Public Works Committee

Alderman Bob Kordus Chairman

Alderman Ellyn Kehoe
Alderman Al Kupsik
Alderman Rich Hedlund
Alderman Sarah Hill

Director of Public Works Daniel S. Winkler, P.E.
Assistant Director of Public Works Tom Earle

City of Lake Geneva 626 Geneva Street Lake Geneva, WI 53147-1914
www.cityoflakegeneva.com **Phone: (262) 248-3673**

Agenda

March 9, 2015

The regular meeting of the Public Facilities Committee will be held on Thursday, March 12, 2015 at City Hall, 626 Geneva Street, Lake Geneva, WI in the second floor meeting room at 6:00 P.M.

Meeting called to order by Chairman Bob Kordus.

Roll Call.

Minutes of the Prior Meeting.

Public Comments.
Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda. Comments will to be limited to 5 minutes.

Communications.

1. Projects & Activities Update-DPW Winkler.
2. Salt/Sand Usage Update - Assistant DPW Tom Earle.
3. Email from Mr. Tom Hartz-Flat Iron Park Brunk Pavilion Fees & Downtown Stop Lights.

Agenda Items:

1. Possible Addition of Street Light or Lights to the West Side of Cook Street Between Main Street and Geneva Street-Discussion.
2. Pedestrian Signage in the Downtown, Regarding Making It Uniform-Continued.
3. Fueling System Pump Controls Replacement Proposals-Street Department.

Adjourn.

Approved by Bob Kordus
Chairman 03/09/15

Reviewed by Dennis Jordan
City Administrator
Date 03/09/15 dsw

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the City of Lake Geneva at 262-248-3673 with as much advance notice as possible.

No official Council action will be taken, however a quorum of the Council may be present.

Posted March 9, 2015 10:00 AM

Public Works Committee

Alderman Bob Kordus Chairman
Alderman Ellyn Kehoe Alderman Al Kupsik
Alderman Rich Hedlund Alderman Sarah Hill

Director of Public Works Daniel S. Winkler, P.E.

City of Lake Geneva 626 Geneva Street Lake Geneva, WI 53147-1914
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March 12, 2015 Meeting Explanation

DATE: March 9, 2015

MEMORANDUM

TO: Chairman Bob Kordus & Members of the Public Works Committee

FROM: Daniel S. Winkler, P.E. _____
Director of Public Works & Utilities

SUBJECT: March 12, 2015 Public Works Committee Meeting Agenda

The Public Works Committee is scheduled to meet at **6:00 PM** at City Hall.

Members in attendance:
Chairman Bob Kordus _____
Alderman Ellyn Kehoe _____
Alderman Sarah Hill _____
Alderman Al Kupsik _____
Alderman Rich Hedlund_____

Staff Present:
City Administrator Dennis Jordan _____
Director Daniel Winkler (DPW) _____
Mayor Jim Connors: _____

Other: _____

Public in attendance:_____

Approval of the Minutes of the Prior (February) Meeting:
Motion to approve by Ald. _____ and seconded by Ald. _____. The motion passed ____-0.

Public Comments:
None.

Communications.
1. Projects & Activities Update-DPW Winkler.
2. Salt/Sand Usage Update - Assistant DPW Tom Earle.
3. Email from Mr. Tom Hartz-Flat Iron Park Brunk Pavilion Fees & Downtown Stop Lights.

Agenda Items:
1. Possible Addition of Street Light or Lights to the West Side of Cook Street Between Main Street and Geneva Street-Discussion.
2. Pedestrian Signage in the Downtown, Regarding Making It Uniform-Continued.
3. Fueling System Pump Controls Replacement Proposals-Street Department.

Public Works Projects Update

Below please find an update on Public Works projects:

- ✓ Disc Golf Course –North pedestrian bridge Eagle Scout Project Pending.
- ✓ 2014 Street Maintenance Program- Stark Asphalt Done for Year. Finished Edgewood.
- ✓ Flat Iron Park Pavilion-Foundation Excavated, Steel Set and Footing Pour This Week.
- ✓ Street Department Ventilation & Heating- Westenn Work complete. System Operational.
- ✓ Crackfilling-Bid awarded 11/10/14. Work in Spring.
- ✓ Cobb Park Restroom Remodel- Glen Fern Construction Has Performed Demolition.
- ✓ Fuel System Controls Replacement-Bid Quotations Should be Available Prior to PWC Meeting.
- ✓ Dog Park Fencing-Work Awarded to Aluminum Fence 2/23.

In addition, this winter the Street Department has been out on fourteen (14) snow and ice events through March 9th.

1. Possible Addition of Street Light or Lights to the West Side of Cook Street Between Main Street and Geneva Street-Discussion.

Staff was asked to continue to pursue lighting for the west side of the block. The DPW contacted John Nish to evaluate whether or not a connection could be made to the Main/Cook traffic signal box or to the existing street light pole located on the NW corner of Main and Cook Streets. He said that the new control panel for the traffic signals would create a problem that should be avoided. But he needed to check the system to visit the street lighting on Main Street before saying connecting to the circuit wouldn't be a problem. That answer is forthcoming. One possibility for a street light in front of Delaney is to utilize a removed park light in Flat Iron Park close to the new pavilion that will not be going back in. As there is no budget for new lights, foundations or underground service for the west side of Cook Street, PWC may wish to consider relocating the light we do have to in front of Delaney Street just north of where the new tree was planted. Doing so would address the present request in a more cost effective manner and give the BID and Council time to decide later if it wished to proceed with additional lights. DPW Winkler met with Mr. and Mrs. Leonard and they were receptive to the solution at hand. If acceptable to the PWC and Council, we can pursue the cost of a short underground conduit push, wiring, light pole foundation, and installation.

Motion to _____

by _____, Second by _____. Passed _____.

2. Pedestrian Signage in the Downtown, Regarding Making It Uniform-Continued.

Mr. Schaefer of the Chamber was going to check with other businesses in the downtown and provide a response to the attached wayfaring signage information. The item was continued last month awaiting their recommendation. The sent out information is attached. As a reminder the DPW noted in his staff report that there were a lot of "P" symbols associated with the pay stations, and those "P" designation may or may not cause confusion over following the "P" to the parking lots versus the "P" to the pay stations.

The City and Chamber may also need to discuss who funds the revise or new signage once they decide what they want on the signs.

Direction is requested.

Motion to _____
by _____, Second by _____. Passed _____.

3. Fueling System Pump Controls Replacement Proposals-Street Department.
Assistant DPW Earle is soliciting bid quotations to replace the fueling system controls. This item is in the approved CIP. This information should be received and available for discussion at the meeting for a review and recommendation.

Motion to _____
by _____, Second by _____. Passed _____.

Motion to Adjourn:
Motion to adjourn by_____, seconded by _____. Passed _____.

Cc: Mayor Jim Connors/Dennis Jordan/Sabrina Waswo/Common Council Members not on Committee/File

MINUTES OF THE PRIOR MEETING

Public Works Committee

Alderman Bob Kordus Chairman

Alderman Ellyn Kehoe — Alderman Al Kupsik
Alderman Rich Hedlund — Alderman Sarah Hill

Director of Public Works Daniel S. Winkler, P.E.

City of Lake Geneva 626 Geneva Street Lake Geneva, WI 53147-1914
www.cityoflakegeneva.com **Phone: (262) 248-3673**

February 12, 2015 Meeting Minutes

DATE: February 13, 2015

MEMORANDUM

TO: Chairman Bob Kordus & Members of the Public Works Committee

FROM: Daniel S. Winkler, P.E. _____
Director of Public Works & Utilities

SUBJECT: February 12, 2015 Public Works Committee Meeting Minutes

The Public Works Committee is scheduled to meet at **6:00 PM** at City Hall.

Members in attendance:		**Staff Present:**	
Chairman Bob Kordus	__X____	City Administrator Dennis Jordan	___X___
Alderman Ellyn Kehoe	_____	Director Daniel Winkler (DPW)	___X___
Alderman Sarah Hill	__X____	Mayor Jim Connors:	___X___
Alderman Al Kupsik	__X____		
Alderman Rich Hedlund	__X____		

Other: _Assistant DPW Tom Earle, Street Foreman Neil Waswo, Mr. Terry Krohn_____

Public in attendance: Mr. & Mrs. Jeff & Beverly Leonard, Mr. Chris Schultz, Mr. Mike Franzine, and Mr. Dick Melmin.

