



City of Fort Atkinson  
City Manager's Office  
101 N. Main Street  
Fort Atkinson, WI 53538

**TRANSPORTATION & TRAFFIC REVIEW COMMITTEE MEETING  
IN PERSON AND VIA ZOOM  
THURSDAY, DECEMBER 11, 2025 – 2:00 PM  
CITY HALL – SECOND FLOOR**

<https://us02web.zoom.us/j/5997866403?pwd=alcreldSbGpNUVI1VnR1RWF5bXovdz09&omn=82260792260>

Meeting ID: 599 786 6403

Passcode: 53538

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**AGENDA**

- 1. Call meeting to order**
- 2. Roll call**
- 3. Approval of Minutes**
  - a. Review and possible action relating to the **minutes of the September 11, 2025, Transportation and Traffic Review Committee.**
- 4. Parking Requests**
  - a. Review and possible action relating to a **request for no parking signs at 643 West Hilltop Trail** (Navin, Director of Public Works)
- 5. Speed Limit Reviews**
- 6. Traffic Signal Reviews**
  - a. Review and possible action relating to the **pedestrian crossing and traffic signal at S. Third St. and Robert St.** (Navin, Director of Public Works)
- 7. Miscellaneous**
  - a. Review and possible action relating to a **request for a reduced speed limit on W.**

**Sherman Ave.** (Navin, Director of Public Works)

**8. Transit Items**

- a.
  - City submitted the 2026 grant to the state
  - Vehicle Updates (City)

**9. Safe Routes to School**

**10. Adjournment**

*All items may be acted on and recommended to the City Council.*

*Date Posted: December 8, 2025*

*CC: Committee Members: Andy Selle (Director of Public Works), Adrian Bump (Chief of Police), Tom Williamson (Superintendent Public Works), Tom Sweeney (Assistant Engineer), Nick Armstrong (City Electrician), Davin Lescohier (City Councilperson), Amanda Moehling (FA School District), Mark Maas (Atlarge Member), Jack Rice (At-large Member); Rebecca Houseman; Michelle Ebbert; City Council (information only); News Media*

*Notice is hereby given that a majority of the Fort Atkinson City Council may be present at this meeting at the location and time indicated above to gather information about any subject matters on this agenda over which they have decision-making responsibility. This may constitute a meeting of the City Council pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553, 494 N.W.2d 408 (1993), and must be noticed as such although the City Council will not take any formal action at this meeting.*

*Visit us online! City news and information can be found at [www.fortatkinsonwi.gov](http://www.fortatkinsonwi.gov), and be sure to follow us on Facebook @FortAtkinsonWI.*

[IGNORE\_INDENT]



**TRANSPORTATION & TRAFFIC REVIEW COMMITTEE MEETING  
IN PERSON AND VIA ZOOM  
THURSDAY, SEPTEMBER 11, 2025 – 2:00 PM  
CITY HALL – SECOND FLOOR**

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**MINUTES**

**1. Call meeting to order**

Chairperson Navin called the meeting to order at 2:00 p.m.

**2. Roll call**

Members Present: Chairperson Navin, Police Chief Bump, Council Representative Jaeckel, Citizen Member Maas, School District Representative Moehling. Absent: Superintendent Williamson, City Electrician Nick Armstrong. Also present: Manager Houseman, Public Relations Executive Assistant Weihert, Brown Cab Representative Lisa Kudick.

**3. Approval of Minutes**

*a. Review and possible action relating to the **minutes of the December 12, 2024 Transportation and Traffic Review Committee***

Motion to approve the minutes of the December 12, 2024 meeting made by Bump and second by Maas. Motion carried.

**4. Parking Requests: None**

**5. Speed Limit Reviews**

*a. Review of speed limits on N. Main St., N. High St., and E. Blackhawk Drive between N. Main and N. High streets.*

Community member Amy Lutzke submitted a Traffic Review Request to adjust the speed limits on N. Main and N. High streets and Blackhawk Dr. between N. Main and N. High. Chief Bump noted there have been no complaints on E. Blackhawk Dr., of the three locations mentioned, he stated N. High St. deserves a look.

