



11333 N. Cedarburg Road
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Public Works Department

JOINT MEQUON-THIENSVILLE BIKE AND PEDESTRIAN WAY COMMISSION
Regular Meeting
Thursday, December 11, 2025 - 9:00 AM
North Conference Room

Agenda

- 1) Call to Order and Roll Call**
- 2) Approval of Meeting Minutes**
 - a) Meeting minutes of October 29, 2025
- 3) Discussion Items**
 - a) City-County Bike and Pedestrian Goals and Ozaukee Interurban Trail Discussion
 - b) M-T Bike and Pedestrian Way Master Plan Project Implementation Discussion
 - c) 2026 Joint M-T Bike and Pedestrian Way Commission Meeting Dates
- 4) Adjourn**

DATED: December 11, 2025

/s/ Kenneth Maciolek, Chair

Notice is hereby given that a quorum of other governmental bodies may be present at this meeting to present, discuss and/or gather information about a subject over which they have decision-making responsibility, although they will not take formal action thereto at this meeting. Persons with disabilities requiring accommodation 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 City Clerk's Office at 262-236-2914, 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, October 29, 2025
9:00 AM
North Conference Room**

Minutes

1. Call to Order, Roll Call

Present:

Chair Kenneth Maciolek
Vice Chair Jim Doornek
Commissioner Ron Heinritz
Commissioner Rob Holyoke
Commissioner Clint Sergi
Commissioner Kristin Wade
Alderman Gregg Bach

Assistant City Engineer McCraw, Administrative Assistant Hoeft and
Community Development Director Tollefson were also present

The meeting was called to order at 9:00 a.m.

2. Approval of Meeting Minutes of October 9, 2025

Action

Commissioner Heinritz made a motion to approve the minutes
Commissioner Doornek seconded the motion

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

AYES: Maciolek, Doornek, Heinritz, Holyoke, Sergi, Wade, Bach

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.

Mike Dane, a resident who resides at 124 E Mequon Road, addressed his concerns to the commission regarding the Lake Shore Drive and Mequon Road Design Alternatives. Mr. Dane was against Alternative 1 and in favor of Alternative 2.

4. Mequon Commons Concept Plans

Community Development Director Tollefson attended and spoke on the planning process for the Mequon Commons Concept plans. Director Tollefson was in attendance to listen to the Commission’s comments and advance them to the Common Council at the November 11th meeting.

5. Lake Shore Drive and Mequon Road Design Alternative Recommendation

Assistant City Engineer McCraw shared with the Commission the feedback that was received from Mequon residents from the PIM meeting that was held on October 22nd. The findings will be brought to Common Council at the November 11th meeting. The Commission voted to recommend Alternative #2 to Council at the November 11th meeting.

Action: Roll Call Vote

RESULT: Approved by Voice Acclamation

AYES: Maciolek, Doornek, Holyoke, Sergi, Wade, Bach

NAYES: Heinritz

6. M-T Bikeway Master Plan Project Prioritization List Finalization

The Commission agreed that they are all in favor of the current priority projects as listed. Assistant City Engineer McCraw added Mequon Road to #3 on the Priority List. Assistant City Engineer McCraw discussed a section of item #6 on the priority list as a good opportunity for a possible Transportation Alternatives Program (TAP)-Safe Routes To School (SRTS) Grant. The Commission and Assistant City Engineer McCraw agreed that the portion of Range Line Road (Mequon Road to Donges Bay Road) and Donges Bay Road (Range Line Road to Port Washington Road) makes the best application for SRTS selection criteria with multiple schools within the project limits.

7. **Other Business**

No November meeting. Meeting was moved to October 29 to accommodate presenting at the Committee of the Whole Meeting on November 11th.

