

**WILSON DRIVE COMMUNITY-WIDE
COMMUNITY TASK FORCE
STEERING COMMITTEE & WORK GROUPS**



March 23, 2016

3830 N. Morris Blvd, Shorewood, WI 53211

Meeting Minutes

1. Call to order.

The meeting was called to order at 6:00 p.m.

Co-Chair Henk Joubert, Ellen Eckman, Eric Couto, Liz Beeghly, Joe Teglia, Nate Hemming, Tim Van der Mel, Donna Pollock, Patrick Linnane, Davida Amenta, Tom Kuhlmann and Therese Klein. Members absent: Co-Chair Steve Kavalauskas. Work Group members also present and identified in work group notes.

2. Consideration of March 9, 2016 meeting minutes.

Work Group member Peter Sheehan interjected about allowing residents to join the work groups at any time. Planning Director Ericka Lang reminded all about the postcards mailed to nearly 6700 households last October inviting people to complete a volunteer application to be part of the steering committee or work groups. That process was determined by the Strategic Initiatives Committee and Steering Committee and would be invalid should the decision be made that work group membership is open and fluid. Administration, consistency and work flow would become complicated. The entire community is the Wilson Drive Task Force and is invited to participate at all meetings and events.

Ms. Eckman moved to approve the minutes, seconded by Ms. Beeghly. Vote 12-0.

3. Update on public comments received. (Tim)

Item deferred.

4. Discuss communication efforts and posters/flyers for June open house event.

Member Therese Klein briefly reviewed communication efforts, with members assigned to specific types of communication.

5. Recommendation for use of civic engagement web-based platform.

Planning Director Ericka Lang briefly introduced a civic engagement online tool to obtain more public input. The idea of this type of platform is to get people to share ideas amongst each other and for the subject matter to be monitored. Subjects are initiated by the village with a clear end date for input followed by a summary to the public. More information will be provided at the next steering committee meeting.

6. Update Work Group roles, goals and expectations.

Chair Henk Joubert reviewed the groups roles. Members need to weed out the concerns behind someone's position.

7. Discuss future agenda items. Identify next guest speakers.

8. Schedule next meeting.

The next steering committee is Wednesday April 13, 2016 at Village Hall Court Room.

9. Guest speakers Shorewood DPW Director and Traffic Engineer.

Public Works Director Leeann Butschlick and Senior Traffic Engineer from TAPCO Don Lee were present.

Summary of Ms. Butschlick presentation:

- a. Hierarchy of roads: Residential roads serve getting residents to their homes; Collector streets not a major street but it collects cars from the residential streets, such as Murray Avenue; Wilson Dr is an Arterial Street with a purpose to move traffic from one point to another.
- b. All road utilities are on east side of road, under the curb and parkway.
- c. Wilson Drive is identified as a truck route to help truck drivers best navigate through communities and not use residential streets. The identification has no other purpose.
- d. The village uses Wilson Drive to store snow because it is most convenient. If that location was removed as an option, then the village would identify other alternatives and even look at snow melting equipment.
- e. Village always tries to identify green solutions for infrastructure projects.
- f. If a boulevard would be done for the road reconstruction, the middle green space maintenance would be contracted like the Capitol Drive landscaping is.
- g. All turf maintenance is outsourced. Forestry work is in-house.
- h. The village's comprehensive sewer plan does not identify any sanitary sewer structure replacement along Wilson Drive.
- i. Shorewood's soil is typically clay.

Summary of Mr. Lee's presentation.

- a. When looking at road reconstruction, must consider:
 - Number of vehicles and trucks using route. DOT does annual average daily traffic counts. Last count showed 8,100 in year 2013 at Wilson Dr and Elmdale Court
 - The amount of traffic determines road widths. Current traffic counts would require a two-lane road. If average traffic would go above 15,000, then would review a 'twiddle' road configuration, which puts a middle third lane for turns only.
 - Pedestrian safety always factored.
 - ADA compliance curb ramps and sidewalks
- b. When doing traffic study:
 - must look at all turning movements and count cars turning to determine how long need turn lanes.
 - Study also shows where cars coming from and going to.
 - Do counts at major intersection.
 - Do during warmer months.
 - Include pedestrian counts at major intersection.
 - A traffic study will not show how the road width impacts travel numbers if it remains the same number of lanes.
- c. Traffic calming options
 - Speed table – a 6-foot raised section that tapers off
 - Pavement marking at crosswalks, like railroad track
 - Rapid reflective beacon.
 - HAWK (high intensity activated crosswalk) device that hangs over intersection and a pedestrian activates.
 - Boulevard
- d. Must find balance of all users of public way.
- e. Milwaukee County Transit System needs 12-foot lane width and 40 foot length for bus stops.
- f. Require 11' to 12' lane widths for higher volume roads.

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- g. For installation of a traffic signal, requires a higher vehicle volume, which Wilson most likely does not have.
- h. Roundabouts use same guidelines as signals. Not enough room for roundabout, determined by public works when looking at Wilson and Congress intersection in 2007.
- i. Incorrect assumption that drivers will use residential streets if intersection stops are added; however, there is a potential that some cars may divert, but not a high number or significant amount.

10. Working group breakout.

The work groups broke out at 7:25 p.m.

11. Adjourn.

The meeting was adjourned at 8:00 p.m.

Recorded by,

A handwritten signature in cursive script that reads "Ericka Lang". The signature is written in black ink and is positioned below the text "Recorded by,".

Planning Director Ericka Lang