

**MINUTES
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), Denise Gilane, Lee Hammen, Ron McDonald, Nick Weber

Date: Tuesday, March 12, 2024

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
John Zorn (Alt. for Steve Abel)	Fond du Lac County
Lee Hammen, Vice Chair	Outagamie County
Robert Keller, Chair	Winnebago County
Nick Weber	WisDOT – NE Region
Joe Moore (<i>Perm Alt for Keith Heisler</i>)	Fond du Lac County
Denise Gilane	Menominee County
Tom Kautza	Shawano County

Committee Members Excused:

Dick Koeppen	Waupaca County
Ron McDonald	Valley Transit

ECWRPC Staff:

Melissa Kraemer Badtke.	Executive Director/MPO Director
Kim Biedermann	Principal Planner
Mike Zuege	GIS Manager
Casey Peters	Associate Planner
Leann Buboltz.....	Administrative Coord
Jennie Meyer	SRTS Coordinator

Guests Present

Jeff Philipiak.....	Community Member
Dave Albrecht	Winnebago County

3. **Approval of Agenda / Motion to Deviate** – A motion by Mr. Zorn 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 January 9, 2024** Transportation Committee Meeting Minutes – A motion was made by Mr. Hammen and second by Mr. Kesler to approve of the minutes as presented. Motion carried unanimously.
6. **Announcements and Updates**
 - A. Staff Report – Update presented by Ms. Kim Biedermann

Roadways

 1. *Comprehensive Safety Action Plan:* Ms. Biedermann gave a brief overview of the ECWRPC Comprehensive Safety Action Plan (CSAP) for the Appleton (Fox Cities) and Oshkosh Metropolitan Planning Organizations. She noted that this Plan was developed to satisfy the

action plan requirements of the Safe Streets and Roads for All (SS4A) Grant Program, a federal discretionary program with \$5 billion in appropriated funds over five years (2022-2026).

Ms. Biedermann shared that a completed Action Plan is required for local governments to be eligible to apply for Safe Streets and Roads for All Demonstration and/or Implementation Grants. The SS4A Demonstration and Implementation Grants are two separate funding sources that provide federal funding for municipalities to conduct demonstration activities or further planning, implement safety strategies, and construct projects identified in the Action Plan. She reported that the Notice of Funding Opportunity for SS4A was recently released, and ECWRPC staff are working with communities on potential applications.

2. *Performance Measures and Targets:* Ms. Biedermann shared with the members that on December 7, 2023, the Federal Highway Administration published a final rule establishing a performance measure for the performance of the National Highway System related to Greenhouse Gas (GHG) emissions (88 FR 85364). She noted that the final planning rule became effective on January 8, 2024, which requires states to establish initial declining targets along with their initial reports by February 1, 2024. Ms. Biedermann reported that since that time twenty-two states have challenged the rule in federal court and FHWA has agreed that it will not seek to enforce the February 1, 2024 deadline, noting that the extension to submit initial targets and reports is March 29, 2024. East Central staff will continue to work in coordination with WisDOT and provide any updates to the Appleton (Fox Cities) Technical Advisory Committee and Policy Board.
3. *Small Urban Area Boundary Adjustments:* ECWRPC staff has been working with small urban areas throughout the region to update their boundaries, which are to be updated based on the 2020 US Census data.

Active Transportation—Bicycle and Pedestrian Planning

1. *Fond du Lac MPO Bicycle and Pedestrian Plan:* ECWRPC staff worked with the Fond du Lac MPO on creating the MPO's first bicycle and pedestrian plan. Ms. Biedermann stated that working with an advisory committee, local communities, and the public, a draft plan was presented to the MPO's Technical Advisory Committee and Policy Board. She noted that the plan was adopted on March 6, 2024. ECWRPC staff will continue to work with the MPO on implementation of the plan.

Safe Routes to School presented by Jennie Mayer

1. *Winter Walk to School Month:* Toolkits were provided to 43 schools this year, and a record number of schools participated in the weekly challenges.
2. *Gap Analysis Study:* Staff have been working with Kimberly School District to collect data at the roundabout at Midway Road and County Highway N to determine the need for a crossing guard. Ms. Mayer noted that the gap analysis study is one factor in the scoring criteria that is used to determine if or where crossing guards are needed.
3. *Bike Safety Presentations:* Fifty-two schools in the region requested bike safety presentations for this school year. Ms. Mayer reported that staff have been able to get several presentations scheduled and are still working with schools to schedule presentations for the spring.
4. *Shawano Safe Routes to School Action Plan:* Staff have been working with the Shawano School District, the City, and partners on a Safe Routes to School Action Plan. Observations were completed at the schools and staff are currently engaging the school community through surveys and Social pinpoint together information. The Action Plan should be completed by mid-May.