8. **Adjourn**

RESULT: Approved by Voice Acclamation [Unanimous]

MOVED BY: Commissioner Holyoke

SECONDED BY: Alderman Bach

AYES: Maciolek, Doornek, Heinritz, Holyoke, Sergi, Wade, Bach

Respectfully Submitted,
Kristine Hoelt

JOINT MEQUON-THIENSVILLE BIKE AND PEDESTRIAN WAY COMMISSION
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Engineering

TO: Joint Mequon-Thiensville Bike and Pedestrian Way Commission
FROM: Cole McCraw, Assistant City Engineer
DATE: December 11, 2025
SUBJECT: City-County Bike and Pedestrian Goals and Ozaukee Interurban Trail Discussion

Background

Bikeway Commissioners requested holding a discussion with the Commission and Ozaukee County staff to review projects and mechanisms relating to bike and pedestrian facilities that have City and County involvement. The Commission has invited Andrew Struck, Ozaukee County Director of Planning & Parks, to the meeting.

Analysis

Topics that may be discussed include the following based on the request from the Commissioners:

- E Bike Regulation
- Re-establishment of OIT Advisory Committee
- Role of the OIT Advisory Committee
- Role of Ozaukee County in implementation of Master Plan recommendations for OIT
- Should funding applications for OIT improvements (such as repaving) include multiple parties that could benefit from the improvement?
- OIT Maintenance:
 - Grass cutting/snow removal
 - Pavement repairs, surface coating and repaving.
 - Road crossings – signage and pavement marking
 - Trail amenities – kiosks, bike repair stations, etc.
 - Trail signage – Safety & informational, way-finding, directional signs to off-trail destinations, maps, including coordination with other OIT communities to ensure consistency in these areas.
 - Spot improvements – Examples: Donges Bay rd. crossing realignment, realignment around WE building north of Donges Bay, RR maze crossing north of Highland Road.
 - Liaison with RR, WE energies, county and state regarding improvements. Is there

a difference between towns and city?

Fiscal Impact

There is no fiscal impact relating to this item.

Recommendation

There is no staff recommendation for this item.

Attachments:

None



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Engineering

TO: Joint Mequon-Thiensville Bike and Pedestrian Way Commission
FROM: Kristen Lundeen, Director Public Works/City Engineer
Cole McCraw, Assistant City Engineer
DATE: December 11, 2025
SUBJECT: M-T Bike and Pedestrian Way Master Plan Project Implementation Discussion

Background

The intent of this memo is to review the status of the recent bicycle/pedestrian projects completed, the projects in process, and those with funding allocated. Subsequently, the Commission can consider when and how to request authorization and/or funding for additional, prioritized projects.

Analysis

While the Commission only recently adopted and prioritized the capital projects from the Bikeway Master Plan, many bike/ped capital projects have been completed in recent years and are planned for coming years. The dollars dedicated to these projects are all attributed to implementation of bike/ped facilities throughout the City. Some were based on the previous 2010 plan and some were discussed on a case-by-case basis

Within the current borrowing, the following bike/ped projects were completed, or are in process:

- Highland Road (RR tracks) Widened Paved Shoulder - \$271,543
- Mequon Road (Wauwatosa Road to Swan Road) Sidewalk - \$266,000
- Mequon Road/OIT Crossing Improvements - TID Funded
- Bikeway Master Plan - \$14,000

The following bike/ped projects were obligated/encumbered, but are not yet complete:

- Wauwatosa Road (Mequon Road to County Line Road) Sidewalk - \$22,500
- Lake Shore Drive and Mequon Road Widened Paved Shoulder - approximately \$2M as of November concept cost estimate
- Design for Facilities on Range Line Road and Donges Bay Road (TAP Grant) - estimated \$20,000 locally funded, \$80,000 state reimbursement

- Pedestrian signal at the Mequon Road/OIT crossing - approximately \$390,000

The following bike/ped projects are assumed, but not yet authorized:

- Implementation of bike/ped facilities resulting from TAP grant design on Range Line Road and Donges Bay Road

While the Commission's prioritization of projects was presented to the Common Council, the Common Council did not validate its agreement to the prioritization. Requesting validation is not a standard practice. Park and Open Space Board maintains the prioritization of park capital projects, Public Works Committee maintains the prioritization of both the Drainage CIP and Road Program, etc. However, the Commission is only a recommending body and not a standing committee or deciding body. Therefore the Commission would need to request authorization or delegation of funding for projects. The process to make such a request depends on the project and budget from which the project is proposed to be funded.

