage.
- Street sweeping is ongoing when the weather permits.
- Snow plowing operations are in full swing.
- Heat issues in park buildings have been presented.
- Please see Cemetery, Tree, and Park Board minutes for additional DPW items.
- New signs for Flat Iron and Library Park have been delivered, and installed.
- Tree trimming - care is ongoing. Storm damage as well.
- Vandalism clean-up continues.
- The brush drop-off continues to be busy, apx 28 loads have been hauled to the recycling center in January.
- Riviera maintenance being conducted seven days/week.
- Continuing Riviera event set-up/breakdown and maintenance for events.
- Gypsy Moth eradication efforts have started.
- Signs replaced, due to vandalism.
- Dead deer and misc. carcasses have been removed from roadways (Edwards Blvd., Pilgrim Church).
- Brush pile burning continues.
- Compost site managed bi- weekly with rollover and recorded temps.
- Equipment maintenance ramped up from winter events.
- Veteran's Park maintenance continues.
- West End restroom closed.
- Upkeep on equipment maintenance; mower blades, oil, grease, etc.
- Furnace installation at Oak Hill is complete, waiting for fuel.
- Downtown and park restrooms cleaned 5 days/week.
- Dead wooding large ROW trees - ongoing.
- Several street signs straightened.
- Several signs were repaired after traffic accidents.
- Misc. ongoing duties:
- Gate #3 repaired.
- Loader tires replaced.
- Two heavy plows were sent to the dealer for repairs with the DEF systems, warranty. Completed.
- One heavy plow sent to Best Truck for plow carriage rusted through. Completed.
- Several significant snow events.
- Winterfest clean-up has been completed.
- Sweeper hose ruptured; repair ongoing.
- Pump house at Hillmoor removed.
- Mowing at 4 Seasons started.

City of Lake Geneva

Parking Department

Parking Manager's Report for the February Public Works Committee Meeting

1. Winterfest Weekend: We grossed \$63,581 in Parking Kiosk and ParkMobile Revenues on the Saturday and Sunday of Winterfest weekend. We supplied shuttle bus coverage for the event, with 4 busses all day on Saturday and 7 busses during peak hours on Saturday. On Sunday we had 3 busses running all day with 6 busses during peak hours. Additionally, we supplied \$4,320 worth of donated parking to the Winterfest event.

2. Staffing: The department is fully staffed for the 2024 season

Seth Elder	Parking Operations Manager
Beth Gehris-Padro	Parking Clerk
Kerri Johnson	Parking Maintenance Lead
Jim Steele	Parking Maintenance
Sarah Johnson	Parking Enforcement Officer
Robin Leslie	Parking Enforcement Officer
Toby Smukowski	Parking Enforcement Officer
Dodd Davey	Parking Enforcement Officer
Tom Dobra	Parking Enforcement Officer
Colleen Harmon	Parking Enforcement Officer
Nick Brennan	Parking Enforcement Officer
Logan Wade	Parking Enforcement Officer
Julie Detlor	Parking Enforcement Officer

3. We will return to our regular revenue-focused reporting next month at the March meeting.

Memo to City of Lake Geneva

To: Tom Earle, Director of Public Works **Date:** February 21, 2024

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

CC: Nan Grebenor, City of Lake Geneva

Subject: Kapur Updates – February PWC

Interchange North (Sheridan Springs) /Center Street

Kapur and DPW staff met to discuss initial thoughts and recommendations based on the level of service traffic analysis completed at the intersection. We have drafted exhibits detailing options for future discussion with the DPW staff and the Town.

Lake Geneva Blvd Sidewalk

The additional survey has been obtained for the proposed crosswalk at Kwik Trip and sidewalk on the north side of Lake Geneva Blvd to Wells. Our design engineer has begun reviewing the survey and laying out the sidewalk locations. It is intended that the construction of the Lake Geneva Blvd and Edwards Blvd sidewalk extensions will be bid out with the 2024 Street Program.

2024 Streets Program

Per PWC direction, Kapur has contacted property owners adjacent to the George Street alley to obtain feedback with respect to maintenance and ownership options being considered. Letters explaining the options and an exhibit referencing the project area were sent to each property owner on Wednesday February 14th. At the time of this update, Kapur has received phone calls from 4 of the property owners.





1224 South Pine Street, Burlington, WI 53105
T: 262.767.2747 • F: 262.767.2750



626 Geneva St, Lake Geneva, WI 53147
T: 262.248.3673

Memo to Resident of the City of Lake Geneva

To:
From: Bridget Barry, E.I.T. / (262)-806-9194
Subject: George Street South Alley – Design Input

Date: February 12, 2024

Dear Property Owner,

The City of Lake Geneva is investigating possible improvements to the alley abutting your property. We encourage you to reach out to us at the following contact to ask questions or express any concerns.

Bridget Barry, Kapur & Associates, Inc. // Phone: (262)-806-9194 // Email: bbarry@kapurinc.com

Property owners around the alley south of George Street and west of Madison Street have expressed interest in improving the existing infrastructure. Below is an outline of multiple options that are being considered. The City of Lake Geneva would like to hear your input prior to moving forward with the any changes. Please review the attach exhibit and the proposed options as follows:

Option 1: The City preforms maintenance on the alley pavement. Neither the location of the pavement, nor the access to your property would change.

Option 2: The City preforms maintenance on the alley pavement and surrenders the right of way to the property owners. This would mean the location of the pavement would stay the same, and 1024 George Street and 916 Madison Street would receive an access easement. Properties that do not currently have access to the alley would not gain access with this option. Property owners would no longer be restricted to right of way requirements within the alley (setbacks, etc.); however, **it is important to note that assuming this right of way includes assuming responsibility to both snow removal and any other future maintenance the alley requires.**

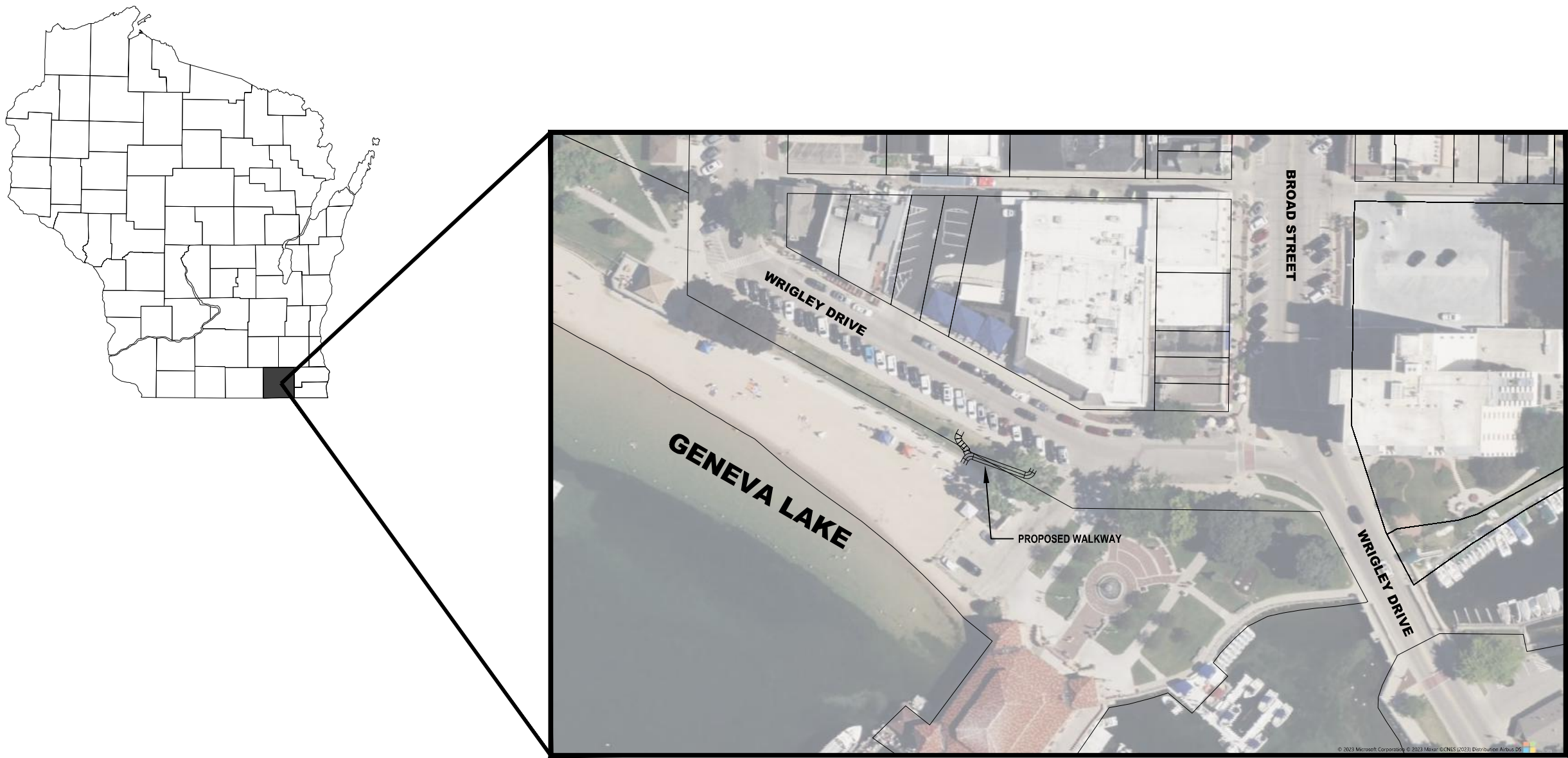
Option 3: The City preforms maintenance on the existing alley pavement and extends the alley to 1038, 1034, and 1030 George Street properties. These properties must forfeit their George Street access and only use the extended alley. All properties currently using the alley for access would maintain their access. Any costs associated with moving or modifying garages or new driveways to facilitate this extension would fall on the homeowner; however, snow removal and future alley maintenance would continue to be the City's responsibility moving forward.

Please note that no design decisions have been made at this time. This project is in a preliminary planning stage. I kindly request that you follow up with me prior to **Friday, February 23, 2023**, to ensure comments/concerns can be considered by the Public Works Committee.



RIVIERA LAKEFRONT RAMP

CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN



LOCATION MAP

COORDINATES ON THE PLAN ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, WALWORTH COUNTY.

ELEVATIONS SHOWN ON THIS PLAN ARE REFERENCED TO THE NATIONAL GEODETIC VERTICAL DATUM (NGVD29).



**ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY OF LAKE GENEVA LAND DEVELOPMENT STANDARDS, AND THE STANDARD SPECIFICATIONS FOR HIGHWAY AND STRUCTURE CONSTRUCTION; LATEST EDITIONS AND REVISIONS.



1224 S. Pine Street
Burlington, Wisconsin
53105

kapurinc.com

PROJECT:

RIVIERA
LAKEFRONT RAMP

LOCATION:

WRIGLEY DRIVE

CLIENT:



RELEASE:

PATHWAY EXHIBIT

REVISIONS:

#	DATE	DESCRIPTION
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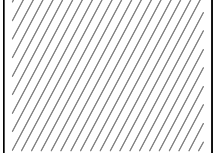
NORTH ARROW:



SCALE:

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SHEET:

