



11333 N. Cedarburg Road
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Public Works Department

JOINT MEQUON-THIENSVILLE BIKE AND PEDESTRIAN WAY COMMISSION
Regular Meeting
Thursday, July 9, 2026 - 9:00 AM
North Conference Room

Agenda

- 1) Call to Order and Roll Call**
- 2) Approval of Meeting Minutes**
 - a) Meeting Minutes of May 14, 2026
- 3) Discussion Items**
 - a) Review of City of Mequon's Code of Ordinances Related to Boards, Committees, and Commissions
 - b) Discussion Regarding Commission Preferences on Treatments to the Mequon Road Bridge over the Milwaukee River
 - c) 2027 Capital Budget Review
 - d) Joint M-T Bike and Pedestrian Way Work Plan
 - e) Bikeway Priority Project List Updates
- 4) Adjourn**

DATED: July 02, 2026

/s/ Jim Doornek, 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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JOINT MEQUON-THIENSVILLE BIKE AND PEDESTRIAN WAY COMMISSION
Regular Meeting
Thursday, May 14, 2026 - 9:00 AM
North Conference Room

Minutes

1) Call to Order and Roll Call

The meeting was called to order by Chair Maciolek at 8:58 a.m.

Present:

Chair Maciolek, Vice Chair Doornek, Alderman Bach, Commissioner Holyoke, Commissioner Sergi, Commissioner Heinritz

Absent:

Commissioner Hall

Also Present:

Assistant City Engineer McCarty, Administrative Assistant Hoeft

2) Chair and Co-Chair Election

Commissioner Maciolek initiated the Chair and Co-Chair elections by nominating Commissioner Doornek for Chair and Commissioner Holyoke for Co-Chair.

MOTION:	Motion to approve Commissioner Doornek as Chair
MOVER:	Commissioner Maciolek
SECONDER:	Commissioner Holyoke
AYES:	Commissioner Maciolek, Alderman Bach, Commissioner Doornek, Commissioner Heinritz, Commissioner Holyoke, Commissioner Sergi
NAYS:	None
RESULT:	Approved by Voice Acclamation

MOTION:	Motion to approve Commissioner Holyoke as Co-Chair
MOVER:	Commissioner Maciolek
SECONDER:	Commissioner Sergi
AYES:	Commissioner Maciolek, Alderman Bach, Commissioner Doornek, Commissioner Heinritz, Commissioner Holyoke, Commissioner Sergi
NAYS:	None
RESULT:	Approved by Voice Acclamation

3) Approval of Meeting Minutes

a) Meeting Minutes of April 9, 2026

MOTION:	Motion to approve April 9, 2026 meeting minutes
MOVER:	Commissioner Maciolek
SECONDER:	Alderman Bach
AYES:	Commissioner Maciolek, Alderman Bach, Commissioner Doornek, Commissioner Ron Heinritz, Commissioner Holyoke, Commissioner Sergi
NAYS:	None
RESULT:	Approved by Voice Acclamation

4) Action Items

a) Approval of the 2025 Joint M-T Bikeway Commission Annual Report

The Commission discussed the drafted version of the annual report. Engineering Administrative Assistant Hoeft updated the newly elected Chair and Co-Chair positions, as well as the amount of time John Liegeois served on the commission before his resignation in August 2025.

5) Discussion Items

a) Discussion on Signage Preference along the West Mequon Neighborhoods Bicycle Route

The Commission discussed the desire to have consistent signage in neighborhoods. The Commission agreed that standard simple signage such as D-11, shown in the Graef Master Plan, is adequate signage to be used in both Mequon and Thiensville. Pavement markings, including the shared lane markings, were not recommended by the commission.

- b) Discussion Regarding Commission Preferences on Treatments to the Mequon Road Bridge over the Milwaukee River

The Commission discussed the possibility of having an interim solution until a long-term solution is achieved. It was suggested to get signage stating, "Walk Bikes on the Bridge" and yellow road markings. Assistant City Engineer McCraw stated that DOT would have to approve the signage and road markings first.

