

**MINUTES
TRANSPORTATION COMMITTEE MEETING
East Central Wisconsin Regional Planning Commission**

COMMITTEE MEMBERS: *Dick Koeppen, Nick Kesler, Kara Homan (Perm Alt for Thomas Nelson), John Zorn (Alternate for Steve Abel), Patrick Mullen, Thomas Kautza, Robert Keller, Ron McDonald, Scott Nelson*

Place: ECWRPC Conference Room (with a Virtual Meeting Connection)

Date: Tuesday, October 18, 2022

Time: 1:30 p.m.

1. Chair Homan welcomed attendees to the meeting and called the meeting to order at 1:32 p.m.
2. **Roll Call** - Introduction of Alternates, Staff and Guests

Committee Members Present:

Kara Homan, Chair (Perm Alt for Thomas Nelson) Outagamie County
 Nick Kesler..... Calumet County
 John Zorn (Alt. for Steve Abel) Fond du Lac County
 Patrick Mullen Fond du Lac County
 Dick Koeppen Waupaca County
 Robert Keller..... Winnebago County
 Tom Kautza Shawano County
 Scott Nelson WisDOT – NE Region

Committee Members Excused

Ron McDonald Valley Transit

ECWRPC Staff and Guests Present:

Nick Weber WisDOT Representative
 Melissa Kraemer Badtke..... Executive Director
 Kim Biedermann Principal Planner, Regional Bicycle & Pedestrian Coordinator
 Tanner Russell..... Associate Transportation Planner
 Mike Zuege GIS Manager
 Leann Buboltz..... Administrative Coord

3. **Approval of Agenda / Motion to Deviate** – A motion by Mr. Kautza and second by Mr. Zorn to approve of the agenda as posted. Motion carried unanimously.
4. **Public Comment** – Hearing of none.
5. **Approval of the July 12, 2022 Transportation Committee Meeting Minutes** – A motion was made by Mr. Kautza and second by Mr. Koeppen to approve of the minutes as presented. Motion carried unanimously.

6. Announcements and Updates

A. Staff Report. Ms. Kraemer-Badtke shared with the Committee the following staff updates

1. New Hires - Brenna Root was hired as our new Associate Planner – Transportation. Brenna has a public health background and has experience with community engagement. Kim Dieck was hired as our new Associate Planner for the Safe Routes to School Program. Kim is a former teacher and will be working to expand the safe routes to school curriculum.
2. Comprehensive Safety Action Plan – Kim Biedermann –Principal Planner, gave a brief overview of the purpose of the plan. She shared that ECWRPC staff will be working with communities in the Appleton (Fox Cities) and Oshkosh MPOs to create a Comprehensive Safety Action Plan (CSAP). The purpose of a CSAP is to reduce or eliminate roadway fatalities and serious injuries. Also, a CSAP is a required component for communities to have in place in order to qualify for Safe Streets and Roads for All (SS4A) funding, which is a new funding program under the Bipartisan Infrastructure Law (BIL). She noted that as part of the CSAP, ECWRPC staff is creating an advisory committee, which is comprised of municipal staff throughout the two MPOs. It is anticipated the plan will be completed in July 2023, and it would go before the Commission for adoption at the July 2023 quarterly commission meeting.
3. Capital Improvement Plan Mapping - Ms. Kraemer-Badtke shared that the GIS staff has been working on a comprehensive list of Capital Improvement Plans across ECWRPC's region. At this time the focus is primarily on municipalities within the Fox Cities, Oshkosh, and Fond du Lac Metropolitan Areas. It was noted that compiling these projects into GIS provides an advanced understanding of upcoming projects down to a local level. ECWRPC anticipates using this data to predict construction conflicts, develop a comprehensive understanding of which roadways are receiving funding, and anticipate what may need funds in the future.

7. Business / Action Items

A. New Business

1. **Proposed Resolution 32-22:** Approval of Economic Impact Study of Bicycle and Pedestrian Facilities in Calumet, Fond du Lac, Outagamie and Winnebago Counties - presented by Kim Biedermann-Principal Planner. ECWRPC entered into a contract with Econsult Solutions, Inc. (ESI) from August 2, 2021 to June 30, 2022 to conduct an economic impact study on bicycling and walking facilities in the urbanized areas of Calumet, Fond du Lac, Outagamie, and Winnebago counties. She noted that the study's findings show that investing in bicycle and pedestrian infrastructure has an overall positive economic impact, with investment of the future network estimated to be \$1.3B and will result in an estimated \$2.3B impact. Ms. Biedermann also shared that the findings of this study can be used by local communities seeking to build, expand, and finance local bicycle and pedestrian networks.