TITLE

PROJECT MANAGER: NR

PROJECT NUMBER: 230152 PHSE07

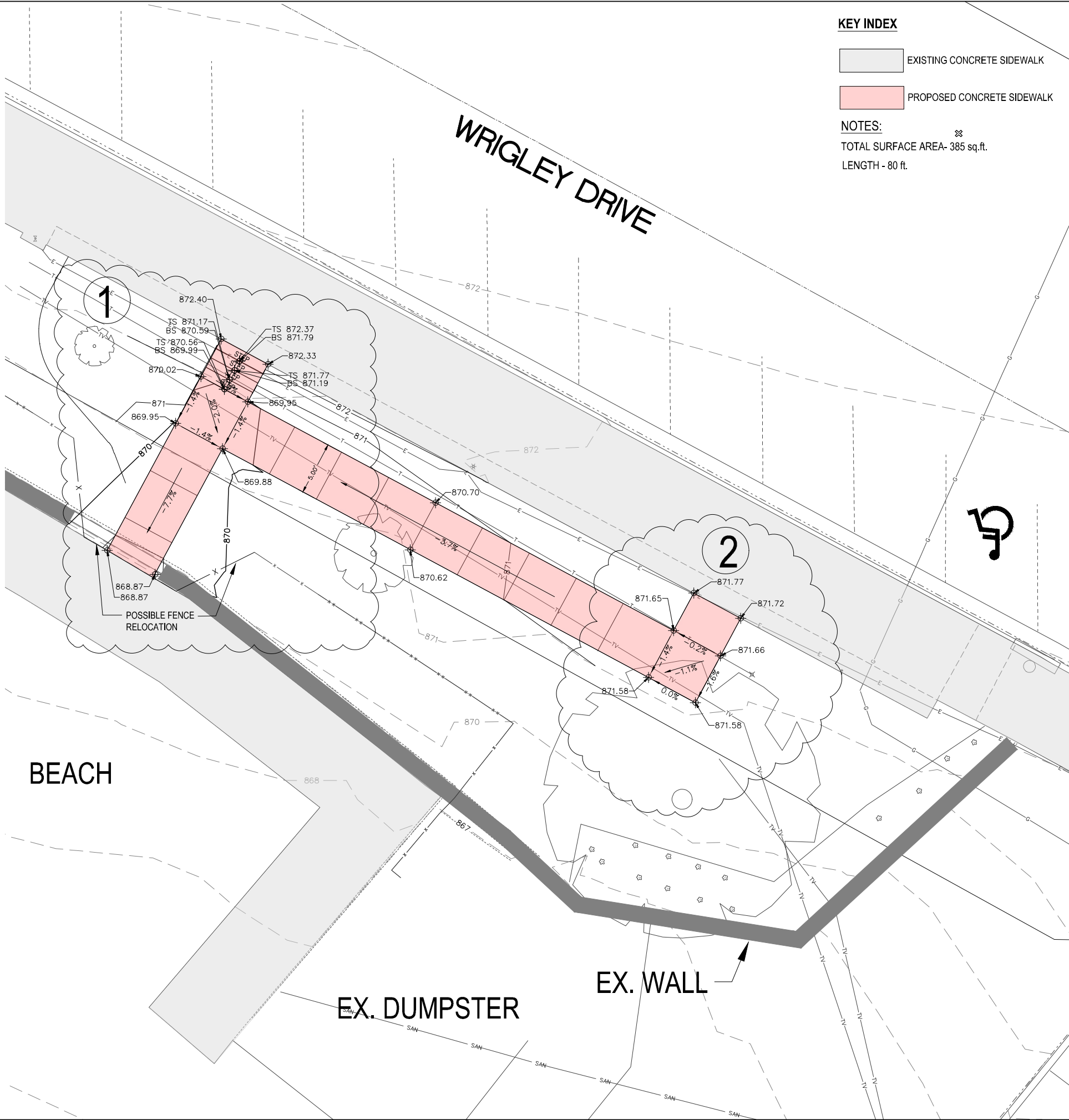
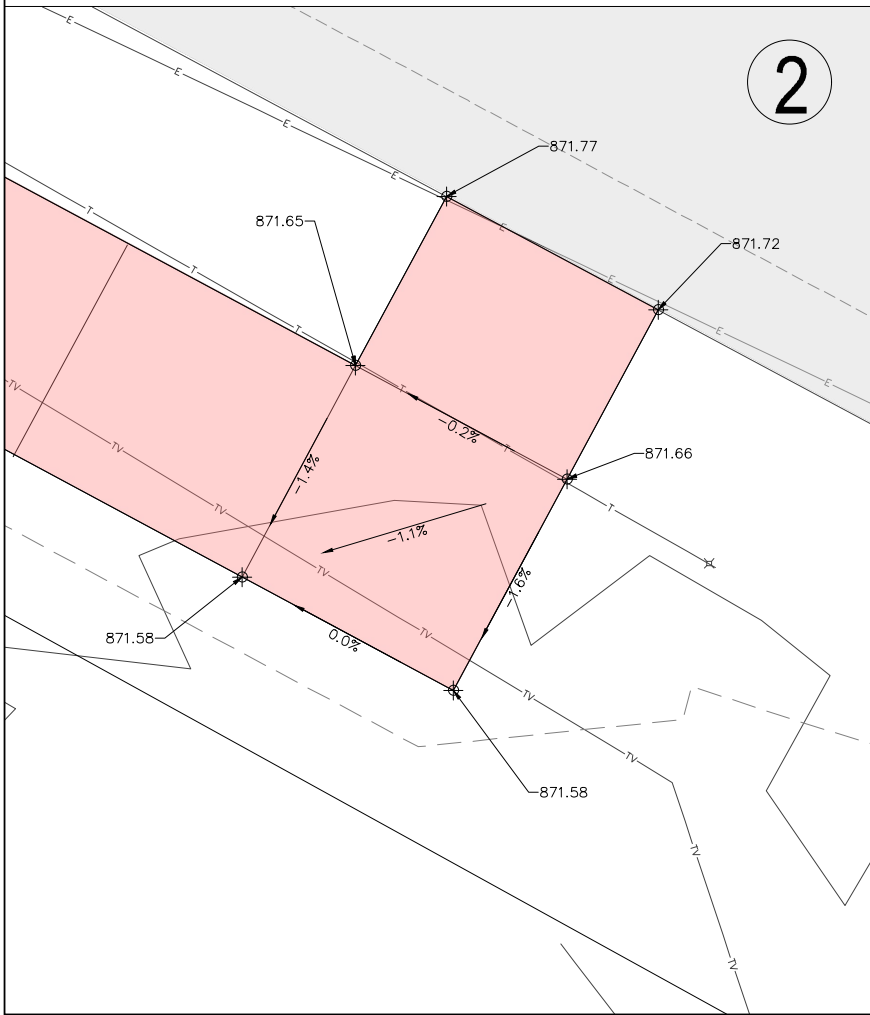
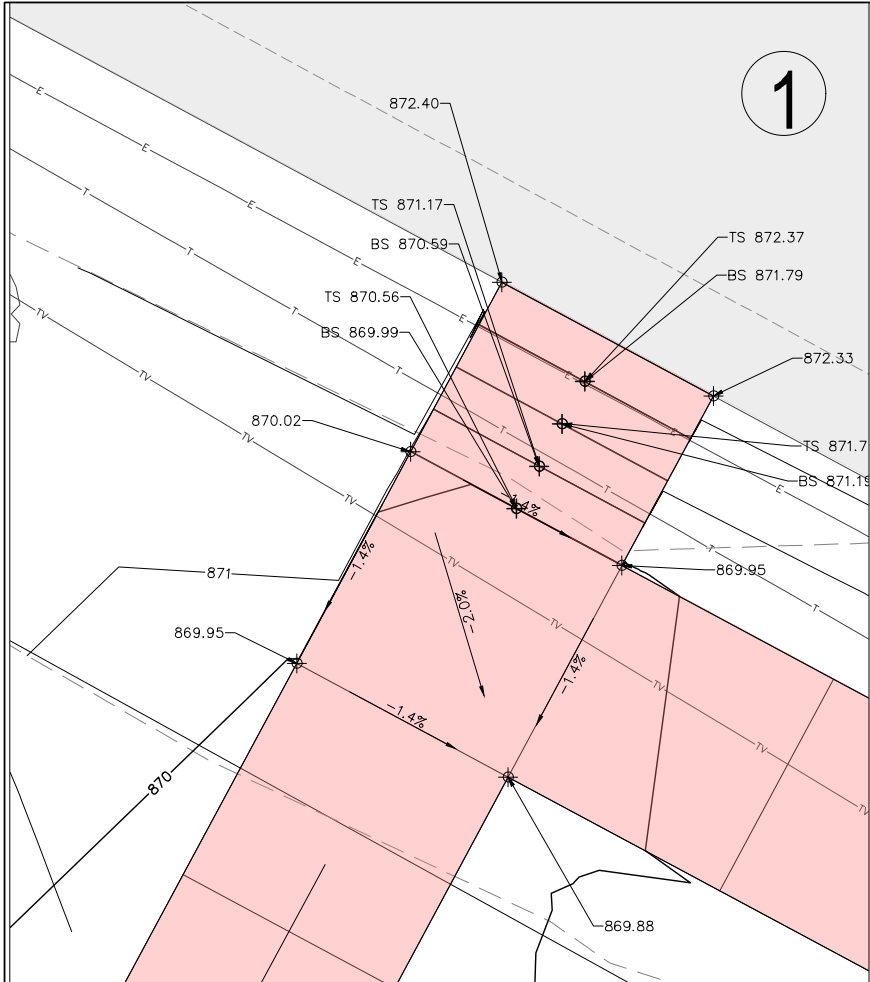
DATE: 9/28/2023

SHEET NUMBER:

1

PATHWAY EXHIBIT 9-28-2023

FILENAME: D:\Wdworth_Co\Lake Geneva_City\Gov\230152 2023 Lake Geneva General Engineering\PHSE 7 Riviera Parking\Design\Riviera_Parking_ADA.dwg



KEY INDEX

EXISTING CONCRETE SIDEWALK

PROPOSED CONCRETE SIDEWALK

NOTES:

TOTAL SURFACE AREA- 385 sq.ft.

LENGTH - 80 ft.



1224 S. Pine Street
Burlington, Wisconsin
53105

kapurinc.com

PROJECT:

RIVIERA
LAKEFRONT RAMP

LOCATION:

WRIGLEY DRIVE

CLIENT:



RELEASE:

PATHWAY EXHIBIT

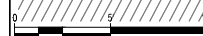
REVISIONS:

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NORTH ARROW:



SCALE:



IF NOT ONE INCH ADJUST SCALE
ACCORDINGLY

SEAL:

all in

SHEET:

RIVIERA PATHWAY
ALTERNATE OPTION

PROJECT MANAGER: NR
PROJECT NUMBER: 230152 PHSE07
DATE: 9/28/2023

SHEET NUMBER:

3

TASK ORDER NUMBER #32

CIVIL ENGINEERING SERVICES

This task order is made as of February 19, 2024, under the terms and conditions established in the MASTER AGREEMENT FOR ENGINEERING SERVICES, (the Agreement), between the **City of Lake Geneva (Owner)** and **Kapur (Engineer)**. This Task Order is made for the following purpose:

Provide civil engineering services for the design and specification preparation of pedestrian improvements along South Street (at Geneva Meadows Apartments), South Street and Wells Intersection, South Street and Lake Geneva Boulevard, and from Badger High School across Wells to the Badger Football Field.

Section A. – Scope of Services

Engineer shall perform the following Services:

Geneva Meadows Apartments Ingress/Egress to Well Street

1. Review of existing topography and utility survey data. Gather additional topographic survey along north side of South Street from existing sidewalk at Geneva Meadows Apartments to Wells Street intersection.
2. Provide mapping, field reviews and plan preparation for the reconstruction of all accessible ramps within the project limits. All ramps will be designed to meet Federal Accessible standards and conform with PROWAG standards to the maximum extent practicable. Specific engineering details for accessible ramp replacements will be provided.
3. Design 5-ft wide sidewalk to meet ADA standards from ingress/egress at Geneva Meadows Apartments along north side of South Street to Wells Intersection.

South Street / Wells Street Intersection

4. Review existing topography and utility survey data at the intersection. Gather additional survey data needed to reconfigure sidewalks and crosswalks for ADA compliance.
5. Provide mapping, field reviews and plan preparation for the reconstruction of all accessible ramps within the project limits. All ramps will be designed to meet Federal Accessible standards and conform with PROWAG standards to the maximum extent practicable. Specific engineering details for accessible ramp replacements will be provided.
6. Layout reconfiguration of intersection to enhance ADA accessibility including crosswalks on all legs of the intersection. Include curb and gutter extensions as need to complete ramps and crossings.

South Street / Lake Geneva Boulevard

7. Review of existing topography and utility survey data. Gather additional topographic survey along north leg intersection for 50-ft.



8. Determine right-of-way along Lake Geneva Boulevard for sidewalk improvements including at a minimum landing pad and ramp at each corner of the intersection.
9. Design crosswalk and suggested signage/flashing beacons that includes one crossing of South Street.
10. Coordinate with homeowners for permanent easements to complete construction.
11. Design extension of existing curb and gutter at intersection to accommodate crossings and sidewalk designs.
12. Include drainage structures as necessary.

Badger High School across Wells to Badger Football Field

13. Review of existing topography and utility survey data. Gather additional topographic survey as needed to confirm existing site conditions.
14. Provide topographic survey and mapping, field reviews and plan preparation for the reconstruction of all accessible ramps within the project limits. All ramps will be designed to meet Federal Accessible standards and conform with PROWAG standards to the maximum extent practicable. Specific engineering details for accessible ramp replacements will be provided.
15. Design crosswalk and suggested signage/flashing beacons that includes crosswalk of the east driveway, Wells Street and west driveway with boulevard. Sidewalk extensions will be designed to tie into the existing path on both the east and west driveways and connect to the existing parking lot at the northeast corner. An ADA compliant ramp and landing pad will be designed for the connection to the north west corner. This task order does not include a full sidewalk extension from the west driveway to South Street.

General Services

16. Plans will include location and detail of pavement and asphalt removals, new asphaltic paving, curb, gutter, and apron replacement as needed.
17. Provide a summary table to present a breakdown of quantities as information to bidder. Information may include but not limited to the length, width, square yardage of repair (if necessary).
18. Provide construction cost estimates for all sidewalk and crosswalk improvements.
19. Provide utility coordination of all private utilities for all streets including utility location for survey of street improvements requiring grading or utility improvements/repairs.
20. Provide details as needed to complete work.
21. Prepare and provide Project Manual including but not limited to Advertisement for Bids, Instruction to Bidders, Bid Form, Bidder's Qualification Statement, Agreement, and General Conditions of Contract, Supplementary Conditions, and Special Provisions.
22. Prepare for and attend the bid opening.
23. Review project bids make recommendation for award, and coordinate notice of award, agreement, and notice to proceed documentation.
24. Attend meetings as required and provide update memos to the Department of Public Works.
25. Prepare report for sidewalk property assessments.



Construction Management Activities

26. Provide administrative services to manage client coordination/invoicing, project schedules, contract change order documentation, establish project logs, formatting monthly contract quantity estimating and contractor invoicing and contract closeout documentation for base bid projects.
27. Provide construction survey staking for necessary items within the construction contract. This survey provides for a “one time” staking for a particular item. If the contractor damages any stakes, they shall be responsible for the cost to replace those damaged stakes.
28. Coordinate and complete necessary material testing services for work completed.
29. Process payment requests from the contractor for their work and prepare recommendation for payment for City approval. Complete final close out documentation and acceptance of improvements memorandum. **(This task is completed on a monthly basis and is completed for all work approved for the prior month.)**
30. The Engineer will be responsible for notifying, scheduling, conducting, documenting, and distributing minutes of the preconstruction conference.
31. Prepare and provide project update memorandum and provide copies of the daily journal entries to City staff upon request.
32. Attend meetings and coordinate with adjacent property owners and business as needed.
33. Upon project completion, all utility data and as-built information will be transferred to the City GIS system for permanent records. In addition, as-builts, and AutoCAD information will be provided for City record.
34. It is anticipated the construction work will begin in Fall 2024. This schedule has been provided for estimating purposes only. Engineer and construction services are estimated on the engineering and survey staff being on site as needed and completing project paperwork for a construction period of up to 8 weeks.

Section B. – Compensation

In return for the performance of the foregoing obligations, Owner shall pay to Engineer an amount not-to-exceed **sixty-five thousand and one hundred-ten dollars (\$65,110)** payable according to the following terms:

A not-to-exceed amount based on the rates as listed in Attachment A of the Agreement, plus direct expenses. Cost plus services are limited to an agreed maximum figure unless amended.

Engineer may request a change to the billing hours if scope changes, beyond the control of the Engineer, resulting in an extension of the schedule or necessitates a change in personnel.

Compensation for Additional Services (if any) shall be paid by Owner to Engineer according to the hourly billing rates shown in Attachment A of the Agreement.



IN WITNESS WHEREOF, the Owner and Engineer have executed the Task Order.

For: City of Lake Geneva

Engineer: Kapur & Associates, Inc.

By: _____

By: Naomi Rauch

Signature: _____

Signature: 

Title: _____

Title: Project Engineer/Associate

Date: _____

Date: 02/20/2024



Legend

- Street Names
- Private Roads
- County Municipalities
- Tax Parcels (Air Photo)
- General Parcels For Documents
- Alley
- Right-Of-Way
- Hydrology
- ETZ
- City Limits
- Imagery_2022
- Red: Band_1
- Green: Band_2
- Blue: Band_3

Data on this map may or may not be accurate, current, or otherwise reliable. For reference only.

Note

0 223.35 446.7
Feet
© Kapur and Associates, Inc. 08/28/2023

Kapur Associates, Inc.
Summary of Staff Hours and Labor Costs for the City of Lake Geneva

TASK ORDER 32														
City of Lake Geneva South Street _ Wells Street Crosswalks - Attachment A														
CLASSIFICATION	Project Manager		Project Engineer III		Project Engineer II		Project Engineer I		Project Surveyor		Survey Crew		Total Labor	
Average Hourly Wage (2024 Contract Rates)	\$177.00		\$157.00		\$130.00		\$118.00		\$131.00		\$119.00			
TASK DESCRIPTION	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Meetings														
Contract Administration	5	\$885.00	10	\$1,570.00									15	\$2,455.00
Conduct Site Visit - Take Pictures							10	\$1,180.00					10	\$1,180.00
Meeting - Plan Commission (2 Meeting)							4	\$472.00					4	\$472.00
Meeting - Common Council (2 Meeting)							4	\$472.00					4	\$472.00
Conceptual Planning/Platting														
Topo - Survey Control									6	\$786.00	8	\$952.00	14	\$1,738.00
Conventional Topo and Utilities											16	\$1,904.00	16	\$1,904.00
Civil Contract Documents														
Review of existing survey data							16	\$1,888.00					16	\$1,888.00
Set Up Design File with Survey Base and Site Layout							23	\$2,714.00					23	\$2,714.00
Site Demolition Plan							15	\$1,770.00					15	\$1,770.00
Site Geometric Plan			24	\$3,768.00			40	\$4,720.00					64	\$8,488.00
Grading Design							80	\$9,440.00					80	\$9,440.00
Erosion Control Design							10	\$1,180.00					10	\$1,180.00
Construction Details and specifications							20	\$2,360.00					20	\$2,360.00
Sidewalk Assessment Reports			16	\$2,512.00									16	\$2,512.00
Plan Preparation			15	\$2,355.00			40	\$4,720.00					55	\$7,075.00
QA/QC	4	\$708.00	8	\$1,256.00			16	\$1,888.00					28	\$3,852.00
Contract Administration														
Review Bids and Assist with Bid and Award					8	\$1,040.00							8	\$1,040.00
Pre-Construction Meeting			2	\$314.00	4	\$520.00	2	\$236.00					8	\$1,070.00
Site Visits During Construction					80	\$10,400.00							80	\$10,400.00
Punch List Site Visit and Punch List Execution					12	\$1,560.00							12	\$1,560.00
Punch List Site Visit Verification					8	\$1,040.00							8	\$1,040.00
TOTALS	9	\$1,593.00	75	\$11,775.00	112	\$ 14,560.00	280	\$33,040.00	6	\$786.00	24	\$2,856.00	506	\$64,610.00
Summary of Expenses													Units	Dollars
Estimated Expenses / Mileage (LS)													1.00	\$500.00
												Expenses:		\$500
												Project Total:		\$65,110

Memo to City of Lake Geneva

To: Public Works Committee **Date:** February 20, 2024

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

CC: Tom Earle, Public Works Director
Nan Grebenor, City of Lake Geneva
Dave Nord, City Administrator

Subject: Urbanized Area Boundary Recommendations

With the 2020 census data, the Wisconsin Department of Transportation re-evaluates the Urban Area Boundaries as it relates to transportation planning and funding. These designations affect requirements for design and grant funding eligibility as discussed in the WisDOT Bureau of Planning and Economic Development Guidance Document attached.

