



**Agenda**  
**Pedestrian & Bicycle Safety Committee**  
**March 10, 2020, 7:00 P.M.**  
**Village Committee Room**  
3930 North Murray Avenue, Shorewood, WI

1. Call to order
2. Consider Approval of February 11, 2020 Minutes
3. Public Comments
4. Staff Liaison Update
5. Discuss Pedestrian and Bicycle Safety Month
6. Discuss and Consider 2019 Annual Report and 2021 Future Initiatives
7. Discuss Future Projects and Initiatives
8. Adjournment

**DATED** at Shorewood, Wisconsin, this 5th day of March, 2020,

**VILLAGE OF SHOREWOOD**  
Sara Bruckman, CMC/WCMC  
Village Clerk

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. Should you have any questions or comments regarding any items on this agenda, please contact the Village Manager's Office at 847-2700. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals.



# **Pedestrian and Bicycle Safety Committee**

## **Minutes**

**February 11, 2020 7 P.M.**

Village Hall

3930 N. Murray Avenue, Shorewood, WI 53211

### **1. Call to order**

The meeting was called to order at 7:05 p.m.

Members present: Dzidra Benish, Chris Hansen, Sydney Shimko, Diane Jakubowski, and Jerry Lynn

Others Present: Assistant Village Manager Tyler Burkart, Katie Gnau

Not Present: Rachel Ellerman, Jennifer Baynes

### **2. Consider Approval of December 10, 2019 Minutes**

Ms. Jakubowski moved, seconded by Ms. Shimko to approve the December 10, 2019 minutes. Motion approved by 5-0 vote.

### **3. Public Comments**

No public comments.

### **4. Staff Liaison Updates**

There are no staff liaison updates.

### **5. Discuss Pedestrian and Bicycle Safety Month**

The Committee and SRC could work with the Recreation Department again on the Bike Rodeo/First Ride event and do bike bell installations. There was interest in helping with the UPAF Ride of the Arts, specifically hosting a volunteer station. The bike to school day was May 6, which the Committee expressed interest in putting their efforts elsewhere. Instead, there could be an effort to encourage residents to track the times they bike or walk to school and other destinations. Ms. Jakubowski will try to put together a tracking card for the Committee to consider. The Committee asks for Ms. Ellerman to take the lead with the fun run. Mr. Burkart will take the lead with the medallion hunt again. Mr. Burkart will also reach out to Ms. Price to schedule the pedestrian parade early in May. Mr. Lynn will reach out to some businesses to seek interest in sponsoring some of the events. Mr. Burkart will connect with Ms. Ellerman to put together a proposed calendar for the March meeting.

### **6. Discuss 2019 Annual Report and 2021 Future Initiatives**

Mr. Burkart informed the Committee the Village is beginning the process to complete 2019 annual reports. Mr. Burkart is asking a Committee member to complete the report and have it ready for next meeting. In addition, Committee members should work on future initiatives and send them to Mr. Burkart a week before the next meeting.

### **7. Discuss Future Projects and Initiatives**

No future projects or initiatives.

Pedestrian and Bicycle Safety Committee  
February 11, 2020 Minutes

**8. Adjournment**

Ms. Jakubowski moved to adjourn the meeting. Motion seconded by Ms. Benish. Motion approved by 5-0 vote. Meeting adjourned at 7:51 p.m.

Respectfully submitted by,

Tyler Burkart  
Assistant Village Manager

**Village of Shorewood 2019 Annual Report**

**VILLAGE OF SHOREWOOD  
DEPARTMENT / COMMITTEE ANNUAL REPORT**

**Instructions:** To help inform the Village Board on the annual operations, services and activities being performed by all areas of the Village, the Village Manager is asking each department and citizen committee to complete the following report. Please contact the Village Manager's Office if you have any questions about the report.

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**Name of Department / Committee:**

**Name of Department Head / Committee Chair:**

**Other Department Managers / Committee Members:**

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**Identify your most significant department / committee services and activities performed in the past year.**

## Village of Shorewood 2019 Annual Report

Identify your department / committee proposed initiatives that you hope to perform or implement in future years. Initiatives are significant subjects such as service delivery changes, capital items, programs, or studies that require Village resources and time to execute. Each initiative listed should link to one of the six vision statements in [Vision 2025](#) on pages 6-8. Include the vision number(s) in the “Relationship to Vision 2025” column corresponding with the vision statement(s) that best relates to the initiative along with a brief explanation. For each initiative, please complete the “Request Execution of New Village Initiative” form to complete this section. For citizen committees, please utilize your staff liaison to complete this form.

Department / Committee Initiative(s)	Relationship to Vision 2025
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

**From:** [sydney.shimko@yahoo.com](mailto:sydney.shimko@yahoo.com)  
**To:** [Tyler Burkart](#)  
**Subject:** Re: PBSC - Future Initiatives  
**Date:** Tuesday, March 3, 2020 8:16:17 PM

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Tyler, I wasn't able to fill in the form directly without my text running out of the boxes. Below is what I'd like to submit regarding the 'Riding for Focus' grant for schools - <https://outridebike.org/school-program-grant>. Additionally, it is a requirement of the grant that schools show "Safe riding Opportunity: at least three safe routes, of varying levels of difficulty, near the school." The committee may need to help prove this requirement.

