



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, October 14, 2021

9:00 AM

North Conference Room

Agenda

1. Call to Order, Roll Call

2. Approval of Meeting Minutes

Action requested: review and approve

a. September 9, 2021 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. Annual Report

b. FY2022 Budget Request

c. Annual Road Program

d. OIT Crossing/Mequon Road Corridor Pedestrian and Bicycle Enhancements

e. 2021 Approval of 2010-2030 Bike and Pedestrian Way Commission Recommendations
Prioritization

f. Safety Signs on OIT

g. 2010-2030 Bikeway Plan Update and Potential Budget Request

h. Mequon Road Bridge Over Milwaukee River

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.



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Joint Mequon-Thiensville Bike and Pedestrian Way Commission
Thursday, September 9, 2021
9:00 AM
North Conference Room

Minutes

1. Call to Order, Roll Call
Chair Azinger called the meeting to order at 9:04am.

Present:

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

Also present were Director of Public Works/City Engineer Lundeen, and Administrative Assistant Deuster.

2. Approval of Meeting Minutes
 - a. August 12, 2021 Minutes

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

AYES: Azinger, Doornek, Heinritz, Holyoke, Liegeois, Wade
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3. Resident Communications

Chair Azinger noted no one present for this item.

4. Discussion/Action Items

Discussion and Possible Action

- a. 2021 Approval of 2010-2030 Bike and Pedestrian Way Commission Recommendations Prioritization

Staff noted that there was an error in the list included in the packet. The error will be corrected and presented for approval at the October meeting. No Action Taken by the Commission.

- b. OIT Crossing/Mequon Road Corridor Pedestrian and Bicycle Enhancements

The board discussed each question on the OIT Crossing/Mequon Road Corridor and made recommendations.

1. Installation of a traffic signal or a restricted median access on Mequon Road at Weston Drive.

The board recommended in favor 6-0 of the installation of a traffic signal.

2. Narrowing the cross section of the corridor by 8', with exceptions for turn lanes.

The board recommended in favor 6-0 of narrowing 3' with a designated 5' bike lane.

3. Requested lengths of turn lane.

No Action Taken.

4. Installation of Rectangular Rapid-Flashing Beacons (RRFB) at the OIT crossing.

The board recommended 5-1 to appeal WisDOT and require beacon lights at the OIT Crossing.

5. Elimination of the median opening by MTC1.

No Action Taken.

6. "Do Not Stop on Tracks" signage shall be installed east of the railroad crossing for the westbound traffic on the east approach.

No Action Taken.

- c. 2010-2030 Bikeway Plan Update and Potential Budget Request

The board discussed putting together a budget request letter to turn into the City Administrator and Mayor requesting funds to hire a consultant to create a 2010-2030 Bikeway Plan. The board agreed to request for \$15,000 in funding for the plan. Chair Azinger stated he would put a formal letter together from the Commission and submit it for the budget discussions.

5. Other Business

6. Adjourn

- a. Motion to Adjourn at 10:40am.

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

MOVED BY: Holyoke

SECONDED BY: Commissioner Wade

AYES:	Azinger, Doornek, Heinritz, Holyoke, Liegeois, Wade
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Respectfully Submitted,

Casey Deuster



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Office of Engineering

TO: Joint Mequon-Thiensville Bike and Pedestrian Way Commission
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: October 14, 2021
SUBJECT: Annual Report

The Joint Mequon-Thiensville Bike and Pedestrian Way Commission is governed by Division 11 of the City of Mequon Code of Ordinances. Section 2-625. - Powers and duties (8) Submit an annual report concerning commission activities to the common council and Thiensville Village Board.

To date, the Commission has not generated nor submitted an annual report. Attached is the draft 2020 annual report (the only one on record identified by City staff). The Commission should consider the content for the 2021 annual report and generate to submit to the City of Mequon Common Council and Thiensville Village Board to be in compliance with governing documents.

