



**CITY OF ELKHORN
COMMON COUNCIL MEETING AGENDA**

March 18, 2024 ~ 5:30 p.m.

Council Chambers, City Administration Offices, 311 Seymour Ct., Elkhorn, Wisconsin

- 1) **Call to Order**
- 2) **Pledge of Allegiance**
- 3) **Roll Call**
- 4) **Public Comment** *Public comments are limited to three minutes each. The public may speak on any item of City concern whether or not the topic is included on this agenda. However, if the topic does not pertain to an item listed on the Council agenda, the Council is not permitted to address or discuss the matter during this meeting. Under open meeting laws, the Council must notice an item on the agenda to allow discussion on that matter. If Council is not permitted to discuss your concerns, your comments will be considered and may be placed on a future agenda for further discussion.*
- 5) **Consent Agenda** *(One motion & a second will approve all of the following items listed. Any item may be pulled from the list and handled separately.)*
 - a) Meeting Minutes: Legislative & Regulatory and Common Council March 4, 2024
- 6) **Bills Payable**
 - a) Consideration and recommendation to pay
- 7) **Presentation**
 - a) Charlotte James, Cadette Girl Scout, Troop 7256
 - i) "Welcome to Elkhorn" sign project
- 8) **Report of City Officers**
 - a) Mayor
 - b) City Administrator
- 9) **Reports of City Boards and Community Partners**
 - a) Fire Advisory
 - b) Library
 - c) Recreation Advisory
 - d) Chamber of Commerce
 - e) Community Grant Writer
- 10) **Committee Reports**
 - a) Legislative and Regulatory
 - i) Discussion and possible decision on appeal for Isabella Schuch regarding denial of an operator/bartender license
 - ii) Recommendation regarding request for outdoor seating at Ricky's Place Restaurant LLC, 1 N. Lincoln St.
- 11) **New Business**
 - a) Discussion and possible decision regarding Resolution 24-09: A Resolution Supporting the Implementation of Stormwater Quality Improvements at Elkhorn Lake within Babe Mann Park
 - b) Discussion and possible decision regarding incorporating segments of sidewalk into the WisDOT STH 11 project from Church St to Cobb Rd
 - c) Discussion and possible decision regarding DOT recommendation for leading pedestrian intervals, no right turn on red for the following signalized intersections
 - i) Court St & Wisconsin St

- ii) Walworth St & Wisconsin St
- iii) Geneva St & Lincoln St
- d) Discussion and possible decision re orientation activities for new alderman and mayor
- e) Discussion and possible decision re adding Council meeting on April 15, 2024 prior to organizational meeting on April 16, 2024

12) Adjourn into Closed Session

- a) Closed Session: The Common Council may entertain a motion to go into CLOSED SESSION pursuant to Wisconsin Statutes Section 19.85(1)(c) to consider the employment, promotion, compensation or performance evaluation of data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
 - i) Discussion regarding contract with Assistant Chief Trent Eichmann to serve as interim fire chief
- b) Closed Session: The Common Council may entertain a motion to go into CLOSED SESSION pursuant to Wisconsin Statutes Section 19.85(1)(d) for the purpose of considering strategy for crime detection or prevention
- c) Closed Session: The Common Council may entertain a motion to go into CLOSED SESSION pursuant to Wisconsin Statutes Section 19.85(1)(e) for the purpose of deliberating or negotiating an offer to purchase public property
 - i) Lot 74 (Tax Key YA 386200001)
- d) Closed Session: The Common Council may entertain a motion to go into CLOSED SESSION pursuant to Wisconsin Statutes Section 19.85(1)(g) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved

13) Reconvene in Open Session for possible action on Closed Session items

The Common Council shall RECONVENE INTO OPEN SESSION reserving the right to take action on the matters discussed in CLOSED SESSION and to move to the remaining meeting agenda(s) as posted

- a) Discussion and possible decision regarding contract with Assistant Chief Trent Eichmann to serve as interim fire chief
- b) Discussion and possible decision regarding strategy for crime detection or prevention
- c) Discussion and possible decision regarding offer to purchase public property
 - i) Lot 74 (Tax Key YA 386200001)
- d) Discussion and possible decision regarding enforcement of development agreement (and amendments) with E&M Elkhorn, LLC for Tasch Land

14) Adjourn

DATED at Elkhorn, Wisconsin, this 15th day of March 2024

Lacey L. Reynolds, City Clerk

Should you have any questions or comments regarding any items on this agenda, please contact the City Clerk's office at (262) 723-2219. Upon reasonable notice to the City Clerk, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services.

CITY OF ELKHORN
Legislative and Regulatory Committee Minutes
Council Chambers, 311 Seymour Ct., Elkhorn, Wisconsin

March 4, 2024

The Legislative and Regulatory Committee was called to order at 5:00 p.m. by Alderperson Meinel followed by Roll Call.

Roll Call

Present: Alderpersons Ken Meinel, Ron Dunwiddie, Gary Payson Jr.

Also present: Mayor Bruce Lechner, Alderpersons Tim Shiroda and Karel Young, City Attorney Ward Phillips, Police Sargeant Dan Croak, City Clerk Lacey Reynolds, Public Works Director Matthew Lindstrom, Police Captain Alvin Brandl, Finance Director Corrie Daly, Isabella Schuch, Patt Watts, Ricardo Angeles and other interested persons.

