

**PUBLIC WORKS COMMITTEE MINUTES  
TUESDAY, NOVEMBER 21, 2017 – 4:30 P.M.  
CITY HALL, MEETING ROOM 2A**

Meeting was called to order by Ald. Kordus at 4:39 p.m.

**Roll call:** Present: Alderman Kordus, Hedlund, Straube and Flower. **Also present:** Mayor Kupsik, City Administrator Oborn, DPW Earle and Parking Manager Mullally.

**Members of the public present:** Greg Odden, Glen Fern Construction and Ed Svitek, VISIT Lake Geneva

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

**Approval of Public Works Committee meeting minutes from October 17, 2017 as prepared and distributed.** Skates/Hedlund motion to approve. Passed unanimously.

**Director of Public Works Report – Tom Earle**

Earle reported that leaf and brush pickup is underway with no issues. The salt shed has been filled. The Main Street reconstruct is moving along and will be out for bid in early December. Public Works have been working with the BID district who are putting a Christmas tree in the Brunk pavilion. The tree was donated to the City and the Street Department are making a stand for it. The beach wall project could be started before the end of the year but the contractor has until the beach opens next year to complete it. The beach path has the same deadline. Flower asked about the brine that we use and Earle confirmed that we buy the brine from the County and it is mixed to the weather conditions for that particular day.

**Discussion/Recommendation on Awarding the 2017 White River Disc Golf Course Pedestrian Bridge Project to Sonrise Construction in an amount not to exceed \$45,716.00**

Kupsik asked when this project would be started. Earle said it could be started as soon as it is approved as it is a project that could be worked on through the winter.

Flower/Skates motion to approve. Passed unanimously.

**Discussion/Recommendation on the Wil-Surge Electric Inc. TIF Escrow Draw Request No. 2 in the amount of \$43,810.00 for the Main Street Widening Project - Lighting Contract**

This project is finished and the lights are all now finally working. This is a final payment.

Flower/Straube motion to approve. Passed 4-1 Hedlund voting No.

**Discussion/Recommendation on the Kapur & Associates TIF Escrow Draw Request No. 6 in the amount of \$17,868.42 for the Main Street Widening Project – Engineering Contract**

Hedlund/Skates motion to approve. Passed unanimously.

**Discussion/Recommendation on Kapur Main Street Widening Change Order No. 1 and payment request in the amount of \$2,847.08 to be funded from 2017 Street Improvement Project**

Earle explained the reasons for the change order and the additional engineering that was required.

Flower/Skates motion to approve. Passed unanimously.

**Discussion/Recommendation of awarding the Additions & Alterations to the Existing Lake Geneva / Flat Iron Park Visitors' Center Building Project to Glen Fern Construction, LLC for \$156,000 with the City cost not to exceed \$113,866.50 for the Public Restrooms Additions & Alterations from the 2017 Capital Projects Fund and the Visit Lake Geneva cost not to exceed \$42,133.50 for the Visitors Center Additions & Alterations**

Earle stated that these costs do not include the replacement of the water service line that has given problems in the past. Discussion followed. Earle stated that the breakout of the costs between the City and Visit Lake Geneva has been recalculated since the agenda was published.

Flower/Skates motion to award the Additions & Alterations Project to Glen Fern Construction, LLC for \$156,000 with the City cost not to exceed \$115,993.73 funded from Capital Projects and Visit Lake Geneva's cost not to exceed \$40,006.26. Passed unanimously.

**Discussion/Recommendation on Glen Fern Construction, LLC Change Order No. 1 in the amount of \$1,907.00 with the City cost not to exceed \$1,700.00 from the 2017 Capital Projects Fund and the Visit Lake Geneva cost not to exceed \$207.00**

Earle explained that this change order would be required regardless of who the contract was awarded to, as it is for additional items to be supplied by the contractor. Discussion followed.

Flowers/Skates motion to approve. Passes unanimously.

**Discussion/Recommendation on extension of the White River Crossing Acquisition (part of former Hillmoor Golf Course Property) Grant and Modification to include Acquisition or Easement Purchase and/or Facilities Installation**

Oborn said this extension would be for one year and it's not the first time we've extended this. He is looking for direction on whether he should apply for an extension again. Discussion followed.

Skates/Hedlund motion to approve. Passed unanimously.

**Parking Manager Revenue Report**

Mullally said all meters are closed down and monies collected and deposited. She gave an update on revenue collected in 2017. She also thanked the committee for their ongoing support especially regarding the modem upgrade. Discussion followed.

**Discussion/Recommendation on renewal of Annual Maintenance Agreement with Automated Parking Technologies LLC in an amount not to exceed \$62,900.00**

This has been reviewed by the City attorney and the cost has not increased.

Flower/Skates motion to approve. Passed unanimously.

**Discussion/Recommendation on reconfiguration of the 600 block of Main Street to change the metered parking stalls from parallel to angled**

Mullally is bringing this change forward for discussion to see if the Committee are interested in pursuing it. Straube said when angled parking was put in between Broad and Cook it made the road very narrow. Skates is concerned that angled parking in this location will cause traffic to build up. Earle went over what he considered to be the pros and cons. Discussion followed.

Kordus/Flower motion to continue this item to the next meeting. Passed unanimously.

**Adjournment**

Hedlund/Skates motion to adjourn at 5:45 p.m. Passed unanimously.

/s/ Jo Busch, Utility Office Manager

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