Attachments:

040920-M-T Bike Ped Comm Annual Report 2020 (PDF)

Mequon Thiensville Bicycle and Pedestrian Commission 2020 Annual Report – DRAFT

Mission and Commission Membership:

The primary purpose of the Bicycle and Pedestrian Commission is to advise the Mequon City Council and the Village of Thiensville Board of Trustees on bicycle and pedestrian issues in our communities. The number of members needed for a quorum is 4.

Accomplishments and Activities

This list is comprised of larger projects, events and campaigns that provided significant impact toward our mission.

OIT Crossing at Mequon Road

The Commission continues to receive resident concerns regarding the bicyclist safety on the OIT at Mequon Road. Due to the high vehicle traffic volume at this crossing, the Commission has recommended that a grade change be considered at this crossing. This would remove bicycle and pedestrian traffic from the roadway. City of Mequon approved Resolution 3682 on January 14, 2020 awarding a contract for Pedestrian Crossing & Traffic Signal Design Improvements along Mequon Rd from Buntrock Ave East towards Cedarburg Rd to Traffic Analysis & Design of Cedarburg, WI.

Bike Safety Brochure

The Commission continues work on finalizing a bike safety brochure to be distributed at the annual City of Mequon Arbor Day celebration, Thiensville's Bike Safety Day, and at other community events. Final approval is expected at the next Commission meeting.

Grants

The Commission keeps a list of available grants for approved bicycle and pedestrian projects that require funding. With no approved projects from Mequon or Thiensville that fit the grant parameters, no grants were applied for in 2019.

The members of the Bicycle and Pedestrian Commission appreciate the opportunity to serve the City of Mequon and the Village of Thiensville. We remain committed to our charge of assisting the elected boards in making Mequon-Thiensville a better place to walk and bike. We hope that you will call upon us whenever our advice or recommendations are needed.

Respectfully submitted,



Carol Leonard
Chairperson



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Office of Engineering

TO: Joint Mequon-Thiensville Bike and Pedestrian Way Commission
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: October 14, 2021
SUBJECT: FY2022 Budget Request

At the September meeting, the Bikeway Commission authorized the Chair to write a letter outlining a budget request to the Mequon Common Council. A copy of that letter is attached.

The letter was included in the Appropriations Committee packet and considered at the budget workshop. Please note that one alderman requested to clarify that if funded only by the City of Mequon, that the scope of services be limited to the City of Mequon.

At the time of packet generation, the funding request was not included in the proposed FY2022 budget. The Appropriations Committee is meeting on October 5th and could propose an amendment to include the request in the budget. City staff will provide an oral update at the October Bikeway Committee meeting.

If the Commission is interested in making an equitable request to the Village of Thiensville to include the scope of services within its jurisdiction, it should do so at this meeting, and identify the process for that budget request.

Attachments:

9-12-21 Bikeway Commission Budget Request Letter (PDF)



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September 12, 2021

Sent via Email Only

Mayor John Wirth (mayor@ci.mequon.wi.us)
Administrator William Jones (wjones@ci.mequon.wi.us)
11333 N. Cedarburg Road
Mequon, WI 53092

Re: Joint Mequon-Thiensville Bicycle and Pedestrian Way Commission
Comprehensive Plan Update Budget Request

Dear Mr. Wirth and Mr. Jones:

At our August 2021 meeting, the Joint Mequon-Thiensville Bicycle and Pedestrian Way Commission (the "Commission") decided to review and update the Commission's 2010 to 2030 Recommendations (the "Plan"). Since the Plan was developed, we have seen great successes in the Commission's objectives, and have also found that many other items originally discussed were either infeasible or otherwise currently lack priority.

This letter was authorized at our September 2021 meeting when the Commission determined that a budget request to update the Plan would be necessary to allow us to undertake this substantial project. Specifically, the Commission requests a budget allocation of \$15,000-\$20,000 which would be used to engage services to create an inventory of existing public and private pedestrian and bicycle connections, recommendations for removal of, connection to, or expansion of existing facilities, and an evaluation of how the infrastructure should be planned for future growth.