Exhibit A is a Draft Adjusted Urban Area Boundary with notes as recommended by WisDOT.

Exhibit B includes the final recommended boundary with recommendations from Kapur.

Ultimately the Urban Area Boundary must be approved by the City via resolution, an example of the resolution is attached.

Kapur recommends a change to the proposed map to include the property located in the hatched area on Exhibit B. This property is and will remain in the Town of Bloomfield under this designation. The recommendation is based on Items 4 and 7 (if this parcel was annexed) of the Technical Considerations within the Guidance Document. This parcel (PIN MB500003) is just East of the Symphony Bay Development and discussions regarding annexation were initiated in recent past.

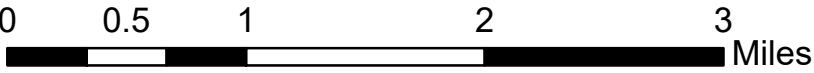
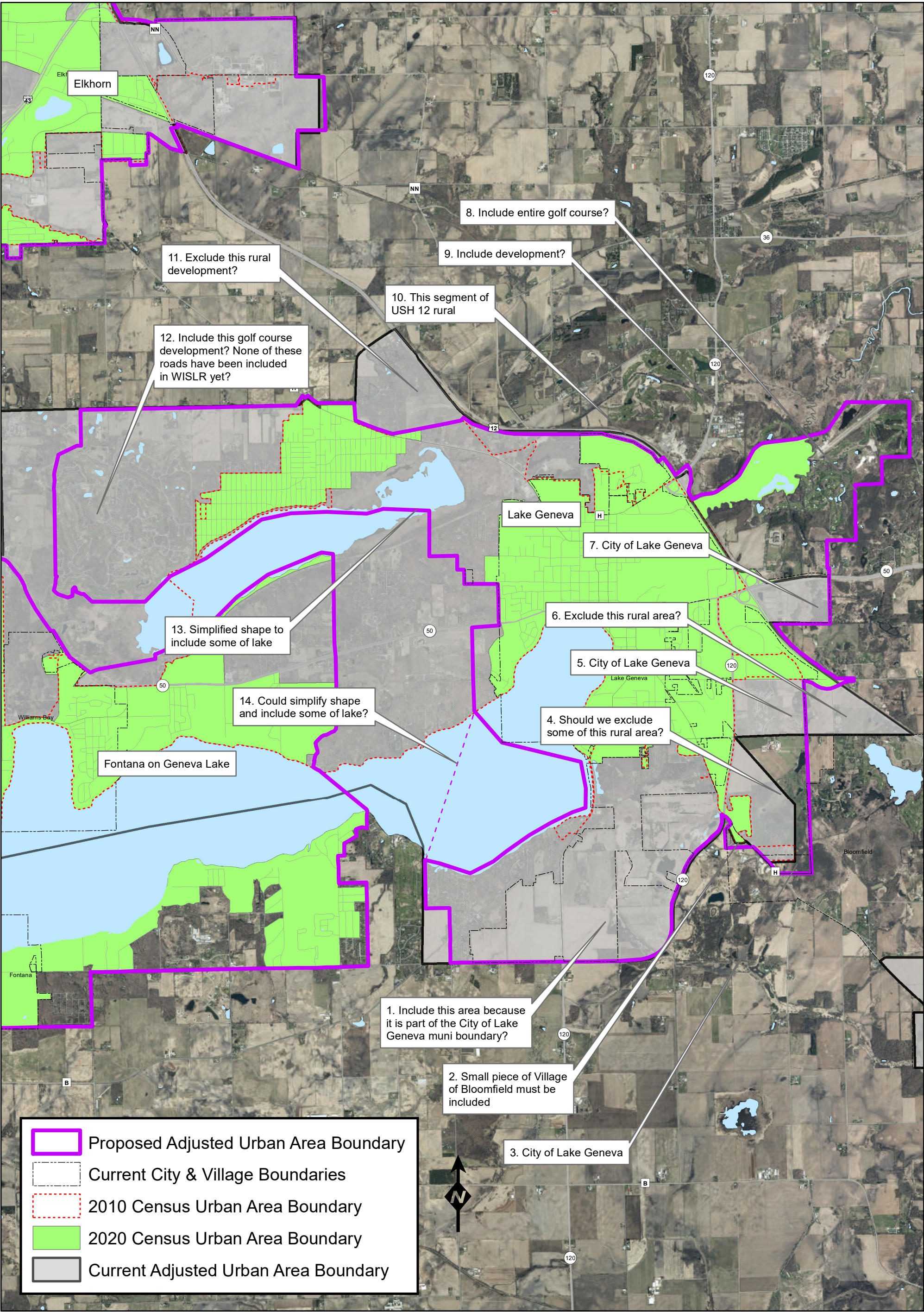
Should the committee support the recommended change in the UAB as presented, staff will provide feedback to the WisDOT Region staff to facilitate the revisions to the mapping and finalization of the resolution for City Council approval by the June 30th 2024 deadline.



Lake Geneva Urban Area

(Adjusted Urban Area Boundary)

DRAFT

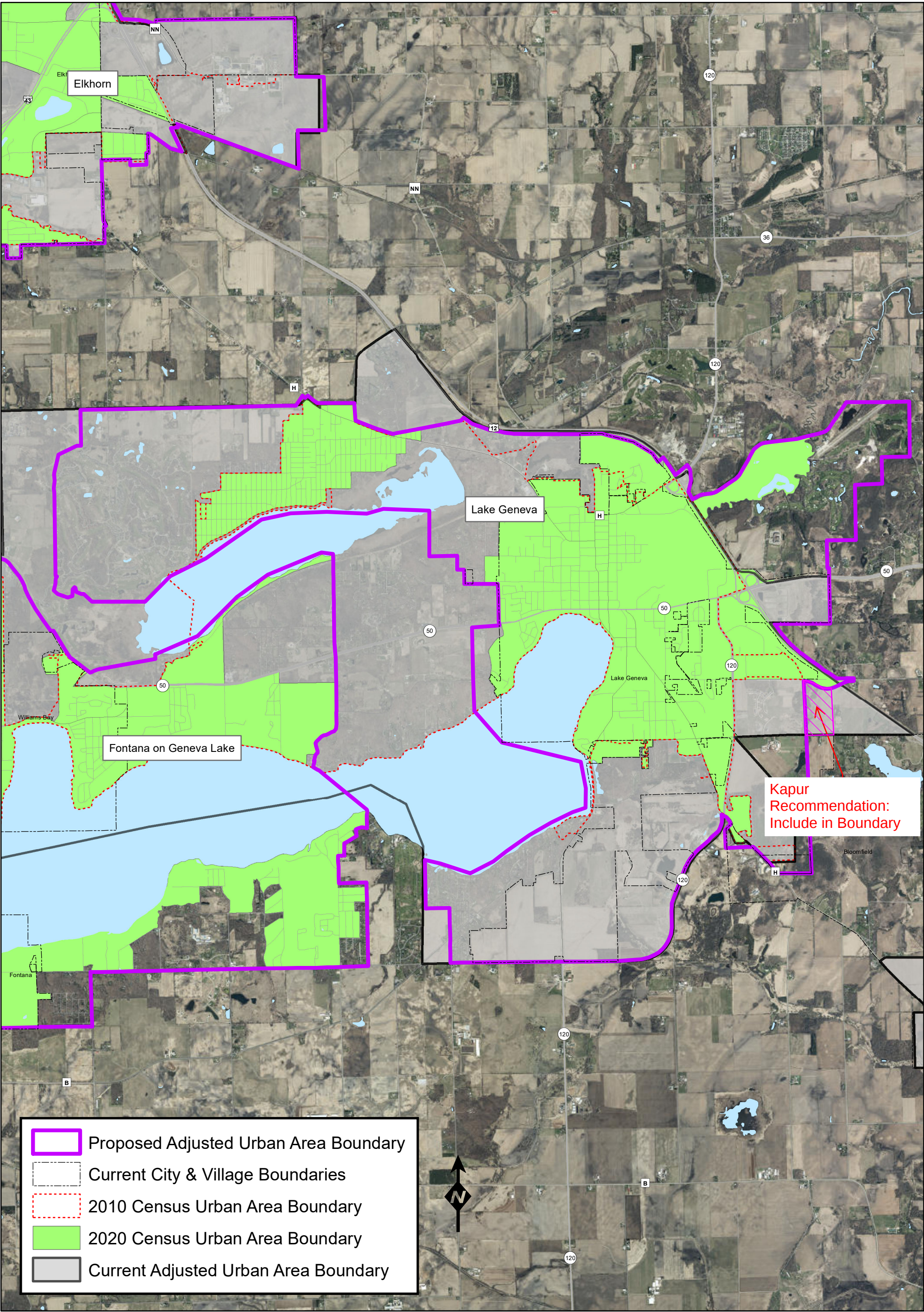


Population (2020): 10,955
Housing Units: 6,168
Map Date: 11/02/2023

Lake Geneva Urban Area

(Adjusted Urban Area Boundary)

DRAFT



Kapur
Recommendation:
Include in Boundary

- Proposed Adjusted Urban Area Boundary
- Current City & Village Boundaries
- 2010 Census Urban Area Boundary
- 2020 Census Urban Area Boundary
- Current Adjusted Urban Area Boundary

0 0.5 1 2 3 Miles

Population (2020): 10,955
Housing Units: 6,168
Map Date: 11/02/2023



2020 Census: Urban Area Boundary Adjustments

- Part 1: Background and Process – Page 1
Part 2: Technical Considerations – Page 7
Part 3: Key Process Steps – Page 9

Part 1: Background and Process

This section includes information explaining Census-defined urban areas, release of urban area boundary data, and the process WisDOT uses for adjusting those urban area boundaries.

Urban Areas are defined by the US Census as individual municipalities or groups of nearby municipalities with a total population of 5,000 or higher. In the past, *urbanized area* was the term for urban areas with populations of 50,000 or higher; all Metropolitan Planning Organizations (MPOs) were urbanized areas. **With the 2020 Census, the *urbanized area* category has been discontinued.**

Large urban areas, with populations of 50,000 and higher, are **MPOs**. All smaller urban areas, with populations of 5,000 to 49,999, are just **urban areas**. MPOs with populations of 200,000 and higher are federally designated as Transportation Management Areas (TMAs).

A. Census-Defined Urban Boundaries and Adjusted Urban Area Boundaries

The Urban Area Boundary (UAB) is important for transportation planning because it is a key factor for federal Surface Transportation Block Grant (STBG) funding eligibility.

WisDOT's funding program for federal STBG funding is the State Transportation Program (STP). It divides STBG funds into STP-Urban and STP-Rural. The UAB is also a factor for Federal Highway Administration (FHWA) Highway Performance Monitoring System (HPMS) reporting.

Areas *within* the UAB are considered to be **Urban.** All functionally classified, non-local roads within an urban area are eligible for STP-Urban funding. Areas *outside* the UAB are considered to be **Rural**. Functionally classified roads (Major Collectors and higher) outside the UAB are eligible for STP-Rural funding. When a rural county highway continues across the UAB into an urban area; that urban portion is eligible for STBG/STP-Urban rather than STBG/STP-Rural funding. See [WisDOT's Local Program website](#) for additional information.

Functional Classification is a way to define and categorize the various roles that streets and highways play in serving the state's varied transportation needs. Arterial, Collector, and Local classifications categorize roads based on the amount and types of traffic the roads carry, characteristics of the roadways, land uses in the vicinity of the roadways, and the development and population density of the surrounding area.



GUIDANCE DOCUMENT

Also, the approval process is different for urban and rural areas. Approval for changes in an urban area are carried out by the municipal board or elected official; approval in rural areas is under jurisdiction of the county board.

The criteria used by the US Census Bureau for defining urban areas do not align well with transportation planning needs. Census-defined urban areas often do not correspond to known geographic or municipal boundaries and can be irregularly shaped. For this reason, FHWA allows states to adjust the Census-defined urban boundaries in creating the official urban boundary for planning and funding purposes.

Adjustment of these boundaries allows states and MPOs to smooth out the irregularities, ensure administrative continuity, and encompass fringe areas with residential, commercial, industrial, recreational, and/or national defense significance. Adjusting Census-defined Urban boundaries facilitates planning and programming by creating urban boundaries more appropriate for these purposes. The Adjusted UAB becomes the official Urban Area Boundary after it has been approved by FHWA.

WisDOT's deadline for approval of adjusted Urban Area Boundaries is June 30, 2024.

This provides a window of approximately 18 months to complete all review, adjustment, and approval of all UA boundaries, including bi-state MPOs. While FHWA has extended their deadline to April 2025, WisDOT will keep the June 2024 deadline. For any adjusted Urban Area Boundaries not approved by the 2025 deadline, the official urban area boundary will default to the Census-defined urban boundary. This outcome is not an acceptable option; WisDOT will review and work with local officials to adjust and approve every Urban Area Boundary in the state.

The Urban Area Boundary (UAB) should not be confused with the municipal or corporate boundary of a city, village, or town. These **CVT boundaries** are used for some transportation planning purposes but they do not affect eligibility for federal STBG funding.

B. Initial Preparation

Prior to the release of Census 2020 Urban Area Boundary data—expected late in CY 2022—WisDOT-BPED will hold an informational meeting with DTSD Region Planners to explain the boundary update and approval process, including communication with local governments, and timeline for completion. Then, before or shortly after the Census release of UA Boundary data, BPED and the Region staff will hold individual meetings with MPO staff to discuss the boundary adjustment process and answer any questions before the process gets underway. This advance discussion will hopefully minimize numerous iterations of boundary adjustments and back-and-forth communication during the process.

C. Current Urban Area Boundary and Census-Defined Boundary Overlay Map

BPED will begin the Urban Area Boundary review and adjustment process. Using Geographic Information Systems (GIS), BPED will overlay the 2020 Census-defined urban boundary on the existing

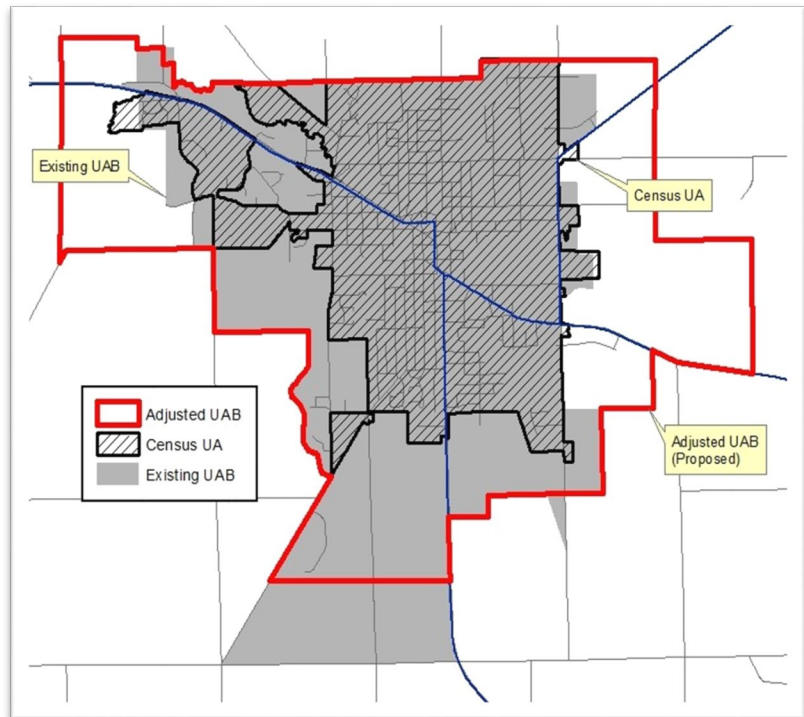
GUIDANCE DOCUMENT

UA boundary, with the changes highlighted. BPED will then coordinate with the MPOs, other Urban Areas, and respective WisDOT Region staff to create the initial proposed boundary adjustments for each Urban Area.