The documents can be found online at:

Summary Report: <https://www.ecwrpc.org/wp-content/uploads/2022/09/Draft-ECWRPC-Economic-Impact-Study-Report.pdf>

Technical Report: <https://www.ecwrpc.org/wp-content/uploads/2022/09/Draft-ECWRPC-Economic-Impact-Study-Technical-Report.pdf>

Mr. Zorn noted that Fond du Lac County was missing from the title however, Fond du Lac County is mentioned throughout the document. Ms. Kraemer-Badtke thanked Mr. Zorn for identifying the oversight and stated that the title will be amended to include Fond du Lac County.

A motion by Mr. Zorn and second by Mr. Kautza to approve of Resolution 32-22 on the condition that the title include Fond du Lac County. Motion carried unanimously.

2. **Proposed Resolution 42-22:** Adopting the 2023 Unified Transportation Work Program and the Annual MPO Self-Certification and the Regional Transportation Program Self-Certification for the East Central Wisconsin Regional Planning Commission – Melissa Kraemer Badtke

The draft 2023 Unified Planning Work Program can be viewed at the following website: <https://www.ecwrpc.org/programs/transportation/work-program-and-budget/>

Ms. Kraemer-Badtke gave an overview of the Draft 2023 Unified Planning Work Program. She shared that East Central staff has met with WisDOT, FHWA, and FTA to discuss the planning priorities and projects for 2023. It was pointed out that there will be minor modifications to the work program based on the feedback staff has received. Additional requirements per the funding letters in next year's work program include housing coordination; 2.5% of the budget and program deliverables related to safe and accessible transportation; and assistance for communities on grant applications and materials. The following is a listing of some of the proposed projects – this list is not all inclusive.

Appleton (Fox Cities)/Oshkosh Metropolitan Planning Organization

- Administration: Continue to administer the Appleton (Fox Cities) MPO programming and ensuring it is consistent with federal and state regulations.
- Title VI Plan: Update the Title VI Plan in accordance with WisDOT and federal guidance; this plan is updated every three years and was last adopted in October 2020.
- Public Participation Plan: Update the public participation plan, which lays out procedures to provide opportunities for all area residents to participate in the update and development of ECWRPC's transportation planning documents.
- MPO Boundaries: Update the Appleton (Fox Cities) Urbanized and Metropolitan Planning Area Boundaries.
- Functional Classification Network: Update the functional classification network to be consistent with the Urbanized and metropolitan planning area boundaries.
- Plan Implementation and Updates: Implement and update MPO Planning documents as guidance regarding the Bipartisan Infrastructure Law (BIL) is provided. The planning documents include:
 - Long Range Transportation Plan
 - Transportation Improvement Plan (developed annually)
 - Congestion Management Plan
 - Bicycle and Pedestrian Plan

- Northeast Travel Demand Model: Coordinate with WisDOT to update the Northeast Travel Demand Model with the new boundaries, the functional classification network and data provided by the U.S. Census Bureau.
- Comprehensive Safety Action Plan: Develop the Comprehensive Safety Action Plan for Appleton (Fox Cities) and Oshkosh Metropolitan Planning Organizations.
- 5310 Program Administration: Work in coordination with Valley Transit to administer the 5310-grant program.
- Ridership and Fare Equity Survey: Work with Valley Transit to develop and implement a ridership and fare equity survey.

Regional Transportation Program

- Asset Management Projects:
- Coordinated Public Transit Human Services Transportation Plans: Coordinate with local partners, including transit agencies and human services departments to identify the transportation needs of those individuals who are not able to provide their own transportation; provide strategies to meet those needs; and prioritize services for funding and implementation. These plans are updated for each ECWRPC member county every four years and allow the County to receive the 85.10 and 5310 funding.

