



11333 N. Cedarburg Road
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www.ci.mequon.wi.us

Public Works Department

Joint Mequon-Thiensville Bike and Pedestrian Way Commission

Thursday, June 13, 2024

9:00 AM

North Conference Room

Agenda

1. Call to Order, Roll Call

2. Approval of Meeting Minutes

Action requested: review and approve

a. May 9, 2024 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. Joint M-T Bikeway Community Survey Items

b. Bikeway Planning Study Contract Update

c. OIT Signage Discussion

5. Other Business

6. Adjourn

Dated: _____ /s/ Ken Maciolek, 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.



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Public Works Department

Joint Mequon-Thiensville Bike and Pedestrian Way Commission

Thursday, May 9, 2024

9:00 AM

North Conference Room

Minutes

1. Call to Order, Roll Call

Present:

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

Absent:

Assistant City Engineer McCraw and Engineering Administrative Assistant Redeker were also in attendance.

2. Elect Chair / Vice-Chair

1. Election of new Chair and Vice Chair

Commissioners elected a new Chair and Vice Chair. Commissioner Holyoke made a motion to elect Commissioner Maciolek as chair. The motion was seconded by Commissioner Doornek and passed with all in favor. Commissioner Holyoke then make a motion to elect Commissioner Doornek as Vice Chair. Commissioner Maciolek seconded the motion. The motion passed unanimously.

RESULT: Approved by Voice Acclamation [Unanimous]
MOVED BY: Holyoke
SECONDED BY: Commissioner Maciolek

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

3. Approval of Meeting Minutes

a. April 18, 2024 Minutes

There were no residents in attendance.

RESULT: **Approved [Unanimous]**
MOVED BY: Commissioner Heinritz
SECONDED BY: Commissioner Wade

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

4. Discussion/Action Items

a. Pedestrian and Bicycle Incidents in the City of Mequon

Commissioners discussed Bicycle and Pedestrian crashes within the City of Mequon and the Village of Thiensville over the past few years.

5. Other Business

Assistant City Engineer McCraw updated the Commission on the Master Plan Study that will be presented at the May 14, 2024 City Council and Public Works meeting. Assistant City Engineer McCraw also gave the commissioners and update on the status of the Mequon Rd OIT crossing signal installation.

Suggested topics for the June meeting include: OIT signage, newsletter items relating to bicycle safety, and updating trail kiosks with current rules/etiquette.

6. Adjourn

a. Motion

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Commissioner Wade
SECONDED BY: Commissioner Heinritz

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

Respectfully Submitted,

Kaye Redeker



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Office of Engineering

TO: Joint Mequon-Thiensville Bike and Pedestrian Way Commission
FROM: Cole McCraw, Assistant City Engineer
DATE: June 13, 2024
SUBJECT: Joint M-T Bikeway Community Survey Items

Background

Approximately every five years, the City issues a community survey. Currently, the Public Welfare Committee has begun work on the next community survey, which was last completed in 2019. Based on the Committee's current timeline to allow for vendor selection and question formulation, the next survey is scheduled to go out in May of 2025.

Analysis

The Committee is currently seeking input from staff and the City's other Boards, Committees, and Commissions for topics they would be interested in seeking resident opinions. The Public Welfare Committee asks for the top three topics of each Board, Committee, or Commission, including Bikeway, that are desired to be included in the community survey.

Please keep in mind that a typical survey has approximately 30 questions and, while every topic has merit, not all can be included. Based on what is submitted, the Public Welfare Committee hopes to see what themes emerge as most pressing for our community at the present time.

Please recall and consider that the Bikeway Commission will be receiving public input as part of the master plan, so the Commission should consider reducing overlap between the two input solicitations.

Fiscal Impact

There is no fiscal impact for this item.

Recommendation

Staff recommends that the Commission recommend three topics that they wish to be included in the community survey. Staff must submit a summary of the top three topic areas by July 19.



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Office of Engineering

TO: Joint Mequon-Thiensville Bike and Pedestrian Way Commission
FROM: Cole McCraw, Assistant City Engineer
DATE: June 13, 2024
SUBJECT: Bikeway Planning Study Contract Update

Background

The Commission requested an item on the agenda for an update on the Bikeway planning study.

Analysis

Since the last Bikeway meeting:

- The Village of Thiensville approved the MOU for cost contribution for their portion of the study.
- The staff and Bikeway recommendation of the GRAEF contract award and the Thiensville MOU appeared at Public Works Committee in May 2024 and was unanimously approved and recommended to Common Council.
- The Public Works Committee recommendation was approved at Common Council as Resolution 4118.
- The contract was forwarded to WisDOT, consultant, and City signatories and is pending execution. Execution is anticipated by the end of June.

Fiscal Impact

The fiscal impact of the study is defined by the signed SMFA with WisDOT, and by Resolutions approved for the project, including Resolution 4118 which passed in May approving the study award.

Recommendation

There is no recommendation for this informational item.



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Office of Engineering

TO: Joint Mequon-Thiensville Bike and Pedestrian Way Commission
FROM: Cole McCraw, Assistant City Engineer
DATE: June 13, 2024
SUBJECT: OIT Signage Discussion

Background

At the May meeting, the Commission requested an item in the June agenda to discuss signage on the Ozaukee Interurban Trail.

Analysis

Commissioners discussed conflicts between cyclists and pedestrians at differing speeds on the trail and that the increased volume can cause potentially dangerous situations. Commissioners referenced that there is a sign stating the trail's rules, but it is small and difficult to read.

Fiscal Impact

There is no fiscal impact for this item.

Recommendation

Staff recommends that no decisions be made on any sign implementations or changes until the planning study is underway or completed, which includes a task for evaluating signage recommendations.