

**CITY OF LAKE GENEVA PUBLIC WORKS COMMITTEE MINUTES
MONDAY, JANUARY 27, 2025 - 4:00 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)**

Members: Chairperson Mary Jo Fesenmaier, Alderpersons: Shari Straube, Joel Hoiland, Peg Esposito, and Cindy Yager

Call to order

Meeting called to order by Chairperson Fesenmaier at 4:00 PM.

Roll Call

Present: Fesenmaier, Hoiland, Esposito, Yager

Absent: Straube

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

Cathy Stoodley 919 Carey Street, Lake Geneva: Expressed concerns on Item # 6

Sherri Ames 603 Center Street, Lake Geneva Alderperson District 1: Expressed concerns on Item #6, and spoke on item #13.

Approval of the minutes

Motion to approve by Esposito, Second by Yager.

Motion Carried 4-0.

No Further Discussion.

Staff Reports:

Director of Public Works Report

Director of Public Works Tom Earle gave an overview of his report that was included in the packet.

Street Superintendent Report

Street Superintendent Neil Waswo Absent, report was included in the packet.

Parking Manager Report

Parking Manager Beth Gehris-Padro spoke about staffing, potential parking garage in the future, and Seminary Park Parking Lot.

Discussion followed between committee members and Gehris-Padro regarding Ev charging stations.

Gehris-Padro further discussed the Parking Operation report that was included in the packet.

Gehris-Padro reported the installation of two new parking kiosks will be located at 421 Broad Street and 858 Main Street.

Engineer Report

Naomi Rauch of Kapur gave an overview of her memorandum that was included in the packet.

Discussion/Recommendation regarding Sunday Morning Parking Program (Parking Manager)

Gehris-Padro briefly explained the Sunday Morning Parking Program report that was included in the packet.

Committee members and Gehris-Padro discussed the number of placards issued, and tracking placards to gather data.

Motion by Hoiland to approve the Sunday Morning Parking Program including the following elements, Second by Esposito.

- House of worship-specific placards
- Placards are distributed to non-resident members of the congregation
- Placards are maintained to utilize for guest congregants

- Placards are numbered to discourage duplication
- Placards are placed on driver's side of dashboard
- Placards may only be utilized in the area surrounding the location listed on the placard
- If a resident parking sticker is displayed with a placard, the resident permit will take precedence and be chalked
- Any additional placards issued should be approved by the Public Works Committee
- Placards are a controlled item, and organizations are required to have accountability for each as issued and provide address, make and model of vehicles.
- Placards are to be issued for part-time visitors and guests from outside the local County area
- Placards will be delivered electronically for production by each receiving location.
- A list of addresses for placards granted and justifications will be provided quarterly by location program manager.
- Discovery of duplication will result in revocation of placards for entire congregation.
- Placards must be turned in by December 31 at the end of expiration year, failure to return all placards will result in reduction for the following year
- Each House of worship should receive a set number of placards
- **First Congregational Unite Church of Christ: 15 permits**
- **Lake Geneva United Methodist Church: 20 permits**
- **Episcopal Church of the Holy Communion: 45 permits**
- **First Church of Christ Scientist: 10 permits**

Motion Carried 4-0.

Discussion followed between Yager and Gehris-Padro regarding UCC Food Pantry temporary parking placards that were issued during the parking lot renovation.

Discussion/recommendation regarding light pole in alley between Center Street and Sage

Fesenmaier stated it is still in progress and will continue until next month.

Discussion/Recommendation regarding Brush Drop Off (Hoiland/DPW)

Earle reported due Waswo's absence there is no update. Item will continue until next month.

Discussion on 2024 Sidewalk Evaluation Report for Approval. (Kapur)

Rauch explained the Sidewalk Assessment map and chart that was included in the packet.

Committee members and Rauch discussed sidewalk evaluations and process

Discussion/Recommendation regarding 2025 Street Task Order for Approval. (Kapur)

Rauch explained Task order # 39 that was included in the packet.

Committee members and Earle further discussed potholes needed to be filled on Main Street & Donian Street, and seal coating procedures.

Motion to approve the 2025 Street Task Order #39, Second by Hoiland.

Motion Carried 4-0.

No Further Discussion.

Discussion on Lake Geneva Blvd sidewalk layout (Dave)

Continued to next month.

Discussion/ Recommendation regarding Native Plantings (Fesenmaier)

Continued to next month.

Discussion/Recommendation regarding parking on North Street. (Ames)

Continued to next month with packet materials.

Discussion/Recommendation regarding SISP grant application for Edwards/Townline Signal Task Order for Approval(Kapur)

Rauch gave an overview of Task Order #41 that was included in the packet.

Motion by Hoiland to approve Task Order #41, Second by Esposito.

Motion Carried 4-0.
No further discussion.

Discussion/Recommendation regarding purchase of a new DPW Pick Up Truck from Capital Improvement Budget (DPW)

Earle gave an overview of the budget for vehicle purchases.
Motion by Hoiland to approve a new pick-up truck from the capital improvement budget to not exceed \$50,000.
Second, by Yager.
Motion Carried 4-0.
No further discussion.

Discussion/ Recommendation regarding 2024 Streets Pay Application #4 for Approval (Kapur)

Earle and Rauch gave an overview of the pay request #4 that was included in the packet.
Motion by Yager to approve 2024 Streets Payment Application #4 from Wolf Paving in the amount of \$10,465.98,
Second by Hoiland.
Motion Carried 4-0.
No further discussion.

Discussion/ Recommendation regarding Symphony Bay Phase 5 Roadway Acceptance.(Kapur)

Rauch gave an overview of the Symphony Bay Phase 5 memorandum that was included in the packet.
Motion by Yager to approve Symphony Bay Phase 5, Second by Esposito.
Motion Carried 4-0.
No further discussion.

Future Meeting Date: February 24, 2025

Agenda and Packet published on the website: February 19, 2025

Fesenmaier reported the next Public Works Committee meeting is February 24, 2025. Agenda and Packet will be posted on the website on February 19th, 2025.

Future Agenda Items

- Update of EV Charging Stations
- Discussion/Recommendation regarding parking on North Street
- Discussion regarding Main Street Pothole
- Discussion/Recommendation regarding Native Planting
- Discussion/Recommendation regarding Brush Drop Off
- Discussion regarding Lake Geneva Blvd. Sidewalk Layout

Adjournment

Motion by Hoiland to adjourn at 5:36pm, Second by Yager.
Motion Carried 4-0.
No further discussion.