- c) Joint M-T Bike and Pedestrian Way Work Plan and Discussion Regarding Meeting Schedule

The Commission agreed to meet every other month with the knowledge that an emergency meeting could be added if necessary. The remainder of the year meetings will be July 9th, September 10th, and November 12th. No vote was taken. The Commission was all in agreement.

6) Adjourn

MOTION:	Motion to Adjourn at 10:12
MOVER:	Commissioner Maciolek
SECONDER:	Commissioner Holyoke
AYES:	Commissioner Maciolek, Alderman Bach, Commissioner Doornek, Commissioner Reinhart, Commissioner Holyoke, Commissioner Sergi
NAYS:	None
RESULT:	Approved by Voice Acclamation

Respectfully Submitted,
Kristine Hoeft, Engineering Administrative Assistant



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Engineering

TO: Joint Mequon-Thiensville Bike and Pedestrian Way Commission
FROM: Cole McCraw, Assistant City Engineer
DATE: July 9, 2026
SUBJECT: Review of City of Mequon's Code of Ordinances Related to Boards, Committees, and Commissions

Please find the memo attached to this item for discussion points.

Attachments:

Municipal Code Review Request Memo to Staff Liaisons 6.16.26



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Division of Human Resources

To: Staff Liaisons to City of Mequon Boards, Committees, and Commissions

From: Jessica Wolff, Assistant City Administrator

Date: June 16, 2026

Re: Review of City of Mequon's Code of Ordinances Related to Boards, Committees, and Commissions

The City is undertaking a review of the Code of Ordinances provisions governing boards, committees, and commissions to ensure these bodies continue to operate effectively, have clearly defined roles and responsibilities, and align with the needs and operations of the City. In 2021 and 2022, the Public Welfare Committee discussed and recommended amendments to Chapter 2: Article II - Common Council and Article IV - Departments and Agencies of the City's Code of Ordinances. The amendments primarily related to committee referrals, voting rules, mayoral responsibilities, and City Administrator responsibilities. The relevant ordinance sections are available at the following links:

[Article II: Common Council](#)

[Article IV: Departments and Agencies](#)

[Article IX: Boards, Commissions, and Committees](#)

At its April 14, 2026 meeting, the Public Welfare Committee directed staff to resume a review of the City's Code of Ordinances related to the roles and responsibilities of boards, committees, and commissions. As part of this review, staff is requesting input from each board, committee, and commission regarding its current structure, responsibilities, and operations. Staff request that this matter be discussed at a regularly scheduled meeting and that each body provide feedback to their respective staff liaison no later than **September 30, 2026**.

The following topics are provided for discussion:

1. **Meeting frequency and scheduling**
 - Is the current meeting schedule appropriate for the board/committee/commission's responsibilities?
 - Are there opportunities to improve efficiency or member participation?
2. **Quorum and attendance requirements**
 - Are current quorum requirements appropriate?
 - Are attendance expectations clear and workable?
3. **Powers and duties**
 - Are the current responsibilities clearly defined and reflect current practice?
 - Are there any duties that should be added, removed, or clarified?

4. **Opportunities to merge or consolidate with another standing committee**
 - Are there opportunities to improve efficiency by combining responsibilities with another board, committee, or commission?
5. **Additional considerations**
 - Are there any other operational, procedural, or compliance-related issues that the Public Welfare Committee should consider?

I will compile the feedback and present it to the Public Welfare Committee in October for consideration and discussion. Please contact me if you have any questions.

Thank you for your assistance with this project.



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Engineering

TO: Joint Mequon-Thiensville Bike and Pedestrian Way Commission
FROM: Cole McCraw, Assistant City Engineer
DATE: July 9, 2026
SUBJECT: Discussion Regarding Commission Preferences on Treatments to the Mequon Road Bridge over the Milwaukee River

Background

The Commission requested an agenda item to discuss Commission preferences for treatments to the Mequon Road Bridge over the Milwaukee River. Staff has reached out to WisDOT for more information on this issue.

