

**MEETING NOTICE  
FOND DU LAC METROPOLITAN PLANNING ORGANIZATION (MPO)  
POLICY BOARD**

**Date:** Wednesday, December 6, 2023  
**Time:** 10:00 a.m.  
**Place:** Fond du Lac County Highway Department, 1820 S. Hickory Street, Fond du Lac

**AGENDA**

1. Welcome and Introductions
2. Public Comment
3. Approval of October 4, 2023 Meeting Minutes
4. Staff Report
5. Resolution 10-23: Adopting WisDOT Transportation Performance Measures and Targets for PM1: Safety for the Fond du Lac MPO and Amending the Transportation Improvement Program for the Fond du Lac Urbanized Area - 2024-2027
6. Discussion on Urban Boundary Adjustments
7. Update on 2024-2029 Surface Transportation Block Grant Program Cycle
8. WisDOT Updates
9. Next Meeting Date
10. Adjourn

*Any person wishing to attend this meeting or hearing who, because of a disability, requires special accommodations should contact the East Central Wisconsin Regional Planning Commission at (920) 751-4770 at least three business days prior to the meeting or hearing so that arrangements, within reason, can be made.*

# MEETING MINUTES

## Fond du Lac MPO Policy Board

Date: Wednesday October 4, 2023

Time: 10:00 A.M.

Place: In-Person at FDL City/County Building Room A – 160 S Macy Street, Fond du Lac WI

Chair Benson called the meeting to order at 10:00 A.M.

### 1. Introductions and Roll Call

#### MPO Policy Board Members Present

Dyann Benson (Chair) ..... Community Development Director - City of Fond du Lac  
Keith Heisler ..... President of City Council – City of Fond du Lac  
Nick Leonard..... Administrator - Village of North Fond du Lac  
Paul De Vries..... Department of Public Works – City of Fond du Lac  
Terry Dietzel ..... Director of Land Information - Fond du Lac County  
Tom Janke ..... Hwy Superintendent – Fond du Lac County

#### FHWA/FTA/WisDOT Staff Present

Nick Weber ..... WisDOT – NE Region

#### Staff Members & Guests Present

Melissa Kraemer Badtke ..... Exe Director/MPO Director - ECWRPC  
Kim Biedermann ..... Principal Planner – ECWRPC  
Jennie Mayer ..... Senior Planner – ECWRPC  
Casey Peters ..... Associate Planner – ECWRPC  
Chris Johnson..... Engineer - City of Fond du Lac  
Mitch Vis ..... North Fond du Lac

### 2. Public Comment – No public comments received.

### 3. Approval of July 12, 2023 TAC and Policy Board Meeting Minutes - A motion was made by Mr. Dietzel and a second by Mr. Moore to approve of the minutes with the notation that the finalized minutes correctly documents the members present at the meeting. Motion carried.

### 4. Staff Report – presented by the Melissa Kraemer-Badtke (list not all inclusive)

#### Roadways

**Surface Transportation Block Grant Program:** Applications for the Surface Transportation Block Grant Program 2024-2029 cycle are due on October 27, 2023.

#### Safe Routes to School

**Walk to School Day:** Walk to School Day is Wednesday, October 4<sup>th</sup>. There are 65 total schools in the region that are participating, 12 of which are in the Fond du Lac MPO.

#### Staff Update

**New Hires** - ECWRPC recently hired three new associate transportation planners:

- Chris Colla was recently hired as an Associate Planner – Transportation. Chris has a background in urban and regional planning along with a background in social sciences specializing in the area of transportation.
- Abby Mader was hired as an Associate Planner - Transportation. Abby has a background in Environmental Science and experience with sustainable urban and transportation planning.
- Brice Richardson was recently hired as a new Associate Planner – Transportation. Brice has a geography and sociology background, and experience in environmental policy research.