Specifically, several alderman requested formal presentation of the policy related to how/when and what type of bike/ped facilities would be recommended for each type of roadway. While the recommendation is included in the Bikeway Master Plan, if the Common Council is looking for a stand-alone policy for administration, that is an effort that would be required prior to future capital projects.

Please note that absent dedicated funding, the Commission should also consider the scale of funding encumbered for existing projects, or projects in process, before requesting additional funds. As noted above, a significant amount of funding has recently been expended or allocated to bike/ped efforts. The Commission should consider equally when to be patient while projects are being completed, when to prioritize maintenance of existing facilities, and when to request funding for new initiatives.

The Commission must also consider when requests are outside of the City's jurisdiction, and seek to understand the process for implementation. Ozaukee County is attending the meeting to speak to some jurisdictional questions regarding the OIT. Improvements on County and State Roads are not solely at the discretion of the City to determine or request that improvements be made.

Therefore, understanding what projects could be incorporated into a County or State project, which would require approval through a permit, or even when the County or State have standards that restrict or prohibit a particular request are critical steps in the implementation process.

Fiscal Impact

There is no dedicated funding source for bike/ped projects. Maintenance of existing facilities only, such as the OIT, off-road paths on Donges Bay Road and Swan Road, sidewalks, bike lanes, widened paved shoulders, etc. are represented within the Right-of-Way Asset Management (RAM) capital account. The RAM account is currently funded through borrowing, based upon a 3-year cycle. The RAM capital account also funds all contracts associated with road reconstruction, traffic signals, street lights, signage, bridges, culverts and guardrail. Staff is

currently updating the 2018 report which established the current funding valuation.

As noted, funding is typically established in 3-year cycles through a borrowing. Fiscal Year 2025 is Year 2 of the 3-year borrowing. Annually, the Public Works Committee reviews and authorizes the staff recommended list of projects for bidding. The Common Council ultimately awards the contracts for construction.

Installation of new facilities does not have a dedicated funding source. While RAM capital account funding could be utilized for installation of additional facilities, that reduces the funding available for all other assets included within the capital account.

Recommendation

In early 2026, the City of Mequon will undergo a Long-Range Capital Planning effort. Staff recommends that the Commission review the staff-generated portion of the ROW Asset Management Plan at a future meeting, and utilize that to make a request for funding within the next borrowing, anticipated for early 2027. Until then, the Commission can focus on those efforts already funded/allocated/in progress.

Attachments:
None



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Engineering

TO: Joint Mequon-Thiensville Bike and Pedestrian Way Commission
FROM: Cole McCraw, Assistant City Engineer
DATE: December 11, 2025
SUBJECT: 2026 Joint M-T Bike and Pedestrian Way Commission Meeting Dates

Please see the attached 2026 anticipated Bikeway meeting dates.

Attachments:
2026 Bikeway Meeting Dates

**Joint Mequon-Thiensville Bike and Pedestrian Way
Commission
2026 MEETING SCHEDULE**

MONTH	DATE	ALTERNATE DATE	TIME & LOCATION
JANUARY	8 TH		9:00 AM/NCR
FEBRUARY	12 TH		9:00 AM/NCR
MARCH	12 TH		9:00 AM/NCR
APRIL	9 TH		9:00 AM/NCR
MAY	14 TH		9:00 AM/NCR
JUNE	11 TH		9:00 AM/NCR
JULY	9 TH		9:00 AM/NCR
AUGUST	13 TH		9:00 AM/NCR
SEPTEMBER	10 TH		9:00 AM/NCR
OCTOBER	8 TH		9:00 AM/NCR
NOVEMBER	12 TH		9:00 AM/NCR
DECEMBER	10 TH		9:00 AM/NCR

NCR: North Conference Room