Analysis

The Commission may discuss preferences for treatments at this location. Any treatment or signage within the WisDOT right-of-way will require approval and a permit from WisDOT.

Private property sign placement on the south side of the street may be feasible with permission. However, on the north side, the property line on the NE side of the bridge is about 16 feet north of the sidewalk, which would likely make sign placement ineffective.

WisDOT staff requested a formal letter from the Commission that outlines information about why this area needs to be improved, which could include any relevant survey results, studies, etc. The letter would be forwarded to WisDOT's bike and pedestrian staff. City staff recommends the letter be acknowledged by the Public Works Committee prior to sending it to WisDOT since this issue has been discussed in the past by elected officials.

The Bikeway Chair or their designee may draft this letter prior to the August 11 Public Works Committee meeting, which would need to be submitted to staff by July 31. Depending on the request, planning or other staff may need to review and approve the request to ensure conformance with Town Center standards or other planning efforts.

Fiscal Impact

There is no fiscal impact for this item. Any treatments recommended will likely be a City cost.

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: Cole McCraw, Assistant City Engineer
DATE: July 9, 2026
SUBJECT: 2027 Capital Budget Review

Background

The Joint M-T Bikeway Commission adopted the M-T Bike and Pedestrian Master Plan in 2025, which includes a long-term guide for improvements to the City's bike and pedestrian facilities. In 2025, the plan was updated to reflect current priorities, infrastructure needs, and community demand. The City continues to implement these recommendations through phased improvements funded by the Right-of-Way Assets Capital Improvement Fund and other available funding sources. Projects are prioritized based on recommendations by the Commission according to their importance in maintaining and improving facilities while meeting community needs. The current priorities include projects selected by the Bikeway Commission and presented to Common Council in November 2025. Future years will request funding for planning and system-wide improvements.

Analysis

The five-year funding strategy provides a balanced approach that allows the City to complete high-priority improvements while maintaining flexibility to pursue grants, partnerships, and alternative funding opportunities.

City staff is also preparing an update to the Right-of-Way Asset Management Plan report, which will be updated to reflect current assets that were added since the last update as well as current costs to maintain those assets. The report details all the City's right-of-way assets, including:

- Roadways (214 miles)
- Sidewalks
- Pedestrian paths
- Traffic signals
- Signs
- Street lights
- Bridges and culverts
- Guard rails

The last report from 2018 can be found on the City website:
<https://www.cityofmequonwi.gov/media/9331>

The City typically initiates the internal budget process in July with final budget adoption in November. For context, the attached document for the 2026 budget is the form that is utilized internally for capital funding requests. It should be noted that this Right-of-Way Assets Capital Improvement Fund is typically funded through a 3-year borrowing. The existing borrowing will fund this program from 2025-2027, so the capital budget request document will not request any change until 2028 because the current funding has already been determined.

Fiscal Impact

Though maintenance of existing facilities is contemplated in the Right-of-Way Assets Capital Improvement Fund, there is currently no funding amount dedicated to new bike and pedestrian facilities. New improvements have been funded through the Right-of-Way Assets Capital Improvement Fund on an individual project basis. Since this fund has historically been reserved strictly for maintenance of existing infrastructure, the scope is being updated via the Right-of-Way Asset Management Plan report to accommodate expansion of the bike and pedestrian network. This will allow greater transparency and accuracy on where those funds are intended to be spent. The report will also inform future funding amount requests.

The Right-of-Way Asset Management Plan report will include a short section detailing the funding strategy for this asset class. **The proposed amount will be \$50,000 per year.**

Funding for improvements is anticipated to come from the Right-of-Way Assets Capital Improvement Fund, with certain projects leveraging additional sources such as grants, donations, and public-private partnerships where available. The Right-of-Way Assets Capital Improvement Fund currently has an available capital allocation of approximately \$4M, which is intended to fund 2026 and 2027 projects.

