



BIKE AND PEDESTRIAN TASK FORCE MEETING AGENDA

TUESDAY, MAY 13, 2025 AT 4:00 PM

WATERTOWN MUNICIPAL BUILDING, 106 JONES STREET, WATERTOWN, WI 53094 - ROOM 2044

Virtual Meeting Info: <https://us06web.zoom.us/join> Meeting ID: 225 151 7335 Passcode: 589577 One tap mobile +16469313860

<https://us06web.zoom.us/j/9178580897?pwd=eUOpCUyvIV65zIPMYImMdPU1LVLx5I.1>

1. CALL TO ORDER

2. NEW BUSINESS

- A. Review and take action: Approve Task Force Meeting Minutes from August 13, 2024
- B. Review and take action: Appoint Chairperson
- C. Review and take action: Appoint Recording Secretary
- D. Update, no action required: Tivoli Island Historic Bridge Study TAP Grant
- E. Update, no action required: S. Church Street Shared-use Path TAP Grant
- F. City-wide Bike and Pedestrian Plan Community Advisory Group Meeting #1
 - 1. Introductions (5 Mins)
 - 2. Review Project Purpose, Schedule and Scope (10 Mins)
 - 3. Review Engagement Plan and Survey Results to-date (10 Mins)
 - 4. Review Existing Conditions to-date (5 Mins)
 - a. Confirmation -
 - 5. Review/Discussion of Bike Task Force Project List (10 Mins)
 - 6. Open Discussion (10 Mins)
 - a. What will make this a successful project? What are some 'wish-list items' you hope this plan (or process) will contain?
 - b. How do you envision utilizing this plan down the road?
 - c. What are primary issues / opportunities you see for this plan?
 - d. What are some ideas you have for engaging with the community during this process?
 - 7. Next Steps & Homework (5 Mins)
 - a. Homework:
 - i. Visit: <https://www.watertownwi.gov/page/bike-and-pedestrian-plan>
 - 1. Review the project website
 - 2. Take the Survey and Provide Comments on Social Pinpoint
 - 3. Share with your Networks
 - b. Project Team Next Steps
 - i. Complete Existing Conditions Analysis
 - ii. Prepare for Community Workshop (Late June)
 - iii. Next Community Advisory Group Meeting: August

3. ADJOURNMENT

Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at cityclerk@watertownwi.gov phone 920-262-4000

A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only

RE: August 13, 2024 Bicycle and Pedestrian Path Plan Task Force Meeting in Room 2044
@ 4:30 p.m. Meeting Minutes

Bicycle, Pedestrian Path Task Force Room 0041

August 13, 2024, 4:30 – 5:30 PM (America/Chicago)

Present: Andrew Beyer, Kristine Butteris, Joe Kallas, Rod Laudenslager, Carol Quest, Fred Smith, Eric Schmid, Maureen McBroom

Agenda Items:

1. Call to Order Andrew Called to order at 4:40 pm
2. Review and take possible action: Motion to approve minutes of May 14, 2024 meeting and forward to the Public Works Commission for review and acknowledgement
Motion: Kallas
Second: Laudenslager
Passed Unanimously
3. TAP Grant Update: City-Wide Bicycle and Pedestrian Master Plan RFP Results and Summary: Second RFP resulted in 2 proposals; City in contract negotiations with selected consultant and WisDOT, using WisDOT's three-party contract process. Project is anticipated to start in late fall.

The Community Engagement portion of the project will seek feedback from the public, this task force, and other stakeholders. The task force provided the following suggestions & locations for the Community Engagement portion of the project:

- Tour de Goose – April/June
- Concerts or Thursday night markets at Town Square – May/June
- Interurban Trail Rides
- Jefferson County Parks: Jefferson to Fort Atkinson Light up the Night Ride – September
- Children's Fair -school district event – Spring
- Bike Rodeo – June
- YMCA events

Stakeholders may include employers, such as TREK (many TREK employees live in Watertown).

Bike & Pedestrian Plan will take into account new developments, including Rock River Ridge, the Fire Station, etc.

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Maureen McBroom, ENV SP
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Nathan Williams
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Ritchie

Section 2, Item A.