Transit and Specialized Transportation

1. *GO Transit (City of Oshkosh) Transit Development Plan*: Ms. Biedermann reported that ECWRPC and City of Oshkosh staff continue to work with SRF Consulting to update the Transit Development Plan for GO Transit. The plan will be brought forth as an action item on the City of Oshkosh's Common Council agenda for the April 9, 2024 meeting.

B. Discussion Regarding the Appleton and Oshkosh Metropolitan Planning Organization (MPO) Policy Board Redesignation Process. Ms. Kraemer Badtke gave a brief overview of the redesignation process. She noted that the redesignation process will begin with the ECWRPC Board approving Resolutions of Support to proceed with the redesignation process by engaging with all local impacted counties and municipalities on the establishment of new MPO Policy Board structures for both the Appleton (Fox Cities) and Oshkosh MPOs. Each impacted county and municipality will be required to adopt a Resolution of Support approving of the new Policy Board structure. A resolution will be brought before the next Executive Committee meeting and then on to the full Commission Board for their review and action.

7. Business / Action Items

A. Proposed Resolution 11-24: Adopting the Adjusted 2020 Urban Area Boundary for the Appleton (Fox Cities) Metropolitan Planning Organization. Mr. Casey Peters shared with the members that as the Metropolitan Planning Organization for the Appleton (Fox Cities) MPO, ECWRPC staff worked with local communities to adjust the boundary provided by the US Census Bureau to align with transportation planning initiatives. A map of the proposed Adjusted Urban Area Boundary was approved by the Appleton (Fox Cities) Technical Advisory Committee. The Village of Sherwood will no longer be a part of the Urban Area. Committee discussion took place addressing the issue of preserving farmlands; however, staff noted that as far as the boundary map adjustments it is not a WisDOT requirement or part of the criteria. The urban area boundary includes areas for transportation needs and planning.

A motion was made by Mr. Hammen and a second by Mr. Moore to approve of Proposed Resolution 11-24: Adopting the Adjusted 2020 Urban Area Boundary for the Appleton (Fox Cities) Metropolitan Planning Organization as presented. Motion carried unanimously.

B. Proposed Resolution 12-24: Adopting the Adjusted 2020 Urban Area Boundary for the Oshkosh Metropolitan Planning Organization. Mr. Casey Peters shared with the members that as the Metropolitan Planning Organization for the Oshkosh MPO, ECWRPC staff worked with local communities to adjust the boundary provided by the US Census Bureau to align with transportation planning initiatives. A map of the proposed Adjusted Urban Area Boundary was approved by the Oshkosh Technical Advisory Committee. Mr. Peters noted that on the north side Hwy 76 and State Hwy I-41, a small urban area did reach up into the Appleton Planning area.

A motion was made by Mr. Zorn and a second by Mr. Kesler to approved of Proposed Resolution 12-24: Adopting the Adjusted 2020 Urban Area Boundary for the Oshkosh Metropolitan Planning Organization as presented. Motion carried unanimously.

C. Proposed Resolution 13-24: Adopting the Adjusted 2020 Metropolitan Planning Area (MPA) Boundary for the Appleton (Fox Cities) Metropolitan Planning Organization. Mr. Casey Peters gave an overview of establishing MPA boundaries. He noted that ECWRPC staff have developed a recommended MPA (20 year) boundary for the Appleton (Fox Cities) MPO to coincide with the adjusted Urban Area Boundary (UAB). This process has been expedited to coincide with the planning efforts of the Congestion Management Plan and the updated Long-Range Transportation Plan (which will be renamed the Metropolitan Transportation Plan (MTP) in accordance with 49 USC 5303(i) and 23 CFR 450.306). Mr. Peters reported that there is a notable change in the boundary in the Town of Neenah, where the Oshkosh MPO's UAB and MPA have expanded into the Appleton MPA. This map was approved at the March 4, 2024 Appleton (Fox Cities) MPO Technical Advisory Committee meeting.

A motion was made by Mr. Kautza and second by Mr. Kesler approve of Proposed Resolution 13-24: Adopting the Adjusted 2020 Metropolitan Planning Area (MPA) Boundary for the Appleton (Fox Cities) Metropolitan Planning Organization as presented. Motion carried unanimously.

