

**PUBLIC WORKS COMMITTEE MINUTES  
TUESDAY, JUNE 20, 2017 – 5:00 P.M.  
CITY HALL, COUNCIL CHAMBERS**

Meeting was called to order by Ald. Kordus at 5:02 p.m.

**Roll call:** Present: Alderman Kordus, Hedlund, Flower, Skates. Also present: City Administrator Oborn, DPW Earle, Brian Munson from Vandewalle & Associates and Ken Etten from McCormack & Etten Architects LLP. Absent: Ald. Straube  
Mayor Kupsik arrived late.

**Comments from the public limited to 3 minutes.** None

**Approval of Public Works Committee meeting minutes from May 16, 2017 with correction**  
Flower/Skates motion to approve with correction as presented. Passed 4-0.

**Director of Public Works Report**

Earle reported that Highway 50 is open and the holes on Main Street outside the library have been repaired. Flower asked if they have started spraying for mosquito abatement. Earle said not yet and we do post notices before we spray. Discussion followed.

**Presentation/Discussion/Recommendation on proposal from Vandewalle & Associates for 2017 Bicycle and Pedestrian Plan not to exceed \$25,000 funded from Capital Projects**

Oborn introduced Brian Munson from Vandewalle & Associates. Munson explained the goal for this project is to create a system that people are comfortable using to move around the City in all forms of transportation. Skates said he has biked around the City and he feels this is needed. He said Lake Geneva is a destination place for runners, bikers and walkers but a lot of people are unaware of the routes they can take. Flower said she feels this would be good as we have a lot of dead ends that could be linked and Lake Geneva does have a large amount of pedestrians. Hedlund feels \$25K is a lot of money and he wonders what the rate of return would be. He also wonders if we have done a study on the demographics of Lake Geneva as he feels that the older population isn't going to use bicycle paths. Skates said there is a senior component to this as seniors are walking around town and he has been approached by seniors that would like to discover other parts of the City but aren't aware of the pedestrian routes. He also said this is not just about bike paths, it's also for pedestrians. Hedlund would like to know what this study will encompass. Munson said the first piece is to establish where you are trying to get to. This involves looking at prior plans and requesting public input. Once you have the plan you can look for funding to implement it. The plan would be ready in 4-6 months. Kordus asked what are we going to get from this that we don't already know? Munson said this gives you a plan to work from and then you can look at the communities around Lake Geneva to see how we can connect to them and encourage more people into the down town area. Skates feels this is an investment and that having a plan would make securing grant money easier. Kordus does not feel that this is a priority. Flower says this has the potential for economic improvement. The races that are held here bring hundreds of people to town. She said that if we had a plan we would be able to implement it as we do road improvements.

Flower/Skates motion to approve the proposal from Vandewalle & Associates for 2017 Bicycle and Pedestrian Plan not to exceed \$25,000.

Motion Lost 2-2 with Hedlund and Kordus voting No.

**Discussion/Action/Recommendation on the Visitors Center Restroom Remodeling Project and coordination with Visit Lake Geneva**

Oborn said he had invited a representative from VISIT Lake Geneva but no one came. He explained that we have a ten year lease with them which will renew in 2021 and we are required to give a one year notice if we decide not to renew. The building is in need of repairs and VISIT Lake Geneva is willing to help with the renovations. Ken Etten from McCormack & Etten Architects explained the two options for the bathroom

remodel. Skates said he is concerned that using two general contractors, one for the City portion and one for VISIT Lake Geneva's portion, is going to be problematic. Hedlund suggested we take charge of the complete project and then bill VISIT Lake Geneva for the parts they are responsible for. Skates agrees this seems like the best idea. We own this building and we should take charge of the renovation especially as they have not done anything to prevent it deteriorating to the extent it has. Discussion followed.  
Skates/Hedlund motion to approve option 2 for the restrooms at the Visitor Center.  
Passed 4-0.

Kordus/Hedlund motion to direct VISIT Lake Geneva to provide the floor plans for their internal design and then bid the remodel as one project with split cost percentage.  
Passed 4-0.

**Discussion/Recommendation on Kapur Task Order #9 for the 2017 Street Improvement Program**  
Earle explained this is the engineering for the Street Improvement plan and the actual roads can change as needed. Flower said if we are paying them to survey and provide plans for the roads we can't then change the roads. Earle explained the cost comes from roads that are reconstructs or that require widening and that there are very little engineering costs for milling and overlaying. Flower wants to make sure that when we choose roads we are looking at all aspects not just pacer rating. Discussion followed. Earle explained that we have to find the most cost effective way to maintain fifty miles of roads in a ten to fifteen year time period and this is the best solution to prolong the life of our roads. Flower feels more discussion is needed before she would be comfortable approving the list of roads.  
Hedlund/Kordus motion to approve the Kapur Task Order #9 for the 2017 Street Improvement Program and send to FLR.  
Passed 4-0.

**Discussion/Action on Payne & Dolan Main Street Widening Contract Change Order #2 with increase from the TIF4 Escrow Contingency**  
Earle detailed the items in the change order. Mayor Kupsik asked if the project was now complete. Earle explained that there is still lighting, landscaping and tree planting to be done.  
Hedlund/Skates motion to approve the Payne & Dolan Main Street Widening Contract Change Order #2 with increase from the TIF4 Escrow Contingency.  
Passed 4-0.

**Discussion/Recommendation of Payne & Dolan TIF4 Escrow Draw Request No. 2 for \$175,779.35**  
Kordus/Skates motion to approve the Payne & Dolan TIF4 Escrow Draw Request No. 2 for \$175,779.35.  
Passed 4-0.

**Discussion/Action of Kapur & Associates, Inc. TIF4 Escrow Draw Request No. 6 for \$623**  
Kordus/Hedlund motion to approve the Kapur & Associates, Inc. TIF4 Escrow Draw Request No. 6 for \$623.  
Passed 4-0.

**Discussion/Action on adding the Public Works construction permit fees to the City's Schedule of Fee Resolution including:**

- a) **Curb Cut/Driveway Approach Fee \$10.00**
- b) **Right-of-Way Excavation Fee \$10.00**
- c) **Storm Sewer Connection Fee \$10.00**
- d) **Sanitary Sewer Connection Fee \$10.00**

Oborn explained that these fees are already charged but are not currently in the fee schedule. Flower feels \$10 is low for these permits and maybe \$25 would be better. Earle agreed these fees are low and need to be reviewed. Flower said there is some confusion between departments regarding these permits and maybe we

should review the cost at the same time as the permit process is reviewed. Oborn said for right now they at least have to be added to the fee schedule.

Flower/Skates motion to add items a, b, c and d to the fee schedule and increase the price of each to \$25.

Passed 4-0.

**Adjournment**

Flower/Skates motion to adjourn at 6:20 pm.

Passed 4-0.

/s/ Jo Busch, Utility Office Manager

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE PUBLIC WORKS COMMITTEE**