This allocation would give us a jump start on the project which may otherwise be an infeasible or unpractical undertaking by the volunteer Commission. The requested amount is based on the Park and Open Space Board's 2019 update to their Comprehensive Plan, which staff indicates cost \$16,100. We thank you for this consideration.

Sincerely,

JOINT MEQUON-THIENSVILLE BICYCLE AND PEDESTRIAN WAY COMMISSION

T. Samuel Azinger

T. Samuel Azinger
Chair

c. Kristen Lundeen (via email only klundeen@ci.mequon.wi.us)

Attachment: 9-12-21 Bikeway Commission Budget Request Letter (6697 : FY2022 Budget Request)



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Office of Engineering

TO: Joint Mequon-Thiensville Bike and Pedestrian Way Commission
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: October 14, 2021
SUBJECT: Annual Road Program

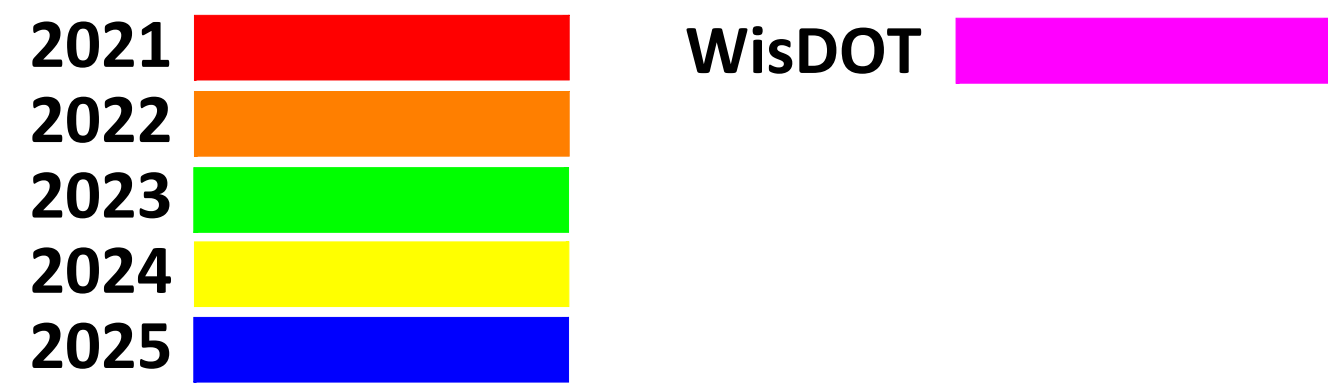
At the August meeting, the Commission requested an agenda item to review the City of Mequon annual road program. Please note that City staff can only provide information regarding the City's programming. If the Commission is interested in coordinating its requests with the Village of Thiensville, it should reach out to Thiensville to provide road program information.

While the selection of streets to be included in the City of Mequon annual Road Program is identified and approved in the spring of each year, the City maintains a 5-year Capital Improvement Program, which projects which roads will be reconstructed within the next five years. Therefore the Commission does not need to wait until the spring of the year to make or consider requests.

The 2021-2025 plan is attached. City staff is currently rating the roads, after which the 2021 projects will be removed from the plan, appropriate adjustments made to the 2022-2025 plan, and adding the 2026 projects. The updated plan is typically presented with the road rating map.