Approval of the Minutes of the Prior (January) Meeting:
Motion to approve by Ald. Kupsik and seconded by Ald. Hedlund. The motion passed 4-0.

Public Comments:
Mr. and Mrs. Leonard spoke on behalf of requesting a street light on Cook Street in front of their business, Delaney Street.
Mr. Mike Franzine spoke on behalf of doing something with the snow from the road onto his sidewalk in front of his home. He also read a letter by Mr. Dave Rieff who is his neighbor. Chair Kordus requested the letter be distributed along with the minutes of the meeting.

Communications:

1. DPW Winkler provided the updated listing of Projects & Activities. The one active project is the HVAC work at 1065 Carey Street.
2. Chair Kordus explained that the DNR Master Planning Schedule for Big Foot State Park was provided by them and is in the packet for information.

<u>Agenda Item No. 1</u>-Possible Addition of Street Light or Lights to the West Side of Cook Street Between Main Street and Geneva Street-Discussion.

DPW Winkler explained that the existing lights on the east side of the road do an effective job of illuminating Cook Street, and the reason they are not on the west side was due to the tree canopies. Ald. Hedlund mentioned the lights probably should be staggered. DPW Winkler explained that the location of trees on the west side pretty much dictated location as two trees were removed since the lights were installed. Ald. Hill wished to investigate the costs to install 3 single head lights on the west side and ask where the funds would come from. DPW Winkler explained that in the past the BID made the light request and purchased the lights with the City's TIF district paying for the installation. It was moved by Ald. Hill to continue the discussion to a future meeting and have staff research options for 2015 funding. The motion was seconded by Ald. Kupsik. Ald. Hill stated she would inquire of the BID regarding the purchase of the light or lights for the west side of the street. The motion passed 4-0.

<u>Agenda Item No. 2</u>– Signage in the Downtown-Discussion Regarding Making Uniform-Continued from January Meeting.

Mr. Schaefer of the Chamber was unable to attend. It was moved by Chair Kordus to continue the item. The motion was seconded by Ald. Hill and passed 4-0.

<u>Agenda Item No. 3</u>- Snow Removal Policy Review (Downtown, Mailbox Damage, Picking up of Piles, and Salt/Sand Mix Percentage).

DOWNTOWN

DPW Winkler, Assistant DPW Earle, and Street Foreman Waswo discussed how snow is handled in the downtown. It was explained that the timing of the storm, duration, temperatures, and accumulation all play a role in the plowing and snow pick up. The procedure, which doesn't change, is that the merchants are given an opportunity the first working day after the storm to get the snow to the gutter. The Street Department then windrows that remaining snow to the center of the street and picks it up with the snowblower mounted on our front end loader and dump trucks.

MAILBOX

DPW Winkler and Assistant DPW Earle discussed the policy in brief and provided a copy of the policy in the packet. The point emphasized was that the Street Department responds to every mailbox complaint and tries to reset boxes that are not damaged. And if the plow blade hits the mailbox, not just snow rolled off from the road, then the policy is to provide a $50 reimbursement to the owner.

PILES

Snow piles that are pushed into the street were discussed. The Committee didn't give direction but had concerns for some of the locations and the impacts of pushing the snow into the street.

SALT/SAND MIXTURE

It was discussed that our standard snow plow runs go with the 80/20 sand to salt mixture and how the snow policy has a section discussing the use of abrasives versus salt as well as pre-wetting of the material in the back of the truck. Staff explained how depending upon weather conditions, salt/sand mix is effective versus not and that we have been optimizing application rates in response to weather conditions. Assistant DPW Earle and Foreman Waswo explained how the City was getting more effective snow removal by gearing what we put down toward the actual weather conditions and temperatures. A secondary benefit is a cost savings in material applied to the road, savings in tipping fees at the landfill getting rid of the sand, savings of wear and tear on equipment, and savings in manpower removing the sand in the road by sweeper and in storm manhole sumps with the vactor machine. DPW Winkler explained the application rate of salt on the roadway has not changed, only the percentage of sand mixed in with it. After further discussion, it was the direction of the Committee to continue to evaluate application rates and their effectiveness, and come back to them with recommended revisions to the snow and ice policy and ultimately City ordinance.

Agenda Item No. 4– Snow Piles/Removal from Sidewalk or Roadway Shoulder on Walworth County Section CTH "H"/Interchange North Between Grant Street & Geneva Square Traffic Signal.

DPW Winkler explained that the City has entered into a jurisdictional transfer agreement with Walworth County and we presently maintain CTH "H" from William Street to the northwest City limits while the County continues to plow from George Street to USH 12. It was further explained that the City picks up snow on our section of William Street and has extended pick up in the agreement to include the County's section of William Street from George Street to Grant Street due to sidewalk on both sides of that section being very close to the road. A map was provided to the PWC depicting the one problem area where the road narrows for a left turn northbound onto Center Street going up the hill. DPW Winkler explained that more consideration must be made toward a solution as the City Attorney may have a concern for diverting cars around the snow on the shoulder from the straight lane and into the left turn lane.

Staff was asked by consensus to continue to explore options, recognizing that however we approach excess snow on the sidewalks close to CTH "H" between Grant and USH 12 during the big snow storms probably will not be solved this winter.

Agenda Item No. 5– Fueling System Pump Controls Replacement Proposals-Street Department.

This item was continued by consensus pending a second bid price. Ald. Kupsik did inquire as to the scope. Assistant DPW Earle stated it was the control system and the pumps and tanks are fine.

Agenda Item No. 6– No Fee Permit Application for Agricultural Equipment.

DPW Winker recommended the No Fee Permit (Ag-CMV) for implements of Husbandry using only the approved roadways through the City as shown on the map. After discussion of the routes, it was moved by Ald. Kupsik to recommend approval. The motion was seconded by Ald. Hedlund and passed 4-0.

Later in the meeting Mayor Connors noted that Bloomfield Road east of Edwards Boulevard was not included on the approved map as a route. After some discussion of whether or not it is City control, it was moved by Ald. Kupsik to amend his motion to include that section of Bloomfield Road from Edwards Boulevard to the east. The amended motion was seconded by Ald. Hedlund and approved 4-0.
(This item needs to go to the Common Council for final approval)

Agenda Item No. 7– Dog Park Fencing Bids (mislabeled on the explanation sheet).

DPW Winkler reported that bids were received and publicly opened earlier in the day for the fencing and provided a memorandum recommending Aluminum Fence in the base bid amount of $19,389 from park funds. After comment by Ald. Hill regarding how close the bids were in price, it was moved by her to approve Aluminum Fence of Kenosha, WI in the base bid amount of $19,389. The motion was seconded by Ald. Kupsik and approved 4-0.
(This item needs to go to the Common Council for final approval)

Motion to Adjourn:

It was moved by Ald. Hill and seconded by Ald. Hedlund to adjourn. The motion passed 4-0 and the meeting was adjourned at 7:31 PM.

Cc: Mayor Jim Connors/Dennis Jordan/Sabrina Waswo/Common Council Members not on Committee/File

COMMUNICATIONS

Dan Winkler

From: Tom Earle <tearle@cityoflakegeneva.com>
Sent: Thursday, March 05, 2015 9:41 AM
To: Bob Kordus
Cc: Jim Connors; Sarah Hill; Richard Hedlund; Alan Kupsik; Neil Waswo; lgwater@genevaonline.com; lgwatergirl@genevaonline.com; Ellyn Kehoe
Subject: Sand/salt

Good morning,

An update on the conversation from the last PWC Meeting;

As you are aware we had a snow event Tuesday, 03 March of almost 4". Historically a typical snow such as that would have the Street Department using between 70 and 80 ton of material with our present 80% sand, 20% salt mix.

The PWC agreed to allow the DPW to continue experimenting with mixtures depending on conditions. Tuesday we used a mix which was apx 40% sand and 60% salt.

The numbers for Tuesday are as follows;

16.75 ton sand/salt.

1.5 ton straight salt. (We typically use straight salt on City Hall/PD...)

The men report results typical to historic patterns but as you can see, a significant reduction in material usage. This is a result of the material we used and the skill and ability of the people who apply it, my hat is off to the department.

I would like to say again that there is a point we will hit of diminishing returns where we will see huge differences right away and then it will level off, we are approaching that point.

In closing I would like to thank the PWC for allowing us the opportunity to experiment.

Also, I like to keep the communication open and understand that has not been the norm from this department, if you would rather not receive these updates please let me know.