Fond du Lac Metropolitan Planning Organization

- Administration: Continue to administer the Fond du Lac MPO programming and ensuring it is consistent with federal and state regulations.
- Title VI Plan: Update the Title VI Plan in accordance with WisDOT and federal guidance; this plan is updated every three years and was last adopted in October 2020.
- Public Participation Plan: Update the public participation plan, which lays out procedures to provide opportunities for all area residents to participate in the update and development of ECWRPC's transportation planning documents.
- MPO Boundaries: Update the Fond du Lac Urbanized and Metropolitan Planning Area Boundaries.
- Functional Classification Network: Update the functional classification network to be consistent with the Urbanized and metropolitan planning area boundaries.
- Plan Implementation and Updates: Implement and update MPO Planning documents as guidance regarding the Bipartisan Infrastructure Law (BIL) is provided. The planning documents include:
 - Long Range Transportation Plan
 - Transportation Improvement Plan (developed annually)
 - Congestion Management Plan
 - Bicycle and Pedestrian Plan
- MPO Bicycle and Pedestrian Plan: This will be a comprehensive plan to evaluate and propose recommendations for the multi-modal network.

Regional Safe Routes to School Program

- Local Safe Routes to School Action Plans: Conduct bicycle and walk audits, surveys and work with the local coalition to develop a safe route to school action plan.

- Events and Programs: Continue to work with schools and communities on events and programs such as walk to school day, walking school bus, Project RADAR, etc.
- Youth Engagement: Continue to work with schools to implement SRTS curriculum and also develop youth coalitions to have a voice in the planning process.
- Evaluation: Continue to evaluate the Regional Safe Routes to School Program by updating East Central's demographic dataset and providing best practices.

GO Transit – Transit Development Plan

- Plan Update: East Central staff will work with GO Transit to hire a consultant to complete the update of the transit development plan. East Central staff will administer this grant.

A motion was made by Mr. Koeppen and seconded by Mr. Kesler to approve of **Proposed Resolution 42-22**: Adopting the 2023 Unified Transportation Work Program and the Annual MPO Self-Certification and the Regional Transportation Program Self-Certification for the East Central Wisconsin Regional Planning Commission. Motion carried unanimously.

3. **Proposed Resolution 43-22**: Amending the Transportation Improvement Program for the Oshkosh Urbanized Area – 2022 presented by Tanner Russell – Associate Planner. Mr. Russell shared that WisDOT has requested TIP Number: **253-22-031** be added to 2022 Oshkosh TIP. This would include the bridge rehabilitation project on STH 44 in the City of Oshkosh over the Fox River. He noted that this project is receiving NHPP funding for design funds in 2023 and construction funds in 2025.

A motion was made by Mr. Keller and second by Mr. Kautza to approve of **Proposed Resolution 43-22**: Amending the Transportation Improvement Program for the Oshkosh Urbanized Area as presented. Motion carried unanimously.

4. **Proposed Resolution 44-22**: Approval of the Transportation Improvement Program (TIP) for the Appleton (Fox Cities) Metropolitan Planning Organization – 2023 – presented by Tanner Russell – Associate Planner. Mr. Russell informed the members that the Transportation Improvement Program (TIP) is an annually prepared program of transportation projects that will be utilizing federal funding assistance in their implementation. He noted that this TIP includes projects within the Appleton (Fox Cities) Metropolitan Planning Organization (MPO). East Central Wisconsin Regional Planning Commission (ECWRPC) has updated the Transportation Improvement Program (TIP) for the Appleton (Fox Cities) MPO. ECWRPC staff has worked with WisDOT Northeast Region, transit operators, and local government officials to compile this list of projects for the 2023-2026 program years. Information can be found at <https://www.ecwrpc.org/programs/fox-cities-and-oshkosh-mpo/transportation-improvement-program/>

A motion was made by Mr. Mullen and second by Mr. Koeppen to approve of **Proposed Resolution 44-22**: Approval of the Transportation Improvement

Program (TIP) for the Appleton (Fox Cities) Metropolitan Planning Organization – 2023. Motion carried unanimously.

