

**PUBLIC WORKS COMMITTEE MINUTES
TUESDAY, MARCH 20, 2018 – 4:30 P.M.
CITY HALL, MEETING ROOM 2A**

Meeting was called to order by Ald. Kordus at 4:30 p.m.

Roll call: Present: Alderman Kordus, Hedlund, Straube and Flower. **Absent:** Ald. Skates **Also present:** City Administrator Oborn, DPW Earle, Parking Manager Mullally and Greg Governatori of Kapur & Associates Inc. **Members of the public present:** Nicole Pease, 1116 Geneva Street; Sean Payne, representative of Horticultural Hall

Comments from the public limited to 3 minutes.

Nicole Pease would like to know when the alternate routing of the semi-trucks is going to start? She is concerned that the semi-trucks are coming down Geneva Street.

Approval of the regular Public Works Committee meeting minutes from February 20, 2018 as prepared and distributed.

Flower/Hedlund motion to approve with amendments as discussed. Passed 4-0.

Director of Public Works Report

Earle reported that the alternate detour signs for the Main Street Reconstruction project were put up today and through traffic is now being directed North on Maxwell to Highway H, then to Sheridan Springs Road and N Edwards Blvd, back to Highway 50. He drove the route and found one sign on Maxwell Street facing East instead of North which will be changed tomorrow. The project is currently a week and a half ahead of schedule. 2018 Streets are on this agenda and Greg Governatori will talk to that. The Street Improvement list will be covered with the Bloomfield Road item but there are some problems with the current list as some potential developments will impact when these roads are repaved. Earle went over the options for Main Street and its intersections. Flower mentioned the potential for funding for some of the roads. Earle said there could be a potential for grants but he spoke to WISDOT and was informed that state funding is not likely. He restated that he would not recommend starting any road reconstruction projects in the Fall. Flower would like the list of roads in a map format. Earle detailed the permit requests from AT&T and WE Energies who are requesting to do work including open cuts on Center Street which he has denied as it would conflict with the detour route for the Main Street Reconstruction Project. Earle contacted Bloomfield Township as they share ownership of Bloomfield Road with us and this road is badly in need of repair. Bloomfield Township said they do not have the money for the repairs. Earle detailed on the map in the packets how the ownership is split back and forth so that it would not make sense to do just our portions of the road. White River Disc Gold Bridge is an agenda item for later in the meeting. The WIS 120 Reconstruction Project is due to start in April and there is a Business & Resident Meeting scheduled for Tuesday March 27th in the Council Chambers at City Hall. This will be for information purposes only. Earle has received the detour from the State for the N Como Bridge work which they have gone back and forth on due to all the upcoming construction work in this area. The following projects are all starting soon; the HWY 50/US12 bridges, the N Como Road Bridge, HWY H is being closed from Pioneer Estates to Genoa City and traffic is being redirected to HWY 120. Earle gave information regarding a large boat that is being transported to be launched on the lake at Buttons Bay. They have requested an occupancy permit to leave a crane in the road and then a road closure whilst the boat is being launched. This crosses multiple jurisdictions and our PD have spoken with Linn Township's PD already. The boat is too tall to be launched by a gantry crane at Gage Marine. Lastly, Earle updated on snow event costs which have been drastically reduced to around \$7,900 per event because we have streamlined routes and stopped the use of sand/salt and implemented the use of brine.

Parking Manager Report

Mullally gave a presentation on the parking facilities that the City currently has and gave suggestions on where the number of stalls could be increased. She said that there are a lot of underutilized parking areas but people complain that there is a lack of parking because they want to park in the prime downtown areas. The areas that she is working on are adding parking inventory, implementing an employee parking initiative, improving pedestrian safety and enhancing the walking experience. She talked about some ideas that she has like a FitBit challenge. Mullally said she is looking for any interest from the PWC in pursuing any of these areas. Flower asked about the use of the shuttle service that the City provide. Mullally said that people want to park close so they don't have to carry their stuff around and also there are no entities helping to advertise the shuttle service. Flower said she would be interested in following up the extra stalls on Wrigley. Straube said the block of Geneva between Cook and Broad should have a sign saying compact cars only. Kordus said this needs to be an ordinance change.