Consideration and recommendation on appeal for Isabella Schuch regarding denial of an operator/bartender license. City Clerk Reynolds and Sargeant Croak explained the procedures in applying for and reviewing an operator's license application. Sgt. Croak explained due to missing information on the application Isabella's Schuch's application was denied. Attorney Phillips reviewed the State statutes and procedure to continue. Applicant Schuch explained when she applied for an operator license in another municipality, she was told she did not need to include the information on the application. Schuch stated she understands now that she should have double checked and included the information. *Motion (Payson Jr./Dunwiddie) for applicant to reapply, include the missing information and City staff to review. Voice vote, all approved, motion carried.*

Consideration and recommendation regarding the special use permit application for outdoor seating at Ricky's Place Restaurant LLC, 1 N. Lincoln St. Owner of 1 N. Lincoln St. Pat Watts and tenant Ricardo Angeles presented a plan to the committee regarding an outdoor seating area for Ricky's Place Restaurant LLC. Alderperson Payson Jr. requested the area be checked to make sure it is structurally sound and complies with the city code. City staff were directed to send this on to the zoning administrator and plan commission.

Adjournment

Motion (Dunwiddie/Payson Jr.) to adjourn at 5:18 p.m.

Lacey L. Reynolds
City Clerk

CITY OF ELKHORN COMMON COUNCIL
MEETING MINUTES
March 4, 2024
COUNCIL CHAMBERS, 311 SEYMOUR CT., ELKHORN, WI 53121

The Common Council meeting was called to order by Mayor Lechner at 5:30 p.m. in the Council Chambers, followed by the Pledge of Allegiance.

ROLL CALL

Present: Mayor Bruce Lechner, Alderpersons Tim Shiroda, Gary Lee Payson Jr., Ron Dunwiddie, Scott McClory, Ken Meinel, Karel Young.

Others present: City Administrator Adam Swann, Attorney Ward Phillips, City Clerk Lacey Reynolds, Police Chief Joel Christensen (via zoom), Police Captain Alvin Brandl, Director of Public Works Matthew Lindstrom, Interim Fire Chief Trent Eichmann, Finance Director Corrie Daly, Recreation Director Karl Sorvick, Water Superintendent Tim Boss, City Engineer Mike Timmers, Chris Clapper, Shane Kurth and other interested persons.

PUBLIC COMMENT

Dennis Karbowski regarding ATV's/UTV's, Michelle Shilts regarding the Safe Haven Baby Box and Rodney Thurin regarding the potential homeless shelter.

CONSENT AGENDA

Motion (Dunwiddie/Payson Jr.) to separate item c from the consent agenda. Voice vote, all approved, motion carried.

Motion (Dunwiddie/Payson Jr.) to approve items a and b, the Common Council Meeting minutes for February 19, 2024, and the Temporary Class "B" Beer license for the Elkhorn Area Chamber of Commerce, Trivial Blarney at 101 N. Wisconsin St. on March 16, 2024; 5:00 to 10:00 pm. Voice vote, all approved, motion carried.

Police Captain Al Brandl requested the list of licenses for the Walworth County Agricultural Society be denied. City Clerk Reynolds informed the Council that the Walworth County Agricultural Society requested the license applications be withdrawn. Alderman McClory requested the Council members be provided a copy of the police report from the incident at the Fairgrounds. *Motion (Dunwiddie/Payson Jr.) to amend the agenda and remove item c the Temporary Class "B" Beer license list for the Walworth County Agricultural Society at the Walworth County Fairgrounds, Rodeos. Voice vote, all approved, motion carried.*

REPORT OF CITY OFFICERS

MAYOR'S REPORT – None.

CITY ADMINISTRATOR'S REPORT – Administrator Swann thanked DPW crewmen for help in cleaning up various state roads in the city limits. Swann attended a meeting with John Gunyon, representative from Hazel Ridge Cemetery regarding the 150-year anniversary. Swann noted the safety plan topic will be on the next agenda under closed session and the City has not received an application from Community Action regarding a shelter. City Clerk Reynolds shared information about the upcoming election and important dates including in person absentee voting March 19th-29th, weekdays only.

PRESENTATION by Taylor Smith, Board Chair, Walworth County Food and Diaper Bank and Tammy Dunn, Executive Director, Walworth County Food and Diaper Bank regarding an overview of services and plans for a new facility in the business park.

UNFINISHED BUSINESS

Motion (Payson Jr./McClory) to take the following items off the table. Voice vote, all approve, motion carried.

Discussion and possible decision regarding MOU with St. Patrick's Parish to fund the installation of a Safe Haven Baby Box at the Elkhorn Fire Department, Proposed Resolution 24-08: A Resolution Approving Memorandum of Understanding between City of Elkhorn and St. Patrick's Parish regarding Installation and Sponsorship of Safe Haven Baby Box and Discussion and possible decision regarding contract with Safe Haven Baby Boxes, Inc. for installation and maintenance of a Safe Haven Baby Box at the Elkhorn Fire Department. Attorney Phillips informed the Council the contracts are ready to go regarding the insurance issues however other updates were needed as far as jurisdiction for possible litigation, reciprocal language if the City chose to not continue the contract, approval from St. Pat's Church and other minor language changes. *Motion (Payson Jr./Dunwiddie) to approve all the baby box items together with the updated language noted by the City Attorney in the documents. Roll call vote: Payson Jr., yes; Dunwiddie, yes; McClory, yes; Meinel, yes; Young, yes; Shiroda, yes. Motion carried.*

