

**WILSON DRIVE COMMUNITY-WIDE
COMMUNITY TASK FORCE
STEERING COMMITTEE**



Wednesday June 8, 2016 6:00 PM
Village Hall Court Room
3930 N. Murray Ave, Shorewood, WI 53211
AGENDA

1. Call to order.
2. Consideration to approve May 11 and May 25, 2016 meeting minutes.
3. Update on public comments received.
4. Discuss future guest speakers.
5. Update on communication plan.
6. Discuss proposed traffic study.
7. Update from Work Group breakouts.
8. Review June 15 Open House organization and communications.
9. Adjourn.

DATED at Shorewood, Wisconsin, this 3rd day of June, 2016.

VILLAGE OF SHOREWOOD
Tanya O' Malley, Village Clerk WCPC

Should you have any questions or comments regarding any item on this agenda, please contact Ericka Lang, Planning Director, Planning & Development Department, at (414) 847-2640.
Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals.

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

ATTACHMENT A

SCOPE OF SERVICES

Traffic Analysis & Design, Inc. (Engineer) shall provide the Services described below. As indicated, this includes conducting a traffic and safety study of Wilson Drive to develop a recommended cross-section of Wilson Drive, intersection improvement geometrics at the cross-streets of Capitol Drive, Kensington Boulevard, Marlborough Drive, and Glendale Avenue along with pedestrian safety improvements. The study will also discuss and assess the potential diversion of traffic to other streets due to the narrowing of Wilson Drive and will provide recommendations to discourage cut-through traffic.

This traffic study will be completed to the Institute of Transportation Engineer's standards as a municipal traffic study. The following tasks outline the scope of work for the traffic and safety study:

Data Collection

Engineer will obtain historical traffic count data on Wilson Drive from 1976 to present to assess the traffic growth/stability of traffic on Wilson Drive. To determine the current 24-hour volume on Wilson Drive per direction as well as the vehicle classification (for pavement design), Engineer will conduct 48-hour traffic classification tube counts per direction at the following three locations on Wilson Drive:

- North of Capitol Drive
- North of Marlborough Drive
- South of Courtland Place

To determine the recommended intersection geometry at the key Wilson Drive intersections as well as potential cut-through routes in addition to obtaining bike and pedestrian counts, Engineer will conduct traffic turning movement counts at the following study area intersections for the following time periods:

- Wilson Drive with Capitol Drive – weekday 6 AM to 9 AM and 3 PM to 6 PM
- Wilson Drive with Kensington Boulevard - weekday 6 AM to 9 AM and 3 PM to 6 PM
- Wilson Drive with Marlborough Drive – weekday 6 AM to 9 AM and 3 PM to 6 PM
- Wilson Drive with Glendale Avenue – weekday 6 AM to 9 AM and 3 PM to 6 PM

All traffic turning movement counts will be conducted to WisDOT standards with autos, trucks, busses, bikes and pedestrians counted separately in 15-minute intervals. During the data collection effort, Engineer will document operational issues, safety issues and queuing issues and when they occurred. Engineer will document the existing intersection geometrics, pedestrian crossings and pavement markings/signing at these four intersections.

Engineer will compile all the traffic count data and will determine the weekday AM and PM peak hours for the traffic operational analysis.

Engineer will obtain/collect the crash data along Wilson Drive from Capitol Drive to Hampton Avenue for the past three years. Engineer will determine the Wilson Drive crash rate, intersection crash rates, crash frequencies, and study traffic patterns to determine if safety is an issue and to determine if any crash patterns can be corrected through engineering improvements.

Trip Generation and Distribution

Engineer will estimate the volume of traffic expected to be generated by the proposed Police Station (on Wilson Drive, north of Capitol Drive) and the proposed Senior Living Development (south of Capitol Drive at Wilson Drive) based on trip generation rate data documented in the *ITE Trip*

Generation Manual, 9th Edition. The traffic will be distributed and assigned based on the existing traffic patterns to develop the Year 2016 total build traffic volumes on Wilson Drive.

Traffic Operational Analysis

Engineer will develop the Year 2016 total build traffic volumes (with future development) for the weekday AM and PM peak hours as well as the 24-hour (ADT) on Wilson Drive. Engineer will also develop the Year 2016 total build traffic volumes for the weekday AM and PM peak hours for the following study area intersections:

- Wilson Drive with Capitol Drive
- Wilson Drive with Kensington Boulevard
- Wilson Drive with Marlborough Drive
- Wilson Drive with Glendale Avenue

These four study area intersections will be analyzed for the typical weekday AM and PM peak hours for the following scenarios:

1. Existing conditions (as a basis of comparison)
2. Year 2016 Build conditions with the additional development traffic with a narrower cross-section, with no other improvements
3. Year 2016 Build conditions, with a narrower cross-section, with intersection and pedestrian improvements.