Recommendation

Staff recommends requesting a modest, but meaningful allocation that would allow the City to pursue some of the high-priority projects. Staff does not recommend requesting a significantly high capital allocation at this time, as doing so would reduce funding available for other City capital priorities, such as maintaining the City's current assets. Instead, staff recommends beginning with the amount proposed continuing to seek outside funding opportunities to supplement City resources and advance additional improvements as funding becomes available. The budget is reviewed annually, so future adjustments can be requested if funding does not reflect current needs.

Attachments:
2026 CIP Request

Capital Plan
City of Mequon, Wisconsin

FY 2026 *through* **FY 2030**

Project # 10001
Project Name Right-of-Way Assets
Department Engineering
Contact K. Lundeen
Type of Project Improvement
Useful Life (Yrs) 20
Priority 1 Most Important

Expenditures	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Construction	\$ 1,900,000.00	\$ 1,900,000.00	\$ 2,600,000.00	\$ 2,700,000.00	\$ 2,800,000.00	\$ 11,900,000.00
Total	\$ 1,900,000.00	\$ 1,900,000.00	\$ 2,600,000.00	\$ 2,700,000.00	\$ 2,800,000.00	\$ 11,900,000.00
Funding Sources	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Bonding	\$ 1,900,000.00	\$ 1,900,000.00	\$ 2,600,000.00	\$ 2,700,000.00	\$ 2,800,000.00	\$ 11,900,000.00
Total	\$ 1,900,000.00	\$ 1,900,000.00	\$ 2,600,000.00	\$ 2,700,000.00	\$ 2,800,000.00	\$ 11,900,000.00

Description

In 2019, staff completed a Right-of-Way Asset Management Plan. Assets in the right of way include: roadways, sidewalks, bike paths, traffic signals, street lights, bridges and large box culverts and guard rails. That report will be updated in late 2025 to reflect added assets and updated replacement costs. Funding request levels reflect those changes.

FY 2026 and 2027 are part of the current 3-year funding through borrowing. Based on the current need to repave approximately 7 miles per year to keep all roads on an average of 30 year cycle, the cost in 2028 is an estimated \$2.6 million.

The City of Mequon maintains 213 miles of roadway. There are 63 miles of arterial roads and 150 miles of subdivision roads. The roadways are rated annually and recommended for maintenance or reconstruction. If bicycle lanes are contemplated, they would typically be installed at the time of road reconstruction.

The City of Mequon maintains 16.93 miles of sidewalks. The sidewalks are located along Port Washington, Mequon, Cedarburg Roads, and within the Mequon Business Park, the Highlander Estates Subdivision, and the Enclave at Mequon Preserve Subdivision.

The City of Mequon includes 11.11 miles of off-road bike paths, of which 7.64 miles are maintained by the City. The paths are often located in easements; however, they are considered a right of way asset since they follow a similar repair and replacement schedule as the roadway assets and are not otherwise included in any of the other asset management plans.

The City of Mequon is responsible for the maintenance of four traffic signals. At the City's four signalized intersections there are a total of 50 fixtures and 34 poles. There are also loop detectors and advance loop detectors that trigger the signal at each intersection approach. The replacement cost of traffic signals is a significant amount. The signals should be evaluated regularly for routine maintenance to extend the useful life of the signals.

There are 4,400 regulatory signs which are owned by the City of Mequon. Sign and sign pole replacement is on an as-needed basis. Replacing 1% of the signs (45) at an estimated \$400 per sign equates to an expenditure of \$18,000 per year.

The City of Mequon includes street lights mounted on wood, fiberglass or aluminum poles which are maintained by the City. Utilizing a 60 year replacement cycle, that equates to 2.5 poles per year. At a replacement of \$5,000 per pole, the budget would equate to \$12,500 per year.

The City of Mequon includes 7 bridges and over 1600 culverts. Bridges are required to be evaluated by a structural engineer every other year to determine their structural integrity.

The City of Mequon includes 2.0 miles of guard rails. Guard rails are typically located where there are steep drop offs from the pavement or reduced shoulder widths. They are designed to keep vehicular traffic from entering an area where they could not easily be extracted. Many guard rails are located in areas where there are bridges, large culverts, or environmentally sensitive areas.

