

**MEETING MINUTES**

FOND DU LAC MPO  
TECHNICAL ADVISORY COMMITTEE

Date: Wednesday, July 10, 2024

Time: 9:00 A.M.

Place: Village of North Fond du Lac, 16 Garfield St., North Fond du Lac

Chair De Vries called the meeting to order at 9:00 A.M.

1. Introductions and Roll Call

MPO Technical Advisory Committee Members Present

Paul DeVries (Chair).....Department of Public Works – City of Fond du Lac  
Chris Johnson..... Engineer - City of Fond du Lac  
Joey Kunde..... Fond du Lac Area Transit  
Mitch Vis ..... Village of North Fond du Lac  
Ryan Sommer.....Highway – Fond du Lac County

FHWA/FTA/WisDOT Staff Present

Nick Weber ..... WisDOT – NE Region

Staff Members & Guests Present

Melissa Kraemer Badtke ..... Executive Director – ECWRPC  
Brice Richardson ..... Associate Planner – ECWRPC  
Brenna Root Whitby ..... Associate Planner – ECWRPC

2. Public Comment – No public comments received.

3. Approval of May 1, 2024 Meeting Minutes – A motion was made by Mr. Chris Johnson and a second by Ms. Joey Kunde to approve the meeting minutes as presented. Motion carried.

4. Approval of June 12, 2024 Meeting Minutes – A motion was made by Mr. Mitch Vis and a second by Mr. Ryan Sommer to approve the meeting minutes as presented. Motion carried.

5. Staff Report

a. 2025-2028 Transportation Improvement Program (TIP) - Ms. Brenna Root Whitby noted that ECWRPC staff is working on the 2025-2028 TIP for the Fond du Lac MPO. A request for illustrative projects was sent out and has concluded. A new TIP template is being produced based off of feedback received and examples from other MPOs. Project tables are being developed in collaboration with WisDOT NE Region and transit agencies. The completed plan will outline federal expenditures on transportation projects for the years 2025-2028, and feature maps highlighting the locations of these investments. The plan is expected to be considered for adoption in October 2024.

b. Carbon Reduction Program (CRP) – Ms. Brenna Root Whitby updated the TAC that the Carbon Reduction Program cycle solicitation ended on June 30, 2024 for projects falling in the years 2025-2028. No applications were received from the Fond du Lac MPO. It is anticipated that additional application cycles will be run in the years 2025-2028 to fund projects falling in future years.

i. Mr. Paul De Vries noted that they received CRP funding in a previous year, which is being applied to upgrading streetlights. The City of Fond du Lac is waiting to see how the program will work for this application prior to applying for additional CRP funding.

- c. Functional Classification System Update – Ms. Brenna Root Whitby stated that ECWRPC recently received final approval for the Urban Area Boundary from WisDOT and Federal Highway Administration. With this solidified, ECWRPC is working to update the roadway functional classification network for the Fond du Lac Urban Area. TAC and Policy Board input will be sought in this process. Ms. Root Whitby reminded the TAC that the functional classification designation of roadways dictates the availability of certain federal funding opportunities, such as Surface Transportation Block Grant – Urban.
  - d. Focus 2050 Metropolitan Transportation Plan Update – Ms. Brenna Root Whitby noted that ECWRPC staff has been focusing on public engagement for the plan, scheduling and preparing materials for public engagement events and defining stakeholder and environmental consultation groups. Additionally, progress is being made on the performance measure, demographics, and building sustainable communities sections of the plan.
    - i. Mr. Brice Richardson informed the TAC that public engagement events currently on the schedule include the Fond du Lac Farmers Market on July 13, the Fond du Lac Farmers Market on August 10, and the Fond du lac Night Market on August 22. Public engagement materials include interactive poster boards, the community survey, and an interactive map.
  - e. Infill Study – Ms. Brenna Root Whitby detailed that staff is working through the final steps of creating the model, including creating a walkability layer, creating an index of the selected attributes, defining ranking criteria, and running the ranking analysis. Results will be compiled into a report, which will identify vacant or underutilized parcels that are suited for infill or redevelopment.
  - f. Safe Routes to School – Ms. Brenna Root Whitby reported that Safe Routes to School had a successful bike rodeo in Fond du Lac at the end of June, partnering with the Fond du Lac Police Department, Big Brothers Big Sisters, and the Fond du Lac Cyclery. Additionally, SRTS met with the Principal at Parkside Elementary School, where there is interest in starting a bike train program, with volunteers from the senior center, the rotary club, and the Kiwanis club.
6. Proposed Resolution 11-24: Amending the 2024-2027 Transportation Improvement Program for the Fond du Lac Urbanized Area. Mr. Brice Richardson presented the TIP projects that received amendments for this meeting, noting that the amendments are part of an ongoing effort to present the most accurate listing of federally funded transportation projects within the Fond du Lac MPO. ECWRPC continues to collaborate with WisDOT NE Region to ensure the most up to date information is included in the TIP Document. Amendments represent the changes made between WisDOT and the program sponsor. Four projects received amendments for this meeting. These projects were posted for public review for 15 days. No public comment was received.

A motion was made by Mr. Chris Johnson and was seconded by Mr. Ryan Sommer to approve Proposed Resolution 11-24: Amending the 2024-2027 Transportation Improvement Program for the Fond du Lac Urbanized Area. The motion carried unanimously.

7. Discussion on 2025 Fond du Lac Unified Planning Work Program and Budget
- Ms. Brenna Root Whitby stated that due to its status as an entity that receives federal money from the Federal Highway Administration and Federal Transit Administration, ECWRPC must develop a Unified Planning Work Program and Budget. Each work program is broken down into different elements aligning with ECWRPC program areas/ projects. Examples of these sections include the metropolitan transportation plan, the transportation improvement program, travel demand modeling, transit and specialized transportation, multi-modal, etc. ECWRPC receives a kickoff letter from WisDOT, typically in mid-August, which details required activities to ensure federal and state compliance. The remainder of the work program is developed based on input and feedback from community leaders and staff in the region. Examples of additional projects include corridor studies, data collection, mapping, other planning studies, etc.

Ms. Melissa Kraemer Badtke noted that while the funding for Safe and Accessible Transportation is now 100 percent federally funded, the local additional amount has remained in the budget for the Fond du Lac MPO.

8. Wisconsin Department of Transportation Updates

Mr. Nick Weber reminded the TAC that [511wi.gov](http://511wi.gov) is the go to website for construction updates. Additionally, WisDOT is soliciting projects for Highway Safety Improvement Program (HSIP) funding with a deadline of August 15<sup>th</sup>.

9. Next Meeting Date – Wednesday, October 2, 2024 at the Fond du Lac City/County Building.

10. Adjourn – A motion was made by Mr. Ryan Sommer and a second by Ms. Joey Kunde to adjourn with the time noted at 9:22 AM.

Respectfully submitted by  
Brice Richardson – Associate Planner  
East Central WI Regional Planning Commission