

MINUTES
BAY-LAKE REGIONAL PLANNING COMMISSION
SHEBOYGAN METROPOLITAN AREA
TECHNICAL AND POLICY ADVISORY COMMITTEES JOINT MEETING
February 28, 2019
Sheboygan County Administration Building (Room 119), Sheboygan

MEMBERS PRESENT: Steven Bauer, Policy Advisory Committee Chairperson,
Presiding

Policy Advisory Committee: Charles Born (Town of Lima)
Matt Halada for Will Dorsey (WisDOT Northeast Region, Green
Bay, by phone)
Mayor Mike Vandersteen (City of Sheboygan)

Technical Advisory Committee: David Biebel (City of Sheboygan Department of Public Works)
Aaron Brault (Sheboygan County Planning and Conservation
Department)
Mike Friedlander (Wisconsin Department of Natural Resources
Bureau of Air Management, by phone)
Jim Glavan (Sheboygan County Representative, Eastern
Wisconsin Counties Railroad Consortium)
Derek Muench (Shoreline Metro)
Diane Paoni (WisDOT Bureau of Planning and Economic
Development, by phone)
Ryan Sazama (City of Sheboygan Department of Public
Works)
David Smith (Bicycle and Pedestrian Transportation Advocate)

MEMBERS EXCUSED: Jerry Benzschawel (City of Sheboygan Falls Department of
Public Works)
Bill Blashka for Daniel Hein (Town of Sheboygan)
Brett Edgerle (Village of Kohler)
Steve Sokolowski (City of Sheboygan Department of Planning
and Development)

OTHERS PRESENT: None

STAFF PRESENT: Brandon Robinson and Jeffrey Agee-Aguayo (Bay-Lake
Regional Planning Commission)

1. The meeting was called to order at 1:01 p.m. by Policy Advisory Committee Chairperson Steven Bauer.

Members of both committees and staff introduced themselves for the benefit of everyone in attendance.

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

2. **Moved** by Ryan Sazama and seconded by David Biebel that both committees approve the agenda for the February 28, 2019, joint Technical Advisory Committee/Policy Advisory Committee meeting. Motion carried, with all voting aye on a voice vote.

3. **Moved** by Jim Glavan and seconded by Aaron Brault that both committees approve the minutes of the January 24, 2019, joint Technical Advisory Committee/Policy Advisory Committee meeting. Motion carried, with all voting aye on a voice vote.

4. Policy Advisory Committee Chairperson Steven Bauer asked if there was any public input; none was received.

5. Members of both committees reviewed the *Annual Listing of Obligated Projects for Calendar Year 2018*.

Jeffrey Agee-Aguayo distributed (as needed) and reviewed the *Annual Listing of Obligated Projects for Calendar Year 2018* with members of both committees in attendance. This listing was also projected and reviewed on the screen in the meeting room. Jeffrey Agee-Aguayo stated that he posted the *Annual Listing of Obligated Projects for Calendar Year 2018* to the MPO webpage earlier in February, and can be found at https://baylakerpc.org/application/files/5015/5067/5200/Sheboygan_MPA_2018_Obligated_Projects.pdf(.)

Jeffrey Agee-Aguayo stated that no action was needed on this agenda item unless changes were made.

Members of both committees had questions regarding progress on the two Sheboygan County Non-Motorized Transportation Pilot Program (NMTTP) projects in the listing which Aaron Brault answered.

6. Brandon Robinson and Jeffrey Agee-Aguayo gave a report on progress on the Update to the *Year 2045 Sheboygan Area Transportation Plan (SATP)* to members of both committees in attendance.

A. Jeffrey Agee-Aguayo reviewed an addition to draft Chapter 6 (Transportation and Land Use) with members of both committees in attendance.

Jeffrey Agee-Aguayo distributed Map 6.3 (Congestion Status of Streets and Highways in 2045) to members of both committees in attendance, and Brandon Robinson projected this map on the screen in the meeting room. Map 6.3 was then reviewed with members of both committees in attendance. Road segments with a projected level of service (LOS) E or F were discussed the most, although road segments with a projected LOS D were also identified. Jeffrey Agee-Aguayo stated that these same deficiencies have been identified in the text of draft Chapter 6.