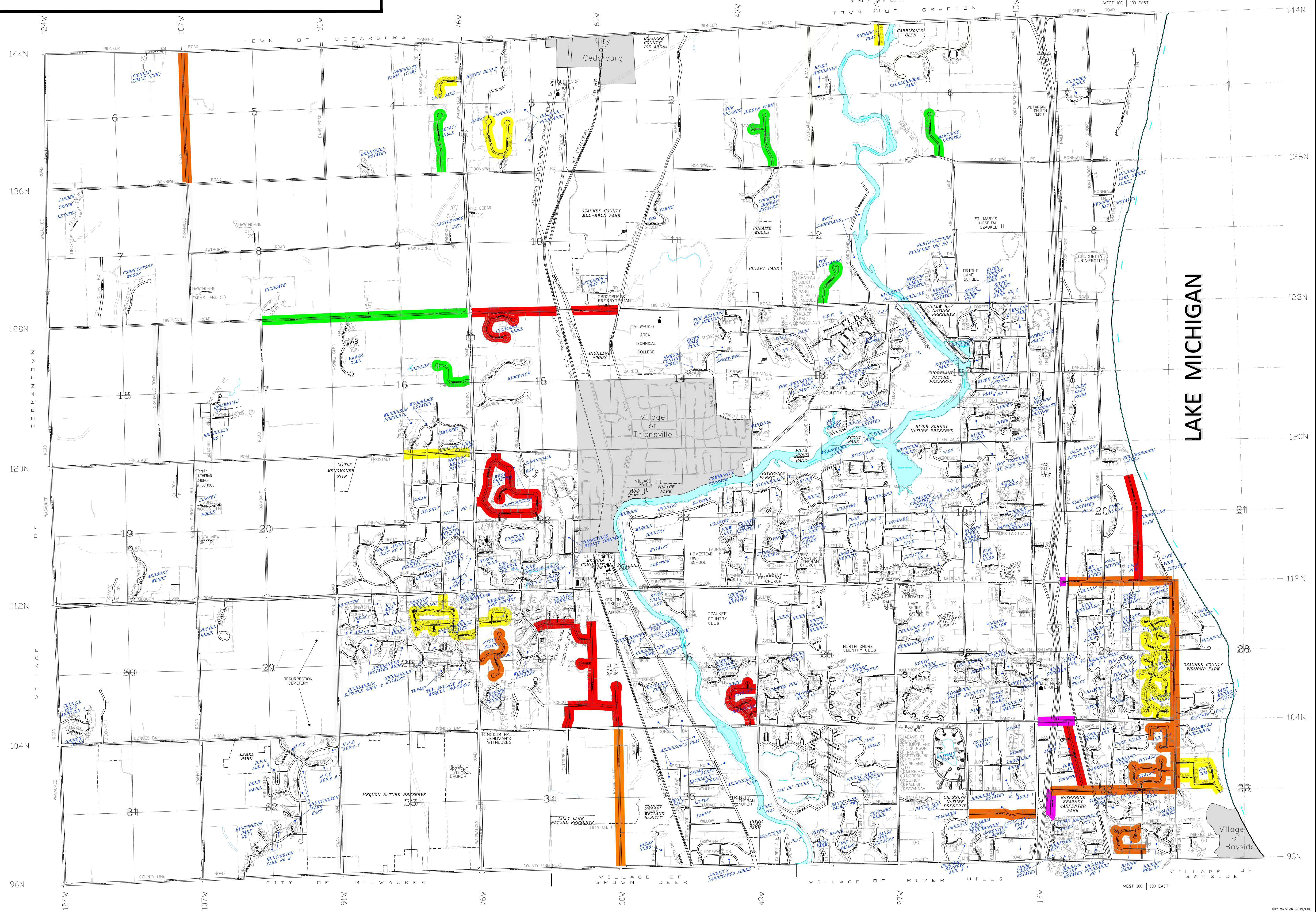
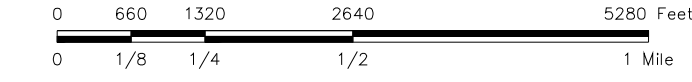
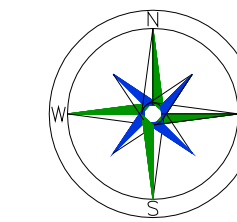
If the Commission is interested in reviewing the plan and making a request, it should do so based upon the attached map.