Manager Houseman stated the City doesn't have direct control over the speed limit on N. Main St., due to it being a connecting highway. Bump agreed due to the experience of trying to lower the speed limit on Hwy 12.

Navin stated that staff will continue to monitor the areas for issues. No action was taken.

## **6. Traffic Signal Reviews**

### *a. Transition to four-way stop at Reena Ave. at Rangita St. intersection.*

Chief Bump filled out a Traffic Review Request with the intent to transition Reena Ave. at Rangita St. into a 4-way stop intersection and add a stop sign on Reena Ave. southbound at Montclair Pl. to reduce speed of vehicles traveling on the road in that area and to breakup traffic flow and congestion before and after school. The change will reduce residential perceptions of speed, reckless driving, and unsafe congestion.

Council President Jaeckel asked about the curve in the road in the area. He stated he is neutral on the stop sign at Premier Pl and Rangita St. Bump stated the street is wide enough and he doesn't see that as a concern.

Motion was made by Bump and seconded Maas to transition Reena Ave. at Rangita St. into a 4-way stop intersection. Motion carried.

Jaeckel made a motion and seconded by Maas to add a four-way stop intersection at Reena Ave. and Montclair Pl. as well as trim the tree at the intersection for better visibility. Motion carried.

## **7. Miscellaneous: None**

## **8. Transit Items**

### *a. Update from Brown Cab on ridership and marketing for 2025*

- *Service Hours (Brown Cab)*
- *Ridership Trends (Brown Cab)*
- *Institutional Fares (Brown Cab)*
- *Staffing (Brown Cab)*
- *Vehicle Updates (City)*
- *Contract Status (City)*

Brown Cab representative Lisa Kudick, regional manager, gave an update on service hours, ridership trends, institutional fares, staffing and marketing for 2025.

Fares and agency trips are up for 2025. Total hours for the year are currently 10 hours

over the 8,000 hours budgeted for the year at this time.

Public Relations Executive Assistant Sarah Weihert gave an update on the status of City vehicles and the contract status with Brown Cab as well as expected fares for 2026.

**9. Safe Routes to School: None**

**10. Adjournment**

Bump moved to adjourn, seconded by Maas. Motion carried.

Meeting adjourned at 2:31 p.m.

Respectfully submitted by  
Sarah Weihert, Public Relations Executive Assistant



## MEMORANDUM

**DATE:** December 11, 2025

**TO:** Committee/Commission/Board

**FROM:** Zach Navin, Director of Public Works

**RE:** Review and possible action relating to a request for no parking signs at 643 West Hilltop Trail (Navin, Director of Public Works)

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### BACKGROUND

On October 20, 2025 Staff received a request for no parking signs at 643 West Hilltop Trail. The request stated that it is often difficult to get trucks and trailers through this area when vehicles are parked on both sides of the road during events at the Fireside Theatre.

### DISCUSSION

City staff monitored the area of concern over a two-week period during the scheduled shows at the Fireside which are considered busy times for this area. Staff deemed that No Parking signs at this location are not necessary at this time. As shown in the images below, there is still plenty of room for vehicles to pass through safely.

### FINANCIAL ANALYSIS

N/A

### RECOMMENDATION

Staff recommends that this request for no parking signs at 643 West Hilltop Trail be denied.

### ATTACHMENTS

1. 643 WEST HILLTOP TRAIL PARKING QUESTIONS


**Fw: 643 WEST HILLTOP TRAIL PARKING QUESTIONS**

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**From** Jedidiah Draeger <JDraeger@fortatkinsonwi.gov>

**Date** Mon 10/20/2025 8:13 AM

**To** Zach Navin <znavin@fortatkinsonwi.gov>

 2 attachments (156 KB)

IMG957928.jpg; IMG957929.jpg;

This was sent to me by a business owner over by the fireside. So, I am sending it to the Chair of the Transportation & Traffic Review Committee.

