

Jeffrey Agee-Aguayo requested two items from meeting participants for record keeping purposes. First, that members of both committees participating via teleconference state their name when speaking or making a motion or second. Second, that there may be possible roll call votes if there are any non-unanimous votes at this meeting.

2. Jeffrey Agee-Aguayo projected the meeting agenda on the shared screen feature in Go to Meeting, and briefly reviewed the agenda. The agenda was also emailed to members of both committees in advance of the meeting.

Moved by David Biebel and seconded by Derek Muench that both committees approve the agenda for the June 1, 2023, special joint Technical Advisory Committee/Policy Advisory Committee meeting. Motion carried, with all voting aye on a voice vote.

3. Jeffrey Agee-Aguayo projected the draft minutes of the April 20, 2023, joint Technical Advisory Committee/Policy Advisory Committee meeting on the shared screen feature in Go to Meeting, and briefly reviewed those minutes. The draft minutes were also emailed to members of both committees in advance of the meeting.

Moved by David Biebel and seconded by Ryan Sazama that both committees approve the minutes of the April 20, 2023, joint Technical Advisory Committee/Policy Advisory Committee meeting. Motion carried, with all voting aye on a voice vote.

4. Policy Advisory Committee Chairperson Vernon Koch asked if there was any input; none was received.

5. The election of MPO Policy Advisory Committee and Technical Advisory Committee officers (Chairperson and Vice Chairperson for each committee) was held.

Jeffrey Agee-Aguayo reviewed the membership of the MPO Technical and Policy Advisory Committees for all meeting participants.

MPO Policy Advisory Committee Chairperson

David Biebel nominated Vernon Koch as MPO Policy Advisory Committee Chairperson.

Policy Advisory Committee Chairperson Vernon Koch called for additional nominations three times; no other nominations were offered.

Moved by David Biebel and seconded by Aaron Brault to close nominations and cast a unanimous ballot for Vernon Koch as MPO Policy Advisory Committee Chairperson. Motion carried, with all voting aye on a voice vote.

MPO Policy Advisory Committee Vice Chairperson

Aaron Brault nominated Charles Born as MPO Policy Advisory Committee Vice Chairperson.

Policy Advisory Committee Chairperson Vernon Koch called for additional nominations three times; no other nominations were offered.

Moved by Aaron Brault and seconded by David Biebel to close nominations and cast a unanimous ballot for Charles Born as MPO Policy Advisory Committee Vice Chairperson. Motion carried, with all voting aye on a voice vote.

MPO Technical Advisory Committee Chairperson

Aaron Brault nominated Emily Stewart as MPO Technical Advisory Committee Chairperson.

Policy Advisory Committee Chairperson Vernon Koch called for additional nominations three times; no other nominations were offered.

Moved by Ryan Sazama and seconded by David Biebel to close nominations and cast a unanimous ballot for Emily Stewart as MPO Technical Advisory Committee Chairperson. Motion carried, with all voting aye on a voice vote.

MPO Technical Advisory Committee Vice Chairperson

Aaron Brault nominated Derek Muench as MPO Technical Advisory Committee Vice Chairperson.

Policy Advisory Committee Chairperson Vernon Koch called for additional nominations three times; no other nominations were offered.

Moved by Ryan Sazama and seconded by David Biebel to close nominations and cast a unanimous ballot for Derek Muench as MPO Technical Advisory Committee Vice Chairperson. Motion carried, with all voting aye on a voice vote.

Members of both committees participating in the meeting agreed that the new slate of officers would take effect at the next meeting.

6. Members of both committees reviewed and recommended approval of major and minor amendments to the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2023 – 2026* to the Bay-Lake Regional Planning Commission. These materials were emailed to members of both committees about a week in advance of the meeting.

A. Jeffrey Agee-Aguayo opened the public hearing on the major amendments to the *2023 – 2026 TIP*. Jeffrey Agee-Aguayo reviewed the “Notice of Request for Comment and Public Hearing on the Draft Major Amendments to the Street and Highway Improvement Project Component of the *2023 – 2026 TIP* for the Sheboygan Metropolitan Planning Area” with everyone in attendance; this was projected on the shared screen feature in Go to Meeting. Jeffrey Agee-Aguayo explained the content of the major amendments to the TIP, the five locations where the draft TIP was placed, placement of the draft TIP on the MPO webpage, and ways in which the public comment period, public hearing and draft TIP were publicized. Jeffrey Agee-Aguayo explained that June 8, 2023, will be the final day of the public comment period on the TIP amendments. Jeffrey Agee-Aguayo asked if there was any public comment on the *2023 – 2026 TIP*; no comments were received.