Thank you.

Tom Earle
Assistant Director of Public Works
City of Lake Geneva Street Dept.
1065 Carey St.
Lake Geneva WI. 53147
(262)248-6644
fax (262)248-4913

SNOW & ICE CONTROL
2014-2015 SNOW EVENT SUMMARY

	DATE START	DATE END	SAND/SALT TONS	SALT TONS	SAND/SALT RUN	FULL-PLOW RUN	SPECIAL COSTS	REGULAR COSTS	TOTAL COST	TOTAL TO DATE
1	11/15/2014	11/16/2014	46.0	0.0		X	$ 3,790.00	$ 5,827.50	$ 9,617.50	$ 9,617.50
2	11/22/2014	11/22/2014	0.0	9.0	X		$ 940.00	$ 400.00	$ 1,340.00	$ 10,957.50
3	11/24/2014	11/25/2014	68.25	3.0		X	$ 3,660.00	$ 14,710.00	$ 18,370.00	$ 29,327.50
4	12/8/2014	12/8/2014	1.5	0.0	X		$ 60.00	$ 190.00	$ 250.00	$ 29,577.50
5	1/3/2015	1/5/2015	76.0	0.5	X	X	$ 8,345.00	$ 10,352.50	$ 18,697.50	$ 48,275.00
6	1/6/2015	1/7/2015	47.0	0.0		X	$ 5,105.00	$ 9,415.00	$ 14,520.00	$ 62,795.00
7	1/8/2015	1/10/2015	48.5	0.0		X	$ 4,827.50	$ 10,707.50	$ 15,535.00	$ 78,330.00
8	1/21/2015	1/21/2015	44.5	1.0		X	$ 2,790.00	$ 2,660.00	$ 5,450.00	$ 83,780.00
9	1/25/2015	1/25/2015	13.5			X	$ 965.00	$ 805.00	$ 1,770.00	$ 85,550.00
10	1/27/2015	1/25/2017	18.0	0.5		X	$ 750.00	$ 2,957.50	$ 3,707.50	$ 89,257.50
11	1/31/2015	2/1/2015	31.5	1.5		X	$ 10,750.00	$ 24,408.75	$ 35,158.75	$ 124,416.25
12	2/3/2015	2/3/2015	33.8	5.0		X	$ 5,180.00	$ 9,880.00	$ 15,060.00	$ 139,476.25
13	2/25/2015	2/26/2015	27.0	2.5		X	$ 1,430.00	$ 4,362.50	$ 5,792.50	$ 145,268.75
14	3/3/2015	3/3/2015	16.8	0.5		X	$ 2,700.00	$ 10,300.00	$ 13,000.00	$ 158,268.75
15										
16										
17										
18										
19										
20										
21										
22										
		TOTAL	472.25	23.5						
		TOTAL COST TO DATE					$ 51,292.50	$ 106,976.25	$ 158,268.75	
		AVERAGE COST PER EVENT					$ 3,663.75	$ 7,641.16	$ 11,304.91	

cc: Public Works Director
Street Superintendent
Business Administrator
Comptroller
File

Prepared by Cindy Borkhuis 3/4/2015

CITY OF LAKE GENEVA
2014-2015 ICE & SNOW CONTROL

TYPE OF SNOW STORM (CHECK ONE)

	SAND/SALT RUN (DURATION___HOURS)
X	FULL-PLOW RUN (DURATION___HOURS)

SNOW STORM DATES: Event 14

START	3/3/15	4:00AM
END	3/3/15	3:00PM

APPROX. ACCUMULATION (INCHES) Snow 4.50 1/4" Ice - 1/16" Rain - High 34° - Low 8°

ITEM NO.	DESCRIPTION	QUANTITY AMOUNT	UNIT	UNIT RATE	(SNOW) SPECIAL COSTS	(SNOW) REGULAR COSTS
	TOTAL NO. OF MEN INVOLVED:	10				
1	**LABOR**					
	A. TOTAL REGULAR MANHOURS WORKED =	85.00	HOURS	$ 35.00		$ 2,975.00
	B. TOTAL OVERTIME MANHOURS WORKED =	30.00	HOURS	$ 50.00	$ 1,500.00	
	(OVERTIME = 1 1/2)					
	C. TOTAL DOUBLE TIME MANHOURS WORKED=		HOURS	$ 70.00	$ -	
	(SUNDAYS & HOLIDAYS)					
	D. TOTAL REGULAR NON-UNION MANHOURS WORKED =		HOURS	$ 40.00		$ -
	E. TOTAL OVERTIME NON-UNION MANHOURS WORKED =		HOURS	$ 40.00	$ -	
	TOTAL MANHOURS	115.00				
2	**EQUIPMENT:**					
	E. 5-CY DUMP TRUCK WITH PLOW	6.00	EACH	$ 70.00		$ 4,760.00
	AVERAGE PER VEHICLE	11.33	HOURS			
	TOTAL	68.00	HOURS			
	F. 1-TON DUMP TRUCK WITH PLOW	2.00	EACH	$ 60.00		$ 1,230.00
	AVERAGE PER VEHICLE	10.25	HOURS			
	TOTAL	20.50	HOURS			
	G. FRONT END LOADER	4.00	HOURS	$ 75.00		$ 300.00
	H. BOBCAT	11.00	HOURS	$ 45.00		$ 495.00
	I. FULL-SIZE PICK-UP TRUCK	9.50	HOURS	$ 40.00		$ 380.00
	J. SNOWBLOWER-FRONT END LOADER MOUNTED	2.00	HOURS	$ 80.00		$ 160.00
	TOTAL VEHICLE HOURS	115.00				
3	**MATERIALS:**					
	K. SALT/SAND MIXTURE	16.75	TONS	$ 40.00	$ 670.00	
	SALT	0.5	TONS	$ 60.00	$ 30.00	
4	**PROFESSIONAL SERVICES:**					
	L. 15 OR 20 C.Y. DUMP TRUCK W/ DRIVER	5.00	HOURS	$ 100.00	$ 500.00	
	SUB-TOTAL SNOW FIGHTING COSTS SPECIAL EXPENSES AND OVERTIME				$ 2,700.00	
	SUB-TOTAL SNOW FIGHTING COSTS DURING THE REGULAR WORK DAY					$ 10,300.00
	TOTAL SNOWFIGHTING COST PER EVENT		$ 13,000.00			

NOTE: COSTS NOT INCLUDED ARE AFTER-PLOWING EQUIPMENT PARTS/MAINTENANCE, STREET SWEEPING, AND INCIDENTALS.

cc: Public Works Director
Street Superintendent
Business Administrator
Comptroller
File

Prepared by Cindy Borkhuis 3/4/2015

Dan Winkler

From: Bob Kordus <bkordus@cityoflakegeneva.com>
Sent: Saturday, March 07, 2015 9:48 AM
To: lgwater@genevaonline.com
Subject: FW: Stop Lights and Band Shelter

Dan,

Can you include this letter from Mr. Hartz as communications received for Public Works.

Thanks,

Bob

From: tom@simplefoodgroup.com [tom@simplefoodgroup.com]
Sent: Friday, February 20, 2015 3:44 PM
To: Bob Kordus
Subject: Stop Lights and Band Shelter

Dear Bob,

I would like to ask that the Public Works Committee add two items to the next agenda:

1. Downtown Stop Lights, how can they be more pedestrian and bike friendly, and
2. Flight Iron Band Shelter, who is responsible for the programming?

Downtown Stop Lights - In the winter the walk signals do not turn on unless the button is pushed. I have witnesses people standing and waiting through at least one light for their turn. They do not realize that for the walk light to come on, they have to push the button. That one event can color their experience downtown. When riding a bicycle, you either wait for a car to show up going your direction or ride up on the sidewalk to push the button. Cars are well taken care of in downtown; plenty of places to park and hardly a delay at the lights. How about we treat our residents and visitors similarly?

Flat Iron Band Shelter - Now that the trees have been cleared and the shelter will be under construction by first thaw, I wonder who is responsible for programming the facility. We have an opportunity to hold many events there and should have someone to pursue programming. I understand "Build it and they will come" but we would be missing a number of opportunities here is we pursue this approach.

Please let me know when I should appear at the Committee.

Thank you for your consideration in this matter.