**Name:** Sydney Shimko

**Date:** 3/2/2020

**Committee:** Ped and Bike Safety

**Initiative:** Assist Schools with 'Riding for Focus' Grant for PE teachers for Bike curriculum and training

**Description and Goal:**

Riding for Focus is designed to provide middle schools with everything they need to get their 6-8 grade students riding. The awarded grant includes:

**Program Curriculum:** your school will receive a flexible, turn-key curriculum specifically designed to meet national standards for physical education classes.

**Curriculum Training:** we award a trip to the Specialized HQ in Morgan Hill, California, for one of your core team to receive curriculum training. Schools can send additional representatives at their expense, space permitting. The training is scheduled for mid-summer.

**Equipment:** bikes, helmets, and starter maintenance gear required to run the cycling program.

**Time Sensitivity:** Grant Application due February, 2021

**Estimates Staff Time:** none to minimal

**Estimated Cost:** none to minimal

**Implementation Steps for Execution:**

## PHASE ONE

### WRITTEN APPLICATION

Written application broken down into three sections:

1. School and Demographic Information
2. Short Essay Questions
3. Program Champion/School Staff Information

## PHASE TWO

### VIDEO SUBMISSION

Short three minute video submission that introduces us to your school and describes how your team plans to integrate the Riding for Focus program into your school.

The video does not need to be highly polished or scripted; production value is not as important as your storytelling, enthusiasm, and plan for implementation.

Wednesday, February 26, 2020, 02:52:55 PM CST, Tyler Burkart <[tburkart@villageofshorewood.org](mailto:tburkart@villageofshorewood.org)> wrote:

Good afternoon,

This is a reminder to be filling out future initiatives forms and send to me by Thursday, March 5. The form you need to fill out is attached. I will be including proposed initiatives in the agenda packet, which I will send to you all the following day (March 6). If you have any questions about cost, staff resources, or timeline, please reach out.

Thank you,

Tyler

**Tyler Burkart**

Assistant Village Manager  
Village of Shorewood  
3930 N. Murray Avenue  
Shorewood WI 53211  
414-847-2705  
414-847-2606 (Fax)

[Village Website](#)

Sign up for information through the [Weekly Manager's Memo](#).



# VILLAGE OF SHOREWOOD

## REQUEST EXECUTION OF NEW VILLAGE INITIATIVE

**Summary:** This form is used for departments, citizen committees and officials to propose new significant initiatives such as service changes, programs, studies, capital items and other requests to be considered for the annual vision planning and prioritization process. The goal of this form is to help staff, residents and officials identify the resources, steps and time involved in executing an initiative. It allows a formalized process for the Village to recognize proposed initiatives and request the Village Board to consider an initiative before investing more resources. Complete the following information and hand in to the Village Manager for the request to be considered.

**Name:** Diane Jakubowski

**Date:** 02/28/2020

**Department / Committee:** Pedestrian and Bike Safety Committee

**Initiative:** Pedestrian and Bike Safety

**Description and Goal:** Include a short summary of the initiative and the goal/desired outcome.

Three goals:

- 1) Improve safety on Oakland: speed controls south of Capitol and traffic calming controls at Kensington and Glendale.
- 2) Consider one-way streets in the congested, narrow, heavily trafficked area between Capitol and Lake Bluff and in between the Oakland and Murray corridor (as with Elmdale for example). In addition to allowing cars to pass, this will increase pedestrian safety by not allowing cars to use driveways for their Y-turns in order to park in this congested area with children playing in the yards and walking to nearby Atwater and St. Roberts.
- 3) Create bike boulevards that go well beyond bike lanes. Drawing from the city of Portland, Oregon here is a description: Bicycle boulevards take the shared roadway bike facility to a new level, creating an attractive, convenient, and comfortable cycling environment that is welcoming to cyclists of all ages and skill levels (Figure 1.2). In essence, bicycle boulevards are low-volume and low-speed streets that have been optimized for bicycle travel through treatments such as traffic calming and traffic reduction, signage and pavement markings, and intersection crossing treatments. These treatments allow through movements for cyclists while discouraging similar through trips by non-local motorized traffic. Motor vehicle access to properties along the route is maintained. Reference: <https://www.pdx.edu/sites/www.pdx.edu.syndication/files/BicycleBoulevardGuidebook.pdf>

**Time Sensitivity:** Identify any time constraints or deadlines associated with the initiative.

Nothing should happen on Kensington and Oakland until it becomes part of the bike boulevard study, as Kensington would likely be a main east-west route.

One-way streets should ideally be implemented before next winter. When there's a heavy snowfall, there's simply no room for cars to safely pass. Currently many NARROW escapes.

To do a bike boulevard correctly, one should plan on three years.

**Estimated Staff Time Needed to Execute:** Include estimated hours and staff/persons involved.

Numbers 1 and 2 are not labor intensive, nor would they be expensive.

Number 3 would require a great deal of work from staff and committee and community volunteers.



**Estimated Costs:** Materials, contractual services, equipment, etc. Indicate annual vs. one-time.

To be discussed.

**Implementation Steps for Execution:** Include approvals, collaboration with other groups, etc.

To be discussed.

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**Department / Committee:**

**Initiative:**

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**Time Sensitivity:** Identify any time constraints or deadlines associated with the initiative.

**Estimated Staff Time Needed to Execute:** Include estimated hours and staff/persons involved.

**Estimated Costs:** Materials, contractual services, equipment, etc. Indicate annual vs. one-time.

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**Implementation Steps for Execution:** Include approvals, collaboration with other groups, etc.

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