### 5. Resolution 06-23: Adopting the 2023 Title VI Plan and Limited English Proficiency Program for the Fond du Lac Metropolitan Planning Organization (Link to document: <https://www.ecwrpc.org/wp->

[content/uploads/2023/08/DRAFT-FDL-MPO-2023-Title-VI-and-LEP-Plan-CM-VERSION.pdf](#) ) Ms. Biedermann shared that ECWRPC serves as staff for the Fond du Lac Metropolitan Planning Organization, and is required to update the Title VI Non-Discrimination Program and Limited English Proficiency Plan every three years. She indicated that staff worked with WisDOT to update the document to ensure federal compliance.

A motion was made by Mr. Leonard and a second by Mr. DeVries to approve of Resolution 06-23: Adopting the 2023 Title VI Plan and Limited English Proficiency Program for the Fond du Lac Metropolitan Planning Organization. Motion carried unanimously as presented.

6. Resolution 07-23: Adoption of the Public Participation Plan for the Fond du Lac Metropolitan Planning Organization (MPO) (Link to document: <https://www.ecwrpc.org/wp-content/uploads/2023/08/Draft-FDLMPO-PPP-2023.pdf> ). Ms. Biedermann shared with the members that as a Public Participation Plan (PPP) must be developed by each Metropolitan Planning Organization (MPO). The Plan has been developed to improve public involvement in the transportation and land use planning process. She noted that no public comments were received.

A motion was made by Mr. Heisler and a second by Mr. Janke to approve of Resolution 07-23: Adoption of the Public Participation Plan for the Fond du Lac Metropolitan Planning Organization (MPO) as presented. Motion carried unanimously.

7. Resolution 08-23: Approval of the Fond du Lac Urbanized Area Transportation Improvement Program 2024-2027 (Link to document: <https://www.ecwrpc.org/wp-content/uploads/2023/08/Draft-2024-Fond-du-Lac-TIP.pdf>) Ms. Kraemer Badtke gave the members a brief summary of the Program and Plan. She noted that FTA submitted a comment regarding removing the word *illustrative* from one of the tables due to the fact that Transit will be purchasing the busses this coming year.

A motion was made by Mr. Moore and a second by Mr. Leonard to approve of Resolution 08-23: Approval of the Fond du Lac Urbanized Area Transportation Improvement Program 2024-2027 as presented. Motion carried unanimously.

8. Resolution 09-23: Adoption of the 2024 Unified Transportation Work Program and Annual MPO Certification (Link to document: <https://www.ecwrpc.org/programs/transportation/work-program-and-budget/>) Ms. Kraemer Badtke gave a brief summary of the projects which included a new provision Noted was the NEW - Waiver of local match requirement for Metropolitan Planning (PL) funds in support of Section 11206 (Increasing Safe and Accessible Transportation Options) of the Bipartisan Infrastructure Law (BIL)

The following projects have been identified as priorities within the work program and it should be noted that this is not comprehensive list of projects.

#### **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.
- Long Range Plan: Begin the update process for the long-range land use transportation plan for the Fond du Lac MPO.
- MPO Boundaries: Continue to 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.
- MPO Bicycle and Pedestrian Plan: Complete and begin to implement the Fond du Lac MPO Bicycle and Pedestrian Plan.
- Transportation Improvement Program: Process TIP amendments to the Fond du Lac MPO Transportation Improvement Program—2024 and develop the Fond du Lac MPO Transportation Improvement Program—2025.
- Housing Coordination: Work with local communities, partner organizations (including economic development organizations, etc.) to assist with housing coordination and the impacts on the transportation 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 routes 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.

Ms. Kraemer Badtke shared with the members that staff received the 2024 Unified Planning Work Program kickoff memo from WisDOT dated August 11, 2023, which included preliminary MPO allocations of Metropolitan Planning (PL) funding from Federal Highway Administration and Federal Transit Administration. The memo also indicated that the allocations for Increasing Safe and Accessible Transportation Options (SATO) are eligible for 100% reimbursement if used for Completed Streets/SATO eligible planning activities and specifically detailed as such within the MPO's 2024 UPWP. Total funding 2023 was \$225,000.00 and staff determined that the funding would remain the same for 2024. ECWRPC will be tracking the funding. The funding would cover 2 full time positions to cover administration and meet the deliverables of the FDL MPO.