Moved by Aaron Brault and seconded by Ryan Sazama to close the public hearing. Motion carried, with all voting aye on a voice vote.

B. Jeffrey Agee-Aguayo projected amended Table 6 of the *2023 – 2026 TIP* on the shared screen feature in Go to Meeting, and reviewed additions, deletions, and changes to this table with everyone participating in the meeting. This document was emailed to members of both committees in advance of the meeting.

The following projects were added, deleted, or modified in Table 6:

- State Highway 32 from County Highway D to State Highway 28: Milling and Overlay of the Existing Asphaltic Pavement (highway preservation, 2025 – cost increase of \$366,000).
- State Highway from County Highway D to State Highway 28: Replacement and Preservation of Several Bridges (highway preservation, 2025, cost decrease of \$242,000).
- State Highway 42: Village of Howards Grove: Resurfacing (highway preservation, moved from 2025 to 2024, cost decrease of \$3,000).
- State Highway 32 from State Highway 42 to State Highway 57: Design Leading to Resurfacing and Preservation (highway preservation, 2023, same cost, but the federal share decreased while the state share increased).
- State Highway 32 from State Highway 23 to State Highway 42: Resurfacing (highway preservation, 2023, cost decrease of \$111,000).
- State Highway 32: Intersection with County Highway V: Design Leading to Reconstruction/Preservation (highway preservation, 2023, cost increase of \$265,000, and the project will now be completely state funded).
- State Highway 23: Intersection with County Highway TT: Reconstruction (highway safety, 2026, cost increase of \$16,000).

- State Highway 23 from County Highway P to State Highway 32: Resurfacing and Preservation (highway preservation, 2023, added project at a cost of \$9,057,000).
- State Highway 23 from State Highway 32 to Taylor Drive: Resurfacing (highway preservation – This project was moved out of the TIP and will now be constructed in 2028 – original cost was \$10,267,000).
- Interstate Highway 43: County Highways MM and XX Overpasses: Design Leading to Bridge Rehabilitation (highway preservation, 2023, added project at a cost of \$161,000).

Amended Table 6 also included cost increases to the highway preservation and highway safety totals at the end of the table.

Jeffrey Agee-Aguayo projected the revised financial plan (fiscal constraint demonstration) for the June 2023 major and minor amendments to the 2023 – 2026 TIP on the shared screen feature in Go to Meeting. Jeffrey Agee-Aguayo then reviewed revisions to the financial plan, including changes to entries in the National Highway Performance Program (NHPP), Surface Transportation Block Grant Program (STBG), and Highway Safety Improvement Program (HSIP) in Table 7.

Jeffrey Agee-Aguayo noted that no comments were received on the major and minor amendments to the 2023 – 2026 TIP to date.

The only question regarding the major and minor amendments to the 2023 – 2026 TIP came from David Biebel, who asked what caused the State Highway 23 resurfacing project from State Highway 32 to Taylor Drive to get moved out of the TIP. Jeffrey Agee-Aguayo responded that this likely occurred because of project balancing that occasionally occurs at WisDOT.

C. **Moved** by David Biebel and seconded by Aaron Brault that both committees recommend approval of the presented major and minor amendments to the *Sheboygan Metropolitan Planning Area TIP: Calendar Years 2023 – 2026* to the Bay-Lake Regional Planning Commission. Motion carried, with all voting aye on a voice vote.

7. Members of both committees reviewed and recommended approval of the 2023 Title VI and Non-Discrimination Program/Limited English Proficiency Plan to the Bay-Lake Regional Planning Commission.

Jeffrey Agee-Aguayo projected the 2023 Title VI and Non-Discrimination Program/Limited English Proficiency Plan on the shared screen feature in Go to Meeting. Jeffrey Agee-Aguayo then reviewed the document with participating members of both committees, with emphasis placed on tables and maps in the document. Jeffrey Agee-Aguayo noted that this document covered both of the Commission’s transportation planning programs (the Sheboygan MPO program and the eight-county regional transportation planning program).

There were no questions or comments from participating members of either committee.

Moved by David Biebel and seconded by Ryan Sazama that both committees recommend approval of the *2023 Title VI and Non-Discrimination Program/Limited English Proficiency Plan* to the Bay-Lake Regional Planning Commission. Motion carried, with all voting aye on a voice vote.