D. Proposed Urban Area Boundary Adjustments

For the MPOs, BPED will send the initial overlay map to the MPO contact(s), who will then draft the initial adjusted UA boundary map and send it to Region staff, BPED staff, and FHWA staff for review.

For all other urban areas, in addition to the overlay map, BPED will also develop the initial proposed boundary adjustments. and send that map to Region staff and FHWA before to reach concurrence on adjustments. BPED will then send the adjusted UA boundary map to local officials for review and approval. BPED and Region staff will concur on the final proposed adjusted boundary map. For additional information on this process, see WisDOT's [Functional Classification and Boundary Approval Policy](#).



MPOs: The MPO Director or appropriate staff will coordinate review and approval by their Technical Advisory and/or Policy Board. BPED will coordinate with the MPO Liaison, Region Planner, and FHWA throughout the boundary adjustment development and approval processes.

Other urban areas: WisDOT Region staff will coordinate communication with the urban areas in their respective region. They will initiate contact with the Municipal Clerk or other elected official (e.g., city planner, public works director, mayor, etc.) to explain the process and timeline for completion. This local official will coordinate the boundary map review and approval by the local board, transportation committee, or designated Urban Area committee.

Region staff will coordinate with BPED as needed during the local review and approval process to address any questions or concerns that arise.

Newly-Defined Urban Areas: If there are any "new" census-defined urban areas—populated places that did not meet the criteria for urban definition in 2010—they will switch from being rural places to



GUIDANCE DOCUMENT

urban places. Thus, their STBG/STP funding eligibility will change from rural to urban. As a result, the pool of potential funding recipients will change, and with it, the project prioritization factors used to consider and submit projects for STBG/STP funding.

For these newly defined Urban Areas, it is recommended that the Region staff meet with local official(s) (including BPED staff, if desired) to introduce them to the Urban Area concept and what it means for the community—primarily a change in federal funding source and consequent ramifications—as well as an overview of the process and timeline. WisDOT will use the same criteria and analysis for adjusting newly-designated urban area boundaries as are used for pre-existing urban areas. A pre-meeting may be beneficial for any other existing urban areas, too. Region staff will likely make this determination, but BPED also may come across a situation that might benefit from a pre-boundary adjustment meeting with the municipality.

Bi-state MPOs: WisDOT will propose adjustments for the Wisconsin portion of the MPO, through coordination with the DTSD Region Planner and MPO Director or delegated MPO staff person who, in turn, will coordinate closely with the neighboring state on the urban area boundary adjustments in that state. The bi-state MPOs in Wisconsin are:

- Duluth-Superior MPO (MN)
- La Crosse-La Crescent MPO (MN)
- Dubuque MPO (IA)
- Beloit-South Beloit MPO (IL)
- Round Lake Beach TMA (SEWRPC and CMAP (IL) MPOs)
- Metropolitan Council TMA (MN)

E. Review and Approval by MPO/UA Officials

For the MPOs, the MPO policy board reviews the proposed boundary adjustments, can ask questions and suggest changes to WisDOT, and upon concurrence with WisDOT, votes to approve the proposed UA boundary.

For the other urban areas, the municipal clerk—or other local elected official—receives the proposed UA Boundary map and presents it to the appropriate governing body (municipal board/committee) for review and approval. See WisDOT's [Functional Classification and Boundary Approval Policy](#).

If there are questions, or recommendations for changes to the proposed map, the local official should contact the Region Planner who then contacts BPED to discuss them and concur on any changes.

BPED will send the revised map back to the Region Planner to send (or present to) the MPO/Local officials. This iterative process continues until all parties concur on the final proposed UA boundary map. The MPO/Local officials approve the proposed UA map and send documentation of approval to the Region Planner who forwards it to BPED.

BPED finalizes the proposed UA map and prepares documentation for internal approval.



F. Governor/WisDOT Secretary Approval

Federal Law (23 USC 101) states that State and local officials are responsible for approval of urban area boundaries. In Wisconsin, the Governor delegates state approval authority for adjusted Urban Area Boundaries to the State Transportation Secretary. WisDOT will send the proposed UA Boundary map to the WisDOT Secretary for approval/signature. Record of the approval is included with the proposed map.

First in the approval process, the MPOs and other urban areas will pass a resolution approving the adjusted UA boundary and send it to WisDOT-BPED. In the event that passage of a formal resolution is not possible in timely manner, passage of a motion to approve the changes and documented in the meeting minutes, is acceptable. Next, BPED will forward the adjusted boundary map to the WisDOT Secretary for written approval. Finally, BPED will send the map, along with both approval documents, in a submittal packet to FHWA-Wisconsin.

The Census-defined Urban Area—not the adjusted Urban Area—is used to determine the population of the Urban Area. This is a factor for urban areas just under the 50,000 population threshold for MPO designation or the 200,000 threshold for TMA designation.

G. FHWA Approval

Upon receipt of the adjusted UA Boundary map and approval documentation from BPED, FHWA will send a letter to WisDOT approving the adjusted boundary map.

H. Final UA Boundary Maps

Once FHWA has approved the adjusted UA boundary, it becomes official, Urban Area Boundary. Upon receipt of the final approval from FHWA-Wisconsin, BPED will add the approval dates to the final UAB maps and posts them on its [website](#). The description of urban areas and UA boundaries on the website will be updated to align with the new urban definitions created from the 2020 Census.

An **outline** of key steps in the UA boundary adjustment process is included at the end of this document.

I. Metropolitan Planning Area (MPA) Boundaries

Federal Regulations governing Metropolitan Planning Area Boundaries are found in 23 CFR 450.312. Whereas the UA boundary typically defines the area of potential growth of the community over 10 years, the MPA boundary typically extends beyond that to encompass the area of expected urbanization of the metropolitan planning area 20 years into the future.

Transportation projects that fall within the MPA boundary are included in the MPO's Transportation Improvement Program (TIP).

The area between the approved Urban Area (UA) boundary and the Metropolitan Planning Area (MPA) boundary is considered **rural** for functional classification and funding purposes.

The MPA boundary is used by the federal government as the delineation between jurisdictions of adjoining MPOs.

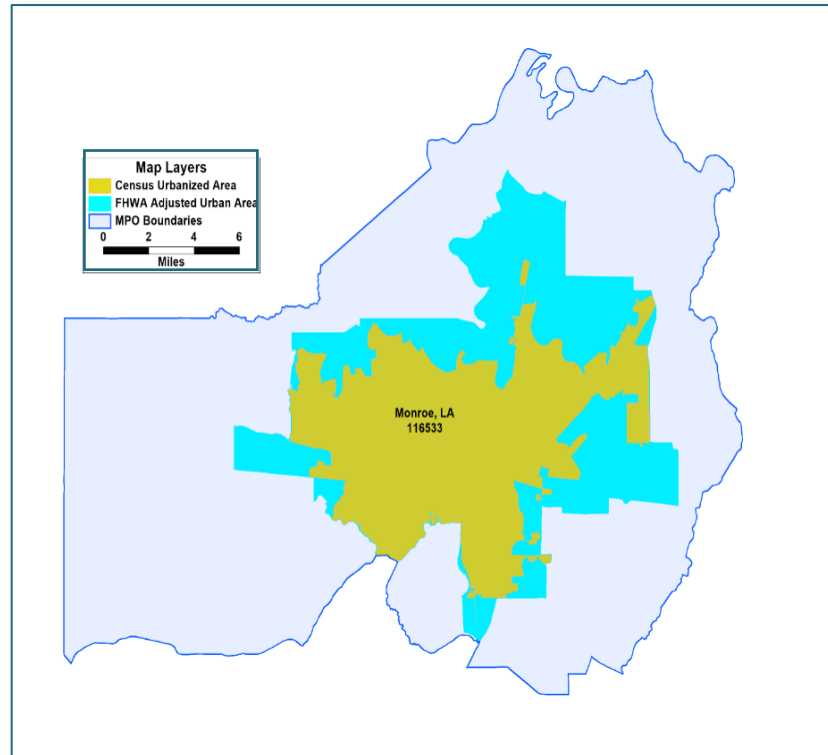
GUIDANCE DOCUMENT

The MPA boundary must include the entire area encompassed by the adjusted UAB. The MPA boundary usually extends beyond the UAB but can coincide with it, depending on the land use, transportation network, and anticipated growth and development in the areas adjacent to or very near the UA (as shown in the example to the right).

MPOs typically update and finalize their MPA boundaries after the adjusted UA boundary has been approved, although review and consideration of the MPA boundary may occur simultaneously with the urban area boundary adjustment process described above.

The final MPA boundary decisions belong to the MPO; WisDOT has more of an advisory role with regard to the location of the MPA boundary. However, as with WisDOT approval of the Adjusted Urban Area

Boundary, the MPA boundary/map has to be signed off by Department Secretary (as the designee of the Governor) and submitted to FHWA. FHWA acknowledges receipt of the MPA boundary but does not have approval responsibility and therefore does not sign off on the MPA boundary/map.



This guidance will be reviewed and may be revised after the US Census Bureau has released the urban area data, or after the urban boundary review and adjustment process has begun, to make sure it appropriately addresses any previously unanticipated situations. BPED will clarify the current information and provide additional guidance that may be helpful.



Part 2: Technical Considerations

This section comprises the various technical considerations and recommendations—the “rules”—for making adjustments to the Census-defined Urban Area Boundary (UAB).

- 1. The adjusted boundary must include all of the Census-defined boundary.** The adjusted UAB can be concurrent with, or outside of, the Census-defined boundary but *cannot be inside it*.
- 2. The adjusted boundary must include only one Census-defined Urban Area.** This is a one-to-one relationship. The adjusted UAB cannot include two or more Census-defined Urban Areas.
- 3. The adjusted boundary should encompass one contiguous area.** If the Census-defined boundary has resulted in a non-contiguous, disconnected portion of the urban area, the adjusted boundary can be expanded to include this area, creating a contiguous urban area.
- 4. Include within the adjusted boundary areas expected to be developed in the next 10 years.** Because the urban boundary adjustment process occurs only once every ten years, include areas that are likely to experience growth and development during the upcoming ten year window—areas which might be included in the next census boundary definition.
- 5. Eliminate inaccurate, unreasonable, or vaguely apparent boundaries.** Use physical features (e.g., roads, rivers, parcel/property lines, water bodies/shorelines) to define the urban area. The availability of maps and satellite imagery through Google, Bing, USGS (US Geological Survey), and NAIP (National Agriculture Imagery Program) has made it relatively easy to see physical features, roads, residential and commercial developments, and other land uses in considering prudent boundary adjustments.
- 6. Adjust portions of the Census-defined boundary that do not follow a recognizable feature.** When the Census-defined boundary results in an irregular dip or bump-out that does not follow a physical, land use, or roadway feature, and has no apparent relationship to the urban area, smooth out this portion of the boundary using a clearly-definable feature as previously discussed.
- 7. Include all of an incorporated city or village.** If the Census boundary includes part of an incorporated community, include all of the community to avoid the situation where a city or village has both urban and rural portions. Funding eligibility is a key consideration here; it is recommended to have all roads within an urban community be eligible for STP-Urban funding, rather having some roads eligible for STP-Urban funds and others eligible for STP-Rural funds. However, these decisions should take into account recent annexations and extraterritorial zoning areas, as well as potential rural versus urban funding implications. In some cases, a rural portion could stay separate from the adjusted urban area (remain outside the adjusted boundary), but only with compelling justification.



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This rule also applies to unincorporated developed areas—commercial, industrial, residential, institutional, etc.—*near* an urban area. If the Census-defined boundary cuts through one of these developments, it is recommended to adjust the boundary to include the entire developed area.

8. **Include typically urban land uses within the urban area boundary.** These are generators *other than* commercial, industrial, and residential uses. These include transit service routes such as bus lines and passenger terminals, as well as golf courses, airports, athletic fields, and ferry terminals, for example, even though these types of land uses can be located in rural locations, too.
9. **Ensure that the adjusted boundary includes or excludes all roads that run concurrent with the boundary.** Do not create or perpetuate a situation where some 'border roads' are within the urban area and others are outside the urban area, or where a single roadway has one or more segments inside and one or more segments outside the boundary. The UAB should be adjusted to include all border roads. Again, funding eligibility is a consideration. Note: Adjusting the boundary to *exclude* all 'border roads' is only possible in cases where the *Census-defined boundary does not include any portions of those border roads*. As mentioned at the beginning of this section, adjusting the urban area boundary *inside* of the Census-defined boundary is not permitted. Thus, in such cases, the only option is to adjust the UAB outward to include all border roads.
10. **Include an entire interchange either inside or outside the urban area boundary.** Often, interchanges exist on 'border roads' as described above. In such cases, make sure that the UAB is adjusted to include the entire interchange within the boundary, not just some of the ramps or auxiliary lanes. As is the case with roads, it might not be possible to adjust the boundary to *exclude* the entire interchange because the Census-defined urban boundary cannot be adjusted inward. Thus, if the Census-defined boundary cuts through the interchange, the only option is to adjust the boundary outward to include all interchange roads and ramps.
11. **Consider the functional classification of roads near the urban boundary.** Roadway Functional Classification and urban boundary placement are closely related. See WisDOT's [Functional Classification Criteria and Procedures](#) for detailed information. Functional classification review begins after the boundary adjustment process concludes; therefore, it is important to consider existing classified and unclassified roads, as well as planned roadways near the UAB when considering boundary adjustments, especially within the context of land use, spacing, and continuity. Functional classification issues should not be the primary factor in determining if and where to adjust an urban boundary, but rather, considered alongside the boundary adjustment criteria above.



Part 3: Overview of Process Steps*

1. US Census releases Urban Area (UA) Boundary data (shape files)
2. BPED creates initial UA maps showing:
 - Previous adjusted UA boundary
 - Current Census-defined UA boundary
 - Differences between the two boundaries highlighted
- 3a. BPED sends initial individual overlay map to each **MPO** (UA w/population = 50,000+)
 - Coordinate initial proposed boundary adjustments with MPO, Region, and FHWA via virtual meeting(s), as often as needed
 - Inform (cc: on communication) Planning Section MPO Liaisons
 - BPED reaches concurrence with MPO and respective Region and create final proposed adjusted UA boundary map
 - MPO (Transportation Advisory Committee and/or Policy Board) reviews proposed adjusted UA boundaries
 - MPO Policy Board approves adjusted UA boundary map
- 3b. BPED sends draft individual adjusted UA map to the other **UAs** (population = 5,000 to 49,999)
 - Coordinate with Region staff and FHWA on initial proposed boundary adjustments
 - Region sends initial communication to **Municipal Clerk** (or other official) for UAs in their region
 - For new UAs, Region schedules (virtual) meetings to explain the concept/process
 - Affected City/Village boards, designated Urban Area committee, or elected official(s) review proposed adjusted UA boundaries
 - BPED discusses comments/suggestions from municipality with Region (and respective local officials if warranted) and makes any revisions to draft UA map.
 - Affected City/Village boards or designated Urban Area committee reviews and approves proposed adjusted UA boundaries
4. Upon receipt of approval/concurrence from MPOs and other UAs, WisDOT sends maps to SO (as Governor's designee) for approval
5. Upon receipt of approved maps from SO, BPED sends approval packet to FHWA for approval
6. Upon receipt of approval letter from FHWA, BPED creates final UAB maps and posts on WisDOT's internet site
7. **Deadline for approval of all adjusted UA Boundary maps is June 30, 2024**

* Steps 3a and 3b can occur simultaneously.