Discussion and possible decision regarding proposed Ordinance No. 24-02: An Ordinance Allowing the Operation of All-Terrain Vehicles (ATVs) and Utility Terrain Vehicles (UTVs) on City of Elkhorn Streets (*first and possible second reading*). Attorney Phillips informed the Council the ordinance has been reworked. Phillips noted Maclean Road in the Green Acres subdivision is not wholly owned by the City so residents will not be able to drive on it and the County end time for driving ATV's/UTV's is 11:00 pm but Council had requested 10:00 pm. Alderperson Shiroda requested changing the time to 11:00 pm to coincide with the County's time. *Motion (Payson Jr./Dunwiddie) to waive the first reading of Ordinance No. 24-02: An Ordinance Allowing the Operation of All-Terrain Vehicles (ATVs) and Utility Terrain Vehicles (UTVs) on City of Elkhorn Streets. Roll call vote: Payson Jr., yes; Dunwiddie, yes; Shiroda, yes; Young, yes; Meinel, yes; McClory, yes. Motion carried. Public Works Director Lindstrom asked about funding for the signs needed at a total cost of \$8,000 and informed the Council it is not in the budget. Alderperson Payson Jr. reminded everyone the ATV club and others who were in favor of the ordinance offered to fund the cost of the signs. Motion (Payson Jr./Dunwiddie) to approve Ordinance No. 24-02: An Ordinance Allowing the Operation of All-Terrain Vehicles (ATVs) and Utility Terrain Vehicles (UTVs) on City of Elkhorn Streets. Roll call vote: Payson Jr., yes; Dunwiddie, yes; Young, yes; McClory, yes; Shiroda, yes; Meinel, yes. Motion carried.*

Discussion and possible decision regarding bids for 2024 NEWTP Water and Sewer Extension Project. *Motion (Payson Jr./Shiroda) to approve the 2024 NEWTP Water and Sewer Extension Project with all three alternates. Roll call vote: Payson Jr., yes; Shiroda, yes; McClory, yes; Dunwiddie, yes; Meinel, yes; Young, yes. Motion carried.*

NEW BUSINESS

Discussion and possible decision regarding execution of a contract with Visu-Sewer, LLC for the 2024 Sewer Rehabilitation Project in the amount of \$1,549,867.50. *Motion (Payson Jr./Meinel) to approve a contract with Visu-Sewer, LLC for the 2024 Sewer Rehabilitation Project in the amount of \$1,549,867.50. Roll call vote: Payson Jr., yes; Meinel, yes; McClory, yes; Shiroda, yes; Young, yes; Dunwiddie, yes. Motion carried.*

Discussion and possible decision regarding execution of a contract with Applied Technologies for the 2024 Sewer Rehabilitation Project in the amount of \$118,480.00. *Motion (Dunwiddie/McClory) to approve a contract with Applied Technologies for the 2024 Sewer Rehabilitation Project in the amount of \$118,480.00. Roll call vote: Dunwiddie, yes; McClory, yes; Young, yes; Meinel, yes; Shiroda, yes; Payson Jr., yes. Motion carried.*

Discussion and possible decision regarding execution of a contract with Willkomm Excavating for the 2024 E Centralia St Phase II Reconstruction Project. *Motion (Payson Jr./Shiroda) to approve the contract with Willkomm Excavating for the 2024 E. Centralia St. Phase II Reconstruction Project to include option 4 listed*

in the amount of \$2,529,789.33. Roll call vote: Payson Jr., yes; Shiroda, yes; Dunwiddie, yes; McClory, yes; Meinel, yes; Young, yes. Motion carried.

Discussion and possible decision regarding execution of a contract with Kapur to provide construction engineering services for the 2024 E Centralia St Phase II Reconstruction Project in the amount of \$209,436.00. *Motion (Payson Jr./Meinel) to approve a contract with Kapur to provide construction engineering services for the 2024 E. Centralia St. Phase II Reconstruction Project in the amount of \$209,436.00. Roll call vote: Payson Jr., yes; Meinel, yes; McClory, yes; Young, yes; Dunwiddie, yes; Shiroda, yes. Motion carried.*

Discussion and possible decision regarding execution of a contract with Payne and Dolan for the STH 67 Bypass Lane Construction Project in the amount of \$156,956.56. *Motion (Dunwiddie/Shiroda) to approve a contract with Payne and Dolan for the STH 67 Bypass Lane Construction Project in the amount of \$156,956.56. Roll call vote: Dunwiddie, yes; Shiroda, yes; Payson Jr., yes; Young, yes; Meinel, yes; McClory, yes. Motion carried.*

Discussion and possible decision regarding execution of a contract with Kapur to provide construction engineering services for the STH 67 Bypass Lane Construction Project in the amount of \$13,478.00. *Motion (Payson Jr./Young) to approve a contract with Kapur to provide construction engineering services for the STH 67 Bypass Lane Construction Project in the amount of \$13,478.00. Roll call vote: Payson Jr., yes; Young, yes; Dunwiddie, yes; McClory, yes; Meinel, yes; Shiroda, yes. Motion carried.*

Discussion and possible decision regarding recommendation from Parks & Recreation Advisory Board to amend Recreation Department's 2024 budget to increase number of kids in before/after school program. *Motion (Payson Jr./Dunwiddie) to approve the amendment of the Recreation Department's 2024 budget to increase number of kids in before/after school program. Roll call vote: Payson Jr., yes; Dunwiddie, yes; McClory, yes; Meinel, yes; Young, yes; Shiroda, yes. Motion carried.*

Discussion and possible decision regarding issuance of request for proposals for building inspection services. *Motion (Dunwiddie/Payson Jr.) to approve the RFP and move forward with the timeline provided. Voice vote, all approved, motion carried.*

Discussion and possible decision regarding conditional use permit for Dunkin Donuts and Mobil Gas Station located at 195 Commerce Dr. *Motion (Meinel/Young) to approve the conditional use permit for Dunkin Donuts and Mobil Gas Station located at 195 Commerce Dr. Roll call vote: Meinel, yes; Young, yes; McClory, yes; Dunwiddie, yes; Payson Jr., yes; Shiroda, yes. Motion carried.*

ADJOURN TO CLOSED SESSION

Motion (Dunwiddie/Payson Jr.) to adjourn to closed session pursuant to Wisconsin Statute 19.85(1)(c) a closed session to consider the employment, promotion, compensation or performance evaluation of data of any public employee over which the governmental body has jurisdiction or exercises responsibility for discussion regarding contract with Assistant Chief Trent Eichmann to serve as interim fire chief. Voice vote, all approved, motion carried. Adjourned to closed session at 6:19 p.m.

