

## MEETING NOTICE

### FOND DU LAC MPO POLICY BOARD AND TECHNICAL ADVISORY COMMITTEE MEETING

DATE: Wednesday, February 7, 2018  
TIME: 10:00 A.M.  
PLACE: Rooms D & E – City/County Government Center

#### AGENDA

1. Introductions, statement of compliance with Wis. Stats. Ch. 19, Subchapter V, Sec. 19.84 regarding Open Meetings
2. Public Comment
3. Discussion and action on December 12<sup>th</sup>, 2017 Fond du Lac MPO Policy Board Meeting Minutes (Enclosed)
4. Discussion and action on Proposed Resolution 01-18: Adopting the Wisconsin Department of Transportation Highway Safety Improvement Program (HSIP) 2018 Performance Measure Targets (Enclosed)
5. Discussion regarding bridge maintenance within the MPO Planning Area.
6. WisDOT Regional Projects Update – Matt Halada
7. Transit and Specialized Transportation Update – Nick Musson
8. Bicycle and Pedestrian Program Update – Kim Biedermann
  - a. Review and discussion on the draft of the Regional Complete Streets Policy (Enclosed)
9. Regional Safe Routes to School Program Update – Melissa Kraemer Badtke
  - a. Winter Walk to School Month – February
  - b. Chegwin Elementary School Event
  - c. Fond du Lac Middle School Curriculum
10. Adjourn

SUMMARY OF PROCEEDINGS  
 Fond du Lac Metropolitan Planning Organization Policy Board  
 Fond du Lac City/County Building, Rooms D-E, Monday, December 11, 2017

The meeting was called to order by Chair Mr. Allen Buechel at 1:32 P.M.

Committee Members Present

Dyann Benson..... City of Fond du Lac  
 Jordan Skiff ..... City of Fond du Lac  
 Allen Buechel ..... Fond du Lac County  
 Tom Janke..... Fond du Lac County  
 Nick Leonard ..... Village of North Fond du Lac  
 Brian Kolstad..... Fond du Lac City Council

WisDOT Members Present

Matt Halada..... WisDOT – NE Region

Staff Members Present

Dave Moesch ..... ECWRPC  
 Kolin Erickson ..... ECWRPC

1. Introductions, Statement of compliance with Wis. Stats. Ch. 19, Subchapter V, Sec. 19.84 regarding Open Meetings

Mr. Buechel welcomed the group and noted the meeting was properly posted and in compliance with open meeting requirements.

2. Public Comment (None)

3. Discussion and action on Summary of Proceedings from the October 4, 2017 Policy Board meeting

Mr. Buechel asked the committee if they had any comments or questions regarding the summary of proceedings. Hearing no comments, Mr. Buechel asked the committee for a motion to approve the summary of proceedings. Mr. Halada made a motion to approve the summary of proceedings, Ms. Benson seconded the motion and the motion passed unanimously.

4. Discussion and action on Proposed Resolution 07-17: Amending the Transportation Improvement Program for the Fond du Lac Urbanized Area – 2018

Mr. Moesch noted an amendment was necessary as Fond du Lac Area Transit requested to advance a bus wash replacement capital project in 2018. Total funds requested for this project amount to \$250,000.

Mr. Skiff noted staff was hoping to replace the wash system with a universal wash system that could accommodate additional types of city owned vehicles. However, this was not possible and the bus wash system was ultimately the only option.

Mr. Buechel asked the committee if they had any comments or questions regarding proposed Resolution 07-17. Hearing none, Mr. Buechel asked the committee for a motion to amend the Transportation Improvement Program for the Fond du Lac Urbanized Area – 2018. Mr. Janke made a motion to amend the Transportation Improvement Program, Mr. Kolstad seconded the motion and the motion passed unanimously.

## 5. Adjournment

Mr. Buechel asked if there was any other business. Hearing none, Mr. Halada made a motion to adjourn and Ms. Benson seconded the motion. The motion passed unanimously and the Committee adjourned at 1:45 P.M. The next meeting is on Wednesday, February 7, 2018 at 10:00 A.M.