As far as questions and comments were concerned, David Biebel and Aaron Brault had questions regarding assumptions in the travel demand forecast model which Jeffrey Agee-Aguayo answered. Matt Halada also discussed the regional nature of the model, how it was consistent across the northeast Wisconsin modeling domain, and how it was recently improved as part of the work to justify the State Highway 23 “majors” project between Plymouth and Fond du Lac. Matt Halada added that staff from the WisDOT Traffic Forecasting section in Madison could participate in a future meeting to better explain the travel forecast model to both committees if there is interest.

B. Jeffrey Agee-Aguayo and Brandon Robinson reviewed an addition to draft Chapter 7 (Recommended Transportation Plan) with members of both committees in attendance.

Jeffrey Agee-Aguayo distributed pages 7-32 and 7-33 that were added to draft Chapter 7, and Brandon Robinson projected this information (added to the conclusion of the story map for draft Chapter 7) on the screen in the meeting room. Pages 7-32 and 7-33 were then reviewed with members of both committees in attendance.

Brandon Robinson presented parts of the Chapter 7 story map (located at <https://baylakerpc.maps.arcgis.com/apps/MinimalGallery/index.html?appid=64ea766ad7bf4b2a95d3cfb9190d6e0f#viewer=cbf8eafe9b514b46963153bebc2d8e2a>) to members of both committees in attendance, and stated that the Commission MPO staff is trying to be more interactive with its presentations. Brandon Robinson and Jeffrey Agee-Aguayo also discussed renderings of the recommended capacity modifying street and highway projects in draft Chapter 7 that Madison Smith was putting together (an example involving the proposed South 18th Street extension was passed around). These interactive features allow members of both committees and the public to review plan materials outside of meetings. Brandon Robinson noted that the Commission MPO staff is also trying to make maps related to MPO planning products more interactive.

As far as questions and comments were concerned, David Smith had a question regarding the timing of projects in draft Chapter 7 which Jeffrey Agee-Aguayo answered.

C. Jeffrey Agee-Aguayo and Brandon Robinson reviewed draft Chapter 8 (Mitigation of Environmental Impacts of Major Transportation Projects) with members of both committees in attendance.

Jeffrey Agee-Aguayo distributed the draft Chapter 8 narrative and Maps 8.1 through 8.7 to everyone in attendance. Draft Chapter 8 was reviewed via the story map that was developed for that chapter, which was projected on the screen in the meeting room. Brandon Robinson also reviewed and discussed all of the interactive mapping that appeared in the Chapter 8 story map. The Chapter 8 story map and interactive mapping can be found at: [https://baylakerpc.maps.arcgis.com/apps/MinimalGallery/index.html?appid=64ea766ad7bf4b2a95d3cfb9190d6e0f#viewer=9fc7aa36a59d41b4a8bca8f6375361f7\(.\)](https://baylakerpc.maps.arcgis.com/apps/MinimalGallery/index.html?appid=64ea766ad7bf4b2a95d3cfb9190d6e0f#viewer=9fc7aa36a59d41b4a8bca8f6375361f7(.))

Jeffrey Agee-Aguayo noted that these materials would be reviewed at an environmental consultation meeting to take place in the near future before the plan is approved.

As far as questions and comments were concerned, Aaron Brault thought that an area tagged as residential land use near Haven in the Town of Mosel in Map 8.1 might actually be agricultural, and asked Commission MPO staff to look into this. Aaron Brault commented that his department was working on amending Sheboygan County's comprehensive plan, and several members of the advisory committees suggested including this plan in the inventory of local comprehensive plans that appears in draft Chapter 8. Charles Born thought that the County Highway TT extension might impact his farm property.

D. Jeffrey Agee-Aguayo gave an update on draft Chapter 9 (Financial Plan) to members of both committees in attendance.

Jeffrey Agee-Aguayo stated that this chapter was gradually coming together, and would be completed once he received the full set of state and federal revenue estimates from the WisDOT Bureau of Planning and Economic Development staff and roadway mileage data (for maintenance and operations) from Commission GIS staff.

E. Jeffrey Agee-Aguayo and Brandon Robinson gave an update on the various appendices being included in the Update to the *Year 2045 SATP* to members of both committees in attendance.