Attachments:
Road Program 5-year Plan (PDF)



CITY OF MEQUON

5 YEAR PLAN





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Office of Engineering

TO: Joint Mequon-Thiensville Bike and Pedestrian Way Commission
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: October 14, 2021
SUBJECT: OIT Crossing/Mequon Road Corridor Pedestrian and Bicycle Enhancements

The Commission met the morning of the September 9, prior to the Committee of the Whole discussion regarding the policy decisions for the Ozaukee Interurban Trail (OIT) crossing and Mequon Road corridor. The recommendations of the Commission were subsequently forwarded to all members of the Common Council and the Mayor.

Ultimately, the Common Council directed City staff to appeal a number of the items to the Wisconsin Department of Transportation (WisDOT). City staff is working with the consultants and will submit the appeal to WisDOT for consideration. Depending on that outcome, staff will update the Commission quarterly on the status of the appeal/design.



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Office of Engineering

TO: Joint Mequon-Thiensville Bike and Pedestrian Way Commission
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: October 14, 2021
SUBJECT: 2021 Approval of 2010-2030 Bike and Pedestrian Way Commission
Recommendations Prioritization

At the September meeting, an incorrect version of the prioritization list was included in packets. The prioritized list was corrected, and is presented this month for final approval. The list incorporates moving the project previously designated as #16 to #3.

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 Wasaukee 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 Wasaukee 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 Wasaukee 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 Wasaukee 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



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Office of Engineering

TO: Joint Mequon-Thiensville Bike and Pedestrian Way Commission
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: October 14, 2021
SUBJECT: Safety Signs on OIT

The Chair of the Bikeway Commission requested that this item be placed on this month's agenda. Please note that signage may be subject to approval by Ozaukee County and will be required to adhere to Town Center standards. As the Bikeway Commission does not have a source of funding, it would be required to make the request for signage. At this time of year, many operational budgets are at or near budget, with final requests for funding already in place.

The Mequon Highway Division budget includes an account for Signs and Striping. As of the date of this memo, the budget in that account is 97.8% encumbered. Striping operations are complete for the year. Sign maintenance and replacement will continue through year's end, including the City's initiative to replace signage to meet an FHWA mandate.

The black post, finial and frame typically total \$300-500, with the sign cost in addition to that price.



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Office of Engineering

TO: Joint Mequon-Thiensville Bike and Pedestrian Way Commission
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: October 14, 2021
SUBJECT: 2010-2030 Bikeway Plan Update and Potential Budget Request

This item was previously on the agenda to review the existing 2010-2030 plan. The City of Mequon's FY2022 budget will be adopted at the November 9th Common Council meeting. With an active budget request, this item will hold over until the December meeting.



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Office of Engineering

TO: Joint Mequon-Thiensville Bike and Pedestrian Way Commission
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: October 14, 2021
SUBJECT: Mequon Road Bridge Over Milwaukee River

The Public Works Committee requested that staff review the pedestrian and bicycle safety on the Mequon Road bridge over the Milwaukee River. Please note that Mequon Road in this location is under the jurisdiction of the Wisconsin Department of Transportation, therefore the City does not have ultimate decision making authority on modifications or improvements.

The concern specifically relates to westbound traffic. On the bridge, there are two through traffic lanes, and the transition for the northbound turn lane onto Cedarburg Road. Therefore the travel lanes are filled with vehicles across.

At the northern edge of the northbound turn lane, there is a curb which transitions directly to the sidewalk. This sidewalk is utilized by both pedestrians and bicyclists. With Homestead Cross Country team and general bicycle and pedestrian traffic utilizing this area heavily, there is concern of a potential pedestrian or bicyclist and vehicle conflict.

The Public Works Committee is looking for solutions to provide either a physical or a visual separation between the pedestrian/bicycle traffic and the vehicular traffic.