



1. The meeting was called to order at 1:03 p.m. by Policy Advisory Committee Chairperson Vernon Koch.

Members of both committees and staff participating in person and via teleconference introduced themselves for the benefit of everyone participating in the meeting.

Members of both committees and staff participating in the meeting noted committee members who had asked to be excused from the meeting.

Jeffrey Agee-Aguayo requested two items from participants for record keeping purposes. First, that participants 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, distributed the agenda to those attending the meeting in person, and briefly reviewed the agenda. The agenda was also emailed to members of both committees about a week in advance of the meeting.

**Moved** by Charles Born seconded by David Smith that both committees approve the agenda for the May 26, 2022, 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 28, 2022, joint meeting on the shared screen feature in Go to Meeting, distributed the draft minutes to those attending the meeting in person, and briefly reviewed those minutes. The draft minutes were also emailed to members of both committees about a week in advance of the meeting.

**Moved** by David Smith and seconded by Charles Born that both committees approve the minutes of the April 28, 2022, 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 public input; none was received.

5. Members of both committees reviewed and recommended approval of minor amendments to the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2022 – 2025* to the Bay-Lake Regional Planning Commission. These materials were emailed to members of both committees about a week in advance of the meeting.

Jeffrey Agee-Aguayo projected revisions to Table 4 (Calendar Years 2022 – 2025: Elderly and Disabled Transportation Capital Projects) on the shared screen feature in Go to Meeting. Revised

Table 4 was also distributed to those attending the meeting in person who needed it. Jeffrey Agee-Aguayo then reviewed these revisions with everyone in attendance, which included the following:

- TIP ID No.: 372-22-204: One gas- or diesel-powered medium sized bus with a configuration of up to 11 ambulatory positions and up to two wheelchair positions. The total cost of this project increased from \$76,000 to \$140,000, with the federal share increasing from \$60,800 to \$112,000, and with the local share increasing from \$15,200 to \$28,000. In addition, this project was moved from 2022 to 2023.
- TIP ID No.: 372-22-205: Five gas- or diesel-powered medium sized buses with a configuration of up to 11 ambulatory positions and up to two wheelchair positions. These buses are a new project, and will be paid for with special Federal Transit Administration (FTA) Section 5307 funding provided through the “Coronavirus Aid, Relief, and Economic Security (CARES) Act.” The total cost of this 2023 project is \$700,000, and will involve 100 percent federal funding.
- TIP ID No.: 372-22-206: One gas- or diesel-powered medium sized bus with a configuration of up to 11 ambulatory positions and up to two wheelchair positions. This was originally an illustrative project, but is now funded under FTA Section 5339. The total cost of this project increased from \$76,000 to \$140,000, with the federal share increasing from \$60,800 to \$112,000, and with the local share increasing from \$15,200 to \$28,000. This project will take place in 2023.
- Illustrative Project: One gas- or diesel-powered medium sized bus with a configuration of up to 11 ambulatory positions and up to two wheelchair positions. The total cost of this illustrative project increased from \$76,000 to \$140,000, with the federal share increasing from \$60,800 to \$112,000, and with the local share increasing from \$15,200 to \$28,000. This illustrative project is listed for 2024.

Jeffrey Agee-Aguayo also noted cost changes to the 2022 – 2025 funding summary in Table 4. Total elderly and disabled transportation capital funding increased by \$904,000. In addition, two new funding sources (special FTA Section 5307 funding provided through the CARES Act, and FTA Section 5339 funding) were identified in the notes in Table 4.

Jeffrey Agee-Aguayo projected revisions to Table 6 (Calendar Years 2022 – 2025: Street and Highway Improvement Projects) on the shared screen feature in Go to Meeting. Revised Table 6 was also distributed to those attending the meeting in person who needed it. Jeffrey Agee-Aguayo then reviewed revisions to Table 6 with everyone in attendance, which included the following:

- TIP ID No.: 372-18-009: Taylor Drive: Indiana Avenue to Superior Avenue: Adding Radio Communication Infrastructure, Installing of Video Detection, Conducting Intersection Turning Movement Counts, and Retiming and Coordinating Traffic Signals.

The cost of this 2022 project increased from \$530,000 to \$532,000; all of the increase involved the local share of this project, since the federal share is capped.