920.262.4034

Christopher Newberry
920-390-

Administrative Assistant
Wanda Fredrick 920.262.4060

4. Update: S. First Street and Western Avenue project: Project area scheduled for construction in 2025 is S. First Street between Milwaukee Street and Western Avenue, and Western Avenue from S. First Street to S. Third Street. Proposed project improvements include on-street bike lane improvements, lane makings, crosswalk, signage, etc. Glacial River Trail runs through this project area. A detour will be in place during construction. No comments from Task Force.
5. TAP Grant Update: S. Church Street Shared-use Path: City received grant award for construction of a shared-use path along S. Church Street, between Jefferson Road and Air Park Drive. Next steps: City staff to post a Request for Proposals (RFP) for design services in 2025.
6. TAP Grant Update: Tivoli Island Historic Bridge Study: RFP resulted in two proposals; both exceed the budgeted project amount. Working with WisDOT on options.
7. Review and discuss: Future agenda items
Next meeting vote on Chair and Recording secretary.
Updates on items from today.
8. Review 2024 meeting schedule
Tuesday, November 12, 2024
9. Adjourn
Motion: Laudenslager
Second: Schmid
Passed Unanimously

MEMO

Engineering Division of the Public Works Department

To: Interim Chairman Beyer and Bicycle and Pedestrian Path Task Force Members

From: Maureen McBroom

Date: 5/8/2025

Subject: Tivoli Island Historic Bridge Study Update

Background

The City of Watertown was awarded a Transportation Alternatives Program (TAP) Grant from WisDOT for an evaluation of Tivoli Island Historic Bridge. This is the first step in assessing the condition of this unique structure, to be used in future grant and funding alternatives to protect the structure into the future. This bridge is used to access Tivoli Island and is primarily used for pedestrians and bicyclists. Cars and other vehicles do not use this bridge.

An Request for Proposals (RFP) for a consulting firm to evaluate the historic nature of this bridge is currently posted; proposals are due May 16, 2025. After selection of a consultant, City staff will work with the consultant and WisDOT on the third-party contract format that is use for these grants. Project work is anticipated to start this winter.

Budget Goal

1. Proactively maintains and improves our parks and infrastructure to ensure safety, quality, and equity
2. Fosters community growth by assessing opportunities, stakeholder input, environmental needs, and modern code and policy priorities
3. Maintains a safe and healthy community, with an eye toward future needs and trends

Financial Impact

The WisDOT TAP Grant funds 80% of the study, up to \$25,600.00.

MEMO

Engineering Division of the Public Works Department

To: Interim Chairman Beyer and Bicycle and Pedestrian Path Task Force Members

From: Maureen McBroom

Date: 5/8/2025

Subject: S. Church Street Shared-use Path TAP Grant- Update

Background

The City of Watertown was awarded a Transportation Alternatives Program (TAP) Grant from WisDOT for construction of the S. Church Street Shared-use Path. The proposed path will run along S. Church Street, between Jefferson Road and Air Park Drive.

An Request for Proposals (RFP) for a consulting and engineering firm to design the path is currently posted; proposals are due May 13, 2025. Design is planned for 2025 and 2026, with construction in 2027.

Budget Goal

1. Proactively maintains and improves our parks and infrastructure to ensure safety, quality, and equity
2. Fosters community growth by assessing opportunities, stakeholder input, environmental needs, and modern code and policy priorities
3. Maintains a safe and healthy community, with an eye toward future needs and trends

Financial Impact

The WisDOT TAP Grant funds 80% of construction of the path, up to \$1,213,256.66. The City is paying for design.

MEMO

Engineering Division of the Public Works Department

To: Interim Chairman Beyer and Bicycle and Pedestrian Path Task Force Members

From: Maureen McBroom

Date: 5/8/2025

Subject: City-wide Bike and Pedestrian Plan Community Advisory Group Meeting

Background

The City of Watertown was awarded a Transportation Alternatives Program (TAP) Grant from WisDOT to develop a city-wide bicycle and pedestrian path network. Jody Rader from HKGi, Inc. is leading this planning project, and will present project goals, background information, and community engagement results so far to the Task Force. The Task Force members are encouraged to provide information about bicycle and pedestrian activities, connecting paths, destinations, and other feedback during this time.

The study is currently planned to be completed in February 2026.

Budget Goal

1. Proactively maintains and improves our parks and infrastructure to ensure safety, quality, and equity
2. Fosters community growth by assessing opportunities, stakeholder input, environmental needs, and modern code and policy priorities
3. Maintains a safe and healthy community, with an eye toward future needs and trends

Financial Impact

The WisDOT TAP Grant funds 80% of this planning study, up to \$80,000.00. The City will pay for the remaining 20% of the project.