



11333 N. Cedarburg Road
Mequon, WI 53092
Phone: 262-236-2934
Fax: 262-242-9655



www.ci.mequon.wi.us

Public Works Department

Joint Mequon-Thiensville Bike and Pedestrian Way Commission

Thursday, January 5, 2023

9:00 AM

North Conference Room

Agenda

1. Call to Order, Roll Call

2. Approval of Meeting Minutes

Action requested: review and approve

December 15, 2022 Minutes

3. Resident Communications

Citizens wishing to address the Commission on any matter not on the agenda may do so at this time. If you desire to be heard on agenda items, you may be heard when that item is considered on the agenda. The time limitation is FIVE minutes. Please state your name and address.

4. Discussion/Action Items

- a. Highland Road Shoulder Widening Wauwatosa Road East to Rail Road
- b. Master Plan RFP Response Discussion

5. Other Business

6. Adjourn

Dated: /s/ T. Azinger, Chair

Notice is hereby given that a majority of other governmental bodies may be in attendance at this meeting to gather information about a subject over which they have decision making responsibility, although they will not take any formal action relative thereto at this meeting. Persons with disabilities requiring accommodations for attendance at this meeting should contact the City Clerk's Office at 262-236-2914 twenty-four (24) hours in advance of the meeting.

Any questions regarding this agenda may be directed to the Engineering Office at 262-236-2934, Monday through Friday, 8:00 am – 4:30 pm.



11333 N. Cedarburg Road
Mequon, WI 53092
Phone: 262-236-2934
Fax: 262-242-9655



www.ci.mequon.wi.us

Public Works Department

Joint Mequon-Thiensville Bike and Pedestrian Way Commission
Thursday, December 15, 2022
9:00 AM
North Conference Room

Minutes

1. Call to Order, Roll Call

Chair Azinger called the meeting to order at 9:00 a.m.

Present:

Commissioner Kenneth Maciolek
Chair T. Azinger
Commissioner Jim Doornek
Commissioner Ron Heinritz
Commissioner Rob Holyoke
Commissioner John Liegeois
Commissioner Kristin Wade

Absent:

Also present were Assistant City Engineer Cole McCraw, Director of Public Works/City Engineer Kristen Lundeen, Thiensville Director of Community Services/Public Works Andy LaFond, Mequon-Thiensville Community Foundation President Lori Lorenz, and Administrative Assistant Leach.

2. Approval of Meeting Minutes
November 10, 2022 Minutes

RESULT: **Approved [Unanimous]**
MOVED BY: Commissioner Liegeois
SECONDED BY: Holyoke

AYES: Azinger, Doornek, Heinritz, Holyoke, Liegeois

NOT PRESENT:

Maciolek, Wade

3. Resident Communications

Chair Azinger acknowledged that no residents were in attendance.

4. Discussion/Action Items

a. M-T Trails Highland Path Update

Guest speaker, Lori Lorenz, presented an overview of the M-T Trails Foundation Highland Road Bike/Pedestrian Path Project. Lorenz indicated the group's mission is to create off road paths throughout the community. Phase 1 of this project would be to connect the OIT to Rotary Park along Highland Road; approximately a 1.5 mile stretch.

b. Mequon Road OIT Crossing Update

Assistant City Engineer McCraw provided the Commission with an update on this project. McCraw advised that it has been advertised for bidding. It is projected to take place in Spring through Fall 2023.