Tom Hartz
Simple Food Group
Lake Geneva and Milwaukee

DATE April 14, 2015 LOCATION Seminary Park USE Easter Egg Hunt-Jaycees

President Skates read the permit. It was moved by Mayor Connors to approve, and seconded by Alderman Kupsik. There was some discussion of not charging fees, but the motion passed 8-0.

DATE August 30, 2015 LOCATION Flat Iron Park USE Day after wedding party.

President Skates read the permit. It was moved by Alderman Kupsik to approve, and seconded by Commissioner Hartigan. The motion passed 8-0 with the condition that the permittee be notified the gathering is a week after the carnival in the park and the lawn condition would most likely be marginal.

DATE June 13, 2015 LOCATION Seminary Park USE Foss Family Picnic

President Skates read the permit. It was moved by Alderman Kupsik to approve, and seconded by Commissioner Hartigan. The motion passed 8-0.

FROM MARCH 4, 2015 PARK COMMISSION MEETING MINUTES. BSW

Park Assignments/Repair Update/Maintenance:

No comments as the system is covered in snow.

NEW BUSINESS

Dog Park Rules/Fees Discussion.

DPW Winkler provided dog park rule examples and noted that the rules are pretty standard. This was verified by Commissioner Olsen. The fees were also discussed as minimal when a park does charge fees. Mayor Connors suggested that the City install a donations box and run it that way for the first year. It was noted also that one of the conditions to use the park is to have the dog licensed, which may generate some added revenue. DPW Winkler said he believed the Utility had its old fire hydrant bill box and that it would be appropriate to use as a donation box. President Skates expressed concern over enforcement of the rules. Alderman Kupsik said the Police could periodically stop by and do random checks as the Council approved two additional seasonal officers for patrols including in the parks. By consensus the Commission requested the DPW to use the Madison rules with a reference to City Ordinance and have it ready for next meeting, and work toward getting a donation box.

Disc Golf Fees Discussion

DPW Winkler provided information on fees and indicated that $5 seemed to be the going rate when a fee was present. Mayor Connors moved that we put up a donation box. The motion was seconded by Commissioner Swanson and passed 8-0.

Flat Iron Park Pavilion Fees Discussion

DPW Winkler provided comparables from 4 other communities ranging from $50 to $250 depending upon the facility. After some discussion, it was moved by President Skates and seconded by Commissioner Hartigan to rent the new Brunk Pavilion for $125 for residents and non-profit groups and for $250 for non-residents. The motion passed 8-0.

(This needs to go before Finance and Council for approval).

Public Works Committee

Alderman Bill Mott Chairman
Alderman Jeff Wall — Alderman Gary Hougen
Alderman Al Kupsik — Alderman Sarah Hill
Director of Public Works Daniel S. Winkler, P.E.

City of Lake Geneva 626 Geneva Street Lake Geneva, WI 53147-1914
www.cityoflakegeneva.com **Phone: (262) 248-3673**

February 2014 Meeting Minutes

DATE: February 14, 2014

MEMORANDUM

TO: Chairman Bill Mott & Members of the Public Works Committee

FROM: Daniel S. Winkler, P.E. ___DSW__
Director of Public Works & Utilities

SUBJECT: February 13, 2013 Public Works Committee Meeting Minutes

The Public Works Committee is scheduled to meet at **6:00 PM** at City Hall.

Members in attendance:		**Staff Present:**	
Chairman Bill Mott	___X____	City Administrator Dennis Jordan	____X___
Alderman Gary Hougen	____X___	Director Daniel Winkler (DPW)	___X____
Alderman Jeff Wall	___X____	Other: _____	_____
Alderman Sarah Hill	_____	Mayor Jim Connors:	____X___
Alderman Al Kupsik	____X___	Other: _____	

Public in attendance:_____

Approval of the Minutes of the Prior (December) Meeting:
Motion to approve by Ald. Wall, seconded by Ald. Kupsik, and passed 4-0.

Public Comments:
None.

Communications:

1. ~~2013-2014 Winter Snow Update-DPW Winkler provided an update for information including~~ comparisons to last year.
2. Downtown Traffic Signals Settings Update-DPW Winkler provided the present winter timings. There was no feedback or request to modify them.
3. ~~Projects Update-DPW Winkler provided an update on the status of the City's various projects~~ underway.

Agenda Items Discussed:

1. Capital Equipment Replacement Fund-Rotary Mower Project Approval.
2. Dog Park Fencing Project Approval.
3. Request for Children Playing Signs-Dodge Street Between Forest Street & Elmwood Avenue.
4. Disc Golf Course Pedestrian Bridges Repairs Discussion.
5. Edwards Boulevard South of STH 50 – Median Barriers.

11/26/13
Broad
C-S

Summer timings from May 1 – October 16
Winter timings from October 17 – April 30

Summer, every day

3AM goes into flash, red on side streets, yellow on Main Street. No pedestrian crossing countdowns.

6AM goes into peak timings with full coordination on Main Street and 110 second cycle length. Push buttons deactivated in all directions, pedestrian countdown timers come up every cycle automatically. During this period the intersection will 'cycle' all day long and will not 'rest' in green in any direction...it'll keep going around and around all day.

10PM goes into off-peak timings with full coordination on Main Street and 70 second cycle length. At this point push buttons are required to be pushed ONLY to cross Main Street. Countdown timers automatically come up to cross Center and Broad. During this off –peak period we also have the green always return to Main Street and 'rest' in green on Main Street when no other activity exists. So after 10PM, the intersections of Broad and Center will not 'cycle' around all night, they will rest on Main Street green unless somebody shows up on the side road or pushes a ped push button to cross Main Street.

Winter, Saturday and Sunday

3AM goes into flash, red on side streets, yellow on Main Street. No pedestrian crossing countdowns.

6AM goes into free running operation (snappy like Wells) without coordination or set cycle lengths. Push buttons activated in all directions, pedestrian countdown timers only show if somebody pushes a button. During this period the intersection will 'rest' in green on Main Street and only return to the Broad and Center Streets if a motorist pulls up or a ped pushes a button to cross Main Street.

10AM goes into winter peak timings (which is the same exact function as summer off-peak details at 10PM, see above for details).

6PM goes back into free running operation, same as 6AM details above. Continues like this until the plan repeats at 3AM.

Winter, Monday - Friday

Same as "Winter, Saturday and Sunday" EXCEPT we go right into the winter peak timings at 6AM rather than 10AM (therefore skipping the free running operation from 6AM to 10AM).

Other details

- Left turns on Main Street are programmed to require 2 vehicles to get the green arrow. One vehicle in the left turn lane will not generally get a green arrow.
- Crossing Main Street requires 22-23 seconds of total timings. Therefore when automatically programmed if you happen to pull up to a fresh red light on Main Street, you will wait at least that long for the green to return even if no cars or peds are anywhere in sight.

Public Works Committee

Alderman Bill Mott Chairman

Alderman Jeff Wall | Alderman Gary Hougen
Alderman Al Kupsik | Alderman Sarah Hill

Director of Public Works Daniel S. Winkler, P.E.

City of Lake Geneva 626 Geneva Street Lake Geneva, WI 53147-1914
www.cityoflakegeneva.com **Phone: (262) 248-3673**

February 2014 Meeting Explanation

DATE: February 11, 2014

MEMORANDUM

TO: Chairman Bill Mott & Members of the Public Works Committee

FROM: Daniel S. Winkler, P.E. _____
Director of Public Works & Utilities

SUBJECT: February 13, 2013 Public Works Committee Meeting Agenda Explanation

The Public Works Committee is scheduled to meet at **6:00 PM** at City Hall.

Members in attendance:		**Staff Present:**	
Chairman Bill Mott	_____	City Administrator Dennis Jordan	_____
Alderman Gary Hougen	_____	Director Daniel Winkler (DPW)	_____
Alderman Jeff Wall	_____	Ron Carstensen (Street Supt.)	_____
Alderman Sarah Hill	_____	Mayor Jim Connors:	_____
Alderman Al Kupsik	_____	Other: _____	

Public in attendance:_____

Approval of the Minutes of the Prior (December) Meeting:
Motion to approve by _____, Seconded by _____. Passed _____.

Public Comments:

Communications:

1. 2013-2014 Winter Snow Update-DPW Winkler
2. Downtown Traffic Signals Settings Update-DPW Winkler
3. Projects Update-DPW Winkler.

Agenda Items:

1. Capital Equipment Replacement Fund-Rotary Mower Project Approval.
2. Dog Park Fencing Project Approval.
3. Request for Children Playing Signs-Dodge Street Between Forest Street & Elmwood Avenue.
4. Disc Golf Course Pedestrian Bridges Repairs Discussion.
5. Edwards Boulevard South of STH 50 – Median Barriers.

