

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

**COMMITTEE MEMBERS:** *Dick Koeppen, Nick Kesler, John Zorn (Alt for Steve Abel), Thomas Kautza, Robert Keller, Joe Moore (Perm Alt for Keith Heisler), Jane Comstock, Lee Hammen, Ron McDonald, Scott Nelson*

Date: Tuesday, July 11, 2023 – In-person

1. Mr. Keller welcomed attendees to the meeting and called the meeting to order at 1:30 p.m.
2. **Roll Call** - Introduction of Alternates, Staff and Guests

Committee Members Present:

Nick Kesler.....	Calumet County
Joe Moore ( <i>Perm Alt for Keith Heisler</i> ).....	Fond du Lac County
John Zorn (Alt. for Steve Abel).....	Fond du Lac County
Lee Hammen, Vice Chair .....	Outagamie County
Tom Kautza .....	Shawano County
Dick Koeppen .....	Waupaca County
Robert Keller, Chair .....	Winnebago County
Ron McDonald .....	Valley Transit
Scott Nelson .....	WisDOT – NE Region Rep

Committee Members Excused:

Jane Comstock.....	Menominee County
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ECWRPC Staff and Guests Present:

Melissa Kraemer Badtke. ....	Executive Director
Craig Moser .....	Deputy Director
Kim Biedermann .....	Principal Planner
Mike Zuege .....	GIS Manager
Casey Peters .....	Associate Planner
Leann Buboltz.....	Administrative Coord

3. **Approval of Agenda / Motion to Deviate** – A motion by Mr. Kautza and second by Mr. Hammen to approve of the agenda as posted. Motion carried unanimously.
4. **Public Comment** – No public comment.
5. **Approval of the April 11, 2023 Transportation Committee Meeting Minutes** – A motion was made by Mr. Zorn and second by Mr. Hammen to approve of the minutes as presented. Motion carried unanimously.
6. **Announcements and Updates**
  - A. Staff Report.
    - Roadways – Updates presented
      - **Comprehensive Safety Action Plan (CSAP):** Staff has been collaborating with city, county, town and village planning staff to develop a roadway crash severity identification tool to help guide roadway project prioritization that incorporates historical crash trends and equity data. Staff also created roadway safety outreach tools, including a survey and popup table data collection displays and has been attending existing events throughout the community to gauge public perception of potential roadway safety features and identify roadway safety priorities.

- **Surface Transportation Block Grant Program:** The 2024-2029 program cycle for the Surface Transportation Block Grant Program (STBG) recently opened. Staff will be working with municipalities on their applications.
- **Transportation Improvement Program:** The Transportation Improvement Program (TIP) update process is underway for the Appleton (Fox Cities), Fond du Lac, and Oshkosh Metropolitan Planning Organizations.
- **Urban Area Boundary Adjustments:** ECWRPC staff is working with WisDOT and the three metropolitan planning organizations in the region to update the urban boundaries based on the 2020 US Census Bureau data.

#### Active Transportation – Updates presented

- **Fond du Lac Metropolitan Planning Organization (MPO) Bicycle and Pedestrian Plan:** East Central staff held a kick-off meeting with the steering committee for the bicycle and pedestrian plan. The background information has been mostly completed, and ECWRPC staff will focus on community engagement and bicycle & pedestrian counts for the summer.
- **State of Wisconsin Active Transportation Plan:** East Central staff continues to represent Transportation Management Areas in the State of Wisconsin Active Transportation Plan's advisory committee. The intent of the advisory committee is to provide input and local expertise in the plan. A public survey is currently underway, and additional community engagement will be held throughout the summer and early fall.
- **Americans with Disabilities Act (ADA) Basics:** ECWRPC partnered with the Greater Madison MPO to offer an ADA Basics Course, which was held on June 22, 2023. Seventy-two people throughout the state attended this training.