Jedidiah Draeger  
Director of Neighborhood and Building Services  
City of Fort Atkinson  
101 N. Main Street  
Fort Atkinson WI 53538  
Office: 920-397-9901  
[www.fortatkinsonwi.gov](http://www.fortatkinsonwi.gov)

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**From:** Kris Koenig <kris@readye.com>

**Sent:** Sunday, October 19, 2025 11:03 AM

**To:** Jedidiah Draeger <JDraeger@fortatkinsonwi.gov>

**Subject:** 643 WEST HILLTOP TRAIL PARKING QUESTIONS

Good morning,

I wanted to review the issues with parking around the corner in front of my shop.

This is an ongoing issue every weekend, with Fireside employees limiting access to cars getting around the corner-even worse when someone has a trailer.

Now and then we do have a few employees that work on the weekends, it is tough to get around safely at times.

I was hoping I could get someone to install no parking signs starting even with the transformer in front of my building, and one across the street roughly 2 car lengths back from entrance into Fireside lot.

Could you please investigate this matter or forward this on to street department personnel for further review.

Just looking for some type of response before the snow plowing season starts.

Thank you,

Kris Koenig  
Ready Electric, Inc.





## MEMORANDUM

**DATE:** December 11, 2025

**TO:** Committee/Commission/Board

**FROM:** Zach Navin, Director of Public Works

**RE:** Review and possible action relating to the pedestrian crossing and traffic signal at S. Third St. and Robert St. (Navin, Director of Public Works)

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### BACKGROUND

Between November 24 and November 25 staff received 3 Traffic Review Requests for further review of the crosswalk at S. 3rd St. and Robert St.

### DISCUSSION

The notable concerns with all three of the requests received revolves around the crosswalk on the north side of the intersection and the length of time the beacon flashes. The applicants expressed concerns about vehicles driving southbound on Robert St. and not coming to a stop at the 3rd St. intersection before continuing on, as well as vehicles making a right turn onto Robert St. from 3rd St. There is also a concern around the time provided to cross the street for pedestrians. As noted below in the submissions, these concerns stemmed from a pedestrian being hit by a car on October 20, 2025, observed near misses, and general concern for public safety.

### FINANCIAL ANALYSIS

N/A

### RECOMMENDATION

Staff recommends the committee direct staff to conduct an analysis of this intersection and bring forward options and/or recommendations for improvements at the March 12, 2026 Transportation and Traffic Review Committee Meeting.

### ATTACHMENTS

1. Traffic Review Loren Gray\_Redacted
2. Traffic Review Request Form Jackie Keyser Redacted
3. Traffic Review Request Form Janet Negus Redacted



## Traffic Review Request – City of Fort Atkinson

Please use this form to submit a request for review of traffic related inquiries within the City of Fort Atkinson. Additional photos or maps may be included as necessary. The Traffic Review Committee meets quarterly on the second Thursday of March, June, September, and December. Submit completed forms to Sarah Weihert at [sweihert@fortatkinsonwi.gov](mailto:sweihert@fortatkinsonwi.gov)

<i>Name</i>	
<i>Phone and Email</i>	Loren Gray [REDACTED]
<i>Description</i>	[REDACTED]
<i>Suggested Remedy</i>	

(See attached document)

Sketch or Map of Area

(Attachment to City Form)

## Traffic Review Request – City of Fort Atkinson

Name – Loren Gray

Phone/Email [REDACTED] [REDACTED]