Brandon Robinson projected Appendix A (Glossary of Terms) on the screen in the meeting room, and Jeffrey Agee-Aguayo briefly reviewed this appendix with members of both committees in attendance.

Brandon Robinson projected Appendix B (Documentation of Meeting MAP-21 and FAST Act Planning Requirements Since Approval of the Original *Year 2045 SATP*) on the screen in the meeting room, and Jeffrey Agee-Aguayo briefly reviewed this appendix with members of both committees in attendance.

Jeffrey Agee-Aguayo stated that Appendix C (Assessment of Conformity of the Update to the *Year 2045 SATP* and the *2019 – 2022 Sheboygan Metropolitan Planning Area TIP* with Respect to the State of Wisconsin Air Quality Implementation Plan) was gradually coming together.

Jeffrey Agee-Aguayo noted that he worked with staff from the WisDOT Traffic Forecasting section to develop vehicle miles of travel (VMT) and average speed data by facility type and speed range for the intermediate analysis years of 2018, 2028 and 2038; the VMT data will be converted from average daily to hot summer weekday VMT using multiplier factors before it goes into the emissions estimation model.

Jeffrey Agee-Aguayo indicated that Appendix D (Financial Plan Supporting Documentation) would be added to the plan once WisDOT Bureau of Planning and Economic Development staff supplied him with the full set of state and federal revenue estimates.

Brandon Robinson projected Appendix E (Statement of Impacts of Projects in the Update to the *Year 2045 SATP* on Environmental Justice, including six maps that were developed for that appendix) on the screen in the meeting room, and Jeffrey Agee-Aguayo reviewed highlights from this appendix with members of both committees in attendance.

Jeffrey Agee-Aguayo commented that Appendix F (Public Participation Process for the Update to the *Year 2045 SATP*) was gradually coming together.

Jeffrey Agee-Aguayo stated that Appendix G (Minutes of the Multiagency Environmental Consultation Meeting) would be prepared once this meeting has been conducted.

Finally, Jeffrey Agee-Aguayo noted that Appendix H (Sheboygan MPO Technical and Policy Advisory Committee Membership) was complete, but was not reviewed because members of both committees are familiar with this appendix from other MPO documents.

There were no questions or comments from members of the MPO advisory committees regarding the plan appendices.

7. Matt Halada discussed WisDOT Northeast Region planning activities and construction projects in Sheboygan County with everyone in attendance.

Matt Halada stated that nothing had changed regarding WisDOT Northeast Region projects in Sheboygan County since the January joint meeting of the MPO advisory committees.

Matt Halada noted that WisDOT was waiting until late March (the deadline for possible legal challenges) to see if the State Highway 23 “majors” project will be allowed to proceed. Matt Halada indicated that all other WisDOT highway projects in Sheboygan County appeared to be on schedule.

Matt Halada commented that Sandra Carpenter from the WisDOT Northeast Region staff reported that there was no additional information on the STBG (STP) Urban or local bridge programs at this time, but noted that a local program symposium would take place soon.

Aaron Brault asked when the Congestion Mitigation and Air Quality (CMAQ) funding cycle would be open for applications again; Matt Halada responded that the cycle would reopen some time in 2019, but added that there was no more specific information at this time.

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

Jeffrey Agee-Aguayo stated that he participated in a meeting of the Bay-Lake Regional Planning Commission's Executive Committee on January 25, 2019. Several minor amendments to the 2019 – 2022 TIP that were recommended for approval at the last joint meeting of the MPO advisory committees (January 24, 2019) were approved at this meeting.

8. A special meeting to release the draft Update to the *Year 2045 SATP* for a 30 day public comment period will be held on **Thursday, March 21, 2019, at 1:00 p.m.** Jeffrey Agee-Aguayo noted that the draft Update to the *Year 2045 SATP* must be released by March 27, 2019, in order to be approved by April 26, 2019.

Derek Muench indicated that he would not be able to attend the March 21, 2019, meeting.

9. **Moved** by Aaron Brault and seconded by David Biebel 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 2:24 p.m.

Recording secretary,

Jeffrey C. Agee-Aguayo