Jeffrey Agee-Aguayo also noted a cost change to the highway improvement cost categories in the 2022 – 2025 funding summary in Table 6, which increased by \$2,000.

Jeffrey Agee-Aguayo projected the revised financial plan (fiscal constraint demonstration) for the June 2022 minor amendments to the *2022 – 2025 TIP* on the shared screen feature in Go to Meeting. The revised financial plan was also distributed to those attending the meeting in person who needed it. Jeffrey Agee-Aguayo then reviewed revisions to the financial plan, including changes to entries in the FTA Section 5307 program for the Sheboygan Urbanized Area (provided through the CARES Act), FTA Section 5310 program, and FTA Section 5339 program in Table 7, as well as minor changes to page 3 in the narrative.

There were no questions or comments regarding the minor amendments to the *2022 – 2025 TIP* from members of either committee.

**Moved** by Heather Cleveland and seconded by David Smith that both committees recommend approval of the presented minor amendments to the *Sheboygan Metropolitan Planning Area TIP: Calendar Years 2022 – 2025* to the Bay-Lake Regional Planning Commission. Motion carried, with all voting aye on a voice vote.

6. Members of both committees reviewed a revised draft of Chapter 4 (Mission Statement, Goals and Objectives) of the *Year 2050 Sheboygan Area Transportation Plan (SATP)*.

Jeffrey Agee-Aguayo projected the revised draft of Chapter 4 on the shared screen feature in Go to Meeting. The revised draft of Chapter 4 was also distributed to those attending the meeting in person who needed it. The revised draft of Chapter 4 was also emailed to members of both committees about a week in advance of the meeting.

The following changes to draft Chapter 4 were reviewed (these were highlighted in yellow in the document):

- The objectives within Goal 3 (Accessibility and Mobility, pp. 4-5 through 4-8) were reorganized into five modes or subareas: Active Transportation (Objectives AM.1 through AM.5); Bicycle Focus (Objectives AM.6 through AM.8); Pedestrian Focus (Objectives AM.9 through AM.14); Transit Focus (Objectives AM.15 through AM.24); and Elderly and Disabled Focus (Objectives AM.25 and AM.26). These objectives were reorganized as suggested by Heather Cleveland at the April meeting. In addition, Objective AM.5 was modified based on a suggestion by David Smith at the April meeting.

- Under Goal 6 (System Efficiency), Objective SE.6 (p. 4-11) was modified based on comments made by Heather Cleveland at the April meeting.
- Also Under Goal 6, Objective SE.11 (p. 4-12) was modified based on comments raised at the April meeting.
- Under Goal 9 (Public Involvement and Environmental Justice), Objective PI.1 (p. 4-14) was modified based on comments raised by Heather Cleveland at the April meeting.
- Under Goal 10 (Corridor Planning and Design), Objective CP.12 (p. 4-16) was modified based on comments raised at the April meeting.

Jeffrey Agee-Aguayo also brought to the attention of members of both committees that WisDOT was concerned about Objective CP.5 under Goal 10 (p. 4-15) as it was currently worded. WisDOT's comments in a May 24<sup>th</sup> email to Jeffrey Agee-Aguayo (specifically from Brad Sippel and Matt Schreiber at the Bureau of Planning and Economic Development) were as follows:

“At the last couple of meetings, issues with J turns have been discussed in relation to the long-range transportation plan (LRTP). I wanted to highlight that language in the LRTP to avoid/minimize/prohibit J-turns may have implications for the TIP and it could delay or prevent project approvals. If there were a project designed to include a J-turn and the LRTP had language restricting them, then we may not be able to approve those projects in the TIP, as they may be considered inconsistent with the LRTP. I just want to send this for your consideration as you develop the language in the LRTP related to J-turns. If I recall correctly, the concern over J-turns was mostly related to difficulties created for farm equipment. Since J-turns are a safety-driven engineering solution it may be beneficial to describe the issues surrounding J-turns and develop language about minimizing negative impacts to those road users instead of developing language to limit their use.”

“Here is a link with some more information on J-turns if it is helpful.

[https://wisconsin.gov/Pages/safety/safety-eng/j-turn.aspx#:~:text=Restricted%20Crossing%20U%2Dturn%20\(RCUT,on%20four%2Dlane%20divided%20highways.](https://wisconsin.gov/Pages/safety/safety-eng/j-turn.aspx#:~:text=Restricted%20Crossing%20U%2Dturn%20(RCUT,on%20four%2Dlane%20divided%20highways.)”