Discussion/Recommendation on two hours free parking during the Main Street Water Main and Reconstruction Project

Straube recused herself as she is a business owner in downtown Lake Geneva. Kordus said that the estimated loss of revenue if this was implemented is \$130K and it would need to go to FLR to draft a resolution to balance the budget. Flower is not in favor of this as the council is already going out of their way to do the construction work outside of the busiest time of year and we are already well into the project. Kordus agreed and said residents have a 2 hour parking sticker anyway. Discussion was had regarding the signage in place. No action taken.

Discussion/Recommendation on amendment to Conditional Use Permit filed by Seam Payne on behalf of the Horticultural Hall, 330 Broad Street, Lake Geneva, WI 53147 to amend the existing site plan in conjunction with the existing Conditional Use Permit for the Farmers Market use from April to October every Thursday

Sean Payne said the Farmer's Market actually runs from May to October not April to October. Earle said he is in favor of this change and the details have all been discussed. Oborn said this is really a win/win situation and everyone loves having the Farmers market. Originally they could only sell fruits and vegetables but this is being broadened. Payne said that there is no intention for this to become a Flea Market. It's not a resale market and the sellers have to produce it themselves, make it and then sell it. Flower said she heard it's more like a flea market and she would prefer it remain just fruit, veg and baked goods.

Hedlund/Kordus motion to amend the Conditional Use Permit filed by Seam Payne on behalf of the Horticultural Hall, 330 Broad Street, Lake Geneva, WI 53147 to amend the existing site plan in conjunction with the existing Conditional Use Permit for the Farmers Market use from May to October every Thursday Passed 3-1. Flower voted no.

Discussion/Recommendation on amendments to Park Donation Policy and Fee Schedule *(approved by Board of Park Commissioners February 28, 2018)*

Kordus explained that this has already been approved by the Park Board and it is a change to the fee schedule so that costs are listed as "actual cost" rather than a specific dollar amount. Earl said we have already taken a hit with a park bench and we are just trying to prevent that happening again. Oborn stated that the Park Board are able to approve amounts up to \$2,500 but anything over that would come to PWC. Hedlund/Flower motion to approve changing the Park Donation Policy and Fee Schedule to show actual cost. Passed 4-0.

Discussion/Recommendation on awarding the 2018 Street Improvement Project to Payne & Dolan Inc for the base bid amount of \$292,244.27 plus any alternates selected

Greg Governatori of Kapur & Associates said we have \$435K left in the budget for 2018 but the lowest bid comes in higher than this if all five of the alternatives are approved plus night work would be an additional cost of \$5K. Wrigley Drive and lower Broad Street are included in the base bid to be done in the fall. Earle will do mill and overlays in the fall but total reconstructs must be started in the spring. They are looking at lower Broad and Wrigley being done at night which is the additional \$5K cost. Earle would prefer to leave some breathing room in the budget. Kordus noted that Earle has a priority list and we could approve a dollar amount and let him work through his list. Main Street is not included in this as that road does not show up on our inventory. Flower thinks we should consider moving Wrigley Drive into 2019. Discussion followed. Wrigley would be a three day project. Earle said if we move it to 2019 then the downtown businesses have three consecutive years of disruption instead of giving them a year off in between. The consensus has always been to take good care of these roads as we have so much use of them for festivals etc. Flower wants a better plan of when the roads are actually going to be repaved and a map would be better than a list. Earle said LRIP money won't be available until 2019. More discussion was had on Wrigley Drive and the consensus was to leave it on for 2018. Mill and overlays are not so affected by the weather. Hedlund/Flower motion to award the 2018 Street Improvement Project to Payne & Dolan Inc. for the base bid amount of \$292,244.27 plus any alternates selected up to a total amount of \$425,000. Passed 4-0.