5. **Proposed Resolution 45-22:** Approval of the Transportation Improvement Program (TIP) for the Oshkosh Urbanized Area - 2023
Mr. Russell – Associate Planner shared with the members that the Transportation Improvement Program (TIP) is an annually prepared program of transportation projects that will be utilizing federal funding assistance in their implementation. This TIP includes projects within the Oshkosh Metropolitan Planning Organization (MPO). East Central Wisconsin Regional Planning Commission (ECWRPC) has updated the Transportation Improvement Program (TIP) for the Oshkosh MPO. ECWRPC staff has worked with WisDOT Northeast Region, transit operators, and local government officials to compile this list of projects for the 2023-2026 program years. Information can be found at <https://www.ecwrpc.org/programs/fox-cities-and-oshkosh-mpo/transportation-improvement-program/>

A motion was made by Mr. Koeppen and second by Mr. Kautza to approve of **Proposed Resolution 45-22:** Approval of the Transportation Improvement Program (TIP) for the Oshkosh Urbanized Area – 2023. Motion carried unanimously.

6. **Proposed Resolution 46-22:** Approval of the High Cliff Connection Master Plan
Ms. Kim Biedermann – Principal Planner gave a brief overview of the creation of the Plan. She shared that in August 2021, ECWRPC entered into a contract with HKGi to conduct a feasibility study and create a master plan for a proposed connection from the Fox Cities to High Cliff State Park, with a study area focusing on connecting from the Loop the Little Lake route east to High Cliff. She noted that the feasibility study portion of the project included: examining the suitability of various roadways to connect to High Cliff; public engagement through pop-up events and interactive maps on the project website; holding meetings with a core team comprised of municipal staff, state agencies, and local partners and a broader stakeholder group; and utilizing various data sources to examine how people are currently bicycling and walking in the project's study area.

Ms. Biedermann stated that presentations on the draft master plan were provided to Harrison's and Sherwood's village boards and the Menasha's City Council. She noted that implementation of the High Cliff Connection will ultimately be the responsibility of the jurisdictions that the connection traverses. The document can be found online at: <https://hkqi.mysocialpinpoint.com/high-cliff-connection>.

Mr. Zorn inquired as to when the construction of this project will start and asked how will it be executed to continue to move forward? Ms. Biedermann stated that this project is at the very beginning stage. She shared that funding will be available through the Nelson Fund up to \$2 million however the final costs could reach an estimated \$6 to \$7 million. Chair Homan suggested that plans for the corridor and construction could be part of the plat approval process which would keep it moving forward in the future.

A motion was made by Mr. Zorn and second by Mr. Mullen to approve of **Proposed Resolution 46-22**: Approval of the High Cliff Connection Master Plan. Motion carried unanimously.

8. Informational/Discussion Items

- A. County Roundtable Discussion (*as time permits*)
1. Mr. Koeppen – Waupaca County shared that the full budget will be presented to the Supervisors and then onto the public next Tuesday for action.
 2. Mr. Kautza – Shawano County stated that their Highway Department is adding a large truck bay. The bids came back with a very high cost for materials and the wait time to receive those materials has increased significantly.
 3. Chair Homan – Outagamie County reported that next week they should wrap up the budget, however they need to work out a few issues prior to finalization.
 4. Mr. Zorn – Fond du Lac County stated that presentation of the budget will occur this evening. Also, the expansion of the UU project is continuing.
 5. Mr. Keller – Winnebago County shared that he sits on the Industrial Development Board. They have a fund where they work with municipalities and borrow money to them and in turn they can help out businesses to get financing. Right now, this funding is not going anywhere because municipalities don't want to accrue additional debt. He stated that they are considering going directly to the businesses. There is a balance of approximately \$2.5 million.
- B. North Central WisDOT Updates-<https://projects.511wi.gov/weeklyupdates-nc/>
- C. Northeast WisDOT Updates - <https://projects.511wi.gov/weeklyupdates-ne/>
- Mr. Nelson shared that they have adapted to the MDSS systems which are now in use. He explained that the system is linked up to weather stations and all of the conditions are seen in 'real time' which is more accurate. Mr. Nelson also shared that bids are coming in very high with the budget being used up quickly.

9. Establish Time and Place for Next Commission Meeting

- A. **Transportation Committee Meeting:** *The next Transportation Committee Meeting will take place January 10, 2023 at 1:30 p.m. Further details will be forthcoming.*
- B. **Commission Meeting:** *The next Commission meeting will be held on Friday, October 28, 2022 at 10:00 a.m. at the Fond du Lac County Highway Department.*

10. Adjourn – A motion was made by Mr. Koeppen and second by Mr. Kautza to adjourn with the time noted at 2:10 p.m.

Respectfully submitted by

Leann Buboltz – Administrative Coordinator
ECWRPC