A motion was made by Mr. DeVries and a second by Mr. Heisler to approve of Resolution 09-23: Adoption of the 2024 Unified Transportation Work Program and Annual MPO Certification as presented. Motion carried unanimously.

9. Authorizing the Fond du Lac MPO Policy Board Chair and ECWRPC Executive Director to Sign WisDOT Funding Memo / Concurrence Letter. Ms. Kraemer Badtke shared with the members that Federal planning funds are split by population into two categories: Transportation Management Areas (TMAs – areas over 200,000 in population; this would include the Appleton (Fox Cities) MPO) and Non-TMA MPOs (areas with a population between 50,000-200,000; this would include the Oshkosh MPO and the Fond du Lac MPO). She noted that the Transportation Management Areas (Green Bay, Appleton, Milwaukee, and Madison) agreed to contribute up to 3% of the federal funding to cover a supplemental contribution to fund a minimum amount for the non-TMA MPOs, so they are able to have two full time staff members at each non-TMA MPO (this would include the Fond du Lac MPO).

A motion was made by Mr. DeVries and a second by Mr. Leonard authorizing the Fond du Lac MPO Policy Board Chair and ECWRPC Executive Director to Sign WisDOT Funding Memo / Concurrence Letter. Motion carried unanimously.

### 10. Discussion

- a. Fond du Lac MPO Urban Area Boundary Update. Mr. Casey Peters shared that ECWRPC is currently in the process of updating the Adjusted Urban Area Boundaries for the Appleton (Fox Cities), Oshkosh, and Fond du Lac MPOs of which the U.S. Census defines new Urban Boundaries with the Decennial Census. He noted that staff have created a preliminary adjustment of the U.S. Census-defined boundary and provided it to WisDOT for comment. This boundary will then be brought to communities to fine-tune the boundary to consider future developments up to the 2030 Decennial U.S. Census. Mr. Peters shared that once a draft has been prepared that meets the needs of the MPO, it will be sent to WisDOT for final review. These new urban boundaries will be used to update the functional classification system for the MPOs. Discussion by the members noted that now would be the time to revisit the growth boundary agreements with the surrounding communities. This was for informational purposes only at this time.
- b. Performance Measure 1 (PM1): Safety Performance Measures and Targets. Ms. Kim Biedermann shared that the Transportation Performance Management (TPM) is a strategic planning approach set by the Federal Highway Administration and the Federal Transit Administration. Noted were the goals, objectives, performance measures and targets that are incorporated into plans and programs. Examples are the Long-Range Transportation Plan and the Transportation Improvement Program. Performance Measure 1 had new targets established by WisDOT, and MPOs have 180 days from the date of WisDOT establishing these targets to

adopt their own targets or adopt the targets set forth by WisDOT. Staff stated that no action is required at this meeting. ECWRPC staff recommends PM1 be discussed with anticipated action taken at the next Fond du Lac MPO Technical Advisory Committee and Policy Board meetings.

c. WisDOT Updates – Mr. Nick Weber shared that it is National Pedestrian Safety Month in October.

11. Next meeting date – Wednesday, December 6, 2023 at the Highway Department.

12. Adjourn – A motion was made by Mr. Leonard and a second by Mr. Janke to adjourn.

Respectfully submitted by  
Leann Buboltz – Administrative Administrator  
East Central WI Regional Planning Commission

**TO:** Fond du Lac MPO Policy Board  
**FROM:** ECWRPC Transportation Staff  
**DATE:** December 6, 2023  
**RE:** Staff Report – Transportation Program

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### **Roadways**

1. **Long Range Transportation Plan:** The 2024 Unified Work Program and Budget, which was adopted on October 4, 2023 and outlines key deliverables for calendar year 2024. One key deliverable ECWRPC staff will be working on throughout 2024 and into 2025 is the Long Range Transportation Plan. This is a federally required document which guides provides a vision and framework for the investment of federal and state dollars to meet the needs of the future transportation network.