RECONVENE IN OPEN SESSION

Reconvened in open session at 6:43pm.

Discussion and possible decision regarding contract with Assistant Chief Trent Eichmann to serve as interim fire chief. *Motion (Payson Jr./Dunwiddie) to submit a contract for the interim fire chief discussed and agreed upon in closed session at paygrade 19 step 4. Roll call vote: Payson Jr., yes; Dunwiddie, yes; McClory, yes; Shiroda, yes; Meinel, yes; Young, yes. Motion carried.*

ADJOURN

Motion (McClory/Young) to adjourn at 6:43 p.m. Voice vote, all approved, motion carried.

Lacey L. Reynolds
City Clerk

UNAPPROVED

MEMO

TO: Mayor Bruce Lechner
Alderman Ronald Dunwiddie
Alderman Scott McClory
Alderman Ken Meinel
Alderman Gary Payson, Jr.
Alderman Tim Shiroda
Alderman Karel Young

FROM: Adam Swann

DATE: March 15, 2024

RE: Common Council Meeting on March 18, 2024

City Administrator Report

- **Award of congressionally directed spending for Lakeland Water Treatment Plant Rehab Project**

The City has been approved for \$3,300,000 in congressionally directed spending for the Lakeland Water Treatment Plant Rehab Project, which is scheduled for 2025. The City is waiting for more information from the Environmental Protection Agency about the process for accessing and utilizing this funding. As the Council is aware, the City issued a press release today about receiving this funding.

- **Implementation of ATV/UTV ordinance**

Although Council passed the ATV/UTV ordinance at the last meeting, ATVs and UTVs will not be permitted on City streets (with speed limits of 35 mph or less) until the street signs have been installed at the entrances to the City. DPW Director Matthew Lindstrom is working on coordinating the funding with the Elkhorn Chamber of Commerce and several other interested

businesses. In consultation with the mayor, the goal is to have the signs installed by Memorial Day Weekend.

- **Request for proposals for building inspection services**

Pursuant to Council's action at the last Council meeting, the City's request for proposals for building inspection services will be advertised/distributed starting March 19, 2024. The RFP will be available for download at www.cityofelkhorn.org/rfps. Proposals are due by noon on April 9, 2024.

- **Removal of dilapidated structure on future City park property**

DPW Director Matthew Lindstrom is coordinating with contractors to have the dilapidated house removed on the property the City acquired from the County last year for a future park. As a reminder, the City budgeted \$50,000 in Park Funds to remove the structure and abandon the wells and septic system. Based on the quotes received thus far, the cost will be under \$30,000.

- **Search for potential committee members for the Historic Preservation Commission**

As a reminder, the City is accepting letters of interest from City residents interested in serving on the Historic Preservation Commission. The HPC needs five citizen members. It's recommended that at least two of the five citizen members be either 1) a registered or graduate architect; 2) a local historian, with qualifications in historic preservation, architectural history, art history, or history; or 3) a licensed real estate broker and/or appraiser. The deadline to submit a letter of interest is Friday, March 29, 2024 at noon.

COMMON COUNCIL
OF THE
CITY OF ELKHORN

RESOLUTION NO. 24-09

RESOLUTION SUPPORTING THE IMPLEMENTATION OF STORMWATER QUALITY
IMPROVEMENTS AT ELKHORN LAKE WITHIN BABE MANN PARK

WHEREAS, storm water runoff from adjacent industrial sites drains directly into Elkhorn Lake, and

WHEREAS, Elkhorn Lake is a key asset to Babe Mann Park, which the public has access to, and

WHEREAS, the Elkhorn Total Maximum Daily Load (TMDL) analysis identified Elkhorn Lake as a location for installation of a bio-retention device to improve water quality and

WHEREAS, the City of Elkhorn is proposing a water quality improvement project for Elkhorn Lake, which includes, a bioretention facility to remove Total Suspended Solids (TSS) and Total Phosphorus (TP).

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the City of Elkhorn fully supports the project.

BE IT FURTHER RESOLVED that the Department of Public Works should investigate all funding opportunities to assist the City of Elkhorn in the acquisition and implementation of water quality improvements at Elkhorn Lake.

Adopted and recorded this 18th day of March, 2024.

Bruce Lechner
Mayor

Attest:

Lacey L. Reynolds
City Clerk



COMMON COUNCIL MEETING AGENDA MEMORANDUM

Meeting Date: March 18, 2024

Agenda Items: Discussion and possible decision regarding incorporating segments of sidewalk into the WisDOT STH 11 project from Church St to Cobb Rd | 3840-05-00

Prepared by: Matthew Lindstrom, Director of Public Works

To: Members of the Common Council

Summary:

On June 19, 2023 the Common Council authorized execution of a State/Municipal Financial Agreement (SMFA) for subject State-Let Highway Project. As you may recall this project has a 75/25% cost share between WisDOT and City, respectively for Plan Development. Real Estate and Construction is near 100% WisDOT except for Parking which is between 2.9% and 6.5% City. Generally speaking, these are resurfacing projects with pavement replacement. They are not reconstruction projects with full replacement of curb and gutter, just spot replacement as necessary. The City can elect to incorporate additional improvements into these projects, such as sidewalk, new streetlights, decorative traffic signals, Emergency Vehicle Preemption for traffic signals, landscaping and streetscape items, etc. Subject additional improvements would be 100% City funded. At a public information meeting with public and private stakeholders three varying sidewalk segments were discussed as described and illustrated in Ryan Murphy's E-mail and Sidewalk Exhibit. Comments regarding each segment are as follows:

Fairgrounds Entrance to 1st Ave:

- Existing sidewalk exists on the north side of E Court Street already, however at several fair events attendees have been seen walking on the grass on the south side.