2013-2014 Winter Snow Update

By way of a brief update, this winter through today, we have had 21 snowfall events resulting in 41.1" of snow and about ¾" of rain. By our records, all of last winter we had 16 snowfall events resulting in 41.7" of snow. . Snowfall by month for this season (November-1.5", December-17.3", January-15", and February to date-17.3") Last winter the pattern was (November-0, December-2.7", January-4.5", February-26.6", and March-7.4"). The difference between the last 2 years is that last season we had 4.5", 7.4", 6.4", and 7.4" snow storms. This year it has fallen mostly in the 1" to 3" range, requiring repeated plow runs and downtown clean-ups. According to our records, we have applied over 2,000 tons of salt/sand or over 4,000,000 pounds to our street this year to date. In addition, the news channels are touting this to be the coldest winter in over 30 years. Again, the snowfall and cold is only through February ll, 2014 with more snow forecast for this week. See snowfall summaries attached.

Downtown Traffic Signals Settings Update

The off-season final settings have been in place since January 11, 2013. A summary of where we are at appears below:

WINTER WEEKDAYS (Sunday 10 PM to Friday 10 PM)

Starting from easiest to most difficult, in off-peak, off-season, we currently go to flash from MIDNIGHT to 7 AM. No problem

From 10 PM to MIDNIGHT, the snappy operation I would like to see needs to mirror how Sheridan Springs Road/CTH "H" or CTH "H"/Main Street operate with free-wheeling and a quick switch. The default may be Main Street. The countdown and delays should only occur if somebody pushes the walk button. Our signals really need to be better than snappy. If it is good enough for Wells Street, it should be good enough for Center and Broad Streets. No problem, we'll make 10pm to midnight free running.

From say 5:30 PM to 10 PM, run the signals free-wheeling similarly to the 10 PM to 3 PM cycle but give a little longer time to Main Street for the dominant traffic. This doesn't mean waiting for 30 seconds if you are sitting on Broad or on Center Streets with no traffic in any direction. The light still should change quickly for a waiting car, but somebody who gets the green on Main Street should receive enough time to pass a few cars east-west through the other light a block away. You tell me if this can be done with the interconnect feature disabled. I'd suggest we just go to free running at 5:30. We can't get coordination between intersection though. Any coordination you see will just be a result of rest-in-green on the mainline in the absence of sidestreet motorists or "random" coordination based on the type of traffic that is there at the time. If 5:30 is light traffic, probably won't be any big deal at all to go free at 5:30.

From 9:30 AM to 5:30 PM run the normal 70-second coordinated program. Make all pedestrian crossings push button activated. No problem

From 7 AM to 9:30 AM, run the signals free-wheeling similarly to the 10 PM to 3 PM cycle but give a little longer time to Main Street for the dominant traffic. This doesn't mean waiting for 30 seconds if you are sitting on Broad or on Center Streets with no traffic in any direction. The light still should change quickly for a waiting car, but somebody who gets the green on Main Street should receive enough time to pass a few cars east-west through the other light a block away. You tell me if this can be done with the interconnect feature disabled. Again, free running at 7 AM is no problem, but we can't get coordination between intersections. Any coordination you see will just be a result of rest-in-green on the mainline in the absence of sidestreet motorists or "random" coordination based on the type of traffic that is there at the time. Bottom line, No problem.

Under the above scenarios, the pedestrian crossing buttons must be pushed to activate them. Secondly, the extended left turn southbound Center Street arrow may be extended longer than normal as this is truly a dominant turning movement. In this case it is acceptable to lengthen the delay on Main Street. No problem

WINTER WEEKENDS (Friday 10 PM thru Sunday 10 PM)

Starting from easiest to most difficult, in off-peak, off-season, we currently go to flash from 3AM to 7 AM. No problem.

From 10 PM to 3 AM, the snappy operation I would like to see needs to mirror how Sheridan Springs Road/CTH "H" or CTH "H"/Main Street operate with free-wheeling and a quick switch. The default may be Main Street. The countdown and delays should only occur if somebody pushes the walk button. Our signals really need to be better than snappy. If it is good enough for Wells Street, it should be good enough for Center and Broad Streets. No problem.

From say 5:30 PM to 10 PM, run the signals free-wheeling similarly to the 10 PM to 3 PM cycle but give a little longer time to Main Street for the dominant traffic. This doesn't mean waiting for 30 seconds if you are sitting on Broad or on Center Streets with no traffic in any direction. The light still should change quickly for a waiting car, but somebody who gets the green on Main Street should receive enough time to pass a few cars east-west through the other light a block away. You tell me if this can be done with the interconnect feature disabled. Same comment as winter weekday. Probably best to try free running right at 5:30…but no coordination.

From 10:00 AM to 5:30 PM run the normal 70-second coordinated program. Make all pedestrian crossings push button activated. No problem

From 7 AM to 10:00 AM, run the signals free-wheeling similarly to the 10 PM to 3 AM cycle but give a little longer time to Main Street for the dominant traffic. This doesn't mean waiting for 30 seconds if you are sitting on Broad or on Center Streets with no traffic in any direction. The light still should change quickly for a waiting car, but somebody who gets the green on Main Street should receive enough time to pass a few cars east-west through the other light a block away. You tell me if this can be done with the interconnect feature disabled. Same comment as winter weekday.

Under all of the above scenarios, the pedestrian crossing buttons must be pushed to activate them. Secondly, the extended left turn southbound Center Street arrow may continue with the longer allocation as this is truly a dominant turning movement. In this case it is acceptable to lengthen the delay on Main Street. And lastly, we will revisit the summer settings once we get winter cycles fine-tuned and observe how they work. No problem

The intent was to make operation as efficient as possible during the off-season and minimize waiting. Any comments? The overall feedback over the past month has been favorable. We would change back to high season operation as follows: **Summer timings from May 1 – October 16,**
Winter timings from October 17 – April 30

Public Works Projects Update

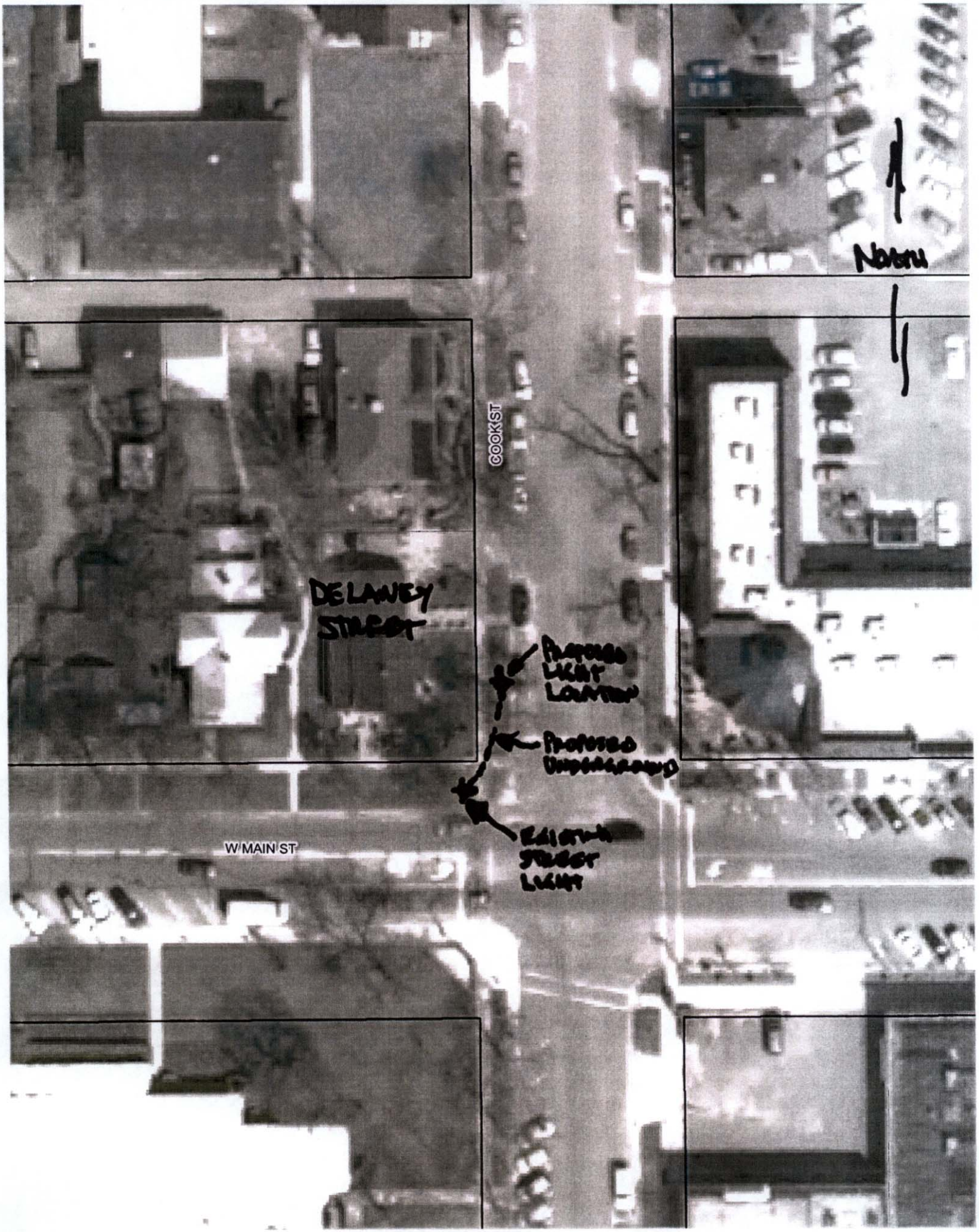
Below please find an update on Public Works projects:

- ✓ Broad Street Lighting-Light poles should be delivered this month. With the cold and snowy conditions, the DPW will be finishing design and bidding in March for an April 9th bid opening.
- ✓ Disc Golf Course Design-Signage has been approved by the Council. It will be installed in spring. Work remaining includes bridge repairs, landscaping around the tee boxes, and tree removals/pruning. The Boy Scouts are a possibility for the north pedestrian bridge replacement as an eagle scout project. The other bridges require repairs and contractor pricing has been obtained. Baskets need adjustments and levelling in the spring.
- ✓ Cook Street & Main StreetTraffic Signal-Project has been approved and equipment ordered for a sping installation.
- ✓ Riviera Sidewalk Replacement-Project was awarded to Mohr Construction. They wish to perform the work including the brick inlay paid by the Beautification Committee as soon as the weather allows.
- ✓ Replacement Truck #20-Awarded by Council to Ewald Ford. We are awaiting delivery.

Agenda Item No. 1– Capital Equipment Replacement Fund-Rotary Mower Project Approval.

Per the proposed budget, a rotary mower is scheduled for replacement. The bid specification is attached. Project approval is requested to obtain bids.

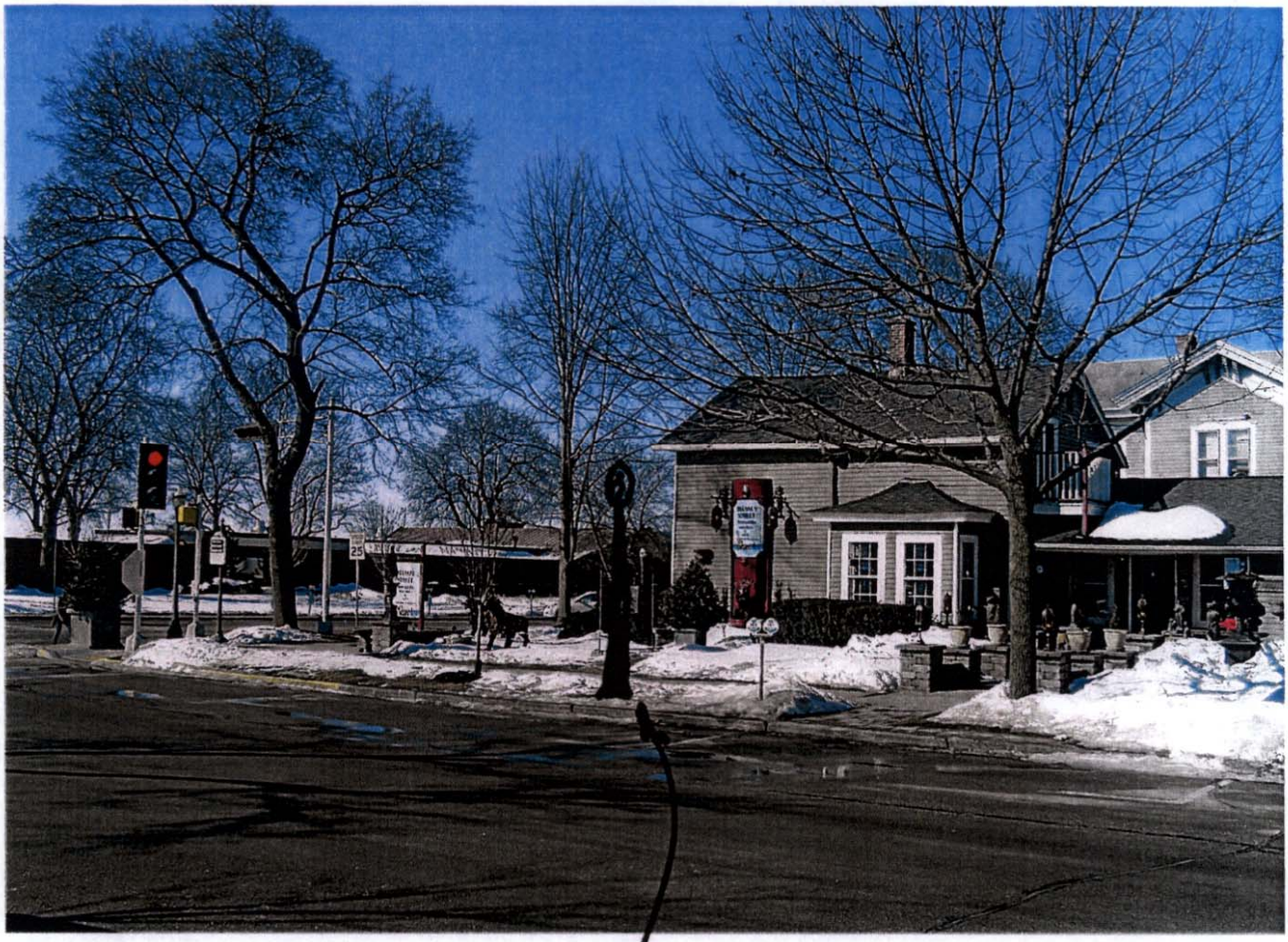
AGENDA ITEM NO. 1

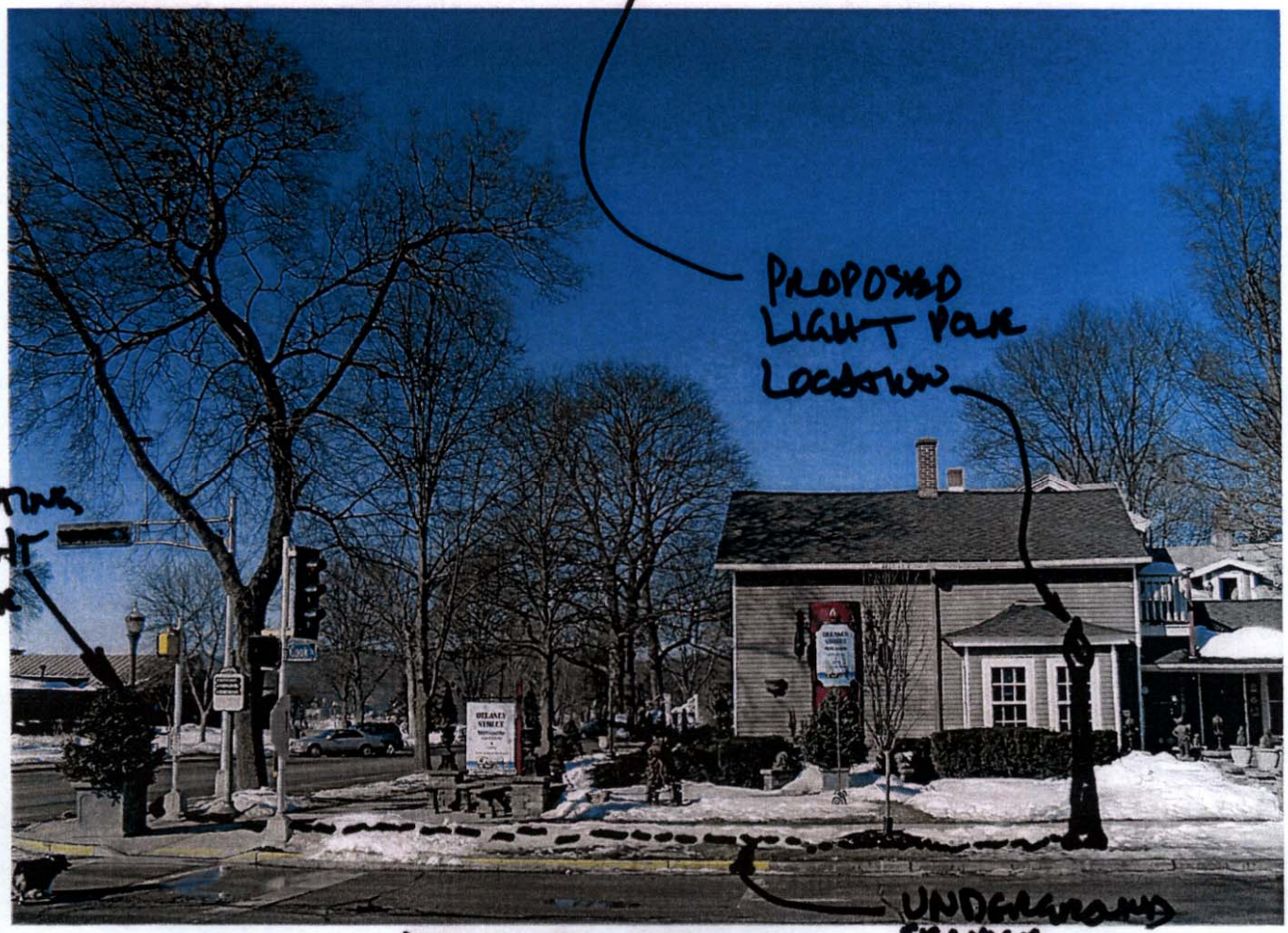


SITE PLAN - DELANEY STREET LIGHT

NO SCALE

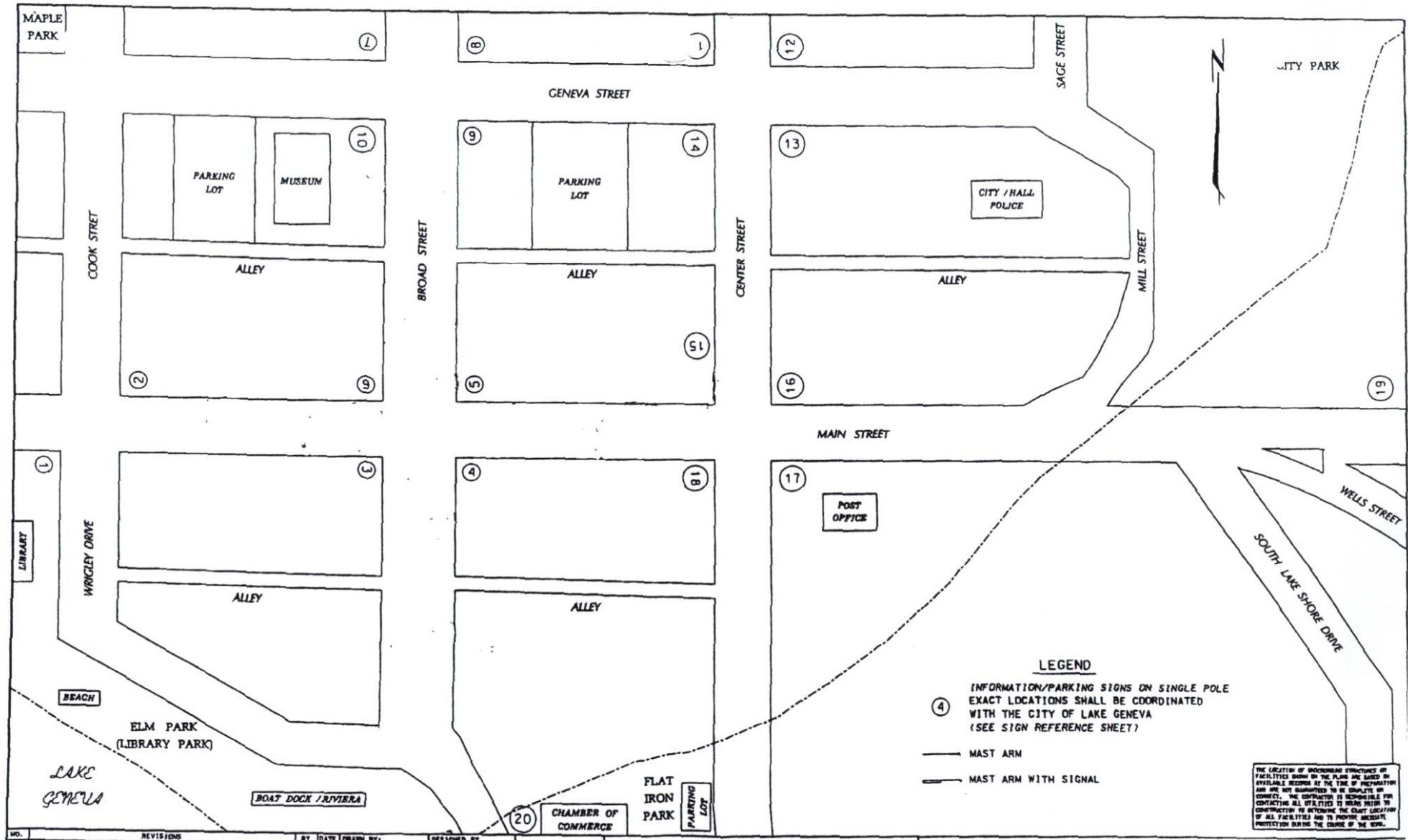
DSW
3/9/15





DELANEY STREET

REVISION/PLOT DATE 9-25-96 MTZ SHT3



NO.	REVISIONS	BY	DATE

ALL RIGHTS RESERVED

DRAWN BY: PRELIM MTZ FINAL MTZ
DATE JULY, 1996
DESIGNED BY SWB
CHECKED BY GAS
SCALE 1" = 60'
REVISED TO CONFORM TO CONSTRUCTION RECORDS
DATE BY

CRISPELL-SNYDER, INC.
ENGINEERS & ARCHITECTS

TRAFFIC SIGNAL &
SIGNING REVISIONS
CITY OF LAKE GENEVA
WALWORTH COUNTY, WISCONSIN

PROJECT NO. 96186
SHEET NO. 1 OF 6
FILE NO. F-13074

SIGN EFEREN

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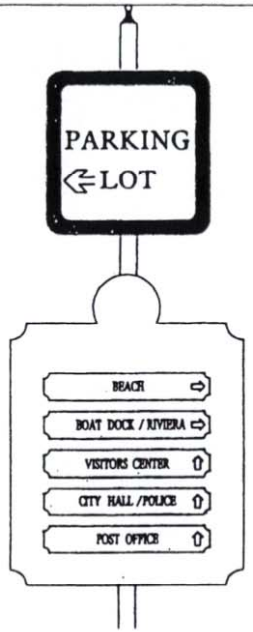
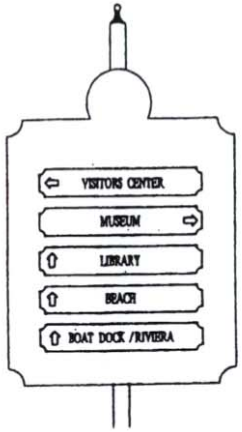
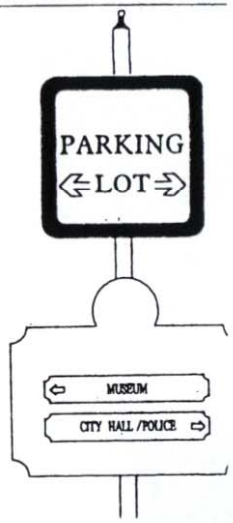
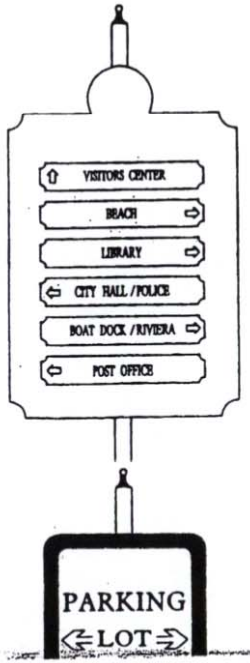
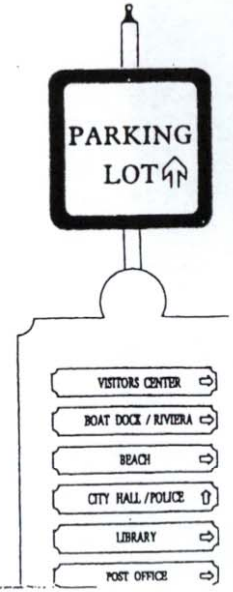
1		5		9	
6				10	