### **Active Transportation—Bicycle and Pedestrian Planning**

1. **Fond du Lac MPO Bicycle and Pedestrian Plan:** Work is continuing on the plan with a goal to have the plan adopted in early 2024. In the summer of 2023, an interactive site was launched to gain feedback from the public, which can be found at <https://ecwrpc.mysocialpinpoint.com/fond-du-lac-mpo-bike-ped-plan/>. Three committee meetings have been held. At the last meeting, trail counter and survey data was reviewed, a discussion was held to draft the vision, goals, and guiding principles, and preliminary network maps were reviewed. ECWRPC staff will continue to develop the plan and bring it to the Fond du Lac MPO TAC and Policy Board for consideration in March 2024.

### **Safe Routes to School**

1. **Walk to School Day:** This year there were 12 schools from the Fond du Lac area that participated in Walk to School Day. Staff collaborated with schools to hold one day events, activities, and contests that generate interest in walking and biking to school, reward participation, and make walking or biking to school fun.

**TO:** Fond du Lac MPO Policy Board  
**FROM:** ECWRPC Transportation Staff  
**DATE:** December 4, 2023  
**RE:** Resolution 10-23: Adopting WisDOT Transportation Performance Measures and Targets for PM1: Safety for the Fond du Lac MPO and Amending the Transportation Improvement Program for the Fond du Lac Urbanized Area - 2024-2027

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The Moving Ahead for Progress in the 21st Century Act (MAP-21), the Fixing America's Surface Transportation Act (FAST Act), and the Bipartisan Infrastructure Law (BIL) transformed the Federal-aid highway and transit programs by establishing new performance-based planning requirements for State Departments of Transportation (DOTs), Metropolitan Planning Organizations (MPOs), and providers of public transportation services. The specific requirements for implementing the performance management provisions are codified in the Code of Federal Regulations (23 CFR 490).

Transportation Performance Management (TPM) is a strategic planning approach set forth by the Federal Highway Administration and the Federal Transit Administration to help decision makers better understand the impacts of transportation investment decisions. The goal of Transportation Performance Measures is to ensure objective data and research inform investment and policy decisions to maximize the performance of the transportation system and ensure transportation funding is spent where there is a demonstrated need.

Performance Measures are an expression used to establish targets and assess progress towards achievement. The target is a quantifiable value to be achieved within a specific time period. Targets are set annually and are required to be data driven based on planned investments and trends.

The Federal regulations specified the formula and acceptable data sources for each performance measure as well as the time period and frequency for setting targets. State DOTs, MPOs, and transit agencies must set targets for some or all of the performance measures.

- Performance Measure 1 (PM1): Safety
- Performance Measure 2 (PM2): Bridge and Pavement
- Performance Measure 3 (PM3): System Performance
- Transit Asset Management (TAM)
- Public Transportation Agency Safety Plan (PTASP)

Goals, objectives, performance measures and targets are incorporated into plans and programs, such as the Long Range Transportation Plan and the Transportation Improvement Program, to ensure progress toward the national, state, and MPO goals.

On August 31, 2023, the Wisconsin Department of Transportation (WisDOT) established 2024 targets (five-year rolling averages) for Performance Measure One (PM1) Safety. Metropolitan

Planning Organizations (MPOs) are to establish PM1 targets in their 2024 Transportation Improvement Programs (TIPs) and submit them to WisDOT’s Bureau of Planning and Economic Development by February 28, 2024 (180 days after August 31, 2023). MPOs may either establish their own targets or support the measures WisDOT has adopted. In Wisconsin, most MPOs have chosen to follow and support WisDOT and their performance measure targets.