- D. Proposed Resolution 14-24: Adopting the Adjusted 2020 Metropolitan Planning Area Boundary for the Oshkosh Metropolitan Planning Organization. Mr. Casey Peters gave an overview of establishing MPA boundaries. He noted that ECWRPC staff have developed a recommended MPA boundary for Oshkosh MPO to coincide with the adjusted Urban Area Boundary (UAB). This process has been expedited to coincide with the planning efforts of the Long-Range Transportation Plan (which will be renamed the Metropolitan Transportation Plan (MTP) in accordance with 49 USC 5303(i) and 23 CFR 450.306). Mr. Peters reported that there is a notable change in the boundary in the Town of Neenah, where the Oshkosh MPO's UAB and MPA have expanded into the Appleton MPA. This map was approved at the March 5, 2024 Oshkosh MPO Technical Advisory Committee meeting.

A motion was made by Mr. Hammen and a second by Mr. Kesler to approve Proposed Resolution 14-24: Adopting the Adjusted 2020 Metropolitan Planning Area Boundary for the Oshkosh Metropolitan Planning Organization as presented. Motion carried unanimously.

- E. Proposed Resolution 15-24: Amending the 2024-2027 Transportation Improvement Program (TIP) for the Appleton (Fox Cities) Metropolitan Planning Organization. Mr. Casey Peters shared that Wisconsin Department of Transportation (WisDOT) has requested TIP numbers on several new project for the 2024-2027 program cycle. These projects to be amended into the TIP must be assigned TIP numbers, as well as be considered in the Appleton (Fox Cities) MPO's fiscal constrain table. Mr. Peters noted that the projects to be included fall into two categories. The first includes general reconstruction and maintenance of the transportation network within the Appleton (Fox Cities) MPO.

These projects include the following:

- TIP # 252-22-012 – NHPP, IH 41, Wrightstown SWEF 34/Post-Bldg.: Updated funding
- TIP # 252-22-052 – NHPP, IH 41, Expansion: Updated funding and state project IDs
- TIP # 252-22-057 – NHPP, IH 41, Expansion: Updated funding and state project IDs
- TIP # 252-23-015 – NHPP, STH 441 Interchange: Updated funding
- TIP # 252-23-016 – NHPP, STH 441 & CTH OO Interchange: Updated funding and date
- TIP # 252-23-017 – NHPP, STH 441 & CTH N Interchange: Updated funding
- TIP # 252-23-018 – NHPP, IH 41, STH 55 Interchange: Updated funding and date
- TIP # 252-23-019 – NHPP, IH 41, Maloney Rd: Updated date
- TIP # 252-23-045 – NHPP, IH 41, Ballard Rd Interchange: Updated funding
- TIP # 252-23-046 – NHPP, IH 41, Railroad Structures: Updated funding
- TIP # 252-23-047 – NHPP, IH 41, French Rd Overpass: Updated funding and date
- TIP # 252-23-063 – NHPP, STH 47, 9th Street to NCL: Updated funding and scope
- TIP # 252-23-071 – NHPP, IH 41, Wrightstown SWEF 34/Post-Site: Updated funding

The second category includes transit programs which have received Section 5310 funding. The operators receiving these funds may not be located within the Appleton (Fox Cities) MPO urbanized area. However, these providers service areas within the urbanized area, therefore requiring for these funds to be cataloged within this TIP.

These include the following:

- TIP # 252-24-026 – Section 5310, ADVOCAP, Inc: Operating assistance
- TIP # 252-24-027 – Section 5310, Brooke Industries, Inc: Vehicle replacement
- TIP # 252-24-028 – Section 5310, County of Calumet: Vehicle replacement
- TIP # 252-24-029 – Section 5310, County of Calumet: Operating assistance
- TIP # 252-24-030 – Section 5310, Lutheran Social Services: Mobility management
- TIP # 252-24-031 – Section 5310, Lutheran Social Services: Operating assistance
- TIP # 252-24-032 – Section 5310, New Hope Center, Inc: Mobility Management
- TIP # 252-24-033 – Section 5310, New Hope Center, Inc: Mobility Management

Mr. Peters noted no public comment was received.

A motion was made by Mr. Zorn and a second by Mr. Hammen to approve of Proposed Resolution 15-24: Amending the 2024-2027 Transportation Improvement Program (TIP) for the

Appleton (Fox Cities) Metropolitan Planning Organization as presented. Motion carried unanimously.