### Description –

My concerns relate to pedestrian safety at the bike trail crossing at the S 3rd St, Janesville Ave, and Robert St intersection. This intersection, in addition to traffic lights, includes a button activated pedestrian crossing with flashing lights indicating activation. My wife and I walk across on the bike trail pedestrian crossing several times a week, and have observed a fair number of unsafe actions by pedestrians and drivers. One of my neighbors, Janet Negus, was hit and injured by a car while she and her husband were walking in this crossing several weeks ago. They had activated the crossing lights, and they were flashing. A driver made a right turn from S 3rd to Robert St, hitting Janet in the crosswalk. A week ago, my wife and I had entered the crossing having activated the crossing lights, only to have a car coming south on Robert continuing south on Janesville, drive right through the red light and the flashers without slowing. Yesterday, my wife and I were crossing from the west to the east side, when a car, again coming south on Robert, did a rolling stop, and proceeded south on Janesville, going through the flashing lights and passed behind us a foot or so away. This is a dangerous intersection for pedestrians, and the crossing is much used by walkers, runners, and bikers.

### Suggested Remedy –

Three things that would greatly improve safety for pedestrians – and shouldn't be expensive to accomplish

1. Lengthen crossing time for pedestrians. I am a good walker, I pay attention for the walk light, and I can get no more than 3/4 of the way across before flashers quit.
2. Put up a "No Right Turn on Red" sign for southbound traffic from Robert St to Janesville Ave. This is really not a right turn, and coasting through is common.
3. Some kind of "Watch for Pedestrians" notice in advance of the pedestrian crossing on Robert St, and maybe on S 3rd St.

Sketch or Map – see link below from Google Maps

<https://maps.app.goo.gl/jM4QuDrTijppwas78>

Nov 24, 2025



## Traffic Review Request – City of Fort Atkinson

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<i>Name</i>	Jackie Keyser
<i>Phone and Email</i>	<del>XXXXXXXXXXXX-XXXX-XXXX</del>
<i>Description</i>	I am concerned about the crossing at the bike trail ( Janesville Ave. and Robert Street). Now with the Christmas lights up, the amount of pedestrain traffic has increased greatly. Cars going straight at the light often do not yield even when the crossing lights are activated. I was in the walkway when a mother and small child on a bike were about hit. The lights were flasing but the driver did not stop.
<i>Suggested Remedy</i>	<ol style="list-style-type: none"> <li>1. The flashing lights need to be extended as often it is not enough time to cross.</li> <li>2. Signage put up in the road to watch for pedestrians.</li> <li>3. No turn on red at that light or limit the hours. I understand that the turn is helpful to keep traffic from backing up duing school hours.</li> </ol> <p>Thank you</p>

Sketch or Map of Area



## Traffic Review Request – City of Fort Atkinson

Please use this form to submit a request for review of traffic related inquiries within the City of Fort Atkinson. Additional photos or maps may be included as necessary. The Traffic Review Committee meets quarterly on the second Thursday of March, June, September, and December. Submit completed forms to Sarah Weihert at [sweihert@fortatkinsonwi.gov](mailto:sweihert@fortatkinsonwi.gov)

<i>Name</i>	Janet Negus
<i>Phone and Email</i>	<del>20-723-5608</del> <del>janegusian@gmail.com</del>
<i>Description</i>	On October 20, 2025, I was hit by a car turning right from S 3rd onto Robert Street while my husband and I were in a controlled intersection, with the walk light flashing. Both the police and ambulance personel commented that this is a "bad corner". We walk this way frequently and have often observed cars not paying attention to pedestrians in this often used pedestrian crossing.
<i>Suggested Remedy</i>	<p>The ironic thing is that the cars turning right have a green light, even when the the pedestrian light is flashing. Pedestrtrians are give the false impression that it is safe to cross.</p> <p>The cars coming down S. 3rd street assume they have to right away to proceed. I sufferet injuries from which I am still recovering.</p> <p>The possible ways that this intersection can be made safer are many. This corner needs to be observed and rectified to remove the present dangers before someone is killed.</p>

Sketch or Map of Area



## MEMORANDUM

**DATE:** December 11, 2025

**TO:** Committee/Commission/Board

**FROM:** Zach Navin, Director of Public Works

**RE:** Review and possible action relating to a request for a reduced speed limit on W. Sherman Ave. (Navin, Director of Public Works)

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### BACKGROUND

On October 8, 2025 Staff received the attached written request for crosswalk stripes at the intersection of W. Sherman Ave. and Jackson St. crossing.