The targets set forth by the Wisconsin Department of Transportation are as follows:

Measure	2018 – 2022 Baseline Averages <sup>1</sup>	2024 Safety Targets <sup>1</sup>
Number of Fatalities	600.8	588.8
Rate of Fatalities per 100 million VMT	0.934	0.915
Number of Serious Injuries	3095.6	3033.7
Rate of Serious Injury per 100 million VMT	4.822	4.726
Number of Non-Motorized Fatalities and Serious Injuries	379.4	371.8

Targets were established by calculating a 2% decrease from the current 5-year baseline averages. Once the targets are set, they must be amended into the Transportation Improvement Program.

The performance measures and TIP amendment were noticed in the Fond du Lac Reporter on November 19, 2023 for a 15-day comment period. To date, no comments have been received.

**Staff Recommendation:** Staff recommends approval of Proposed Resolution 10-23: Adopting WisDOT Transportation Performance Measures and Targets for PM1: Safety for the Fond du Lac MPO and Amending the Transportation Improvement Program for the Fond du Lac Urbanized Area - 2024-2027 to incorporate the PM1 targets.



**RESOLUTION NO. 10-23**

**ADOPTING WISDOT TRANSPORTATION PERFORMANCE MEASURES AND TARGETS FOR PM1: SAFETY FOR THE FOND DU LAC MPO AND AMENDING THE TRANSPORTATION IMPROVEMENT PROGRAM FOR THE FOND DU LAC URBANIZED AREA - 2024-2027**

**WHEREAS**, the City of Fond du Lac, as the designated Metropolitan Planning Organization (MPO) for the Fond du Lac area, has established a Policy Board, which approved the *Transportation Improvement Program for the Fond du Lac Urbanized Area 2024-2027* at their October 4, 2023 meeting via Resolution 08-23, and;

**WHEREAS**, the Transportation Improvement Program was prepared to meet the requirements of the Fixing America’s Surface Transportation Act (FAST) and the Bipartisan Infrastructure Law (BIL) as prescribed by federal regulations, and;

**WHEREAS**, Transportation Performance Management is a strategic approach set forth for the Federal Highway Administration and the Federal Transit Administration to help decisionmakers better understand the impacts of transportation investment decisions, and;

**WHEREAS**, performance measures are an expression used to establish targets and assess progress towards achievement, and;

**WHEREAS**, performance measures and targets are incorporated into plans and programs, including the Transportation Improvement Program, and;

**WHEREAS**, the Wisconsin Department of Transportation (WisDOT) established 2024 targets for Performance Measure One (PM1) on August 31, 2023, and;

**WHEREAS**, each Metropolitan Planning Organization has 180 days from the date the Wisconsin Department of Transportation establishes targets to either establish its own targets or adopt WisDOT’s targets and amend those targets into the Transportation Improvement Program, and;

**WHEREAS**, the Fond du Lac MPO agrees to adopt the following WisDOT targets for PM1:

<b>Measure</b>	<b>2018-2022 Baseline Averages</b>	<b>2024 Safety Targets</b>
Number of Fatalities	600.8	588.8
Rate of Fatalities per 100 Million VMT	0.934	0.915
Number of Serious Injuries	3095.6	3033.7
Rate of Serious Injury per 100 Million VMT	4.822	4.726
Number of Non-motorized Fatalities and Serious Injuries	379.4	371.8

**WHEREAS**, adoption of the aforementioned performance measures and targets must be amended into the Transportation Improvement Program and sent to the Wisconsin Department of Transportation.

**NOW THEREFORE, BE IT RESOLVED BY THE EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION**

**SECTION 1:** That the Fond du Lac MPO adopts the Wisconsin Department of Transportation's targets for Performance Measure 1: Safety.

**SECTION 2:** That the Fond du Lac MPO approves the amendment as presented to include the established targets for Performance Measure 1: Safety into the adopted Transportation Improvement Program for the Fond du Lac Urbanized Area 2024-2027.