2020 Census: Urban Area Boundary Adjustments

- Part 1: Background and Process – Page 1
Part 2: Technical Considerations – Page 7
Part 3: Key Process Steps – Page 9

Part 1: Background and Process

This section includes information explaining Census-defined urban areas, release of urban area boundary data, and the process WisDOT uses for adjusting those urban area boundaries.

Urban Areas are defined by the US Census as individual municipalities or groups of nearby municipalities with a total population of 5,000 or higher. In the past, *urbanized area* was the term for urban areas with populations of 50,000 or higher; all Metropolitan Planning Organizations (MPOs) were urbanized areas. **With the 2020 Census, the *urbanized area* category has been discontinued.**

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A. Census-Defined Urban Boundaries and Adjusted Urban Area Boundaries

The Urban Area Boundary (UAB) is important for transportation planning because it is a key factor for federal Surface Transportation Block Grant (STBG) funding eligibility.

WisDOT's funding program for federal STBG funding is the State Transportation Program (STP). It divides STBG funds into STP-Urban and STP-Rural. The UAB is also a factor for Federal Highway Administration (FHWA) Highway Performance Monitoring System (HPMS) reporting.

Areas *within* the UAB are considered to be **Urban.** All functionally classified, non-local roads within an urban area are eligible for STP-Urban funding. Areas *outside* the UAB are considered to be **Rural**. Functionally classified roads (Major Collectors and higher) outside the UAB are eligible for STP-Rural funding. When a rural county highway continues across the UAB into an urban area; that urban portion is eligible for STBG/STP-Urban rather than STBG/STP-Rural funding. See [WisDOT's Local Program website](#) for additional information.

Functional Classification is a way to define and categorize the various roles that streets and highways play in serving the state's varied transportation needs. Arterial, Collector, and Local classifications categorize roads based on the amount and types of traffic the roads carry, characteristics of the roadways, land uses in the vicinity of the roadways, and the development and population density of the surrounding area.



GUIDANCE DOCUMENT

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Adjustment of these boundaries allows states and MPOs to smooth out the irregularities, ensure administrative continuity, and encompass fringe areas with residential, commercial, industrial, recreational, and/or national defense significance. Adjusting Census-defined Urban boundaries facilitates planning and programming by creating urban boundaries more appropriate for these purposes. The Adjusted UAB becomes the official Urban Area Boundary after it has been approved by FHWA.

WisDOT's deadline for approval of adjusted Urban Area Boundaries is June 30, 2024.

This provides a window of approximately 18 months to complete all review, adjustment, and approval of all UA boundaries, including bi-state MPOs. While FHWA has extended their deadline to April 2025, WisDOT will keep the June 2024 deadline. For any adjusted Urban Area Boundaries not approved by the 2025 deadline, the official urban area boundary will default to the Census-defined urban boundary. This outcome is not an acceptable option; WisDOT will review and work with local officials to adjust and approve every Urban Area Boundary in the state.

The Urban Area Boundary (UAB) should not be confused with the municipal or corporate boundary of a city, village, or town. These **CVT boundaries** are used for some transportation planning purposes but they do not affect eligibility for federal STBG funding.

B. Initial Preparation

Prior to the release of Census 2020 Urban Area Boundary data—expected late in CY 2022—WisDOT-BPED will hold an informational meeting with DTSD Region Planners to explain the boundary update and approval process, including communication with local governments, and timeline for completion. Then, before or shortly after the Census release of UA Boundary data, BPED and the Region staff will hold individual meetings with MPO staff to discuss the boundary adjustment process and answer any questions before the process gets underway. This advance discussion will hopefully minimize numerous iterations of boundary adjustments and back-and-forth communication during the process.

C. Current Urban Area Boundary and Census-Defined Boundary Overlay Map

BPED will begin the Urban Area Boundary review and adjustment process. Using Geographic Information Systems (GIS), BPED will overlay the 2020 Census-defined urban boundary on the existing

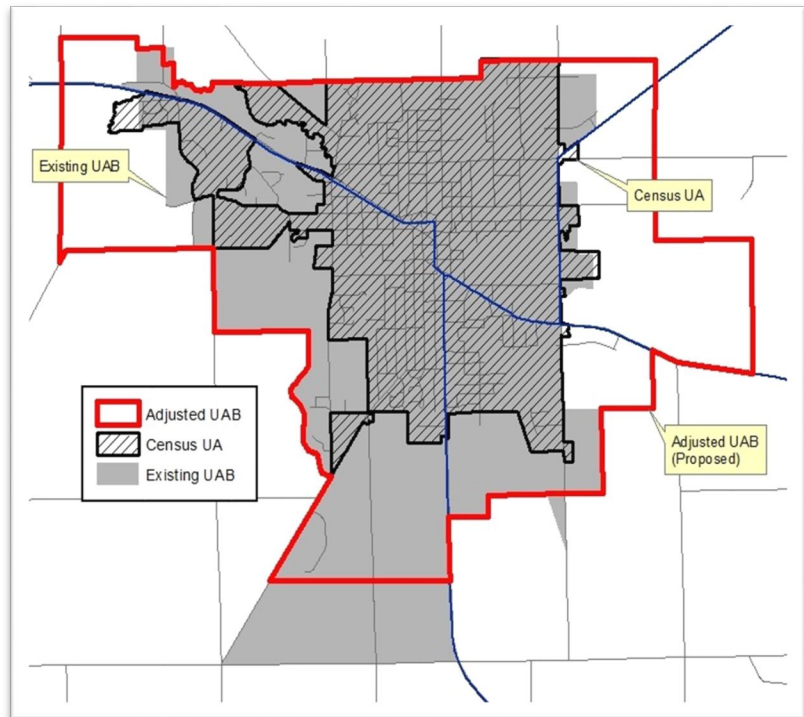
GUIDANCE DOCUMENT

UA boundary, with the changes highlighted. BPED will then coordinate with the MPOs, other Urban Areas, and respective WisDOT Region staff to create the initial proposed boundary adjustments for each Urban Area.

D. Proposed Urban Area Boundary Adjustments

For the MPOs, BPED will send the initial overlay map to the MPO contact(s), who will then draft the initial adjusted UA boundary map and send it to Region staff, BPED staff, and FHWA staff for review.

For all other urban areas, in addition to the overlay map, BPED will also develop the initial proposed boundary adjustments. and send that map to Region staff and FHWA before to reach concurrence on adjustments. BPED will then send the adjusted UA boundary map to local officials for review and approval. BPED and Region staff will concur on the final proposed adjusted boundary map. For additional information on this process, see WisDOT's [Functional Classification and Boundary Approval Policy](#).



MPOs: The MPO Director or appropriate staff will coordinate review and approval by their Technical Advisory and/or Policy Board. BPED will coordinate with the MPO Liaison, Region Planner, and FHWA throughout the boundary adjustment development and approval processes.

Other urban areas: WisDOT Region staff will coordinate communication with the urban areas in their respective region. They will initiate contact with the Municipal Clerk or other elected official (e.g., city planner, public works director, mayor, etc.) to explain the process and timeline for completion. This local official will coordinate the boundary map review and approval by the local board, transportation committee, or designated Urban Area committee.

Region staff will coordinate with BPED as needed during the local review and approval process to address any questions or concerns that arise.

Newly-Defined Urban Areas: If there are any "new" census-defined urban areas—populated places that did not meet the criteria for urban definition in 2010—they will switch from being rural places to



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urban places. Thus, their STBG/STP funding eligibility will change from rural to urban. As a result, the pool of potential funding recipients will change, and with it, the project prioritization factors used to consider and submit projects for STBG/STP funding.

For these newly defined Urban Areas, it is recommended that the Region staff meet with local official(s) (including BPED staff, if desired) to introduce them to the Urban Area concept and what it means for the community—primarily a change in federal funding source and consequent ramifications—as well as an overview of the process and timeline. WisDOT will use the same criteria and analysis for adjusting newly-designated urban area boundaries as are used for pre-existing urban areas. A pre-meeting may be beneficial for any other existing urban areas, too. Region staff will likely make this determination, but BPED also may come across a situation that might benefit from a pre-boundary adjustment meeting with the municipality.

Bi-state MPOs: WisDOT will propose adjustments for the Wisconsin portion of the MPO, through coordination with the DTSD Region Planner and MPO Director or delegated MPO staff person who, in turn, will coordinate closely with the neighboring state on the urban area boundary adjustments in that state. The bi-state MPOs in Wisconsin are:

- Duluth-Superior MPO (MN)
- La Crosse-La Crescent MPO (MN)
- Dubuque MPO (IA)
- Beloit-South Beloit MPO (IL)
- Round Lake Beach TMA (SEWRPC and CMAP (IL) MPOs)
- Metropolitan Council TMA (MN)

E. Review and Approval by MPO/UA Officials

For the MPOs, the MPO policy board reviews the proposed boundary adjustments, can ask questions and suggest changes to WisDOT, and upon concurrence with WisDOT, votes to approve the proposed UA boundary.

For the other urban areas, the municipal clerk—or other local elected official—receives the proposed UA Boundary map and presents it to the appropriate governing body (municipal board/committee) for review and approval. See WisDOT's [Functional Classification and Boundary Approval Policy](#).

If there are questions, or recommendations for changes to the proposed map, the local official should contact the Region Planner who then contacts BPED to discuss them and concur on any changes.

BPED will send the revised map back to the Region Planner to send (or present to) the MPO/Local officials. This iterative process continues until all parties concur on the final proposed UA boundary map. The MPO/Local officials approve the proposed UA map and send documentation of approval to the Region Planner who forwards it to BPED.

BPED finalizes the proposed UA map and prepares documentation for internal approval.



F. Governor/WisDOT Secretary Approval

Federal Law (23 USC 101) states that State and local officials are responsible for approval of urban area boundaries. In Wisconsin, the Governor delegates state approval authority for adjusted Urban Area Boundaries to the State Transportation Secretary. WisDOT will send the proposed UA Boundary map to the WisDOT Secretary for approval/signature. Record of the approval is included with the proposed map.

First in the approval process, the MPOs and other urban areas will pass a resolution approving the adjusted UA boundary and send it to WisDOT-BPED. In the event that passage of a formal resolution is not possible in timely manner, passage of a motion to approve the changes and documented in the meeting minutes, is acceptable. Next, BPED will forward the adjusted boundary map to the WisDOT Secretary for written approval. Finally, BPED will send the map, along with both approval documents, in a submittal packet to FHWA-Wisconsin.

The Census-defined Urban Area—not the adjusted Urban Area—is used to determine the population of the Urban Area. This is a factor for urban areas just under the 50,000 population threshold for MPO designation or the 200,000 threshold for TMA designation.

G. FHWA Approval

Upon receipt of the adjusted UA Boundary map and approval documentation from BPED, FHWA will send a letter to WisDOT approving the adjusted boundary map.

H. Final UA Boundary Maps

Once FHWA has approved the adjusted UA boundary, it becomes official, Urban Area Boundary. Upon receipt of the final approval from FHWA-Wisconsin, BPED will add the approval dates to the final UAB maps and posts them on its [website](#). The description of urban areas and UA boundaries on the website will be updated to align with the new urban definitions created from the 2020 Census.

An **outline** of key steps in the UA boundary adjustment process is included at the end of this document.

I. Metropolitan Planning Area (MPA) Boundaries

Federal Regulations governing Metropolitan Planning Area Boundaries are found in 23 CFR 450.312. Whereas the UA boundary typically defines the area of potential growth of the community over 10 years, the MPA boundary typically extends beyond that to encompass the area of expected urbanization of the metropolitan planning area 20 years into the future.

Transportation projects that fall within the MPA boundary are included in the MPO's Transportation Improvement Program (TIP).

The area between the approved Urban Area (UA) boundary and the Metropolitan Planning Area (MPA) boundary is considered **rural** for functional classification and funding purposes.

The MPA boundary is used by the federal government as the delineation between jurisdictions of adjoining MPOs.

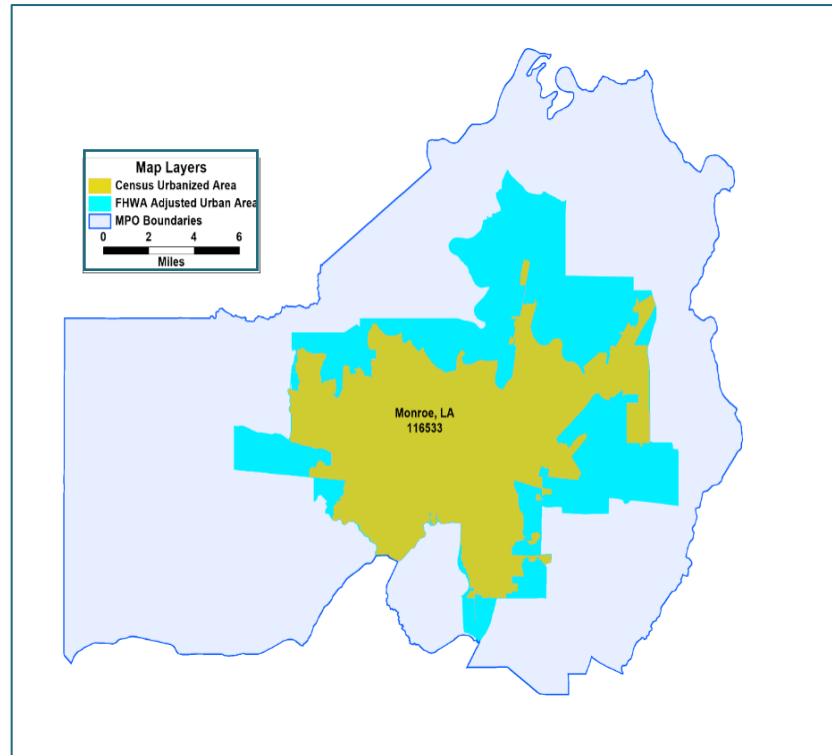
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The MPA boundary must include the entire area encompassed by the adjusted UAB. The MPA boundary usually extends beyond the UAB but can coincide with it, depending on the land use, transportation network, and anticipated growth and development in the areas adjacent to or very near the UA (as shown in the example to the right).

MPOs typically update and finalize their MPA boundaries after the adjusted UA boundary has been approved, although review and consideration of the MPA boundary may occur simultaneously with the urban area boundary adjustment process described above.

The final MPA boundary decisions belong to the MPO; WisDOT has more of an advisory role with regard to the location of the MPA boundary. However, as with WisDOT approval of the Adjusted Urban Area

Boundary, the MPA boundary/map has to be signed off by Department Secretary (as the designee of the Governor) and submitted to FHWA. FHWA acknowledges receipt of the MPA boundary but does not have approval responsibility and therefore does not sign off on the MPA boundary/map.



This guidance will be reviewed and may be revised after the US Census Bureau has released the urban area data, or after the urban boundary review and adjustment process has begun, to make sure it appropriately addresses any previously unanticipated situations. BPED will clarify the current information and provide additional guidance that may be helpful.



Part 2: Technical Considerations

This section comprises the various technical considerations and recommendations—the “rules”—for making adjustments to the Census-defined Urban Area Boundary (UAB).