1st Ave to EA Middle School:

- An existing asphalt path exists outside the public Right-Of-Way on Fairground property that has drainage issues (refer to photo). It should be considered to add additional ROW to facilitate sidewalk.

EA Middle School to Market St:

- An interior sidewalk already exists that connects the middle school to Market St intersection.

If these sidewalk segments were incorporated into the subject project WisDOT would convert the current rural section to an urban section with curb and gutter on the proposed sidewalk side to address drainage issues.

Fiscal Considerations:

Refer to E-mail and Sidewalk Exhibit for cost estimates of each segment. Construction anticipated to occur in 2028 or as late as 2030, costs will be incorporated into the CIP Budget accordingly.

Matthew Lindstrom

From: Murphy, Ryan - DOT <ryan.murphy@dot.wi.gov>
Sent: Wednesday, March 6, 2024 1:45 PM
To: Matthew Lindstrom
Cc: Reisetter, Brooke E - DOT; Bernard, Ryan A - DOT; DOT 38400500 STH 11 - Church to Cobb; Joel Christensen
Subject: RE: Bike/Pedestrian Options 3840-05-00 -STH 11 | Church to Cobb | Walworth County
Attachments: 38400500_Ops.xlsx

Follow Up Flag: Follow up
Flag Status: Flagged

Matt

I just wanted to follow up on a couple items that came out of the recent meeting we had to discuss the STH 11 connecting highway project:

Sidewalk

WisDOT's multi-modal unit re-ran the benefit/cost analysis for adding walk from 1st to Market with the school included in the evaluation. Unfortunately, the B/C was still well below the threshold where WisDOT would participate in a cost share. New sidewalk can still be included with the project, but it would be at 100% local cost. The estimated costs for the various pieces of sidewalk we discussed are:

- Fairgrounds entrance to 1st Avenue - \$190,000
- 1st Avenue to Elkhorn Area Middle School - \$120,000
- Elkhorn Area Middle School to Market Street - \$90,000

Please let us know if you guys are interested in including any of those sidewalk section in the project.

Operational Analysis

You had asked for a copy of the operational analysis results for the proposed signal changes (leading ped interval, no right turn on red). I've attached a spreadsheet with the results. There are different tabs for existing conditions and each timing modification, and one that include all the modifications. Some notes on abbreviations:

- NTOR = no turn on red
- LPI = leading pedestrian interval
- 50th Q = 50th percentile queue
- 95th Q = 95th percentile queue
- v/c = volume to capacity ratio

You had also mentioned in an earlier meeting that the City was interested in modifying the signal phasing at the Wisconsin/Court Street intersection to be similar to what is currently in use at the Wisconsin/Walworth Street intersection. While the operational analysis included that change, it is unlikely it could be made with the current intersection geometry. The Wisconsin/Court Street intersection does not have separate left turn lanes, and there isn't sufficient pavement width to include them.

Please let me know if you have any questions on any of that, or if you would like to discuss anything further. We can also discuss at the upcoming local officials meeting for the project, scheduled for March 20.

Thanks!

Ryan Murphy, P.E.

Final Scoping Consultant Project Manager
Wisconsin Department of Transportation
PH: (262) 548-8644
ryan.murphy@dot.wi.gov

From: Matthew Lindstrom <mlindstrom@cityofelkhorn.org>
Sent: Monday, February 19, 2024 10:40 AM
To: Murphy, Ryan - DOT <ryan.murphy@dot.wi.gov>
Cc: Joel Christensen <jchristensen@elkhornpd.org>
Subject: RE: Bike/Pedestrian Options 3840-05-00 -STH 11 | Church to Cobb | Walworth County

**CAUTION: This email originated from outside the organization.
Do not click links or open attachments unless you recognize the sender and know the content is safe.**

Hello Ryan,

Let's schedule for the 26th at 1:00PM.

Thanks!

Matthew H. Lindstrom
Director of Public Works
City of Elkhorn
311 Seymour Ct.
Elkhorn, WI 53121
262.723.2223



From: Murphy, Ryan - DOT <ryan.murphy@dot.wi.gov>
Sent: Monday, February 19, 2024 9:01 AM
To: Matthew Lindstrom <mlindstrom@cityofelkhorn.org>
Subject: Bike/Pedestrian Options 3840-05-00 -STH 11 | Church to Cobb | Walworth County

Matt

We'd like to set up a meeting to talk about bike and pedestrian improvement options for the STH 11 connecting highway project from Church to Cobb (3840-05-00). WisDOT's multi-modal unit has completed their benefit/cost evaluation and we'd like to discuss the results. Do any of the following times work for you guys:

- Monday, February 26 at 10:00am
- Monday, February 26 at 1:00pm
- Tuesday, February 27 at 2:00pm

Please let me know if any of those times work. If not, I'll try to find some alternate dates/times. Thanks!

Ryan Murphy, P.E.