c. Master Plan RFP Response Discussion

Assistant City Engineer McCraw advised that the interview team met to discuss the RFP response and make recommendations to the Board. There were some additional questions that came out of the review, some of which addressed cost sharing options. The list of additional questions has been forwarded on to the consultant. At the time of this meeting, the consultant's responses are still pending. The group discussed at length potential cost sharing options and percentages for both Mequon and Thiensville. Member Wade expressed that as a long-term member of this group, she has seen some short-sighted decisions made because there wasn't a good plan in place. She views this as an important investment in our communities as we build the infrastructure for future development and generations to come. Commissioner Holyoke expressed concern because Thiensville didn't budget for this project. Director of Public Works/City Engineer Lundeen said that Mequon is looking at existing pressures or unsafe locations, and her intent behind looking into the land use plan, demographics, and growth is because she doesn't want to be short-sighted in anything the City of Mequon is doing. Village of Thiensville Director of Community Services/Public Works Lafond looked at Thiensville's staff working on their part of the project internally but advised they don't have the hours to commit to doing it themselves. Lundeen also reminded the Board that there are other groups with common interest outside of the City of Mequon and Village of Thiensville, and those organizations could be asked for a contribution to this project. Chair Azinger stated his take-away is that both communities would like to see the project move forward, and that once the questions have been answered by the consultant the group can revisit this discussion.

d. 8015 : Bonniwell Road OIT Crossing Commission Response

Assistant City Engineer McCraw reminded the Board of the citizen letter discussed at the last meeting. Commissioner Maciolek drafted a response to the letter, which was included in this meeting's agenda packet. Chair Azinger asked McCraw to make minor revisions to the letter. The board discussed if the response letter should be sent.

Motion to approve sending the revised response letter on behalf of the Commission.

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Commissioner Wade

SECONDED BY: Commissioner Heinritz

AYES: Maciolek, Azinger, Doornek, Heinritz, Holyoke, Liegeois, Wade

5. Other Business

Chair Azinger asked if there was any other business. No other business was brought forth.

6. Adjourn

Motion to Adjourn at 10:21 a.m.

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Commissioner Maciolek

SECONDED BY: Commissioner Wade

AYES: Maciolek, Azinger, Doornek, Heinritz, Holyoke, Liegeois, Wade

Respectfully Submitted,

Kris Leach



11333 N. Cedarburg Road
Mequon, WI 53092-1930
Phone: 262-242-3100
Fax: 262-242-9655

www.ci.mequon.wi.us

Office of Joint Mequon-Thiensville Bike and Pedestrian Way Commission

TO: Joint Mequon-Thiensville Bike and Pedestrian Way Commission
FROM: Cole McCraw, Assistant City Engineer
DATE: January 5, 2023
SUBJECT: Highland Road Shoulder Widening Wauwatosa Road East to Rail Road

Background

According to the 2010-2030 Bike and Pedestrian Way Commission Recommendations - 2019, there is a request for 4-foot paved shoulders on Highland Road from OIT to Wasaukee Rd. The City is considering a road project on Highland Road from Wauwatosa Road, east to the railroad crossing and is seeking information from the committee members based on staff analysis of the area.

Analysis

The approximately 0.55-mile (2900 feet) section of Highland Road from Wauwatosa Road, east to the railroad crossing is in need of new pavement based on its current condition. While estimates are being developed, the request for 4-foot paved shoulders should be considered. In consideration of the request, the following items will need to be considered both from a workload and cost standpoint. Below are items that will need to be added to the project if the 4-foot paved shoulders are recommended.

Reasons for not widening:

- Limited ROW for approximately 48% of the roadway - ROW Acquisition
- Steep slope near current edge of pavement on both sides of road
- Current ditch and slopes would not allow for addition of paved shoulders
 - Estimate to re-ditch \$117,262
- Added cost; not only for asphalt, but modification of area to allow for widening
 - Additional asphalt and base cost \$129,281
- Increase for cost to pay consultant for design or increase of staff time
 - Consultant cost \$15,000 - 25,000
- Additional costs for beam guard

The current estimate to pulverize and pave without widening is \$259,649.

As an alternative, staff would ask the committee to consider an off-road path for future consideration. This recommendation is being made based on pedestrian safety on Highland Road and the above-mentioned reasons.

Fiscal Impact

There is no fiscal impact for this item; however, a recommendation for an alternative will carry a financial impact if elected.