Engineer will also develop the Year 2016 total build traffic volumes at these study area intersections with Wilson Drive narrowed with traffic diversion to other streets based on the expected levels of service during the peak hours at the study area intersections.

Engineer will make recommendations on intersection geometrics, turn bay length extensions, pedestrian crossings/enhancements, channelization, safety improvements and other improvements (bump-outs, chockers, etc.) required to provide LOS 'D' or better for all traffic movements at the study area intersections. Engineer will also provide recommendations to discourage cut-through traffic.

Report

A "draft" Traffic Study report documenting the findings of the updated traffic volumes and analysis will be prepared by the Engineer and submitted to the Client for review and comments. The report will include text, tables and exhibits. The Client shall provide comments to the Engineer so the Engineer can finalize the report and submit final copies to the Client. An electronic "PDF" copy of the draft and final reports will be submitted to the Client.

Meetings

One future neighborhood meeting is included in this contract, which is expected to be a presentation of the findings and recommendations. If additional meetings are required with attendance by the Engineer, it will be considered as additional services requiring a contract amendment.

SCHEDULE

Engineer will submit a draft report to the Client within four weeks of receiving a signed agreement. Engineer will provide a final report to the Client within three days of receiving comments on the draft report.

COMPENSATION

For the completion of the above Scope of Services, Client shall pay Engineer the lump sum fee of Fifteen Thousand Seven Hundred Seventy-Seven Dollars (\$15,777.00).

All services not cited in Attachment A, Scope of Services, will be conducted as additional services under an Amendment to this Agreement.

| 2/10/16 2/24/16 | Resident | Wide n Road | Narrow Road | Keep width same | WD Development Yes | WD Development No | Misc. Comments |
|-----------------|----------------------|-------------|-------------|-----------------|--------------------|-------------------|--|
| | Pradjinski | | | X | | X | Suggests development of Atwater school property. |
| | Knetzger | | X | | | X | Would like to allocate resources to the repair of Lake Dr., Downer Ave., & Capitol. Add bike lanes to Lake and |
| | Blair | | | X | | X | |
| | Muchhala | | | | | X | Keep Wilson green. Maintain friendly village spirit. |
| | Stern | | | | X | | Build police station in AB Data |
| | Wehner | X | | X | | | |
| 2/25/16 3/09/16 | Kincaid | | | X | | X | Favors green space. Opposed to 40 unit residential project. Opposes the narrowing WD. |
| | Stoner | | | | | X | |
| | Murray | | | X | | X | Add boulevards, swales and multiple crosswalks |
| | Weber-Schultz | | | | | X | Access to Estabrook Park, Safer Ped. Crossings, |
| | <i>Bamberger</i> | | | | | | <i>Safer park access, pedestrian Xing's, slower traffic speed.</i> |
| | <i>Whittle</i> | | | | | | <i>2 Strategically places stop signs</i> |
| | <i>Spitzer Rozek</i> | | | | | X | <i>Slower traffic, safer crossing, preserve trees.</i> |
| | <i>Schultz</i> | | | | | | <i>Preserve green space.</i> |
| | <i>Rowe</i> | | | | | | <i>Keep as a thoroughfare between Shorewood and WFB. Speed is "plenty slow"</i> |
| | <i>Clark- Gregg</i> | | | | | | <i>Stronger enforcement of traffic laws</i> |
| | <i>Weber Schultz</i> | | | | | | <i>Parking lane allows for drivers to pass cars stopped for Ped. crossing.</i> |
| | <i>Witt</i> | | | | | | <i>Traffic is to fast. Parking lane allows for drivers to pass cars stopped for Ped. crossing.</i> |

| | | | | | | | |
|-------------------|------------------------|--|---|---|--|---|---|
| | <i>Kamm</i> | | | | | | <i>Parking lane allows for drivers to pass cars stopped for Ped. crossing.</i> |
| | <i>Menon</i> | | | | | | <i>Keep the American Legion Post</i> |
| | <i>Bradley</i> | | | | | X | |
| | <i>Olinger Schmidt</i> | | | | | X | |
| | <i>Maruszewski</i> | | | | | X | <i>Green space is precious</i> |
| | <i>Clausen</i> | | | | | X | <i>Keep green space on west side of</i> |
| 2/25/16 3/09/16 | <i>No E-Mails</i> | | | | | | |
| 3/10/16 3/23/16 | <i>No E-Mails</i> | | | | | | |
| 3/24/16 4/13/16 | <i>Dahm</i> | | | | | X | <i>Improve road, recreational use, park access</i> |
| | <i>Cooney</i> | | | | | X | <i>Remove Wilson Drive plant native</i> |
| 4/14/16 4/27/16 | <i>Dawson</i> | | | | | X | <i>Remove invasive species, stop dumping snow on west side of Wilson</i> |
| | <i>Snyder</i> | | | | | x | <i>Against Boutique Hotel. Expand access to Estabrook Park</i> |
| | <i>Hiltner</i> | | | | | X | <i>Against any buildings on west side of Wilson Drive</i> |
| 4/28/16 - 5/11/16 | <i>Clausen</i> | | | | | X | <i>2nd email from Ms. Clausen - Village needs more not less green space.</i> |
| 5/12/16 - 5/25/16 | <i>Spheeris</i> | | | | | X | <i>Creative colorful crosswalks</i> |
| | <i>Fox</i> | | | | | X | <i>Better access to Oakleaf Trail and</i> |
| 5/26/16 - 6/8/16 | <i>Kileen</i> | | X | | | X | <i>Improved bike and pedestrian safety. "Public land should be used for public good"</i> |
| | <i>Fortier</i> | | | | | X | <i>Keep area natural. Suggest that the village permanently protect this area from future commercial or residential development.</i> |
| | <i>Bond</i> | | | X | | X | <i>Concerned about different road widths at the WFB/Shorewood border.</i> |
| | <i>Shanti</i> | | | | | X | |
| | <i>Brill</i> | | | | | X | <i>Opposes the proposed development of WD. Proponent of green space.</i> |
| | | | | | | | |