The following comments were raised by members of both committees in attendance:

- Charles Born reiterated the comments he raised at the April meeting regarding J-turns and farm equipment as they related to Objective CP.5.
- David Biebel commented that more local involvement with state decisions in the area is needed, adding that this lack of communication and early public and community involvement has gotten worse in recent years. David Biebel added that an interchange is needed at State Highway 23 and County Highway TT, noting that this had been a long-standing recommendation from WisDOT's freeway designation and corridor

preservation study that had appeared in multiple MPO long-range transportation plans, and that the thought of placing a J-turn at this intersection was revealed to the area public at a virtual meeting in November 2021 without preliminary dialogue with local stakeholders. Steve Sokolowski concurred with David Biebel.

- Heather Cleveland suggested that Objective EV.10 (p. 4-2) be modified under Goal 1 (Economic Vitality) so that there are efforts to improve access to and make the traveling public aware of all key destinations in the metropolitan transportation planning process.
- Heather Cleveland reiterated her comment regarding Chapter 1 of the *Year 2050 SATP* from the April meeting that responsible parties be identified for the recommended projects that will be listed in Chapter 7 of that plan (Recommended Transportation Plan).

Jeffrey Agee-Aguayo stated that he would take comments raised and include them in another revised draft of Chapter 4.

7. Members of both committees reviewed draft Chapter 3 (Profile of the Metropolitan Planning Area) of the *Year 2050 SATP* in detail.

Jeffrey Agee-Aguayo projected draft Chapter 3 on the shared screen feature in Go to Meeting. Draft Chapter 3 was also distributed to those attending the meeting in person who needed it. Draft Chapter 3 was also emailed to members of both committees about a week in advance of the meeting.

Before reviewing draft Chapter 3, Jeffrey Agee-Aguayo noted that items in red were unresolved (these areas can be found on pages 3-1 through 3-3 and on page 3-31, including a row in Table 3.1), and that a map in this chapter showing physical constraints in the metropolitan planning area would be included in this chapter pending completion of an environmental corridor redelineation project by the Commission's GIS staff.

Draft Chapter 3 was then reviewed. The following items were reviewed in that chapter:

- Introduction;
- Geography;
- Population (including Tables 3.1 through 3.6 and Figures 3.1 and 3.2);
- Households (including Table 3.7 and Figure 3.3);
- Housing Stock (including Figures 3.4 through 3.6);
- Industries and Occupations (including Tables 3.8 and 3.9);
- Travel Habits (including Figures 3.7 through 3.9); and
- Summary.

The following comments were raised by members of both committees in attendance:

- Regarding the section on housing stock (pp. 3-17 through 3-21), Heather Cleveland commented that short-term rentals (Airbnb, VRBO, etc.) are increasing in the area.
- Charles Born noted the decrease in median household income in the City of Sheboygan Falls from the 2008 – 2012 American Community Survey to the 2016 – 2020 ACS in Table 3.7 (p. 3-14).
- Heather Cleveland wondered what the salary ranges were for the economic sectors shown in Table 3.8 (p. 3-22); Jeffrey Agee-Aguayo responded that this would be difficult to obtain as a range, but likely could be obtained as a mean or median for each sector.
- Charles Born stated that these were unusual economic times, adding that profiles based on past data might not be as valid as we move forward.

Jeffrey Agee-Aguayo stated that he would take comments raised (where applicable) and include them in a revised draft of Chapter 3.

8. An update on travel forecast modeling activities for the *Year 2050 SATP* was given to members of both committees. This included review of updated countywide socioeconomic projections.

Jeffrey Agee-Aguayo projected previous and updated control total socioeconomic projections for Sheboygan County on the shared screen feature in Go to Meeting. These projections were also distributed to those attending the meeting in person who needed it. The projections were also emailed to members of both committees about a week in advance of the meeting.

Jeffrey Agee-Aguayo then reviewed the projected previous and updated control total socioeconomic projections for Sheboygan County with members of both committees. Items projected were: households; employment (including retail, service, and total employment); K – 12 school enrollment; and college enrollment.

The original 2010 base year numbers were reviewed, along with the original 2045 projections for the plan approved in 2019; this included overall change and annual change.