#### Safe Routes to School - Updates presented

- **Bike to School Day:** This year, there were a total of 66 schools in our region that participated in Bike to School Day. Each participating school received four bike helmets, six bike bells, five bike locks, and 10 bike lights from the Safe Routes to School program.
- **Bike Rodeos:** The Safe Routes team planned and implemented eight bike rodeos this spring with over 1,100 students participating. Bike rodeos took place in Waupaca (4), Fremont (1), Appleton (2), and Fond du Lac (1).
- **Action Plan Update:** The Safe Routes team has been working with the Kimberly School District to update their SRTS Action Plan. Walk and bike audits were completed in the spring. We are meeting with school principals this summer to gather more input and discuss our recommendations for education and programming, procedures, and infrastructure. The goal is to have the plan completed by the end of the summer.

#### Transit and Specialized Transportation - Updates presented

- **Specialized Transportation Coordinated Planning:** Staff has begun meeting with each member county to conduct the 5-year coordination plans that utilize 5310 and 85.21 funds to provide transportation services for seniors and individuals with disabilities including creating countywide transportation assets lists
- **City of Neenah and Valley Transit Project:** A contract between ECWRPC and SRF Consulting Group began on January 30, 2023. The objectives of this project are to conduct a Ridership Survey and Fare Payment Survey for the entire Valley Transit system and to conduct an analysis of locations that would be suitable for a new site for a Neenah Transit Center along with an operations study. The work on this contract is being extended and is now expected to end August 31, 2023.
- **GO Transit (City of Oshkosh) Transit Development Plan:** GO Transit is beginning the development of an update Transit Development Plan in collaboration with SRF Consulting Group and East Central staff. The Transit Development Plan is a 5-year document which analyzes system conditions and creates recommendations for improvements. The first Steering Committee meeting was recently completed, with excellent participation from stakeholders. Additionally, a Rider Survey is being distributed to gather community feedback.

## 7. Business / Action Items

- A. **Election of Chair** – Mr. Keller opened nomination for Chair. A motion by Mr. Kautza and a second by Mr. McDonald to nominate Robert Keller as Chair. A motion by Mr. Kautza and second by Mr. McDonald to close nomination. By unanimous ballot Mr. Keller was nominated to serve as Chair of the Transportation Committee.
- B. **Election of Vice-Chair** - Chair. Keller opened nomination for Vice Chair. A motion by Mr. Kautza and a second by Mr. McDonald to nominate Lee Hammen as Vice Chair. A motion by Mr. Kautza and second by Mr. McDonald to close nomination. By unanimous ballot Mr. Hammen was nominated to serve as Vice Chair of the Transportation Committee
- C. **Proposed Resolution 30-23:** Amending the Transportation Improvement Program for the Appleton (Fox Cities) Transportation Management Area – 2023. Staff reported that the Commission serves as the Policy Board for the Appleton (Fox Cities) Metropolitan Planning Organization which is designated as a Transportation Management Area (TMA). She noted that this amendment is to provide TIP numbers to the TA Set Aside and Surface Transportation Block Grant Projects and amend the TIP to include these projects. These projects were posted for a 15-day review period and to date no public comment was received.

A motion was made by Mr. Kautza and a second by Mr. Kesler to approve of **Resolution 30-23:** Amending the Transportation Improvement Program for the Appleton (Fox Cities) Transportation Management Area – 2023 pending no further comment received. Motion carried unanimously.

## 8. Informational/Discussion Items

- A. County Roundtable Discussion (*as time permits*) – There were no updates
- B. North Central WisDOT Updates-<https://projects.511wi.gov/weeklyupdates-nc/>
- C. Northeast WisDOT Updates - <https://projects.511wi.gov/weeklyupdates-ne/>

## 9. Establish Time and Place for Next Commission Meeting

- A. **Transportation Committee Meeting:** *The next Transportation Committee Meeting will take place on Tuesday, October 17, 2023 at 1:30 p.m. Rescheduled due to the MPO Annual Conference being held on October 9th – 11<sup>th</sup>. Further details will be forthcoming.*
- B. **Commission Meeting:** *The next Commission meeting will be held on Friday, July 28, 2023 at 10:00 a.m. To be held at New London Municipal Building - Council Chambers 215 N. Shawano St., New London, WI 54961. An agenda and meeting materials will be forthcoming.*

- 10. **Adjourn** – A motion was made by Mr. Hammen and second by Mr. Kesler to adjourn with the time noted 1:56 p.m.

Respectfully submitted by

Leann Buboltz – Administrative Coordinator  
ECWRPC