### DISCUSSION

The reason stated for the request was due to concerns of speeding vehicles and the number of children present in this area. Police department staff completed a speed survey at the intersection of W. Sherman Ave and Jackson St. Data from the survey was consistent with other similar areas and found that there is a safe average and mode speed aligns with the posted speed limit. It is also not the practice of the Public Works department to stripe every residential crosswalk. It would be cost-prohibitive.

### FINANCIAL ANALYSIS

N/A

### RECOMMENDATION

Staff recommends that the request for crosswalk stripes and crosswalk sign at the intersection of W. Sherman Ave and Jackson St. be denied based on the data provided.

### ATTACHMENTS

1. 614 W. Sherman Ave
2. Speed survey 600 W Sherman Ave

TO: TRAFFIC SAFETY ADVISORY COMMITTEE

DATE: 10-8-25

REQUEST FOR TRAFFIC CONTROL/SIGN INSTALLATION

LOCATION

614 Sherman Ave West  
CROSSWALK STRIPES with  
CROSSWALK SIGN ON SHERMAN  
& JACKSON CROSSING SHERMAN

REASON

ON MANY OCCURRENCES  
WHEN NEIGHBORHOOD KIDS ARE  
GOING & COMING FROM SCHOOL  
CAR'S SPEED BY FAST OFTEN.  
PERSON REQUESTING INSTALLATION

NAME AL GILAT

ADDRESS 614 Sherman Ave. W PHONE 262-716-666

\*\*\*\*\*

COMMITTEE RECOMMENDATIONS

DATE \_\_\_\_\_

TRAFFIC Survey Am & pm hours to  
see if its actually a problem or perceived issue.

( ) APPROVED

( ) DENIED

\_\_\_\_\_  
CHAIRMAN

\* NOTE: TO BE USED FOR ALL TRAFFIC SIGN INSTALLATION REQUESTS.



POLICE DEPARTMENT

Adrian J. Bump  
CHIEF OF POLICE

11/17/2025

Chief Bump,

The speed survey you requested in the area of W Sherman Ave is complete. Officers Lawrence, Steinert and Samson conducted surveys on 6 different occasions. Officer Samson was in the area October 22 from 7:55am to 8:10am, October 23 from 7:38am to 7:53am and October 24 from 7:25am to 7:40am. The total number of vehicles he had on radar was 155. The top speed was 37 MPH, the low speed was 19 MPH, the average speed was 26.51 MPH with a mode speed of 27 MPH.

Officer Lawrence and Steinert were in the same area on 3 different dates as well in the afternoon hours. Officer Steinert was there on October 22 from 3:30pm to 3:45pm, Officer Lawrence was in the area November 11 from 3:10pm to 3:15pm and again November 12 from 3:05pm to 3:15pm. The total number of vehicles captured on radar was 87. The top speed was 34 MPH, the low speed was 21 MPH, the average speed was 26.33 MPH with a mode speed of 30 MPH.

These studies were documented in cases 25-14604, 25-14617, 25-14636 and 25-14673. The speed survey forms are attached to the respective cases if you would like to review them.

Respectfully Submitted,

Daniel P Hefty  
Captain  
Fort Atkinson Police Department  
101 S. Water St W  
Fort Atkinson, WI 53538  
920-397-9905  
[dhefty@fortatkinsonwi.gov](mailto:dhefty@fortatkinsonwi.gov)

101 South Water Street W Fort Atkinson, WI 53538 P: 920.397.9905 F: 920.563.3311

<https://www.fortatkinsonwi.gov/departments/police/index.php>