Effective Date: December 6, 2023  
Submitted by: Fond du Lac MPO Policy Board  
Prepared By: Kim Biedermann, Principal Planner

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Ms. Dyann Benson, Chair, Policy Board  
Fond du Lac Metropolitan Planning Organization

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Attest:  
East Central Wisconsin Regional Planning  
Commission

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\_\_\_\_\_ Date approved

**TO:** Fond du Lac MPO Policy Board  
**FROM:** ECWRPC Transportation Staff  
**DATE:** December 6, 2023  
**RE:** Update of the 2020 Census Defined Urban Area Boundaries

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ECWRPC is currently in the process of updating the Urban Area boundaries for the Fond du Lac MPO. The U.S. Census defines new Urban Area boundaries following the Decennial Census. These boundaries often do not correspond well to planning needs and require adjustments to suit the needs of the MPO. These adjustments must respect WisDOT's guidelines for Urban Boundary Adjustments and will be reviewed by WisDOT prior to their approval.

In consideration of these guidelines, ECWRPC has developed a preliminary urban boundary for the Fond du Lac MPO. This boundary is available for comment by communities currently represented within the MPO. Planning staff should consider future land use, roadway construction projects, and functional classification when providing recommendations on the updated urban area.

ECWRPC staff are working toward having a finalized Urban Area boundary in the first quarter of 2024. Once approved, the MPO's functional classification network and Planning Area boundary will be updated.

Recommendations to the preliminary boundary can be made online at this link: <https://experience.arcgis.com/experience/7eb422cd63b5477b9e0516f6c211566e/>. Additionally, recommendations or questions can be directed to Casey Peters at [cpeters@ecwrpc.org](mailto:cpeters@ecwrpc.org) or (920) 751-4770. Feedback and comments on the adjusted boundary are due by Friday, December 15, 2023.

**Staff Recommendation:** This update is informational only; no action is necessary at this time.

**TO:** Fond du Lac MPO Policy Board  
**FROM:** ECWRPC Transportation Staff  
**DATE:** December 6, 2023  
**RE:** Update on 2024-2029 Surface Transportation Block Grant Program Cycle

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Traditionally, the Surface Transportation Block Grant Program (STGB; formerly known as Surface Transportation Program or STP) rolls out every two years. This federal program is administered at the state level with each MPO receiving its own allocation.

The Fond du Lac MPO receives an allocation for STGB funding. Communities with the Fond du Lac MPO are able to apply for the Fond du Lac STBG funding for projects located on the functional classification network. Through a selection-based process utilizing ranking criteria outlined Transportation Improvement Program, the Fond du Lac MPO then recommends projects to be awarded for funding by WisDOT.

The latest application cycle rolled out June 2, 2023 and closed October 27, 2023. One project application was received for the Fond du Lac MPO. This application is to increase the previously awarded Pioneer Road project to 80% federal funding. Although this program was authorized in the Bipartisan Infrastructure Law (BIL) in 2021, current WisDOT funding levels based on the approved Wisconsin State Budget and allocations are set from the previous transportation law, the FAST Act. In order for the new funding levels to be set under BIL, WisDOT needs to submit a federal expenditure plan to the Wisconsin Legislature's Joint Committee on Finance to consider the increase in the federal funding levels. In addition, a new federal appropriations bill has not been finalized or approved. East Central staff continues to work with WisDOT on these items. In order for the new funding levels to be set under BIL, WisDOT needs approval from the Wisconsin Legislature's Joint Committee on Finance. At this time, we are waiting to move forward with project selection until the final BIL levels are approved by the Joint Committee on Finance. Any questions can be directed to Melissa Kraemer Badtke, Executive Director/MPO Director at ECWRPC ([mbadtke@ecwrpc.org](mailto:mbadtke@ecwrpc.org)).

**Staff Recommendation:** This is for informational purposes only; no action is necessary.