- 1. The adjusted boundary must include all of the Census-defined boundary.** The adjusted UAB can be concurrent with, or outside of, the Census-defined boundary but *cannot be inside it*.
- 2. The adjusted boundary must include only one Census-defined Urban Area.** This is a one-to-one relationship. The adjusted UAB cannot include two or more Census-defined Urban Areas.
- 3. The adjusted boundary should encompass one contiguous area.** If the Census-defined boundary has resulted in a non-contiguous, disconnected portion of the urban area, the adjusted boundary can be expanded to include this area, creating a contiguous urban area.
- 4. Include within the adjusted boundary areas expected to be developed in the next 10 years.** Because the urban boundary adjustment process occurs only once every ten years, include areas that are likely to experience growth and development during the upcoming ten year window—areas which might be included in the next census boundary definition.
- 5. Eliminate inaccurate, unreasonable, or vaguely apparent boundaries.** Use physical features (e.g., roads, rivers, parcel/property lines, water bodies/shorelines) to define the urban area. The availability of maps and satellite imagery through Google, Bing, USGS (US Geological Survey), and NAIP (National Agriculture Imagery Program) has made it relatively easy to see physical features, roads, residential and commercial developments, and other land uses in considering prudent boundary adjustments.
- 6. Adjust portions of the Census-defined boundary that do not follow a recognizable feature.** When the Census-defined boundary results in an irregular dip or bump-out that does not follow a physical, land use, or roadway feature, and has no apparent relationship to the urban area, smooth out this portion of the boundary using a clearly-definable feature as previously discussed.
- 7. Include all of an incorporated city or village.** If the Census boundary includes part of an incorporated community, include all of the community to avoid the situation where a city or village has both urban and rural portions. Funding eligibility is a key consideration here; it is recommended to have all roads within an urban community be eligible for STP-Urban funding, rather having some roads eligible for STP-Urban funds and others eligible for STP-Rural funds. However, these decisions should take into account recent annexations and extraterritorial zoning areas, as well as potential rural versus urban funding implications. In some cases, a rural portion could stay separate from the adjusted urban area (remain outside the adjusted boundary), but only with compelling justification.



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This rule also applies to unincorporated developed areas—commercial, industrial, residential, institutional, etc.—*near* an urban area. If the Census-defined boundary cuts through one of these developments, it is recommended to adjust the boundary to include the entire developed area.

8. **Include typically urban land uses within the urban area boundary.** These are generators *other than* commercial, industrial, and residential uses. These include transit service routes such as bus lines and passenger terminals, as well as golf courses, airports, athletic fields, and ferry terminals, for example, even though these types of land uses can be located in rural locations, too.
9. **Ensure that the adjusted boundary includes or excludes all roads that run concurrent with the boundary.** Do not create or perpetuate a situation where some 'border roads' are within the urban area and others are outside the urban area, or where a single roadway has one or more segments inside and one or more segments outside the boundary. The UAB should be adjusted to include all border roads. Again, funding eligibility is a consideration. Note: Adjusting the boundary to *exclude* all 'border roads' is only possible in cases where the *Census-defined boundary does not include any portions of those border roads*. As mentioned at the beginning of this section, adjusting the urban area boundary *inside* of the Census-defined boundary is not permitted. Thus, in such cases, the only option is to adjust the UAB outward to include all border roads.
10. **Include an entire interchange either inside or outside the urban area boundary.** Often, interchanges exist on 'border roads' as described above. In such cases, make sure that the UAB is adjusted to include the entire interchange within the boundary, not just some of the ramps or auxiliary lanes. As is the case with roads, it might not be possible to adjust the boundary to *exclude* the entire interchange because the Census-defined urban boundary cannot be adjusted inward. Thus, if the Census-defined boundary cuts through the interchange, the only option is to adjust the boundary outward to include all interchange roads and ramps.
11. **Consider the functional classification of roads near the urban boundary.** Roadway Functional Classification and urban boundary placement are closely related. See WisDOT's [Functional Classification Criteria and Procedures](#) for detailed information. Functional classification review begins after the boundary adjustment process concludes; therefore, it is important to consider existing classified and unclassified roads, as well as planned roadways near the UAB when considering boundary adjustments, especially within the context of land use, spacing, and continuity. Functional classification issues should not be the primary factor in determining if and where to adjust an urban boundary, but rather, considered alongside the boundary adjustment criteria above.



Part 3: Overview of Process Steps*

1. US Census releases Urban Area (UA) Boundary data (shape files)
2. BPED creates initial UA maps showing:
 - Previous adjusted UA boundary
 - Current Census-defined UA boundary
 - Differences between the two boundaries highlighted
- 3a. BPED sends initial individual overlay map to each **MPO** (UA w/population = 50,000+)
 - Coordinate initial proposed boundary adjustments with MPO, Region, and FHWA via virtual meeting(s), as often as needed
 - Inform (cc: on communication) Planning Section MPO Liaisons
 - BPED reaches concurrence with MPO and respective Region and create final proposed adjusted UA boundary map
 - MPO (Transportation Advisory Committee and/or Policy Board) reviews proposed adjusted UA boundaries
 - MPO Policy Board approves adjusted UA boundary map
- 3b. BPED sends draft individual adjusted UA map to the other **UAs** (population = 5,000 to 49,999)
 - Coordinate with Region staff and FHWA on initial proposed boundary adjustments
 - Region sends initial communication to **Municipal Clerk** (or other official) for UAs in their region
 - For new UAs, Region schedules (virtual) meetings to explain the concept/process
 - Affected City/Village boards, designated Urban Area committee, or elected official(s) review proposed adjusted UA boundaries
 - BPED discusses comments/suggestions from municipality with Region (and respective local officials if warranted) and makes any revisions to draft UA map.
 - Affected City/Village boards or designated Urban Area committee reviews and approves proposed adjusted UA boundaries
4. Upon receipt of approval/concurrence from MPOs and other UAs, WisDOT sends maps to SO (as Governor's designee) for approval
5. Upon receipt of approved maps from SO, BPED sends approval packet to FHWA for approval
6. Upon receipt of approval letter from FHWA, BPED creates final UAB maps and posts on WisDOT's internet site
7. **Deadline for approval of all adjusted UA Boundary maps is June 30, 2024**

* Steps 3a and 3b can occur simultaneously.

[MUNICIPALITY NAME]

[Resolution Number]

Approving the [Municipality Name] Adjusted Urban Area Boundary

WHEREAS, the [Municipality Name] was designated by the Governor of the State of Wisconsin for the purpose of carrying out cooperative, comprehensive, and continuing urban transportation planning in the [Urban Area Name]; and

WHEREAS, metropolitan transportation planning, including the establishment of adjusted urban area boundaries and metropolitan planning area boundaries, is required of metropolitan planning organizations by U.S. Department of Transportation regulations implementing Title 23, United States Code (Federal Aid Highway Acts) and Title 49, United States Code (Federal Transit Act, as amended); and

WHEREAS, the Federal Highway Administration allows states to adjust the census-defined urban area boundaries for planning and funding purposes; and

WHEREAS, the Wisconsin Department of Transportation, every 10 years following the release of decennial census data, lead a process to adjust Census-defined Urban Area Boundaries (UABs) within the state, in conjunction with the respective office of the Federal Highway Administration; and

WHEREAS, after review by MPO staff, the MPO Technical Advisory Committee, the Wisconsin Department of Transportation, and the Federal Highway Administration, the proposed adjusted Urban Area Boundary has been found to be justified; and

WHEREAS, the Wisconsin Department of Transportation will after MPO approval of the boundary submit the proposed adjusted urban area boundary to the respective FHWA division office;

NOW, THEREFORE, BE IT RESOLVED that the [Municipality Name] MPO informs the Wisconsin Department of Transportation that the Adjusted Urban Area Boundary as reflected in the attached map is hereby approved and adopted.

Adopted this [Date]

APPROVED:

ATTEST:

[Name and title]

[Municipality Name]

[Name and title]

[Municipality Name]

City of Lake Geneva, Wisconsin
Equipment Replacement Program
2024 thru 2028

**PROCEISS BY DEPARTMENT EQUIPMENT REPLACEMENT (FUND 50)
FUNDED BY TAX LEVY AND FUND BALANCE RESERVES IN EQUIPMENT REPLACEMENT ACCOUNT**

Department	Account Number	2024	2025	2026	2027	2028	TOTAL
City Hall and Administration							
IT Hardware Replacement		25,000					25,000
Accounting Software-Carryforward 2023		50,000					50,000
Telephone System-city wide Carryforward 2023		50,000					50,000
Boilers (4)		82,000	-				82,000
Subtotal	50-00-00-58000	207,000	-	-	-	-	207,000
Cemetery							
Dodge 1-Ton				130,000			130,000
John Deere 3720					70,000		70,000
Subtotal	50-48-00-58000	-	-	130,000	70,000	-	200,000
Emergency Government							
Siren - #5		30,000					30,000
Subtotal	50-29-00-58000	30,000	-	-	-	-	30,000
Department of Public Works							
Bobcat Skid steer S 205		125,000					125,000
1-Ton Ford F 550		135,000					135,000
1-Ton Ford F 550		135,000					135,000
5-Yard International		195,000					195,000
IHC garbage truck 4900		120,000					120,000
John Deere turbo mower rider #37		130,000					130,000
Kubota Cab-Vets Park		13,000					13,000
Lime Painter		8,000					8,000
5-Yard International			200,000				200,000
SnoGo WK800 Blower w/loader			150,000				150,000
John Deere loader			270,000				270,000
Kubota RTV 1000				35,000			35,000
Rhino Pull Behind Mower				22,000			22,000
IHC 4300 Bucket Truck					225,000		225,000
Beach Groomer Tractor					85,000		85,000



Ewald Automotive Group

Chrissy Gensch | 262-673-9400 | chrissy.gensch@ewaldauto.com

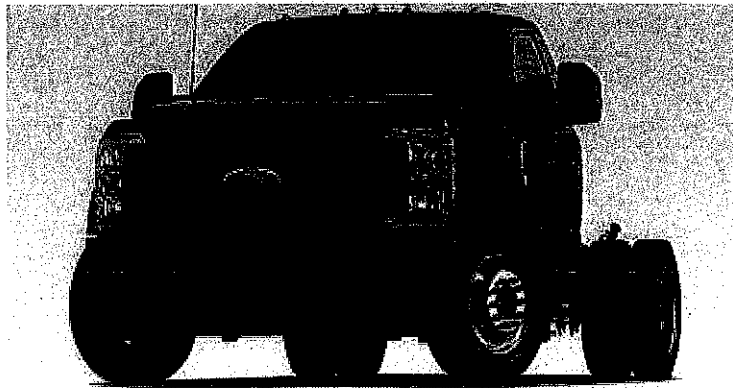
City of Lake Geneva

Prepared For: Tom Earle

262-248-6644

tearle@cityoflakegeneva.com

Vehicle: [Fleet] 2024 Ford Super Duty F-550 DRW (F5H) XL 4WD Reg Cab 145" WB 60" CA



Truck 55878.00

monroe 65114.00

\$120992-

X's 2

\$241984.00

budget \$270,000-



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Chrissy Gensch | 262-673-9400 | chrissy.gensch@ewaldauto.com

Vehicle: [Fleet] 2024 Ford Super Duty F-550 DRW (F5H) XL 4WD Reg Cab 145" WB 60" CA (✓ Complete)

Quote Worksheet

	MSRP
Base Price	\$57,250.00
Dest Charge	\$1,995.00
Total Options	\$2,295.00
Subtotal	\$61,540.00
Subtotal Pre-Tax Adjustments	\$0.00
Less Customer Discount	(\$5,662.00)
Subtotal Discount	(\$5,662.00)
Trade-In	\$0.00
Subtotal Trade-In	\$0.00
Taxable Price	\$55,878.00
Sales Tax	\$0.00
Subtotal Taxes	\$0.00
Subtotal Post-Tax Adjustments	\$0.00
Total Sales Price	\$55,878.00

Comments:

2024 Ford F550 Cab Chassis 4WD Reg Cab 60" CA to the specifications as detailed. Registration fees are not included. Due to current market, lead time can not be guaranteed.

Dealer Signature / Date

Customer Signature / Date

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Ewald Automotive Group

Chrissy Gensch | 262-673-9400 | chrissy.gensch@ewaldauto.com

Vehicle: [Fleet] 2024 Ford Super Duty F-550 DRW (F5H) XL 4WD Reg Cab 145" WB 60" CA (✔ Complete)

Standard Equipment

Mechanical

Engine: 7.3L 2V DEVCT NA PFI V8 Gas (STD)

Transmission: TorqShift 10-Speed Automatic -inc: 10R140 w/neutral idle, SelectShift and selectable drive modes: normal, tow/haul, eco, slippery roads and off-road (STD)

4.88 Axle Ratio (STD)

50-State Emissions System

Transmission w/Oil Cooler

Electronic Transfer Case

Part-Time Four-Wheel Drive

78-Amp/Hr 750CCA Maintenance-Free Battery w/Run Down Protection

HD 250 Amp Alternator

Towing Equipment -inc: Brake Controller and Trailer Sway Control

Trailer Wiring Harness

11140# Maximum Payload

GVWR: 18,000 lbs Payload Package

HD Shock Absorbers

Front And Rear Anti-Roll Bars

Firm Suspension

Hydraulic Power-Assist Steering

40 Gal. Fuel Tank

Single Stainless Steel Exhaust

Dual Rear Wheels

Auto Locking Hubs

Front Suspension w/Coil Springs

Solid Axle Rear Suspension w/Leaf Springs

4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist and Hill Hold Control

Upfitter Switches

Exterior

Wheels: 19.5" x 6" Argent Painted Steel -inc: Hub covers/center ornaments not included

Tires: 225/70R19.5G BSW A/P (STD)

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Vehicle: [Fleet] 2024 Ford Super Duty F-550 DRW (F5H) XL 4WD Reg Cab 145" WB 60" CA (✓ Complete)

Exterior

Clearcoat Paint
Black Front Bumper w/Black Rub Strip/Fascia Accent and 2 Tow Hooks
Black Fender Flares
Black Side Windows Trim and Black Front Windshield Trim
Black Door Handles
Black Power Heated Side Mirrors w/Convex Spotter, Manual Folding and Turn Signal Indicator
Manual Extendable Trailer Style Mirrors
Fixed Rear Window
Light Tinted Glass
Variable Intermittent Wipers
Aluminum Panels
Front Splash Guards
Black Grille
Autolamp Auto On/Off Aero-Composite Halogen Daytime Running Lights Preference Setting Headlamps w/Delay-Off
Cab Clearance Lights
Perimeter/Approach Lights

Entertainment

Radio w/Seek-Scan, Clock and Speed Compensated Volume Control
Radio: AM/FM Stereo w/MP3 Player -inc: 4 speakers
Fixed Antenna
SYNC 4 Communications & Entertainment System -inc: enhanced voice recognition, 911 Assist, 8" LCD center stack screen, AppLink, 1 smart-charging USB port and trailer brake controller
2 LCD Monitors In The Front

Interior

4-Way Driver Seat -inc: Manual Recline and Fore/Aft Movement
4-Way Passenger Seat -inc: Manual Recline and Fore/Aft Movement
Manual Tilt/Telescoping Steering Column
Gauges -inc: Speedometer, Odometer, Oil Pressure, Engine Coolant Temp, Tachometer, Transmission Fluid Temp, Engine Hour Meter, Trip Odometer and Trip Computer
FordPass Connect 5G Mobile Hotspot Internet Access

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Jan 18, 2024

Page 4



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Chrissy Gensch | 262-673-9400 | chrissy.gensch@ewaldauto.com

Vehicle: [Fleet] 2024 Ford Super Duty F-550 DRW (F5H) XL 4WD Reg Cab 145" WB 60" CA (✔ Complete)

Interior

Remote Keyless Entry w/Integrated Key Transmitter, Illuminated Entry and Panic Button

Cruise Control w/Steering Wheel Controls

Manual Air Conditioning

Illuminated Locking Glove Box

Interior Trim -inc: Chrome Interior Accents

Full Cloth Headliner

Urethane Gear Shifter Material

HD Vinyl 40/20/40 Split Bench Seat -inc: center armrest, cupholder, storage, 2-way adjustable driver/passenger headrests and driver's side manual lumbar

Day-Night Rearview Mirror

Passenger Visor Vanity Mirror

Full Overhead Console w/Storage and 2 12V DC Power Outlets

Front Map Lights

Fade-To-Off Interior Lighting

Full Vinyl/Rubber Floor Covering

Smart Device Remote Engine Start

Instrument Panel Covered Bin and Dashboard Storage

Power 1st Row Windows w/Driver And Passenger 1-Touch Up/Down

Delayed Accessory Power

Power Door Locks

Driver Information Center

Trip Computer

Outside Temp Gauge

Digital/Analog Appearance

Seats w/Vinyl Back Material

Manual Adjustable Front Head Restraints

Securilock Anti-Theft Ignition (pats) Immobilizer

2 12V DC Power Outlets

Air Filtration

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Ewald Automotive Group

Chrissy Gensch | 262-673-9400 | chrissy.gensch@ewaldauto.com

Vehicle: [Fleet] 2024 Ford Super Duty F-550 DRW (F5H) XL 4WD Reg Cab 145" WB 60" CA (✔ Complete)