Discussion/Recommendation on reconstructing and repaving the intersection of Cook/Main to coincide with the Main Street Water Main and Reconstruction Project

Earle is not in favor of this as it will add another week to the project. Although it will be more expensive to do this intersection by itself later on, he feels that this year is not the time to do it given the feedback already received. Flower asked if this was in the original plan. Earle said no, the utility work is being done from Cook to Broad but the repaving is stopping to the west of Cook Street. Discussion followed. Straube asked if this intersection could be done in the Fall. Earle said yes and then once it is done it leaves the 700 and 800 blocks of Main Street to be done at one time with the intersections at Cook and Center open to traffic. Flower asked about staging. Earle said the cost is 30% higher and you don't gain anything as there would still be no parking. Earl recommends this intersection be done in the spring of 2019. No action taken.

Ald. Hedlund left at 6:15pm.

Discussion/Recommendation on flashing signals in the downtown area of Main Street *(continued from February 20, 2018 PWC meeting)*

Kordus said the idea is to change the timing of the flashing signals so that they are switched back to cameras earlier in the morning. Parked cars affect visibility but no cars should be parked until 6am. Earle was directed to contact Tapco to change the timing of the lights to switch back to cameras starting at 6am. This would change the lights at Center/Main, Broad/Main and Cook/Main.

Discussion/Recommendation on renewal of TAPCO contract including Video Detection Maintenance for 2018/2019

Flower asked if this is proprietary. Earle said he hasn't been able to get other companies to bid on it once they know Tapco installed the lights. The price has increased slightly over the 2017 price.

Kordus/Flower motion to approve. Passed 3-0.

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Discussion/Recommendation on the Equipment Replacement Fund 2018 Budget Amendment

Oborn said that this committee is dealing with just the cemetery and public works component but FLR would be dealing with all of it. Kordus said this is on here because they need to make a decision on buying a lawnmower for the cemetery and had asked for more detail on the complete Equipment Replacement Fund. Flower asked if anyone ever looks at the equipment list to see if costs can be saved by making changes to the equipment itself. Earle confirmed that they do look at that and they also push back items that do not need to be replaced yet. They do have some pickup trucks that they received from the Utility and old police cars that need to be added to the list for replacement. Flower asked about the equipment they were looking at to plow Library Park. Earle is going to bring that back to PWC with prices for the 2019 budget as previously requested. No action taken.

Discussion/Recommendation on Cemetery Equipment Replacement Schedule and the purchase of a riding lawnmower for the cemetery *(continued from February 20, 2018 PWC meeting)*

Earle explained the urgent need for this new lawnmower. Discussion was had regarding why the Equipment Replacement Fund is not approved at the same time as the Budget. They are separate funds. This lawnmower was on a ten year schedule but needs to be on a seven year schedule going forward. Kordus/Flower motion to replace the riding lawnmower at the cemetery up to a value of \$6,000. Passed 3-0.

Discussion/Recommendation on awarding the bid for Landscaping Maintenance for the 2018, 2019 & 2020 Seasons including Addendum #1 to Breezy Hill Nursery in the amount of \$61,090.07

Earle said we only got one bid but it is a competitive bid and he recommends approval including the addendum.

Flower/Straube motion to approve the award of the bid for Landscaping Maintenance for the 2018, 2019 & 2020 Seasons including Addendum #1 to Breezy Hill Nursery in the amount of \$61,090.07. Passed 3-0.

Discussion/Recommendation on change order #2 from Sonrise Construction for the White River Disc Golf Course Bridge Replacement Project in the amount of \$3,500.00

Earle explained that there is a section of the river that is not the original path and a boring test has been recommended by the engineer. When a pit bore was done gravel was found at 3 or 4 feet. Screw augers are being recommended if we do not do the soil boring test and these cost about \$6-8K each. This is just a pedestrian bridge that has not caused problems in the past. We have managed to avoid having to do the wetland delineation. Giles have looked at the river bottom and the results of the pit bore and think that a spread footing will most likely still be ok or maybe the bridge would need to be extended but we have to do the soil borings before they can say for sure.

Flower/Straube motion to approve change order #2 from Sonrise Construction for the White River Disc Golf Course Bridge Replacement Project in the amount of \$3,500.00. Passed 3-0.

Adjournment

Flower/Straube motion to adjourn at 6:38pm

/s/ Jo Busch, Utility Office Manager

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