

CITY OF LAKE GENEVA PUBLIC WORKS COMMITTEE MINUTES
TUESDAY, NOVEMBER 12, 2019 4:30 P.M.
LAKE GENEVA CITY HALL; CONFERENCE ROOM 2A (UPPER LEVEL)

Members: Chairperson Cindy Flower, Selena Proksa, Rich Hedlund, Tim Dunn, and Ken Howell

Chairperson Flower called the meeting called to order at 4:30 p.m.

Roll Call

Present: Flower, Proksa, Hedlund, Dunn, and Howell

Absent: None

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

None

Approve the regular Public Works Committee meeting minutes from October 15, 2019 as prepared and distributed
Motion by Proksa to approve, second by Hedlund. No discussion. Motion carried 5-0.

Parking Manager Report

Kiosk RFP Update

Parking Manager Mullally noted that the RFP went out and that they are due back on December 8, 2019. She added that the yearly maintenance contract for the existing Luke contract will be expiring at the end of the year so the new contract will need to be approved before the end of the year. Hedlund asked that the final revenue number be available at the next Public Works meeting. No action taken.

Director of Public Works Report

Bike Routes

Director of Public Works Earle noted that the bike signs have been received and that they will be put up on Madison Street. Greg Governatori, City Engineer, noted that the bike routes have been evaluated and will be incorporated into the 2020-2025 Street Improvement project. No action taken.

Riviera Fountain

Earle stated that the fountain has been shut down despite the wants of the beautification committee. No action taken.

Snow/Salt

Earle added that the snow has come early and has been hindering for leaf pickup. He did indicate that the snow/ice control operation has been running well. He cited that one of his main snow removal vehicles is in desperate need of repair. He thought that this repair could be done with minimal cost. He further added that he will be bringing a letter of intent to purchase a new truck per the 2020 budget. By doing it in this way, it could save the City anywhere from 7% to 11%. No action taken.

Discussion/Recommendation regarding approving the Utility Commission expenditure in excess of \$250,000 for the Dodge Street Water Tower Raising project

Motion by Hedlund to approve, second by Flower. Utilities Director Gajewski outlined the project with the work to start in the Spring of 2020 with completion Fall 2020. Motion carried 5-0.

Discussion/Recommendation regarding the City of Lake Geneva Street Opening Ordinance

Flower went over the redlined ordinance that was included in the packet and that this was a house keeping item. Motion by Hedlund to approve subject to City Attorney approval, second by Proksa. Motion carried 5-0.

Discussion/Recommendation regarding Contract Change Order #1 for Payne and Dolan for the 2019 Street Improvement Project in the amount of \$10,391.03

Earle stated that this was changes in the roads to be in the street improvement project after working with the utilities. This also includes the crosswalk of Center Street. Earle noted that there is a crosswalk on Center Street that would be only active for Venetian Fest. Flower would like to this be a permanent crosswalk and to remove the parking spot on the east side of Center Street that would impede that crosswalk.

Motion by Hedlund to approve, second by Proksa.

Discussion/Recommendation regarding City Wayfinding Signs

Flower stated that this is coming from the recommendations made by Roger Brooks from his presentation last year. She reviewed the recommendations from the packet. She indicated that she would like the committee to review what would be important to have on the signs and what they should look like. She noted that everything should be complimentary and should flow nicely. Proksa noted that she would like to make the parking more memorable, meaning not just a letter. Flower would like to see larger street signs on the street light mast in the downtown area. City Administrator Nord noted that he would steer away from too many signs that are not pedestrian related otherwise it is too much and cluttered. He also offered having signs that indicated where there were restrooms and public parking that would be visible for the motoring public. The committee noted that they would like to take small steps on this process and maybe compile what signs they would like to have made.

Earle and Mullally noted that this project was done about four years ago and was paid for out of the TIF money. Flower asked that the plan that was used for the first installation be brought forward for discussion. No action taken.

Future Agenda Items

- Grass Mowing Ordinance
- City Wayfinding Signs
- Center Street Crosswalk
- New Plow Truck

Adjourn

Motion by Proksa to adjourn the meeting, second by Heldund. Motion carried 5-0. The meeting adjourned at 5:22 p.m.