8. There was preliminary discussion with members of both committees regarding 2020 Census adjusted urban area and metropolitan planning area boundary setting.

A map produced by WisDOT showing the current adjusted urban area boundary and 2010 and 2020 Census urban area boundaries was briefly projected on the shared screen feature in Go to Meeting; this map also included current city and village boundaries. Heena Bhatt reviewed this map with meeting participants.

Heena Bhatt then projected a map showing proposed adjustments to the 2020 urban area on the shared screen feature in Go to Meeting, then proceeded to review the proposed adjustments. These adjustments were developed during a meeting between the Commission's MPO staff and its GIS staff on May 15, 2023.

Heena Bhatt commented that she did not think there would need to be major changes to the metropolitan planning area boundary outside of some minor GIS "cleanup" that occurs as GIS technology gets more advanced and precise.

Heena Bhatt offered to share the map of the proposed adjusted urban area with members of both committees.

There were no questions or comments from participating members of either committee.

9. Nick Weber gave an update on WisDOT Northeast Region planning activities to everyone participating in the meeting.

Nick Weber discussed the WisDOT Local Program Symposium held virtually on May 24, 2023. Heena Bhatt and Jeffrey Agee-Aguayo participated in the symposium.

Nick Weber discussed local program rollouts that will be taking place on June 9, 2023.

Nick Weber discussed the rideshare program meeting held virtually with the northeast Wisconsin MPOs on May 18, 2023. Heena Bhatt and Jeffrey Agee-Aguayo participated in this meeting.

Matt Schreiber discussed WisDOT's state Active Transportation Plan that is in progress.

Heena Bhatt discussed activities associated with the Sheboygan County Transportation Planning and Feasibility Study, particularly the survey that has been developed for the study. Heena Bhatt thanked Emily Stewart, Derek Muench and Aaron Brault for their feedback as the survey was developed. The kickoff meeting for this study was held on May 1, 2023.

Jeffrey Agee-Aguayo and Heena Bhatt then gave an update on other MPO activities to everyone participating in the meeting.

Jeffrey Agee-Aguayo and Heena Bhatt participated in a quarterly MPO Directors' meeting (via teleconference) on April 25, 2023.

Jeffrey Agee-Aguayo and Heena Bhatt participated in a Northeast Wisconsin Regional Access to Transportation Committee (NEWRATC) "change in officers" meeting on April 26, 2023, as there will be a new committee chairperson and vice chairperson effective with the July 2023 meeting.

Jeffrey Agee-Aguayo and Heena Bhatt participated in a Coordinated Transportation Plan webinar with WisDOT Transit Section staff the morning of June 1, 2023.

Jeffrey Agee-Aguayo stated that Heena Bhatt and other Commission staff will be presenting the items recommended for approval at this meeting (TIP amendments and Title VI Program) for final approval when the full Bay-Lake Regional Planning Commission meets the morning of June 9, 2023.

Heena Bhatt commented that she has received around 90 comments on bicycle and pedestrian study for the metropolitan planning area and added that she plans to do a field visit to the area soon.

10. The next regular meeting of the Sheboygan MPO Technical and Policy Advisory Committees is scheduled for **Thursday, September 7, 2023, at 1:00 p.m.** Agenda items at this meeting will likely include: release of the *2024 – 2027 TIP* for a 30-day public comment period (including a public hearing within the public comment period); review of a mid-year report on the progress of projects in the *2023 – 2026 TIP*; review of proposed work elements in the draft *2024 Sheboygan Metropolitan Planning Area Transportation Planning Work Program*; and review and recommendation of approval of the 2023 Shoreline Metro Transit Asset Management (TAM) Plan.

Jeffrey Agee-Aguayo noted that there was a possibility of having short special meetings of the MPO advisory committees over the summer to deal with TIP amendments or other urgent matters.

Jeffrey Agee-Aguayo bid farewell to members of both committees, as June 2, 2023, will be his last day with the Commission due to retirement after a career of over 35 years.

The members of the committee congratulated Jeffrey Agee-Aguayo for his retirement and stated that it was a pleasure working with him for all these years and thanked him for all his efforts and work for the MPO.

11. **Moved** by David Biebel and seconded by Ryan Sazama that the joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees be adjourned. Motion carried, with all voting aye on a voice vote. The meeting adjourned at 2:18 p.m.

Recording secretary,

Jeffrey C. Agee-Aguayo