Safety-Mechanical

Driveline Traction Control

Safety-Exterior

Side Impact Beams

Safety-Interior

Dual Stage Driver And Passenger Seat-Mounted Side Airbags

Pre-Collision Assist with Automatic Emergency Braking (AEB)

Lane Departure Warning

Collision Mitigation-Front

Dual Stage Driver And Passenger Front Airbags w/Passenger Off Switch

Safety Canopy System Curtain 1st Row Airbags

Outboard Front Lap And Shoulder Safety Belts -inc: Height Adjusters

WARRANTY

Basic Years: 3

Basic Miles/km: 36,000

Drivetrain Years: 5

Drivetrain Miles/km: 60,000

Corrosion Years: 5

Corrosion Miles/km: Unlimited

Roadside Assistance Years: 5

Roadside Assistance Miles/km: 60,000

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Ewald Automotive Group

Chrissy Gensch | 262-673-9400 | chrissy.gensch@ewaldauto.com

Vehicle: [Fleet] 2024 Ford Super Duty F-550 DRW (F5H) XL 4WD Reg Cab 145" WB 60" CA (✔ Complete)

Selected Model and Options

MODEL

CODE	MODEL	MSRP
F5H	2024 Ford Super Duty F-550 DRW XL 4WD Reg Cab 145" WB 60" CA	\$57,250.00

COLORS

CODE	DESCRIPTION
PQ	Race Red

ENGINE

CODE	DESCRIPTION	MSRP
99N	Engine: 7.3L 2V DEVCT NA PFI V8 Gas (STD)	\$0.00

TRANSMISSION

CODE	DESCRIPTION	MSRP
44G	Transmission: TorqShift 10-Speed Automatic -Inc: 10R140 w/neutral idle, SelectShift and selectable drive modes: normal, tow/haul, eco, slippery roads and off-road (STD)	\$0.00

OPTION PACKAGE

CODE	DESCRIPTION	MSRP
660A	Order Code 660A	\$0.00

AXLE RATIO

CODE	DESCRIPTION	MSRP
X8L	Limited Slip w/4.88 Axle Ratio	\$395.00

TIRES

CODE	DESCRIPTION	MSRP
TGJ	Tires: 225/70Rx19.5G BSW A/P (STD)	\$0.00

PRIMARY PAINT

CODE	DESCRIPTION	MSRP
PQ	Race Red	\$0.00

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 21500. Data Updated: Jan 17, 2024 6:40:00 PM PST.



Ewald Automotive Group

Chrissy Gensch | 262-673-9400 | chrissy.gensch@ewaldauto.com

Vehicle: [Fleet] 2024 Ford Super Duty F-550 DRW (F5H) XL 4WD Reg Cab 145" WB 60" CA (✓ Complete)

SEAT TYPE

CODE	DESCRIPTION	MSRP
1S	Medium Dark Slate, Cloth 40/20/40 Split Bench Seat -inc: center armrest, cupholder, storage and driver's side manual lumbar	\$100.00

ADDITIONAL EQUIPMENT - MECHANICAL

CODE	DESCRIPTION	MSRP
473	Snow Plow Prep Package -inc: pre-selected springs (see order guide supplemental reference for springs/FGAWR of specific vehicle configurations), Note 1: Restrictions apply; see supplemental reference or body builders layout book for details, Note 2: Also allows for the attachment of a winch, Note 3: Highly recommended to add (86M) dual battery on 7.3L gas engine, Adding (67B) 410 amp dual alternators for diesel engine is highly recommended for max power output	\$250.00
68U	GVWR: 19,000 lbs Payload Upgrade Package -inc: upgraded frame and upgraded rear-axle, Note: See Order Guide Supplemental Reference for further details on GVWR and payload ranges	\$815.00

ADDITIONAL EQUIPMENT - EXTERIOR

CODE	DESCRIPTION	MSRP
153	Front License Plate Bracket	\$0.00
18B	Platform Running Boards	\$320.00

ADDITIONAL EQUIPMENT - INTERIOR

CODE	DESCRIPTION	MSRP
872	Rear View Camera & Prep Kit -inc: Pre-installed content includes cab wiring and frame wiring to the rear most cross member, Upfitters kit includes camera w/mounting bracket, 20' jumper wire and camera mounting/aiming instructions	\$415.00

Options Total	\$2,295.00
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Data Version: 21500. Data Updated: Jan 17, 2024 6:40:00 PM PST.



Ewald Automotive Group

Chrissy Gensch | 262-673-9400 | chrissy.gensch@ewaldauto.com

Vehicle: [Fleet] 2024 Ford Super Duty F-550 DRW (F5H) XL 4WD Reg Cab 145" WB 60" CA (✔ Complete)

Price Summary

PRICE SUMMARY

	MSRP
Base Price	\$57,250.00
Total Options	\$2,295.00
Vehicle Subtotal	\$59,545.00
Destination Charge	\$1,995.00
Grand Total	\$61,540.00

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Data Version: 21500. Data Updated: Jan 17, 2024 6:40:00 PM PST.

Prepared for: Tom Earle

City of Lake Geneva

Prepared by: Chris Walters

01/15/2024



Kunes Country Ford of Delavan | 1234 E. Geneva Street Delavan Wisconsin |

531152002

2024 F-550 Chassis 4x4 SD Regular Cab 145" WB DRW XL (F5H)

Price Level: 425 | Quote ID: 00016

Pricing Summary - Single Vehicle

	MSRP
<i>Vehicle Pricing</i>	
Base Vehicle Price	\$57,250.00
Options	\$2,790.00
Colors	\$0.00
Upfitting	\$0.00
Fleet Discount	\$0.00
Fuel Charge	\$0.00
Destination Charge	\$1,995.00
Total	\$62,035.00

Customer Signature

Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Tom Earle
 City of Lake Geneva
 Prepared by: Chris Walters
 01/15/2024



Kunes County Ford of Delavan | 1234 E. Geneva Street Delavan Wisconsin | 531152002

2024 F-550 Chassis 4x4 SD Regular Cab 145" WB DRW XL (F5H)

Price Level: 425 | Quote ID: 00016

Major Equipment		As Configured Vehicle	
			MSRP
* Daytime running lights	* Light tinted windows	XL Chrome Package	\$225.00
* Variable intermittent front windshield wipers	* Driver front impact airbag	Chrome Front Bumper	Included
* Seat mounted side impact driver airbag	* Cancellable front passenger air bag	Bright Grille	Included
* Seat mounted side impact front passenger airbag	* 6 airbags	Remote Start	Included
* Securilock immobilizer	* Manual climate control	Halogen Fog Lamps	Included
* 40-20-40 split-bench front seat	* Split-bench front seat	Ford Pro Uprft Integration System Removal (DISC)	-\$400.00
* Driver seat with 4-way directional controls	* Front passenger seat with 4-way directional controls	Engine: 7.3L 2V DEVCT NA PFI V8 Gas	STD
* Height adjustable front seat head restraints	* Manual front seat head restraint control	6-Ton Hydraulic Jack	\$55.00
* Front seat center armrest	* Front seat armrest storage	GVWR: 19,000 lbs Payload Upgrade Package	\$815.00
* Manual reclining driver seat	* Manual driver seat fore/aft control	Limited Slip w/4.88 Axle Ratio	\$395.00
* Manual reclining passenger seat	* Manual passenger seat fore/aft control	Transfer Case Skid Plates	\$100.00
* Vinyl front seat upholstery	* Vinyl front seatback upholstery	Dual 68 AH/65 AGM Battery	\$210.00
* Manual driver seat lumbar	* 4-wheel disc brakes		
* 4-wheel antilock (ABS) brakes	* Brake assist system		
* Hill Start Assist			

Fuel Economy	
SUBTOTAL	\$60,040.00
Destination Charge	\$1,995.00
TOTAL	\$62,035.00

City N/A Hwy N/A



Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Budget 270,000
 X's 2 \$254,298-
 62,035.00
 65,114.00
 \$127,149.00
 total



Prepared for: Tom Earle

City of Lake Geneva

Prepared by: Chris Walters

01/15/2024

Kunze County Ford of Delavan | 1234 E. Geneva Street Delavan Wisconsin | 531152002

2024 F-550 Chassis 4x4 SD Regular Cab 145" WB DRW XL (F5H)

Price Level: 425 | Quote ID: C0016

Major Equipment

(Based on selected options, shown at right)
10-speed automatic

- * Running boards
- * Front tires LT load rating: G
- * Overdrive transmission
- * Transmission electronic control
- * Alternator Amps: 250A
- * Drive/line managed traction control
- * Dual lead acid battery
- * Injection Type: sequential MPI
- * Auxiliary power take-off
- * 8 inch primary LCD display
- * Wireless audio streaming
- * Seek scan
- * Vehicle body length: 230.7"
- * Cab to axle: 60.0"
- * Axle capacity rear: 14,706 lbs.
- * Axle capacity front: 7,000 lbs.
- * Firm ride suspension
- * Power door mirrors
- * Manual folding door mirrors

Exterior: Race Red
Interior: Medium Dark Slate w/HD Vinyl
40/20/40 Split Bench Seat

- * 19.5 x 6-inch front and dual rear argent steel wheels
- * LT225/70RS19.5 AT BSW front and rear tires
- * Lock-up transmission
- * PTO transmission provision
- * Stainless steel single exhaust
- * Battery rating: 750CCA
- * Battery run down protection
- * Engine block heater
- * Fuel tank capacity: 40.00 gal.
- * Steering wheel mounted audio controls
- * AM/FM stereo radio
- * SYNC 4 external memory control
- * Wheelbase: 145.0"
- * Axle to end of frame: 47.2"
- * Tire/wheel capacity rear: 15,000 lbs.
- * Spring rating front: 6,500 lbs.
- * Trip computer
- * Heated driver and passenger side door mirrors
- * DRL preference setting

As Configured Vehicle

MSRP

STANDARD VEHICLE PRICE	\$57,250.00
Order Code 660A	N/C
Transmission: TorqShift 10-Speed Automatic	Included
Wheels: 19.5" x 6" Argent Painted Steel	Included
HD Vinyl 40/20/40 Split Bench Seat	Included
Monotone Paint Application	STD
145" Wheelbase	STD
Radio: AM/FM Stereo w/MP3 Player	Included
Fleet Customer Powertrain Limited Warranty	N/C
50-State Emissions System	STD
SYNC 4 Communications & Entertainment System	Included
Race Red	N/C
Medium Dark Slate w/HD Vinyl 40/20/40 Split Bench Seat/N/C	
Tires: 225/70Rx19.5G BSW Traction (TGK)	\$215.00
Engine Block Heater	\$190.00
Platform Running Boards	\$320.00
Front License Plate Bracket	N/C
Rear View Camera & Prep Kit	\$415.00
Snow Plow Prep Package	\$250.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Phone 1-800-236-0112

5100 West Brown Deer Road
Brown Deer, Wisconsin 53223

TRAFFIC SIGNAL PREVENTIVE MAINTENANCE CONTRACT

The "PRO-TECH" Contract

This contract is between the City of Lake Geneva, the customer and Traffic and Parking Control Company, Inc. 5100 W. Brown Deer Rd., Brown Deer, Wisconsin (TAPCO), the contractor.

This contract covers the period of time from midnight, April 1, 2024 to midnight, March 31, 2025.

The intersections covered by this contract are listed in Exhibit A, accompanying this contract.

The contractor (TAPCO) agrees to provide full preventive maintenance under the following terms and conditions;

TAPCO shall inspect the covered signalized intersection(s) and their control equipment to verify proper operation. This inspection shall take place once a year.

TAPCO shall check the following items at the covered signalized intersection(s). These checks have been developed by employing current engineering practices. These professional standards will be applied to not only the signal maintenance but signal timing and traffic operations as well.

- 1.) Verify proper operation of the Controller Unit. This shall consist of verifying that the controller is correctly programmed per the controller database records and that the controller is correctly executing its program.
- 2.) TAPCO will maintain the intersection documentation consisting of signal plan charts, cabinet blueprints and timing plan charts.
- 3.) Verify proper operation of the NEMA Conflict Monitor Unit. This shall consist of testing the NEMA Conflict Monitor on an automatic NEMA monitor test set. The test set shall be capable of testing all aspects of monitor operation for conformance with NEMA specifications.
- 4.) Check AC power feed at the control cabinet. Record measured voltage from Hot to Neutral, from Hot to Ground, and from Neutral to Ground. Record measured current flowing in the Hot and Neutral conductors.



Phone 1-800-236-0112

5100 West Brown Deer Road
Brown Deer, Wisconsin 53223

- 5.) Check and record inductance, series resistance and leakage resistance for each loop detector circuit at the control cabinet. Verify the proper operation associated with each detector amplifier.
- 6.) Check all terminal screws in the control cabinet for tightness.
- 7.) Verify operation of control cabinet heater and fan. Verify correct settings of their respective thermostats.
- 8.) Verify correct flash operation at the control cabinet. Also verify operation of any control switches in the control cabinet.
- 9.) Verify operation of all pedestrian pushbuttons and check for the presence and orientation of the pushbutton signs.
- 10.) Check all signal head indications for proper aiming and proper operation.
- 11.) TAPCO shall visually inspect the control cabinet, meter pedestal, pull boxes, signal poles, signal bases, and signal heads for any signs of damage or vandalism.
- 12.) TAPCO will check operation of the lighting control circuit if housed within the traffic signal cabinet and check luminaires for proper operation.
- 13.) TAPCO shall replace the control cabinet air filter element, vacuum inside the cabinet, and lubricate the cabinet door hinges and locks once per year.
- 14.) TAPCO will verify proper operation of optical preemption, and if installed, confirmation lights.
- 15.) TAPCO shall check for proper grounding of unused conductors within the traffic control cabinet.
- 16.) TAPCO will verify proper operation of vehicle detection systems to include video detection, microwave detection, and wireless sensors.
- 17.) TAPCO will provide, where necessary, firmware upgrades to video, microwave, and wireless vehicle detection systems.



Phone 1-800-236-0112

5100 West Brown Deer Road
Brown Deer, Wisconsin 53223

18.) TAPCO will inspect and verify proper operation of the battery backup system. If installed, TAPCO will record battery admittance values using the associated Remote Battery Management System. TAPCO will provide, where necessary, firmware upgrades to the UPS module and Battery Management System.

19.) TAPCO shall supply the customer completed documentation of all preventive maintenance performed.

The contractor (TAPCO) agrees to provide preventive maintenance under the terms of this contract during normal business hours. Normal business hours are defined as 8:00 a.m. to 5:00 p.m., Monday through Friday, excluding Saturdays, Sundays and Holidays.

TAPCO shall invoice the customer the amount of \$3391.00 for preventive maintenance, once per year, after work is completed. The customer agrees to pay invoice within 30 days of receipt.

The contractor (TAPCO) further agrees to provide response maintenance and/or design modification maintenance, as authorized by the customer.

Response maintenance, under the terms of this contract, will be limited to "at random failures", accidents or "knockdowns" or vandalism, or acts of God such as lightning damage, flood, etc.

Design modification maintenance, under the terms of this contract, will include, but not be limited to changes in signal sequence or timings that are required or desired.

TAPCO shall provide response maintenance and/or design modification maintenance under the terms of this contract during normal business hours. The regular hourly rate for these services shall be \$130.00 per hour, portal-to-portal. Any parts required will be charged for according to the manufacturer's current price list.

Current engineering practices and professional standards shall be applied to not only the response maintenance, but to the design modification maintenance as well.