## PROPOSED RESOLUTION 01-18

### ADOPTING THE WISCONSIN DEPARTMENT OF TRANSPORTATION HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) 2018 PERFORMANCE MEASURE TARGETS

**WHEREAS**, the City of Fond du Lac was designated by the Governor as the Metropolitan Planning Organization for the Fond du Lac, Wisconsin Urbanized Area; and

**WHEREAS**, the U.S. Department of Transportation established five performance measures for the Highway Safety Improvement Program (HSIP) within the National Performance Management Measures: Highway Safety Improvement Program; Final (23 CFR 490, Subpart B); and

**WHEREAS**, the Wisconsin Department of Transportation (WisDOT) established statewide calendar year 2018 targets for each of the five HSIP performance measures in accordance with 23 CFR 490.209; and

**WHEREAS**, metropolitan planning organizations (MPOs) must annually establish calendar year targets for each of the five HSIP performance measures by agreeing to plan and program projects so that they contribute to the accomplishment of WisDOT's HSIP target(s) or commit to WisDOT's targets or commit to establishing quantifiable HSIP target(s) for the metropolitan planning area; and

**NOW, THEREFORE, BE IT RESOLVED** that the Fond du Lac MPO agrees to plan and program projects so that they contributed towards the accomplishment of the WisDOT's calendar year 2018 HSIP target(s) for the following performance measures:

Number of fatalities < 556.1

Rate of fatalities < 0.917 per 100 million vehicle miles traveled

Number of serious injuries < 3,023.9

Rate of serious injuries < 4.997 per 100 million vehicle miles traveled

Number of non-motorized fatalities and non-motorized serious injuries < 343.3

**BE IT FURTHER RESOLVED**, that the MPO staff will work with WisDOT to monitor safety performance measures in an effort to assess if targets established by the department and adopted by the MPO will direct focus to projects expected to improve safety on the transportation system.

**Effective February 7, 2018**

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Mr. Allen Buechel, Fond du Lac MPO Policy Board Chair

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# **DRAFT - East Central Wisconsin Regional Planning Commission Complete Streets Policy**

## **Background**

East Central Wisconsin Regional Planning Commission (ECWRPC) has long been a proponent of creating a multimodal, safe and efficient transportation system that ensures accessibility to all roadway users. In 2009, ECWRPC started the state's first regional Safe Routes to School Program. This program works with over 150 schools in 33 districts to make it safer and more appealing for students in grades K-8 to walk and bicycle to school. In 2012, ECWRPC received funding from the Wisconsin Department of Transportation to create a bicycle and pedestrian plan for the urbanized areas of Calumet, Outagamie, and Winnebago counties. The purpose of this plan was to identify gaps in the bicycle and pedestrian network and to create recommendations for creating connectivity throughout the study area. The plan was approved in 2014, and a steering committee oversees the implementation of the plan.

ECWRPC acknowledges the role planning plays in public health and the overall health outcome of those in our communities. Planning impacts “how people make choices of where to live and how to get around, their ability to access healthy foods and opportunities for physical activity...and more.”<sup>1</sup> In addition to the role planning plays in health, ECWRPC also recognizes the role planning plays on social equity and social determinants of health, including access to recreational opportunities, employment, health care, support systems, and education/vocational training. The increased emphasis on the role planning plays on health and equity has resulted in strong partnerships and collaborations between planners, health professionals, municipalities, and organizations.

The Regional Complete Streets Policy expands on these efforts by ensuring a cohesive and inclusive transportation network that will alleviate inequities, promote physical activity, mitigate traffic congestion, and increase roadway safety.

## **Vision**

The ECWRPC region will have an equitable, balanced, and effective transportation system where every roadway user can travel safely, efficiently, and comfortably while having many transportation options available for all users regardless of their modes of transportation.

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<sup>1</sup> [www.planning.org/research/publichealth](http://www.planning.org/research/publichealth)

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### **Definition of Complete Streets**

Complete Streets are roadways designed to safely and comfortably accommodate all users, including, but not limited to, motorists, cyclists, pedestrians, transit and school bus riders, delivery and service personnel, freight haulers, and emergency responders. “All users” includes people of all ages and abilities.