Justification

Establishing sufficient funding to maintain all of the City's right-of-way assets is the most cost efficient way to maintain the assets. The City utilizes a pavement management system called PASER which allows City staff to rate/rank the streets based upon their physical criteria. The scale is from 1 to 10 and evaluates drainage, raveling, flushing, cracking, heaving, potholes, etc. The road program focuses mainly on the rating categories below.

Reconstruction (SCR 2, 3)

Reconstruction projects for the City generally consist of a pulverize and overlay project. Incidental to the project, reconstruction may also include drainage improvements and a modified pavement section based upon existing condition and known safety issues. Modifying the pavement section allows the City the opportunity to standardize the pavement section and provide enhanced bicycle and pedestrian accommodations. Reconstruction projects have the highest project costs and are reserved for roads which are beyond repair or have safety deficiencies. Roads selected for reconstruction are based upon the SCR rating, the rate of deterioration and project priority within each SCR rating.

Rehabilitation (SCR 3, 4, 5)

Rehabilitation consists of a number of project types including mill and overlay projects. Rehabilitation projects are less expensive than reconstruction projects and prolong the useful life of the pavement surface. Roads selected for rehabilitation are reviewed individually to determine which project type is the appropriate application. The appropriate application is based upon the SCR rating, the type of deterioration and other factors including drainage.

Budget Impact/Other

The annual expenditure of funds for the reconditioning of Mequon's roads is a necessity in order to keep the streets in a passable/usable condition. Failure to provide adequate funds for this effort will result in the degradation of the roads having a negative impact on all road operations from snow plowing to simple vehicle utilization and safety. Maintaining an adequate funding level will maximize/optimize investment. Lower funding will increase long-term costs and delay projects.



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Engineering

TO: Joint Mequon-Thiensville Bike and Pedestrian Way Commission
FROM: Cole McCraw, Assistant City Engineer
DATE: July 9, 2026
SUBJECT: Joint M-T Bike and Pedestrian Way Work Plan

Background

The Bike and Pedestrian Way Commission plays an important advisory role in shaping the City's long-term bikeway and pedestrian infrastructure priorities. As the number of projects, planning efforts, and community interests affecting the Commission increases, staff believes utilizing an ongoing work plan will benefit the Commission's time and agenda structure, ensuring meetings are substantive, well-prepared, and productive.

Analysis

Please find the attached work plan for discussion.

Fiscal Impact

There is no fiscal impact for this item.

Recommendation

Staff recommends that the Commission review the work plan and provide feedback on the proposed schedule and items.

Attachments:

2026-07 Bikeway Work Plan

2026 Joint Mequon-Thiensville Bike and Pedestrian Way Commission Work Plan

July 2026

Month	Agenda Items
February	• Discussion for Mequon Thiensville Bike and Pedestrian Master Plan Presentation for the Village of Thiensville • Discussion on Signage Preference along the West Mequon Neighborhoods Bicycle Route • Discussion Regarding Commission Preferences on Treatments to the Mequon Road Bridge over the Milwaukee River
March	• Discussion of E-Bikes in the City of Mequon • Reviewing the Map of Existing Pedestrian and Bicycle Facilities in Mequon and Thiensville • Discuss steps to work with Thiensville to implement Riverview Bike Route recommendation contained in the Master Plan
April	• Bikeway Priority Project List Updates • Work plan and meeting schedule
May	• Elect Chair and Co-Chair • Discuss and Approve 2025 Bikeway Annual Report • Discussion on Signage Preference along the West Mequon Neighborhoods Bicycle Route • Discussion Regarding Commission Preferences on Treatments to the Mequon Road Bridge over the Milwaukee River
June	
July	• Review of Code for Boards, Commissions • Discussion Regarding Commission Preferences on Treatments to the Mequon Road Bridge over the Milwaukee River • Review CIP budget recommendation to Public Works • Quarterly Bikeway Priority Project List Update • Work Plan
August	
September	
October	
November	• Quarterly Bikeway Priority Project List Update • Work Plan
December	

