

Local Officials Meeting
Minutes
Tuesday, June 9, 2020; 6:00 PM
Richard E. Maslowski Community Park

Subject: Project ID 2987-02-00
Silver Spring Drive
N. Long Island Drive to N. Lydell Avenue
Milwaukee County

Attendees:

James Daugherty	Glendale 2nd Aldermanic District
Charlie Imig	City of Glendale, Director of Public Works
Toby Carlson	North Shore Fire Department
Evan Nickodem	Clark Dietz, Inc. (City of Glendale Engineering)
Stan Lukasz	DAAR Engineering, Inc. (Consultant Project Manager)
Rhonda Lukasz	DAAR Engineering, Inc. (Consultant Project Assistant)

1. Introductions & Meeting Purpose

- A. Meeting started at 6:10 PM
- B. Stan Lukasz (DAAR Engineering Inc. – Project Manager) presented project goals and reasons why each intersection location requires safety improvement
- C. Schedule: November 1, 2020 Plans Specifications & Estimate (PS&E); Construction Contract Letting April 13, 2021; Construction Completion Date December 1, 2021; Project Sunset Date (AWCD) December 1, 2022
 - i. Consideration should be given to restrict the contractor to an open work site for the entire contract duration (~6 months). Contract execution is anticipated in late May/early June of 2021. Upon Notice to Proceed (NTP) issuance by the Wisconsin Department of Transportation (WisDOT), the contractor will order signal equipment necessary for the material manufacturing lead time. Actual grading, pavement, signing, marking and signal installation duration is estimated at 4-6 weeks. Allowing the contractor to open the site to traffic control devices and temporary signals for 6 months would pose an unnecessary inconvenience to local businesses, property owners and the travelling public. Contract specifications should be crafted to allow ample time to construct roadway elements and minimize the inconvenience to project stakeholders.

2. Project Background & Discussions

- A. Purpose & Need – HSIP Application & safety discussion
- B. Project Needs & Open Discussions
 - i. **N. Long Island Drive** (See **Exhibit 1**)
 - 1) Safety Improvement measures discussed:
 - a) Rectangular Rapid Flashing Beacons (RRFB)
 - b) Updated ADA curb ramps
 - c) Signing & marking measures
 - d) Green Bay Road (SB) off-ramp merge extension
 - e) Closure of crossing at east leg of intersection

- f) Five (5) vision obstructions caused by existing trees and luminaire
- 2) Four (4) trees and one (1) luminaire will obstruct vision of proposed RRFBs and signing. RRFB and associated signing devices are to be placed immediately adjacent to proposed crosswalks as per FHWA and industry standards. Visual obstruction alternatives discussed (see **Visual Obstructions Handout**):
 - a) Remove Tree #1:
 - i. Approved HSIP Grant calls for Tree #1 to be removed. This was the consensus reached at meeting. However, City Forestry will assess all tree obstructions on the project for species type and condition. If any tree are ash species or diseased, removal of tree(s) reinforces the consensus.
 - ii. **ACTION ITEM: City of Glendale Forestry to assess all trees considered as an obstruction and inform DAAR of findings.**
 - b) Trimming Tree #2 was the consensus at the meeting, provided species and condition are desirable. Trimming tree to face of trunk to remove sight obstruction as per City (14-foot branch height) policy.
 - c) Tree #3 may be in direct conflict with placement of the RRFB located at the NW Quadrant of the intersection. DAAR will investigate site constraints as well as placement of RRFB. If site constraints and placement of RRFB allows for Tree #3 to remain, trimming Tree #3 is the preference (i.e. place RRFB in front of tree). If found to be technically infeasible, Tree #3 may require removal.
 - d) Trimming Tree #4 is the preference based on sight lines. DAAR will perform sight vision checks (at all obstruction locations) and recommend treatment for City determination.
 - e) Luminaire at SW Quadrant: A few options will be investigated to address partial vision obstruction caused by luminaire. Order of preference from meeting discussions are as follows:
 - i. Investigate relocating luminaire to RRFB location and attach RRFB equipment to luminaire (requires special provision/specification)
 - ii. Relocate the luminaire closer to the intersection place RRFB in front of luminaire
 - iii. Relocate luminaire further west to improve sight line
- 3) Illegal U-Turns: Discussion regarding motorists making illegal U-Turns at the SB on-ramp terminal (east of N. Long Island Drive) from Green Bay Road to head eastbound on Silver Spring Drive. Alternatives will be investigated to discourage these turns such as installation of curb and/or rumble strips.
- 4) Legally close crossing at east leg of intersection: Due to vehicle speeds at this crossing and merge condition, the approved HSIP Grant proposes legal closure of the east crossing. Discussion of alternatives resulted in consensus to utilize WisDOT standard

pedestrian curb and signing in lieu of pedestrian fencing (See **WisDOT Crossing Closure** handout).

- a) WisDOT utilizes pedestrian curb & sign directing pedestrian to alternate crossing. This results in less maintenance cost compared to pedestrian fencing that may be exposed to damage from errant vehicle hits. It is also less expensive to construct.
- b) City may add pedestrian fencing later if additional measures are necessary to discourage pedestrians from crossing at the east leg of the intersection.

ii. **Pick & Save Driveway** (See **Exhibit 2**)