The new 2020 base year numbers were then reviewed, along with the new 2050 projections for the plan that will be approved in 2050; again, this included overall change and annual change. For these numbers, households came from the 2020 Census, while employment came from a 2018 (pre-pandemic) file that WisDOT received from the Wisconsin Department of Workforce Development. In addition, K – 12 school enrollment came from the Wisconsin Department of Public Instruction (DPI) “third Friday” enrollment for the 2020 – 2021 school year, while college enrollment came from contacting each of the three institutions of higher learning in the area.

It was noted that 2010 to 2020 overall and annual change were in this table.

Jeffrey Agee-Aguayo stated that the projections (once accepted) will be subdivided across the TAZs based on existing comprehensive plan future land use components, particularly for household and employment growth. The baseline 2050 network will be run, deficiencies will be identified, then we will determine as a group which projects should be tested with the model.

The only comment regarding the socioeconomic projections came from Charles Born, who thought that Herb Kohler bought land north of Rowe Road off Interstate Highway 43.

9. Jeanette Nelson had to leave the meeting early, so there was no update on WisDOT Northeast Region planning activities (including local programs) at this meeting.

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

Jeffrey Agee-Aguayo stated that Chris Garcia left employment with the Commission on May 20, 2022. Jeffrey Agee-Aguayo added that the Commission was actively recruiting for a transportation planner to fill that position, with the first interviews taking place as early as next week.

Jeffrey Agee-Aguayo announced that the 2022 MPO/ RPC/ WisDOT/ USDOT transportation planning conference will take place at Blue Harbor on October 10 – 12, 2022. Jeffrey Agee-Aguayo noted that he sent out registration forms and hotel reservation information earlier in the week, and would now work on organizing the presentations for the conference.

Jeffrey Agee-Aguayo indicated that he participated in a Bipartisan Infrastructure Law (BIL) Transportation Alternatives Program (TAP) webinar sponsored by WisDOT the afternoon of May 18, 2022.

Jeffrey Agee-Aguayo commented that he participated in a quarterly meeting of the Sheboygan County Transportation Coordinating Committee (TCC, via teleconference) the afternoon of May 19, 2022.

Jeffrey Agee-Aguayo stated that a meeting of the full Bay-Lake Regional Planning Commission would take place the morning of June 10, 2022; the minor amendments to the *2022 – 2025 TIP* that were recommended for approval under agenda item 5 will be approved at this meeting. In addition, an open house to mark the Commission's 50<sup>th</sup> anniversary will take place from 1:30 p.m. to 3:00 p.m. that afternoon.

Jeffrey Agee-Aguayo noted that Commission staff worked on draft Chapter 5 (Existing Condition of the Transportation Network) of the *Year 2050 SATP* as well as on the Shoreline Metro Public Transit Agency Safety Plan (PTASP) update during the month of May.



Finally, Jeffrey Agee-Aguayo reminded everyone participating in the meeting that the applications for BIL funding under various programs for federal fiscal years 2023 – 2026 (including STP-Urban, STP-Rural, STP-Local, Local Bridge, and CMAQ) are due **next Friday** (June 3, 2022).

10. Jeffrey Agee-Aguayo stated that the next meeting of the Sheboygan MPO Technical and Policy Advisory Committees was originally scheduled for Thursday, September 1, 2022, at 1:00 p.m., but due to a conflict, proposed that this meeting be moved back a week to **Thursday, September 8, 2022, at 1:00 p.m.** Agenda items will include: releasing the *2023 – 2026 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 *2022 – 2025 TIP*; review of work elements in the draft *2023 Sheboygan Metropolitan Planning Area Transportation Planning Work Program*; review and recommendation of approval of the 2022 Shoreline Metro Transit Asset Management (TAM) Plan; and beginning review of draft Chapter 5 of the *Year 2050 SATP*.

Jeffrey Agee-Aguayo noted that there may be occasional brief meetings in the summer to prioritize STP-Urban and other projects and/or to approve amendments to the *2022 – 2025 TIP*.

The status of COVID-19 in the area will determine whether this will be a “hybrid” (in-person and virtual) or strictly a virtual meeting.

11. **Moved** by Charles Born and seconded by David Smith 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 2:30 p.m.

Recording secretary,

Jeffrey C. Agee-Aguayo

This page intentionally left blank