### **Policy Statement**

ECWRPC will promote the Complete Streets concept throughout the region; it recommends that all local jurisdictions adopt comprehensive Complete Streets policies that are consistent with this regional policy. ECWRPC will seek incorporation of the Complete Streets policy and concepts into the development of transportation infrastructures. Development may include planning and land use control, engineering, scoping, design approvals, implementation, and performance monitoring.

To ensure federal compliance, ECWRPC requires projects receiving federal funding adhere to this policy. Projects utilizing any other funding sources are also encouraged to adhere to this policy.

### **Context Sensitivity**

While every street should be planned, designed, built, operated, and maintained for all users, there is no single design standard for Complete Streets and few streets will have separate accommodations for every mode. Each project must be considered both separately and as part of a cohesive network to determine the level and type of treatment necessary for all users. Each street and right-of-way design should be practically understood and created to complement the neighborhood in which it exists. Identifying best practices is essential when implementing improvements intended to fulfill this Complete Streets Policy.

ECWRPC will take a flexible, innovative, and balanced approach to creating context-sensitive Complete Streets that meet or exceed national best-practice guidelines.

### **Network**

A well-connected network provides more route choices that can disperse traffic across the network, provides alternatives when priority is given to a particular mode along one route, and provides route alternatives when a link in the network is obstructed or where barriers exist. A well-connected network also provides safe and convenient transitions from one mode of transportation to another, from one jurisdiction to another and from one type of infrastructure to

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another. Every effort should be made to provide a continuous, seamless network that is accessible to all users and modes of transportation.

Recognizing the regional connections throughout ECWRPC's jurisdiction and the uniqueness of each community, ECWRPC will work with contractors, local units of government, and state agencies to ensure Complete Streets principles are implemented in a context-sensitive manner.

### **Applicability of this Policy**

This policy applies to projects that involve new construction, reconstruction, maintenance, repair, resurfacing, rehabilitation, or planning of roads, trails, transit, and other transportation facilities that will use federal funds allocated through ECWRPC. Even small projects can be an opportunity to make meaningful and lasting improvements. For example, adding or moving an edge stripe to create room for cyclists or painting a crosswalk adjacent to a bus stop are both relatively low cost improvements. Furthermore, the design of new or reconstructed facilities should anticipate future demand for bicycling, walking, and transit facilities and should not impede the provision of future enhancements.

Complete Streets projects are generally accomplished through adding the following to the public right-of-way: sidewalks, bicycle facilities (e.g. bike lanes, sharrows, wayfinding signs), ADA-compliant curb ramps and bus stops, trails, and any other reasonably applicable facilities to assist in multimodal uses.

### **Design and Flexibility**

The latest design guidance, standards, and recommendations available will be used in the implementation of Complete Streets, including the most up-to-date versions of:

- The National Association of Transportation Officials (NACTO) Urban Bikeway Design Guide
- The NACTO Urban Street Design Guide
- American Association of State Highway and Transportation Officials (AASHTO)
  - A policy on Geometric Design of Highway and Streets
  - Guide for the Development of Bicycle Facilities
- The US Department of Transportation Federal Highway Administration's Manual on Uniform Traffic Design Controls (MUTCD)
- The Wisconsin Manual on Uniform Traffic Control Devices (WMUTCD)
- The US Department of Transportation Federal Highway Administration's Small Town and Rural Multimodal Networks Guide
- Wisconsin Department of Transportation's Bicycle Facility Design Handbook
- Wisconsin Department of Transportation's Facilities Design Manual (FDM)
- Local and regional bicycle and pedestrian plans

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The above resources shall be consulted when planning and designing new roadways; however, innovate design options that have a comparable level of safety for users when compared to more traditional design options shall not be precluded. ECWRPC strongly encourages communities to stay current on new guidance, standards, recommendations and resources regarding bicycle and pedestrian accommodations as well as ADA-accessible accommodations.