- F. Proposed Resolution 16-24: Amending the 2024-2027 Transportation Improvement Program (TIP) for the Oshkosh Metropolitan Planning Organization. Mr. Casey Peters shared with the members that the Wisconsin Department of Transportation (WisDOT) has requested TIP Numbers on multiple new projects in the 2024-2027 funding cycle. These projects need to be amended into the TIP to receive the TIP numbers required for federal funding. These projects consist of Section 5310 funds, which provide enhanced mobility of seniors and individuals with disabilities within the Oshkosh MPO.

These projects include:

- TIP # 253-24-011 – Section 5310, ADVOCAP Inc: Operating Assistance
- TIP # 253-24-012 – Section 5310, Brooke Industries Inc: Vehicle Replacement
- TIP # 253-24-013 – Section 5310, Lutheran Social Services: Mobility Management
- TIP # 253-24-014 – Section 5310, Lutheran Social Services: Operating Assistance

Mr. Peters noted no public comment was received.

A motion was made by Mr. Moore and a second by Mr. Kesler to approve of Proposed Resolution 16-24: Amending the 2024-2027 Transportation Improvement Program (TIP) for the Oshkosh Metropolitan Planning Organization as presented. Motion carried unanimously.

- G. Proposed Resolution 17-24: Approving the 2024-2029 Surface Transportation Block Grant-Urban Project for the Oshkosh Metropolitan Planning Organization. Ms. Kim Biedermann reported that the Surface Transportation Block Grant (STBG) - Urban Program Cycle for 2024-2029 program cycle opened on June 3, 2023 and closed on October 27, 2023. She noted that STBG projects are funded up to 80% federal funding and 20% local match, with a requirement that selected projects must be at least 50% federally funded. Ms. Biedermann gave a brief overview of the process. He shared that the Wisconsin Department of Transportation submitted its SFY 2024 Federal Expenditure Plan to the Joint Committee on Finance in December 2023. The Joint Committee on Finance had an opportunity to provide comments and/or modifications to the plan. Ms. Biedermann noted that the Wisconsin Department of Transportation was informed in early January 2024, that the plan had been approved with no modifications and the allocations were received by the MPOs in February 2024. The Oshkosh MPO had two projects that were submitted:

- City of Oshkosh: Jackson Street – Marion to High Avenue
 - Total construction cost: \$3,757,835
 - Total participating cost: \$2,212,835
 - Federal funding request: \$1,547,702 (69.9%)
- City of Oshkosh: Oregon Street – 6th Avenue -8th Avenue
 - Total construction cost: \$1,708,446
 - Total participating cost: \$941,721
 - Federal funding request: \$649,883 (69%)

The total allocation for this cycle for the Oshkosh MPO is \$2,197,585; the total amount of Federal funding requested from both projects equals that amount. The following is a percentage breakdown of the funding amounts. The requested Federal funding amount for the Jackson Street project is 69.9% of the total participating costs; for the Oregon street project the requested Federal funding amount is 69% of the total participating costs. Both projects fall within the Federally-mandated 50% - 80% range.

A motion was made by Mr. Hammen and a second by Mr. Moore to approve of Proposed Resolution 17-24: Approving the 2024-2029 Surface Transportation Block Grant-Urban Project for the Oshkosh Metropolitan Planning Organization as presented. Motion carried unanimously.

8. Informational/Discussion Items

- A. County Roundtable Discussion (*as time permits*) – Mr. Keller – Winnebago County shared that the National Neighborhoods Communicator Partnership gave a presentation. In brief, they consolidate data from both regional and local into a single source where the Health department

and other can find the data that they need. It is intended to save staff time. He stated that the cost is \$300,000 for Winnebago County which would be included within the Tri-County Program of Winnebago/Calumet/Outagamie. The full cost over a 3-year implementation would be approximately \$1 million.

- B. North Central WisDOT Updates – No one present
- C. Northeast WisDOT Updates - Mr. Nick Weber shared that 2 webinars are upcoming and the links are available on the WisDOT website (1) Ag Roads Improvement Program and (2) 2024 Federal Redistribution.

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

- A. *Transportation Committee Meeting* will take place on May 14, 2024 at 1:30 p.m. Further details will be forthcoming.
- B. *Commission Meeting* will take place on Thursday, March 28, 2024 at The Hillside – Plamann Park, 1375 Broadway Drive, Appleton at 10:00 am. Further details will be forthcoming.

10. **Adjourn** – A motion was made by Mr. Hammen and second by Mr. Moore to adjourn with the time noted 2:09 p.m.

Respectfully submitted by

Leann Buboltz – Administrative Coordinator
ECWRPC