Final Scoping Consultant Project Manager

Wisconsin Department of Transportation

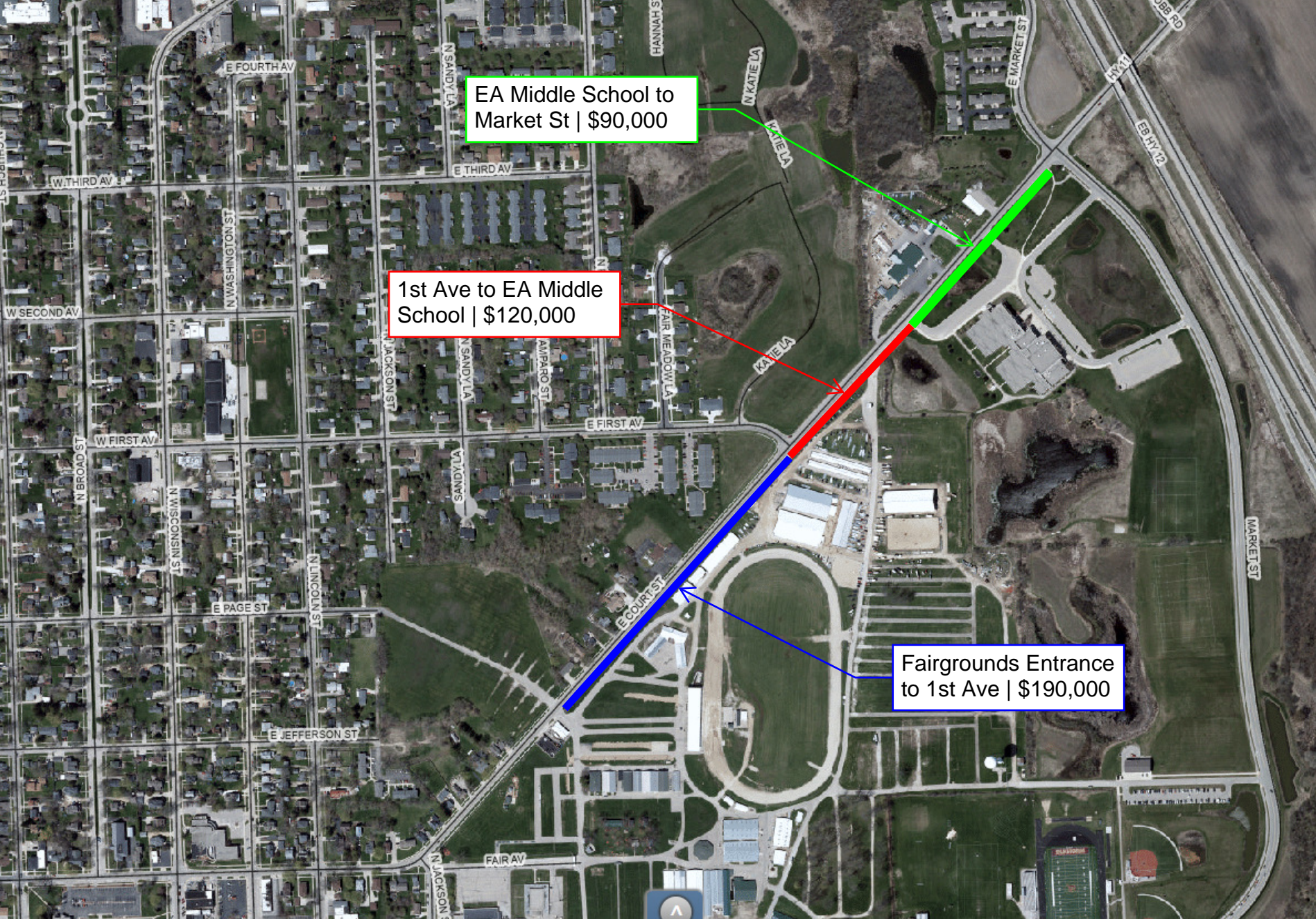
141 N.W. Barstow Street

P.O. Box 798

Waukesha, WI 53187-0798

PH: (262) 548-8644

ryan.murphy@dot.wi.gov



EA Middle School to
Market St | \$90,000

1st Ave to EA Middle
School | \$120,000

Fairgrounds Entrance
to 1st Ave | \$190,000





COMMON COUNCIL MEETING AGENDA MEMORANDUM

Meeting Date: March 18, 2024

Agenda Items: Discussion and possible decision regarding leading pedestrian intervals, no right turn on red for the following signalized intersections

- Court St & Wisconsin St
- Walworth St & Wisconsin St
- Geneva St & Lincoln St

Prepared by: Matthew Lindstrom, Director of Public Works

To: Members of the Common Council

Summary:

WisDOT is proposing leading pedestrian intervals, no right turn on red at said intersections, refer to Ryan Murphy's e-mail and the following attachments. WisDOT encourages this scenario if no significant queuing is resulted. The City has the final decision to incorporate the leading pedestrian interval or to not as the signals are within a connecting highway with local maintenance responsibility.

Model	EXISTING CONDITIONS														
Intersection	Peak	Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR	
Walworth St. & Wisconsin St.	AM	Lanes	1	shared		1	shared		shared			1	1	1	1
		LOS	A	B		A	B		B			A	B	B	A
		Delay	8.3	12.0		8.0	17.5		19.5			8.0	16.3	17.0	7.2
		v/c	0.15	0.18		0.02	0.11		0.33			0.01	0.04	0.18	0.07
		50th Q	10	20		1	15		30			1	5	20	5
		95th Q	40	90		10	50		85			5	15	60	25
	Midday	Lanes	1	shared		1	shared		shared			1	1	1	1
		LOS	A	B		A	B		C			A	B	B	A
		Delay	8.2	14.2		7.9	17.8		20.4			8.4	16.7	17.3	7.7
		v/c	0.15	0.16		0.02	0.16		0.36			0.02	0.03	0.17	0.08
		50th Q	10	15		1	25		35			5	5	15	5
		95th Q	40	80		10	65		100			15	15	60	30
	PM	Lanes	1	shared		1	shared		shared			1	1	1	1
		LOS	B	B		A	C		C			A	B	B	A
		Delay	10.7	17.2		9.3	21.5		23.8			8.3	16.4	16.9	7.6
		v/c	0.24	0.31		0.03	0.32		0.55			0.02	0.05	0.18	0.07
		50th Q	20	35		5	35		60			5	5	20	5
		95th Q	50	110		10	85		165			10	20	70	35
Court St. & Wisconsin St.	AM	Lanes	shared		1	shared			shared		1	shared			
		LOS	B		B	B			A		A	A			
		Delay	15.3		14.6	16.1			7.7		7.2	7.8			
		v/c	0.16		0.05	0.30			0.14		0.05	0.17			
		50th Q	20		5	30			20		5	20			
		95th Q	55		20	80			40		15	45			
	Midday	Lanes	shared		1	shared			shared		1	shared			
		LOS	B		B	B			A		A	A			
		Delay	15.1		14.5	15.8			7.8		7.2	8.1			
		v/c	0.14		0.04	0.26			0.16		0.05	0.22			
		50th Q	15		5	30			25		5	30			
		95th Q	45		15	70			85		30	100			
	PM	Lanes	shared		1	shared			shared		1	shared			
		LOS	B		B	B			A		A	A			
		Delay	15.7		14.6	16.9			7.9		7.3	8.1			
		v/c	0.22		0.05	0.40			0.17		0.06	0.22			
		50th Q	30		5	50			25		5	30			
		95th Q	70		20	110			90		30	105			