### **Exceptions**

All federally-funded transportation projects will consider Complete Streets principles and possible treatments at the time of the initial application for funding. Communities utilizing state, county, or local funding are also encouraged to consider Complete Streets principles and all possible treatments in their projects. However, certain circumstances may exist where it is not possible to consider Complete Streets in roadway design. Such exceptions for federally-funded projects shall be limited to the following:

- Bicyclists and pedestrians are prohibited by law from using the roadway.
- The cost of establishing bikeways would be excessively disproportionate to the need or probable use. Excessively disproportionate is defined by FHWA and state statutes as bicycle and pedestrian facilities together exceeding 20 percent of the cost of the larger transportation project.
- Where sparsity of population other factors indicate an absence of need.
- Detrimental environmental or social impacts outweigh the need for these accommodations.

ECWRPC encourages local communities to create clear and limited exceptions in their local projects such as listed above.

### **Implementation**

Upon approval and adoption of this Complete Streets policy, it will become part of ECWRPC's planning and project selection processes for ECWRPC-attributable funding. The principles of this policy will also guide ECWRPC staff in the preparation of transportation plans and other plans.

ECWRPC will assist other local units of government in creating and adopting their own Complete Streets policies through ECWRPC's technical assistance program.



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**Performance Measures**

ECWPRC will measure the success of this Complete Streets policy by using the following measures:

- Miles of bicycle and pedestrian infrastructure built
  - Facilities counted will include sidewalks, bike lanes, trails (on- and off-road), sharrows, and wide paved shoulders
- Number and location of bicycle and pedestrian wayfinding signage adequately placed
- Annual ridership of Fond du Lac Transit, GO Transit, and Valley Transit
- Number of bicyclists and pedestrians using facilities
- Number of local units of government that adopt their own Complete Streets policies
- Serious injury and fatal crash history for for all modes

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## **Definitions**

- access way** One or more connections that provide pedestrian or bicycle passage either between streets or between a street and a building, school, park, transit stop, or other destination. (Beaverton, Oregon)
- complete street** A street that accommodates convenient and safe use by everyone, regardless of age, ability, or mode of travel. (MPO of Johnson County)
- context sensitive design solution** A design which balances safety, mobility and transportation needs, while preserving scenic, aesthetic, historical, environmental, neighborhood, and community values and characteristics. (MPO of Johnson County)
- curb cut** The providing of vehicular ingress or egress between property and an abutting public street. (Conyers, Ga.)
- new street** A street constructed where one has not previously existed. (MPO of Johnson County)
- public frontage road** A roadway located with portions of public street right-of-way, frontage road reservation easement or adjoining other streets, which have access control. (MPO of Johnson County)
- reconstructed street** An existing street that has rehabilitation done to it, which is estimated at 50% or higher of the cost of a new street (excluding utilities except storm sewer, and sub-drains), will also be considered a reconstructed street for the purpose of this policy. (MPO of Johnson County)
- right-of-way** A right of way is a type of easement that allows a person to pass through another's land. (real-estate-law.com)
- street** The street is considered to be the subgrade, base, pavement, grading, storm sewer, and sub-drains (i.e., all of the elements required to build, operate, and maintain the street). (MPO of Johnson County)

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**street network** A system of interconnecting lines and points that represent a system of roads for a given area. A street network provides the foundation for network analysis; for example, finding the best route or creating service areas.

**street maintenance** Rehabilitation of a street, which generally restores the functionality of the existing street components (either primarily as a street project or in conjunction with underground public utility construction), without significantly altering or adding to those components, and which is estimated at less than 50% of the cost of a new street with those components. Utility construction (except storm sewer, and sub-drains) is excluded from this cost calculation.

**transportation improvement program (TIP)** A list of upcoming transportation projects—covering a period of at least four years. The TIP must be developed in cooperation with the state and public transit providers. The TIP should include capital and non-capital surface transportation projects, bicycle and pedestrian facilities and other transportation enhancements, Federal Lands Highway projects, and safety projects included in the State's Strategic Highway Safety Plan. (Federal Transit Administration)