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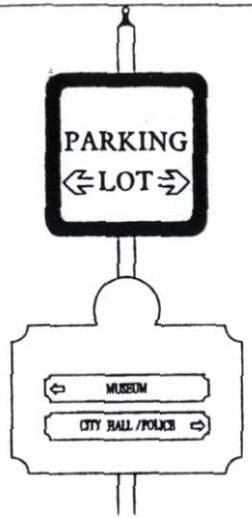
13	
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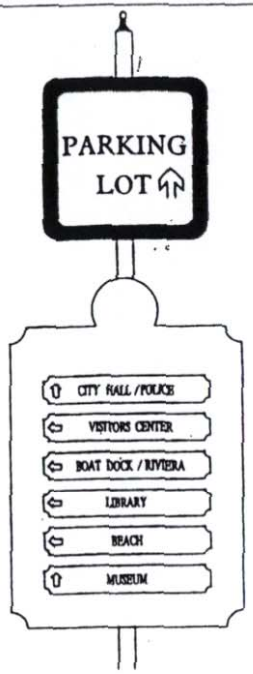
17	
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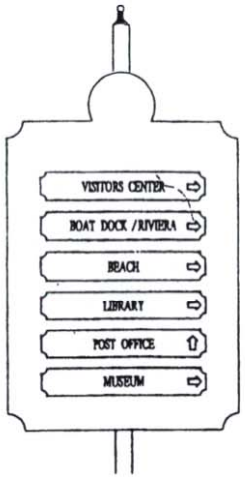

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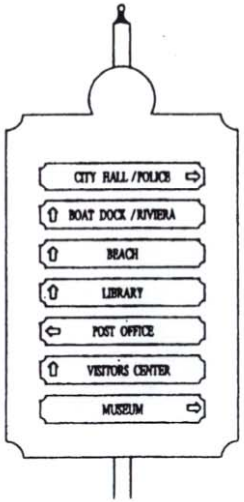

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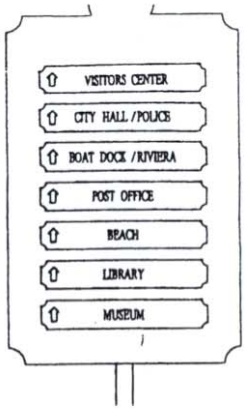

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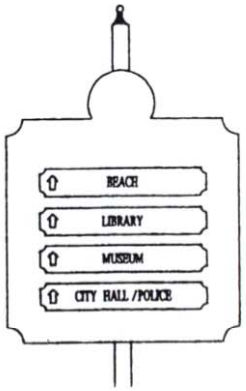


ALL SIGNS ARE MADE OF WOOD

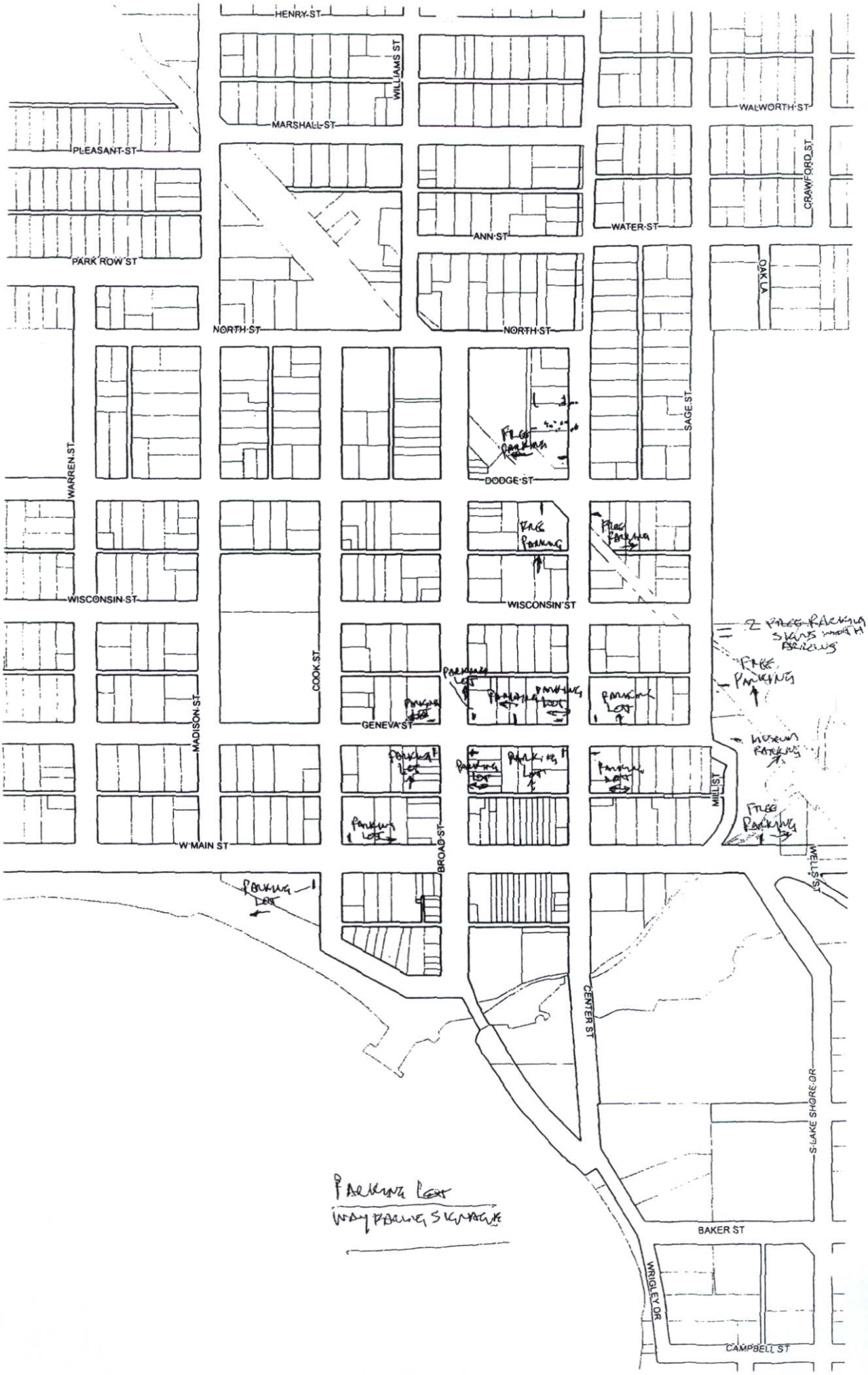
THE LOCATION OF UNDERGROUND STRUCTURES OR FACILITIES SHOWN ON THE PLANS ARE BASED ON AVAILABLE RECORDS AT THE TIME OF PREPARATION AND ARE NOT GUARANTEED TO BE COMPLETE OR CORRECT. THE CONTRACTOR IS RESPONSIBLE FOR CONTACTING ALL UTILITIES 72 HOURS PRIOR TO CONSTRUCTION TO DETERMINE THE EXACT LOCATION OF ALL FACILITIES AND TO PROVIDE ADEQUATE PROTECTION DURING THE COURSE OF THE WORK.

SNYDER, INC.
& ARCHITECTS
. WI (414)723-5600
30 Sheboygan, WI (414)458-5512

TRAFFIC SIGNAL & SIGNING REVISIONS CITY OF LAKE GENEVA

PROJECT NO.
96186

SHEET NO.
2 OF 6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GENEVA ST
MILL ST
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WELLS ST
CENTER ST
S LAKE SHORE DR
BAKER ST
WRIGLEY DR
CAMPBELL ST
FREE PARKING
PARKING LOT
PARKING LOT
WAY PARKING SIGNAGE

AGENDA ITEM NO. 3