Recommendation

City staff is requesting that the Commission provides a recommendation for or against the widening of Highland Road from Wauwatosa Road, east to the railroad to accommodate for larger 4' paved shoulders.

Attachments:

2010-2030 Bike and Pedestrian Way Commission Recommendations -2021 (PDF)

Priority	Location	Projects
1	Mequon/OIT	Grade Separation at Mequon Road & the OIT
2	Donges Bay Road	OIT - Flatten curve at substation
3	Thiensville	Connection 400-500 block Main St to OIT
4	Port Washington Road	Extend 4' Lanes and Sidewalks to hospital
5	Donges Bay Road	Continue 5' marked shoulders beyond Grasslyn Rd to River Rd
6	Various	Bike Path Ahead Signs
7	Mequon/Thiensville	Create a Grant Plan
8	Highland Road	4' Bike lane - OIT to Wasauke Rd
9	River Road	4' Paved Shoulder, Heidel Rd - Freistadt Rd
10	Lake Shore Drive	Re-Striping - Glen Oaks to Mequon Rd
11	Lake Shore Drive	4' Bike Lanes (including Zedler Ln)
12	Donges Bay Road	2-way, off-road trail - Lemke Park to Wasauke Rd (south side)
13	County Line Road	4' lanes - Rangeline Rd to River Rd
14	Range Line Road	4' lanes County Line Rd - Mequon Rd
15	Pioneer Road	4' Bike lane - Davis Rd to Wasauke Rd
16	Port Washington Road	Off Road Bike Path East of Pt Washington Rd Between Fairy Chasm and Zelder

Completed Projects

Priority	Location	Projects
2015 1	Ozaukee Interurban Trail	Relocation around WE Energies Substation
2015 9	Donges Bay Road	4' lanes - Lake Shore Dr to Port Washington Rd
2015 1	County Line Road	4' lanes – Cedarburg Rd to Swan Rd
2016 17	County Line Road	5' paved shoulder added to North side of County Line Rd
2016 2	Green Bay Road	4' lanes - From Lake Bluff Road to Highland Road
2016 2	Donges Bay Road	Add improved signage at intersection with OIT
2018 1	Donges Bay Road	5' marked lanes - Cedarburg Road to Wauwatosa Road
2018 5	Mequon/Thiensville	Develop a Bike Rack Plan

Deleted Projects

Priority	Location	Projects
2016 6	Swan Road	Sign directing east to Nature Center
2016 28	Green Bay Road	4' lanes – From Highland Rd to Pioneer
2016 3	Freistadt Road	Signs routing bikes to Riverview Drive

State Projects

Priority	Location	Projects
2016 9	Wauwatosa Road	Stripe and Sign bike/ped lanes – South of Mequon
2016 14	Mequon Road	4' lanes - Swan Rd to Wasauke Rd
2016 18	Port Washington Road	4' bike lane - Katherine Dr to County Line Rd
2016 21	Mequon Road	Continue Sidewalks to Meadowbrook Dr and Whilton Rd

Low Feasibility

Priority	Location	Projects
2016 8	Highland Road	Off-road Path - Rotary Park to Laurel Ln
2016 10	Swan Road	Hiking trail - Concord Dr. to Nature Center -Tied to Swan Rd Reconst
2016 11	Mequon Road	4' lanes - I-43 overpass to Lake Shore Dr
2016 19	River Road	Lac du Cours off-road bike/ped path
2016 22	River Road	Bike/Ped Bridge over Milwaukee River – Mequon to Mequon
2016 15	Donges Bay Road	Bike/Ped Bridge over Milwaukee River – Across Donges Bay



11333 N. Cedarburg Road
Mequon, WI 53092-1930
Phone: 262-242-3100
Fax: 262-242-9655

www.ci.mequon.wi.us

Office of Joint Mequon-Thiensville Bike and Pedestrian Way Commission

TO: Joint Mequon-Thiensville Bike and Pedestrian Way Commission
FROM: Cole McCraw, Assistant City Engineer
DATE: January 5, 2023
SUBJECT: Master Plan RFP Response Discussion

Background

The Commission received proposals on November 21st and completed evaluation forms for proposals by December 6th. The interview committee elected to use the interview slot to further evaluate the proposals. The Commission was waiting for clarification from the potential consultant to discuss further.