Model	EXISTING GEOMETRY WITH NTOR LAWS AT WALWORTH STREET INTERSECTION														
Intersection	Peak	Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR	
Walworth St. & Wisconsin St.	AM	Lanes	1	shared		1	shared		shared			1	1	1	1
		LOS	A	B		A	B		B			A	B	B	A
		Delay	8.3	12.0		8.0	17.5		19.5			8.0	16.3	17.0	7.4
		v/c	0.15	0.18		0.02	0.11		0.33			0.02	0.04	0.18	0.11
		50th Q	10	20		1	15		30			1	5	20	10
		95th Q	40	90		10	50		85			10	15	60	35
	Midday	Lanes	1	shared		1	shared		shared			1	1	1	1
		LOS	A	B		A	B		C			A	B	B	A
		Delay	8.2	14.2		7.9	17.8		20.4			8.4	16.7	17.3	7.9
		v/c	0.15	0.16		0.02	0.16		0.36			0.04	0.03	0.17	0.13
		50th Q	10	15		1	25		35			5	5	15	10
		95th Q	40	80		10	65		100			20	15	60	45
	PM	Lanes	1	shared		1	shared		shared			1	1	1	1
		LOS	B	B		A	C		C			A	B	B	A
		Delay	10.7	17.3		9.3	21.7		23.6			8.3	16.4	16.9	7.8
		v/c	0.24	0.31		0.03	0.32		0.54			0.03	0.05	0.18	0.12
		50th Q	20	35		5	35		60			5	5	20	10
		95th Q	50	110		10	85		165			15	20	70	50
Court St. & Wisconsin St.	AM	Lanes	shared		1	shared		shared			1	shared			
		LOS	B		B	B		A			A	A			
		Delay	15.3		14.6	16.1		7.7			7.2	7.8			
		v/c	0.16		0.05	0.30		0.14			0.05	0.17			
		50th Q	20		5	30		20			5	20			
		95th Q	55		20	80		40			15	45			
	Midday	Lanes	shared		1	shared		shared			1	shared			
		LOS	B		B	B		A			A	A			
		Delay	15.1		14.5	15.8		7.8			7.2	8.1			
		v/c	0.14		0.04	0.26		0.16			0.05	0.22			
		50th Q	15		5	30		25			5	30			
		95th Q	45		15	70		85			30	100			
	PM	Lanes	shared		1	shared		shared			1	shared			
		LOS	B		B	B		A			A	A			
		Delay	15.7		14.6	16.9		7.9			7.3	8.1			
		v/c	0.22		0.05	0.40		0.17			0.06	0.22			
		50th Q	30		5	50		25			5	30			
		95th Q	70		20	110		90			30	105			

Model	EXISTING GEOMETRY WITH LPI TIMING AT BOTH INTERSECTIONS														
Intersection	Peak	Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR	
Walworth St. & Wisconsin St.	AM	Lanes	1	shared		1	shared		shared			1	1	1	1
		LOS	B	B		B	C		C			B	B	B	B
		Delay	11.8	14.8		10.6	20.2		22.9			12.2	18.8	19.8	12.4
		v/c	0.17	0.19		0.02	0.12		0.36			0.01	0.04	0.20	0.10
		50th Q	15	25		5	20		35			1	5	20	10
		95th Q	45	100		10	50		90			10	15	65	35
	Midday	Lanes	1	shared		1	shared		shared			1	1	1	1
		LOS	B	B		B	C		C			B	B	C	B
		Delay	12.1	17.6		10.6	20.7		23.7			12.6	19.1	20.1	12.9
		v/c	0.18	0.17		0.02	0.16		0.39			0.03	0.03	0.18	0.11
		50th Q	15	20		5	30		40			5	5	20	10
		95th Q	50	90		10	75		110			15	15	65	40
	PM	Lanes	1	shared		1	shared		shared			1	1	1	1
		LOS	B	C		B	C		C			B	B	B	B
		Delay	16.5	21.8		12.3	25.6		26.7			12.4	18.9	19.2	12.4
		v/c	0.30	0.36		0.04	0.35		0.56			0.02	0.05	0.18	0.09
		50th Q	30	45		5	45		70			5	5	25	10
		95th Q	60	120		10	90		180			15	20	75	45
Court St. & Wisconsin St.	AM	Lanes	shared		1	shared		shared			1	shared			
		LOS	C		C	C		B			B	B			
		Delay	23.5		21.6	26.5		12.7			11.5	12.8			
		v/c	0.23		0.06	0.38		0.18			0.05	0.20			
		50th Q	25		5	40		25			5	35			
		95th Q	65		25	95		55			20	65			
	Midday	Lanes	shared		1	shared		shared			1	shared			
		LOS	C		B	C		B			B	B			
		Delay	21.0		19.1	22.6		15.9			14.9	16.5			
		v/c	0.17		0.04	0.29		0.21			0.06	0.26			
		50th Q	20		5	40		35			10	40			
		95th Q	55		20	85		100			35	120			
	PM	Lanes	shared		1	shared		shared			1	shared			
		LOS	C		B	C		B			B	B			
		Delay	22.6		19.3	25.3		16.1			15.1	16.6			
		v/c	0.29		0.05	0.45		0.23			0.07	0.27			
		50th Q	35		5	65		35			10	45			
		95th Q	85		25	130		105			35	125			