| WDCTF Stakeholder List | Contact Person | Status | Method of Communication |
|---|-------------------|--------|----------------------------|
| Shorewood Stakeholders | | | |
| Shorewood WILSON DRIVE Residents | | | |
| Property owners - commercial/multifamily | Ericka Lang | Done | Post Card |
| Home Owners/Landlords | Ericka Lang | Done | Post Card, Garbage Cart |
| Renters | Ericka Lang | Done | Post Card |
| Commuters - Cyclists | Steve Kavulauskas | | Posters |
| Commuters - Pedestrians | Steve Kavulauskas | | Posters |
| Pet walkers | Steve Kavulauskas | | Posters |
| Bike Path Users | Steve Kavulauskas | | Laminated Posters on Trail |
| Park Users/Beer garden | Steve Kavulauskas | | |
| Shorewood WILSON DRIVE Businesses | | | |
| Wilson Drive Businesses-Rainbow Jersey, Pet Outpost, VFW, Remax, Concept hair | Ericka Lang | Done | |
| Business owners WFB | Ericka Lang | | |
| Harbor Chase Assisted Living | Ericka Lang | Done | |
| Active Senior apartments | Ericka Lang | | |
| Developers | Ericka Lang | | Postcard |
| Realtors | Ericka Lang | | Postcard |
| customers of Shorewood businesses | Steve Kavulauskas | | Posters/Flyers |
| Shorewood Organizations | | | |
| Clubs | | | |
| Churches | | | |
| Public Art Committee | Ericka Lang | Done | |
| Senior Resource Center | Ericka Lang | Done | |
| Shorewood Woman's Club | | | |
| Shorewood Men's Club | | | |
| Shorewood Little League | | | |
| Shorewood Kickers | | | |
| InterNorthShore Football Club | | | |
| Mom's Club | | | |
| Shorewood Bicycle Club | Tom Kuhlmann | | |
| Friends of Estabrook Park | | | |
| Shorewood Village Government | | | |
| Police Department | Ericka Lang | Done | Flyer |
| Public Works | Ericka Lang | Done | Flyer |
| North Shore Fire Department | Ericka Lang | Done | Flyer |
| School District | Ericka Lang | Done | Flyer |
| Athletic Department | Ericka Lang | Done | Flyer |
| School Administrators | Ericka Lang | Done | Flyer |
| Public Library | Ericka Lang | Done | Flyer |
| Historical Society | Ericka Lang | Done | Flyer |
| Shorewood Marketing | Ericka Lang | Done | Flyer |
| Community Development Authority | Ericka Lang | Done | Flyer |

| WDCTF Stakeholder List | Contact Person | Status | Method of Communication |
|---|-------------------|--------|--------------------------|
| Neighboring Municipalities | | | |
| Neighboring Municipalities Residents | | | |
| All residents | Ericka Lang | | |
| Neighboring Municipalities Organizations | | | |
| Disc Golf League | Steve Kavaluaskas | | Posters |
| Urban Ecology Center | | | Flyer |
| RiverKeepers | Ericka Lang | | Flyer |
| Soccer clubs | | | Posters |
| Wisconsin Bike Federation | Tom Kuhlmann | | Flyer |
| Sporting event attendees | | | Posters - Estabrook Park |
| Badgerland Striders | | | Posters - Estabrook Park |
| Neighboring Municipalities Government | | | |
| Milwaukee County Transit System | Ericka Lang | Done | Letters, Flyers |
| Whitefish Bay | Ericka Lang | Done | Letters, Flyers |
| Glendale | Ericka Lang | | Letters, Flyers |
| Milwaukee County Parks | Ericka Lang | Done | Letters, Flyers |
| Milwaukee County Supervisor for Shorewood | Ericka Lang | | Letters, Flyers |