Bold months represent normally scheduled meeting months

Future Agenda Topics:

- Recommendation to improve safety of sidewalk crossings on Milwaukee River Bridge at Mequon Road (action item)
- 2027 Bikeway Project Reprioritization (action item)
- Creation of a City and Village pedestrian and bicycle facility map (discussion item)
- Summary of upcoming WisDOT projects



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Engineering

TO: Joint Mequon-Thiensville Bike and Pedestrian Way Commission
FROM: Cole McCraw, Assistant City Engineer
DATE: July 9, 2026
SUBJECT: Bikeway Priority Project List Updates

Background

The Joint M-T Bike and Pedestrian Way approved a priority list of projects. The priority list was provided to Common Council in November 2025.

Analysis

Attached is the project list with a short summary of its current status. The Commission may discuss each project as needed.

Fiscal Impact

There is no fiscal impact for this item.

Recommendation

Staff recommends the Commission review a quarterly update on ongoing projects on the priority list.

Attachments:

2026-07-02 Bikeway Priority Projects

Joint Mequon-Thiensville Bike & Pedestrian Way Commission Project Update

Priority Projects

1. West Mequon Bicycle Route * - note: signage not to be implemented until a safe crossing is installed at Wauwatosa Road

Project funding can be considered in the upcoming year's budget cycle utilizing right-of-way asset funds. An item will be brought to the Commission in Fall prior to the request. The funding request could include the costs for additional signage as proposed by the master plan and for design and construction of a safe crossing on Wauwatosa Road.

2. Riverview Route to OIT and Thiensville Park – Thiensville

City staff is unsure of status. Please contact Thiensville staff.

3. Lake Shore Drive (Zedler to Mequon Road) and Mequon Road (I-43 to Lake Shore Drive) widened paved shoulders

City approved 4-foot paved shoulders along the project area. The first phase is awarded and will be constructed in 2026. The total phase one project construction cost is approximately \$900,000.

4. Wauwatosa Road buffered bike lane (County Line to Mequon Road) *

The City approved adding the buffered bike lane markings to this area at City cost. WisDOT is scheduled to bid this project in May 2027.

5. Mequon Road Milwaukee River Bridge sidewalk (barrier, signage and/or warning stripe) *

WisDOT previously denied any modifications to the bridge. The bridge was constructed in 1981 and does not warrant a project for many years according to WisDOT staff. WisDOT staff may entertain a request for things like signs, painting, or bollards. The Commission may recommend improvements to the area for safety. Any improvements would need to be part of a budget request.

6. Range Line Road (Mequon to Donges Bay Road) and Donges Bay Road (River Road to Port Washington Road) side path for safe access to schools – Possible TAP/SRTS Grant

TAP grant application submitted in October 2025 for planning study (2 miles total: RL from DB to Mequon, and DB from RL to Port Washington). SEWRPC indicated they will recommend this funding for award to WisDOT. The City is awaiting official award from WisDOT, which was anticipated by June 2026. This is estimated to be \$20,000 locally funded, \$80,000 state reimbursement

7. Buntrock Road sidewalk and shared lane marking from Mequon to Division Street (east side)

When the adjacent properties on the east side redevelop, they will be required to install

sidewalk on the east side of the street.

Other project updates and approximate costs:

- **Wauwatosa Road (Mequon Road to County Line Road) Sidewalk installation with upcoming WisDOT project - \$22,500**
- **Pedestrian signal at the Mequon Road/OIT crossing to be completed spring 2026 - approximately \$390,000; currently waiting on railroad interconnection testing, which is anticipated to occur in July**

Notes:

- Not all recommendations provided in the Mequon-Thiensville Bike and Pedestrian Master Plan are prioritized as part of this list. The projects selected are indicated as the highest priority.
- No project was meant to have a higher priority than another within each category.
- The Bikeway Commission intends to review and update the list annually.

*DOT permitting required