Model	EXISTING GEOMETRY WITH LPI TIMING AT BOTH INTERSECTIONS AND NEW PHASING AT COURT STREET INTERSECTION														
Intersection	Peak	Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR	
Walworth St. & Wisconsin St.	AM	Lanes	1	shared		1	shared		shared			1	1	1	1
		LOS	B	B		B	C		C			B	B	B	B
		Delay	11.8	14.8		10.6	20.2		22.9			12.2	18.8	19.8	12.4
		v/c	0.17	0.19		0.02	0.12		0.36			0.01	0.04	0.20	0.10
		50th Q	15	25		5	20		35			1	5	20	10
		95th Q	45	100		10	50		90			10	15	65	35
	Midday	Lanes	1	shared		1	shared		shared			1	1	1	1
		LOS	B	B		B	C		C			B	B	C	B
		Delay	12.1	17.6		10.6	20.7		23.7			12.6	19.1	20.1	12.9
		v/c	0.18	0.17		0.02	0.16		0.39			0.03	0.03	0.18	0.11
		50th Q	15	20		5	30		40			5	5	20	10
		95th Q	50	90		10	75		110			15	15	65	40
	PM	Lanes	1	shared		1	shared		shared			1	1	1	1
		LOS	B	C		B	C		C			B	B	B	B
		Delay	16.5	21.8		12.3	25.6		26.7			12.4	18.9	19.2	12.4
		v/c	0.30	0.36		0.04	0.35		0.56			0.02	0.05	0.18	0.09
		50th Q	30	45		5	45		70			5	5	25	10
		95th Q	60	120		10	90		180			15	20	75	45
Court St. & Wisconsin St.	AM	Lanes	shared		1	shared			shared		1	shared			
		LOS	C		C	C			B		B	B			
		Delay	23.6		21.7	26.6			12.6		11.4	12.7			
		v/c	0.23		0.06	0.38			0.18		0.05	0.20			
		50th Q	25		5	40			25		5	35			
		95th Q	65		25	95			55		20	65			
	Midday	Lanes	shared		1	shared			shared		1	shared			
		LOS	C		B	C			B		B	B			
		Delay	21.0		19.1	22.6			15.9		14.9	16.5			
		v/c	0.17		0.04	0.29			0.21		0.06	0.26			
		50th Q	20		5	40			35		10	40			
		95th Q	55		20	85			100		35	120			
	PM	Lanes	shared		1	shared			shared		1	shared			
		LOS	C		B	C			B		B	B			
		Delay	22.6		19.3	25.3			16.1		15.0	16.5			
		v/c	0.29		0.05	0.45			0.23		0.07	0.27			
		50th Q	35		5	65			35		10	45			
		95th Q	85		25	130			105		35	125			

Model	EXISTING GEOMETRY WITH NTOR, LPI TIMING, AND NEW PHASING AT COURT STREET INTERSECTION MODIFICATIONS														
Intersection	Peak	Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR	
Walworth St. & Wisconsin St.	AM	Lanes	1	shared		1	shared		shared			1	1	1	1
		LOS	B	B		B	B		C			B	B	C	B
		Delay	11.9	17.6		10.3	19.7		23.7			12.9	19.5	20.5	13.5
		v/c	0.18	0.21		0.02	0.11		0.37			0.02	0.04	0.20	0.16
		50th Q	15	25		5	20		35			5	5	20	15
		95th Q	45	100		10	50		90			10	15	65	50
	Midday	Lanes	1	shared		1	shared		shared			1	1	1	1
		LOS	B	B		B	C		C			B	B	C	B
		Delay	12.1	17.6		10.6	20.7		23.7			12.6	19.1	20.1	13.4
		v/c	0.18	0.17		0.02	0.16		0.39			0.05	0.03	0.18	0.17
		50th Q	15	20		5	30		40			5	5	20	15
		95th Q	50	90		10	75		110			25	15	65	55
	PM	Lanes	1	shared		1	shared		shared			1	1	1	1
		LOS	B	C		B	C		C			B	B	B	B
		Delay	16.2	20.9		12.3	25.9		27.9			12.3	18.9	19.3	12.9
		v/c	0.28	0.31		0.04	0.37		0.59			0.04	0.05	0.19	0.16
		50th Q	30	45		5	45		70			5	5	25	20
		95th Q	60	120		10	90		180			20	20	75	65
Court St. & Wisconsin St.	AM	Lanes	shared		1	shared		shared			1	shared			
		LOS	C		C	C		B			B	B			
		Delay	23.6		21.7	26.6		12.6			11.4	12.7			
		v/c	0.23		0.06	0.38		0.18			0.05	0.20			
		50th Q	25		5	40		25			5	35			
		95th Q	65		25	95		55			20	65			
	Midday	Lanes	shared		1	shared		shared			1	shared			
		LOS	C		B	C		B			B	B			
		Delay	21.0		19.1	22.6		15.9			14.9	16.5			
		v/c	0.17		0.04	0.29		0.21			0.06	0.26			
		50th Q	20		5	40		35			10	40			
		95th Q	55		20	85		100			35	120			
	PM	Lanes	shared		1	shared		shared			1	shared			
		LOS	C		B	C		B			B	B			
		Delay	22.6		19.3	25.3		16.1			15.0	16.5			
		v/c	0.29		0.05	0.45		0.23			0.07	0.27			
		50th Q	35		5	65		35			10	45			
		95th Q	85		25	130		105			35	125			