- 1) Safety Improvement measures discussed:
 - a) EB & WB signal arms (signal head over lane – safety standard MUTCD)
 - b) Pedestrian Countdown Timers
 - c) Updated ADA curb ramps
 - d) New concrete crosswalks with high-visibility markings
 - e) Revised island noses for reconfigured crosswalks to meet ADA standards
 - f) Signing & marking to improve safety
 - g) Legal crossing closure at Oak Leaf Trail off-ramp (Spur)
- 2) Construction of ADA curb ramps requires acquisition of Temporary Limited Easement (TLE) from Pave 'n Save
- 3) Stamped (color) concrete sidewalk has not been performing well on Silver Spring Drive and will not be replaced in-kind as part of this project (normal concrete to be constructed).
- 4) Stamped concrete crosswalks at intersection are failing and will be replaced as per HSIP Grant.
- 5) City desires stamped concrete pavement (pavement between existing crosswalks) to be replaced as part of State LET Contract due to deteriorated condition.
 - a) **ACTION ITEM: DAAR Engineering to document estimated concrete pavement costs to assist City in coordinating cost participation of replacing concrete pavement with WisDOT**
- 6) Trail spur crossing at Silver Spring Drive will be legally closed as per WisDOT standard due to undesirable location where the trail meets sidewalk. Companion ramp for legal crossing would require a mid-block crossing which is located too close to the current intersection and considered unsafe for bicyclists and pedestrians utilizing trail.
 - a) DAAR to coordinate with Jessica Wineberg – Milwaukee County Parks
 - i. Trail is currently closed due to trail sink hole
 - ii. Trail spur is part of detour around closed portion utilizing Silver Spring Drive sidewalks
 - b) City Ordinance allows bicyclists to legally use sidewalk
 - i. **ACTION ITEM: City of Glendale to provide copy of Ordinance to DAAR Engineering for Complete Streets Memo inclusion.**

- iii. **N. Bridgewood Lane** (See **Exhibit 3**)
 - 1) Safety Improvement measures discussed:
 - a) EB & WB signal arms (signal head over lane – safety standard MUTCD)
 - b) Pedestrian Countdown Timers
 - c) Relocate nearside-right signal for eastbound direction due to curb proximity crashes
 - d) Updated ADA curb ramps
 - e) New concrete crosswalks with high-visibility markings
 - f) Revised island noses for reconfigured crosswalks to meet ADA standards
 - g) Pavement marking measures to improve safety
 - 2) TLE acquisition may be needed on the south side of Silver Spring Drive for construction of ADA curb ramps and driveway match at Lexus Dealer
 - a) City may approach owner to acquire Construction Permit (CP), in lieu of TLE, under “mutual benefit” purposes if owner desires flatter driveway approach than what is considered standard.
 - 3) City desires stamped concrete pavement to be replaced as part of State LET Contract due to deteriorated condition.
 - 4) TLEs required at the northeast and northwest quadrants for construction of ADA curb ramps.
 - 5) Tree trimming required at southwest quadrant for relocated signal rather than removal.
- iv. **N. Bayshore Drive/N. Mohawk Avenue** (See **Exhibit 4**)
 - 1) Safety Improvement measures discussed:
 - a) EB & WB signal arms (signal head over lane – safety standard MUTCD)
 - b) Pedestrian Countdown Timers
 - c) Updated ADA curb ramps
 - d) New concrete crosswalks with high-visibility markings
 - 2) No Right-of-Way anticipated
- v. **N. Lydell Avenue** (See **Exhibit 5**)
 - 1) Safety Improvement measures discussed:
 - a) New signal devices (all approaches)
 - b) Pedestrian Countdown Timers
 - c) Updated & reconfigured ADA curb ramps
 - d) New concrete crosswalks with high-visibility markings
 - e) New signing and pavement markings
 - 2) Joint responsibility with Village of Whitefish Bay (WFB) to maintain the intersection and signals
 - 3) Signal cabinet to be relocated to the “corner pocket” planting area at SW quadrant. Existing signal cabinet at SW quadrant is obsolete and currently located in middle of sidewalk. Current cabinet is an “eye soar”.
 - 4) Pavement markings will need to be removed from existing asphalt pavement due to the reconfiguration of ADA ramps and location of crosswalks
 - a) **ACTION ITEM: City of Glendale to discuss with WFB possibility to resurface the intersection as part of the project due to pavement condition and reconfigured crosswalks.**

- i. Evan mentioned that there will be remarking project (Clark-Dietz design) to the east of Lydell. **ACTION ITEM: Evan to provide copy of engineering plans for scheduled construction in 2020.**
- b) TLE acquisitions needed on the NE & SE quadrants for curb ramp construction

C. Public Involvement

- i. Pre-COVID 19, Public Involvement Meeting was planned as part of project design:
 - 1) WisDOT current policy is to either delay in-person Public Involvement Meeting (PIM) or employ alternative technology-based methods of public outreach
 - 2) Project schedule does not accommodate a delayed PIM
- ii. Discussions resulted in consensus that a project newsletter (mailer to affected owners and other stakeholders) and project web page is adequate substitution for in-person Public Involvement Meeting to promote social distancing

D. Draft Public Involvement Plan (PIP)

- i. Draft PIP, Project Newsletter & mailing list provided
- ii. Glendale to approve the PIP and techniques for public outreach
 - 1) Utilize Project Web Page on City's website, project newsletter and public comment form.
 - 2) **ACTION ITEM: DAAR to submit Final PIP for City approval**
 - 3) **ACTION ITEM: DAAR to submit public outreach materials to City for DPW Projects Web Page inclusion**
- iii. Mailing list
 - 1) Limits of recipient list were accepted by attendees

3. Next Steps & Closing

- A. DAAR to submit Final PIP & project web page materials to City (June)
- B. 30% Plan submittal & environmental document (July)
- C. NSFD, Toby Carlson, inquired about Emergency Vehicle Pre-Emption (EVP)
 - i. EVP will be installed at the intersections of N Bayshore Drive and at N Lydell Avenue as well as audible ADA equipment for the visually impaired.
- D. Meeting adjourned at 7:08 PM