Should design modification maintenance be desired or emergency response maintenance be required outside of normal business hours, such service will be billed at time and a half the regular hourly rate or \$195.00 per hour. An hourly rate of \$260.00 per hour will be charged on Sundays and Holidays.

No additional charges will be made for the use of regular service vehicles or service equipment.



Phone 1-800-236-0112

5100 West Brown Deer Road
Brown Deer, Wisconsin 53223

TAPCO shall supply the customer completed documentation of all response maintenance and/or design modification maintenance performed. Copies of this documentation shall be kept in a unique intersection file at TAPCO.

If loaner equipment is required to restore the intersection to proper operation until equipment is discovered to be malfunctioning, can be repaired and returned to service, that loaner equipment shall be charged for. The rental rate for loaner equipment shall not exceed 10% of list price per month pro-rated weekly. Loaner equipment is subject to availability.

TAPCO shall also invoice the customer for response maintenance and/or design modification maintenance after the work is complete. The customer agrees to pay invoice within 30 days of receipt.

Limitation of Liability-TAPCO shall have no liability with respect to its obligations under this agreement or otherwise for consequential, compensatory, exemplary, special, indirect, incidental or punitive damages even if it has been advised of the possibility of such damages. In any event, the liability of TAPCO to customer for any reason and upon any cause of action or claim in contract, tort or otherwise with respect to the services shall be limited to the amount paid to TAPCO by customer hereunder for such services. This limitation applies to all causes of action or claims in the aggregate, including without limitation, breach of contract, breach of warranty, negligence. Strict liability, misrepresentation, claims for failure to exercise due care in the performance of services hereunder and any other torts. Further, no cause of action which accrued more than one year prior to the filing of a suit alleging such cause of action may be asserted against TAPCO. Both parties understand and agree that the limitations and exclusions set forth herein represent the parties agreement as to the allocation of risk between the parties in connection with TAPCO's obligations under this agreement. The fees payable to TAPCO hereunder reflect, and are set in reliance upon, the allocation of risk set forth herein and the exclusion of the damages described herein and limitations of liability set forth in this agreement.



Phone 1-800-236-0112

5100 West Brown Deer Road
Brown Deer, Wisconsin 53223

Video Detection Maintenance

Under this contract option for each intersection listed in Exhibit A utilizing a video detection system TAPCO will provide the following services for each video detection camera.

- 1.) Inspect camera and mounting assemblies for signs of wear or damage.
- 2.) Clean and inspect the camera lens.
- 3.) Inspect coax and power cable connections for any signs of deterioration.
- 4.) Check mounting assemblies and hardware for tightness.
- 5.) If necessary, re-aim camera to provide proper field-of-view
- 6.) Check position and, if necessary, adjust camera sun shield

This service will be provided at each video detection intersection once per year around the same time as the traffic signal preventive maintenance. If these services are needed more than once per year on a specific camera, at the customer's request, TAPCO agrees to provide these services at the response maintenance hourly rate specified in the Traffic Signal Preventive Maintenance Contract.

City of Lake Geneva

Accepted by:

Date:

Name and Title:

(TAPCO) Traffic and Parking Control Company, Inc.

By: 

Date: 2/14/24

Name and Title: Tim Felhofer – Traffic Signal Maintenance Supervisor



Phone 1-800-236-0112

5100 West Brown Deer Road
Brown Deer, Wisconsin 53223

Exhibit A

List of covered Signalized Intersections

- 1.) Edwards & Walmart
- 2.) Interchange North & Geneva Square
- 3.) Interchange North & Sheridan Springs
- 4.) Main & Broad
- 5.) Main & Center
- 6.) Main & Cook
- 7.) Main & Wells
- 8.) Sth 50 & Edwards
- 9.) USH 12 & Sth 50 Ramps

Memo to City of Lake Geneva

To: Public Works Committee **Date:** February 21, 2024

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

CC: Tom Earle, Public Works Director
Nan Grebenor, City of Lake Geneva

Subject: Manning Way Bike Trail

The conveyance of the Manning Way Bike Trail land can be warranty or quick claim deeded back to the adjacent property owners and relinquish ownership and maintenance responsibilities by the City. Kapur's Licensed Land Surveyor can prepare the 8 new exhibits and legal descriptions and revise 4 of the existing easement and legal descriptions.

An estimate for the completion of this work is not to exceed \$6000.



Cab D Slide 52-54

THE HIGHLANDS OF LAKE G

Transfer 10-ft strip of land

Certified Value 27th, 20 03
Rene M. Poney
 Department of Administration



Stud/Cab D Page/Slide 52-54
 CONTE J WOOLEVER
 REGISTER OF DEEDS
 WALWORTH COUNTY, WI
 Fee Amount: \$50.00

VANDERSTAPPEN
SURVEYING
INC.
EST. 1904
(815) 317-8310
1316 N. MADISON ST. WOODSTOCK, IL 60098

City to keep

LEGEND	
IRON BAR	5/8"
FOUND IRON PIPE	3/4"
SET IRON BAR	1 1/4" x 18" x 4.30 lbs/ft
P.U.E.	= PUBLIC UTILITY EASEMENT
S.S.E.	= SANITARY SEWER EASEMENT
T.E.	= TRAILWAY EASEMENT
D.P.U.E.	= DRAINAGE & PUBLIC UTILITY EASEMENT
Δ	= DELTA "CENTRAL" ANGLE

NOTE:
ALL OTHER LOT AND OUTLOT CORNERS
ARE MONUMENTED WITH SET IRON
BARS 3/4" x 18" X 1.50 lbs/ft

THE HIGH-LANDS
OF
LAKE GENEVA

NE 1/4

Transfer 10-ft strip of
land

SW 1/4 SECTION 31-2-18

UNPLATTED LANDS
STRIP TO BE DEDICATED
TO THE CITY OF LAKE GENEVA
(BY OTHER INSTRUMENT)

50172700W

(IN FEET)
1 inch = 50 ft.

NO.	DATE	DESCRIPTION	BY
1	4/12/06	PER REVIEW LETTER DATED 4/7/06	APG
2	5/30/06	RELEASE TO PLAT REVIEW	KD
3	6/19/06	REVISE PER PLAT REVIEW MEMO OF 6/16/06	KD

THE HIGHLANDS OF LAKE GENEVA	SHEET NO. 1 OF 3
------------------------------	---------------------

(815) 357-8310
VANDERSTAPPEN
SURVEYING
INC.
 EST. 1994
 1316 N. MADISON ST. WOODSTOCK, IL 60090

BASIS OF BEARINGS
WEST LINE SW 1/4 SECTION 32-2-18
BEARS N00°21'37"E (ASSUMED)

THE HIGHLANDS OF LAKE GENEVA

Part of the Northwest Quarter of the Southwest Quarter of Section 31, Township 2 North, Range 18 East of the Third Principal Meridian, in the City of Lake Geneva, in Walworth County, Wisconsin.

UNPLATTED LANDS

OUTLOT 2
"PARK"
113,025 ± Sq.Ft
2.595 Acres
HEREBY DEDICATED TO THE
CITY OF LAKE CHARLES

City to give back by Quick Claim / Warranty Deed

City to keep

Transfer 10-ft strip

Transfer 10-ft strip

Transfer 10-ft strip

Transfer 10-ft strip

CLIENT: WRM LAND REFINEMENT
 DRAWN BY: KDD CHECKED BY: WJV
 SCALE: 1"=100' SRC. 31 T. 02 R. 18 E.
 BASIS OF BEARING: ASBMD
 P.L.N.: LYONS TWP, WALWORTH COUNTY
 JOB NO.: 051134FP I.D. FP
 FIELDWORK COMP.: _____ BK. _____ PG. _____
 ALL DISTANCES SHOWN IN FEET AND DECIMAL
 PARTS THEREOF. REF: 041214

SURVEYOR SEAL

DATED THIS 28TH DAY OF MARCH, 2006

William J. Vanderstappen

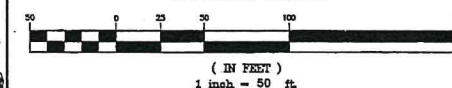
WILLIAM J. VANDERSTAPPEN
WISCONSIN, REGISTERED LAND SURVEYOR, NO. 1777



There are no objections to this plat with respect to s. 236.15, 236.16, 236.20 and 236.21 (1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified June 27th, 20 01
Rene M. Ponce
 Department of Administration

GRAPHIC SCALE



REVISIONS			
NO.	DATE	DESCRIPTION	BY
1	4/12/06	PER REVIEW LETTER DATED 4/7/06	APG
2	5/30/06	RELEASE TO PLAT REVIEW	KD
3	6/19/06	REVISE PER PLAT REVIEW MEMO OF 6/16/06	KD
THE HIGHLANDS OF LAKE GENEVA			SHEET NO. OF 3

Zyup00190

681123



CONDITIONAL USE PERMIT
RESOLUTION

Document Number

Document Title

Recorded

JUNE 30, 2006 AT 02:32PM

CONNIE J WOOLEVER

REGISTER OF DEEDS

WALWORTH COUNTY, WI

Fee Amount: \$19.00

Recording Area

Name and Return Address

City of Lake Geneva

626 Geneva Street

Lake Geneva, WI 53147

19.00

ZYUP000190

Parcel Identification Number (PIN)

This information must be completed by submitter: document title, name & return address, and PIN (if required). Other information such as the granting clause, legal description, etc. may be placed on this first page of the document or may be placed on additional pages of the document. Note: Use of this cover page adds one page to your document and \$2.00 to the recording fee. Wisconsin Statutes, 59.5127.

WRDA 2/96

**CITY OF LAKE GENEVA
RESOLUTION 06-R28**

A Resolution authorizing issuance of a Conditional Use Permit to disturb and mitigate in excess of 30% of a woodland area in order to provide sufficient storm water detention for proposed residential subdivision off of Curtis Street in the City of Lake Geneva, Wisconsin

WHEREAS, the City Plan Commission has considered the application of MRM Land Refinement, and

WHEREAS, the City Plan Commission held a Public Hearing thereon pursuant to proper notice given and has made the following finding:

1. That the premises for which application for conditional use is on Exhibit "A", attached hereto, and made a part hereof by this reference.
2. That the conditional use permit was recommended for approval by the City Plan Commission at its regular City Plan Commission Meeting held on April 17, 2006.

NOW, THEREFORE, BE IT RESOLVED, that the Zoning Administrator be, and is hereby authorized, to issue a Conditional Use Permit to MRM Land Refinement to disturb and mitigate in excess of 30% of a woodland area in order to provide sufficient storm water detention for its proposed residential subdivision located off Curtis Street, Lake Geneva, Walworth County, Wisconsin, and known as "The Highlands of Lake Geneva"; and

BE IT FURTHER RESOLVED, that approval of the said Conditional Use Permit is made subject to the following terms and conditions which must be implemented by MRM Land Refinement, its successors and assigns, as part of the development of The Highlands of Lake Geneva, Subdivision, to wit:

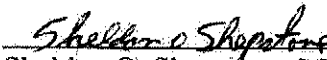
1. An earthen berm, at least three (3') feet in elevation from the existing grades, shall be constructed along the ten foot (10') wide "Annexation Strip" bordering Lots 39, 40, 41, 42 and 43 as shown as the Final Plat of The Highlands of Lake Geneva.
2. A screening of upright Juniper bushes (three per lot) shall be installed along that part of the berm bordering Lots 39, 40, 41, 42 and 43, at the sole cost of MRM Land Refinement, or its successors or assigns (the "Owner").
3. The "Annexation Strips" shown as unplatted ten foot (10') wide land parcels on the Final Plat of the Highlands of Lake Geneva shall be conveyed by the Owner to the City of Lake Geneva, at no cost to the City. It is anticipated that, at a future time to be determined in the sole discretion of the City, these Annexation Strips will be conveyed by the City to the Owners of the lots in The Highlands of Lake Geneva to which they are adjacent; provided, however, that the northerly four feet (4') of that part of the Annexation Strip bordering the north lot lines of lots 39, 40, 41, 42 and 43 of The Highlands of Lake Geneva subdivision, will be conveyed to the property owner to the north of said lots (currently known as "The Twins on Curtis").



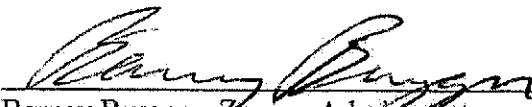
4. So long as the Annexation Strip is owned by the City, the owners of Lots 39, 40, 41, 42, and 43 of The Highlands of Lake Geneva shall, at their cost, maintain that portion of the Juniper screening located adjacent to their respective lots.

BE IT FURTHER RESOLVED, that issuance of an Occupancy Permit for the residence to be constructed on Lots 39, 40, 41, 42, and 43 shall constitute confirmation that the berm and Juniper screening have been properly installed in accordance with the requirements of this Conditional Use Permit.

Granted by action of the Common Council of the City of Lake Geneva this 8th day of May, 2006

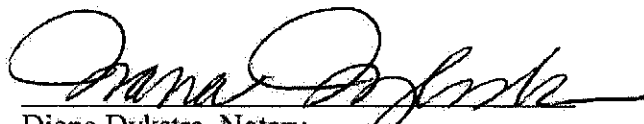

Sheldon O. Shepstone, Mayor

ATTEST:


Barney Brugger, Zoning Administrator

STATE OF WISCONSIN)
)SS
WALWORTH COUNTY)

Personally came before me this 29 day of June, 2006, the above named Sheldon Shepstone, Mayor and Barney Brugger, Zoning Administrator, to me known to be the persons who executed the foregoing instrument and acknowledged the same.


Diana Dykstra, Notary
My Commission expires: 6-10-10

ACCEPTANCE OF TERMS AND CONDITIONS BY PERMITEE

I, Michael P. Reschke, Partner, MRM Land Refinement, an Illinois general partnership, do hereby accept the terms and conditions set forth in this Permit, and realize that non-adherence to the terms and conditions as stated hereon may result in the revocation of this Permit by the City of Lake Geneva.

Dated this 30th day of June, 2006.

Owner:

MRM Land Refinement, an Illinois general partnership

By: *Michael R. Reschke*
 Print Name and Title: Michael R. Reschke, Partner

ILLINOIS
 STATE OF ~~WISCONSIN~~)
~~MC HENRY~~)SS
~~WALWORTH COUNTY~~)

Personally came before me this 30th day of June, 2006 the above named Michael R. Reschke to me known to be the Partner who executed the foregoing instrument and acknowledged the same, as the authorized act of MRM Land Refinement, an Illinois general partnership.



Print Name: TAMI L. CARLSON

Tami L. Carlson
 Signature

Notary Pubic, State of ~~Wisconsin~~ ^{ILLINOIS}
 My Commission Expires: 3/3/08

This instrument was drafted by:
 Diana Dykstra, City Clerk
 Lake Geneva WI



The land referred to in the Commitment is described as follows:

A parcel of land located in the Southwest 1/4 of Section 31, T 2 N, R 18 E, of Walworth County, Wisconsin, described as follows, to-wit: Commencing at the West 1/4 Section corner of said Section; thence East along the East-West 1/4 Section line 660 feet to the place of beginning; thence South 330 feet; thence West 660 feet, to the West line of said Section, thence South 213 feet; thence East 660 feet; thence South 198 feet; thence West 314 feet more or less to the North-east corner of land deeded to Lester Henry; thence South 80 feet; thence West 16 feet more or less to the Northeast corner of the unrecorded plat of Sky High Addition; thence South along the East line of said Addition 252.42 feet; thence East 165 feet; thence South parallel to the East line of said unrecorded addition 247.5 feet to the South line of the North 1/2 of said Southwest 1/4; thence East along said South line 642.5 feet more or less to the Southwest corner of Lake Geneva Golf Hills Subdivision First Addition; thence North along the West line of said Addition 1320.8 feet to the North line of said Southwest 1/4; thence West along said North line 477.5 feet to the place of beginning.

Tax Key No. ZYUP000190