Analysis

The interview team met on December 13th to discuss the proposals and possible recommendations. At the December 15th meeting, the interview committee will share the strategy for recommending award. City staff reached out to the potential consultant for clarification on some tasks as well as inquiring about cost savings by awarding the full contract. The email response is attached.

Fiscal Impact

The fiscal impact is yet to be determined based on elected scope to recommend to Common Council.

Recommendation

The Commission may discuss the proposal and recommend award of all or a portion of the contract. Staff recommends the City of Mequon portion be fully recommended for award or with the possible removal of Task 4B.

Attachments:

2022-12-16 MSA Email (PDF)

From: Amy Bennett
Sent: Friday, December 16, 2022 10:07 AM
To: Cole McCraw
Cc: Kristen Lundeen, Engineering Shared Mailbox

Excerpt:

1. On page 18 under the plan approach/existing condition map, it mentions that your team will gather all bike-ped network GIS data from the City. There is no base GIS information that the City has, only legacy AutoCAD linework. How does that impact the cost for Phase 3?

We can likely convert the AutoCAD data into GIS, though it will likely need to be a City-wide dataset to be useful. Because the number/mileage of streets with sidewalks and/or marked bike lanes is low, this is not expected to be a huge task. We estimate additional cost of \$2,200 to do both communities..

2. If both communities were to both award the full project with all tasks, what would be the revised breakdown be by task and community?

If both communities pursue the full project we can achieve some economy of scale and are willing to reduce the fee to each by 10%. A revised pricing list for that scenario is below. Task 2A is added as described above, split 2/3 to Mequon and 1/3 to Thiensville. Task 3 is not reduced but is split 2/3 to Mequon and 1/3 to Thiensville. Task 9 is Mequon only and is not reduced. The bottom line in this scenario is \$35,700 for Mequon and \$17,100 for Thiensville.

3. If the Commission was concerned regarding the overall cost, is there anything you would recommend (scope modifications, extension of proposed project schedule, etc.) that could make the project more cost efficient? What are the associated cost savings?

We would first drop the bike/ped traffic counts (4B) – these aren't likely critical to your policy decisions (total savings \$5,130 of the combined, discounted cost). After that it gets harder to cut things. You could combine the public meeting with the 3rd or 4th commission meeting and save maybe \$800. Further cutting of engagement or plan content could leave unsatisfactory gaps in your plan.

4. Is the timing of the proposed counts appropriate for the season/anticipated volumes given school schedules, etc.?

We planned this for May, which is an appropriate month to capture higher walking and biking counts.

If you have any questions, please feel free to let me know.

Fees by community and task if all tasks completed for both communities			
		Revised	
task	description	Mequon	Thiensville
Task 1	Inventory	\$5,130	\$1,710
Task 1A	Bike/Ped Network Mapping	\$1,452	\$726
Task 2	Community Assessment	\$2,700	\$1,800
Task 3	Meetings, Policy Updates, Document Updating/Assembly*	\$8,791	\$4,396
Task 4A	Bike Corridor ID	\$1,440	\$720
Task 4B	Bicycle and Pedestrian Counts	\$3,420	\$1,710
Task 5	Route Alternatives and Design Treatments	\$3,600	\$1,800
Task 6	Safety Component	\$1,800	\$1,440
Task 7	Prioritization per Planning Criteria	\$1,350	\$1,080
Task 8	Cost and Funding	\$2,376	\$1,728
Task 9	Impact Fee Evaluation	\$3,600	\$0
PROJECT TOTALS*		\$35,659	\$17,110