

DRAFT MINUTES
BAY-LAKE REGIONAL PLANNING COMMISSION
TECHNICAL AND POLICY ADVISORY COMMITTEES JOINT MEETING
FOR SHEBOYGAN MPO
March 6, 2025
(In-Person and Virtual)

MEMBERS PRESENT:

- Vernon Koch, Policy Advisory Committee Chairperson, Presiding

Policy Advisory Committee:

- Nick Weber (WisDOT)
- Tom Holton (Town of Sheboygan)
- Mayor Randy Meyer (City of Sheboygan Falls)

Technical Advisory Committee:

- Kevin Jump (City of Sheboygan Department of Public Works, Engineering Division)
- Jerry Benzschawel (City of Sheboygan Falls Department of Public Works)
- Justin Johnson (WisDOT)
- Ellise Rose (City of Sheboygan)

MEMBERS EXCUSED:

- Aaron Brault (Sheboygan County Planning and Conservation Department)
- Mike Kitzerow (Village of Kohler)
- Derek Muench (Shoreline Metro), Technical Advisory Committee Vice-Chair
- Mary Florenza (FHWA)
- Chuck Born (Town of Lima)

STAFF PRESENT:

- Heena Bhatt (Bay-Lake Regional Planning Commission)
- Bryce Thompson (Bay-Lake Regional Planning Commission)

1. The meeting was called to order at 11:00 a.m. by Policy Advisory Committee Chairperson Vernon Koch.

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

2. The meeting Agenda for the March 6, 2025, joint Technical Advisory Committee/Policy Advisory Committee meeting was approved.

Moved by Kevin Jump and seconded by Tom Holtan

3. The Draft meeting minutes for January 30, 2025, joint Technical Advisory Committee/Policy Advisory Committee meeting was approved.

Moved by Kevin Jump and seconded by Tom Holtan

4. Policy Advisory Committee Chairperson Vernon Koch asked if there was any public input.

No public comments were made.

5. Review and Recommendation of Approval of PM2, PM3, and CMAQ Performance Targets for Calander year 2025 for the Sheboygan Metropolitan Planning Area to the Bay-Lake Regional Planning Commission.

Heena Bhatt presented the Performance Targets narrative and mentioned that after Wisconsin DOT adopts state-wide targets, they provide all MPOs 180 days to adopt their targets and add them to the TIP. Wisconsin DOT provided MPOs statewide targets in December 2024, in which DOT did not change the PM2 and PM3 targets for 2025, however they updated the CMAQ targets for 2025. Sheboygan MPO staff reviewed Sheboygan MPOs progress in terms of achieving the 2023 targets and learned that Sheboygan MPO did not meet some of the targets for PM2 and PM3, however decided to adopt the 2025 Wisconsin DOT targets. The 2025 CMAQ targets were updated by WisDOT. Ms. Bhatt mentioned in conclusion, due to the better performance statistics in comparison to statewide benchmarks, coupled with insufficient data to establish MPO-specific targets, the Bay-Lake Regional Planning Commission staff recommend adopting WisDOT's performance targets instead of setting independent ones.

Moved by Kevin Jump and seconded by Jerry Benzschawel, both committees recommend approval of the PM2, PM3, and CMAQ Performance Targets for Calander year 2025 for the Sheboygan Metropolitan Planning Area to the Bay-Lake Regional Planning Commission.

6. Review and Recommendation of Approval of Minor Amendments to the *Sheboygan Metropolitan Planning Area TIP: Calander Years 2025-2028* to the Bay-Lake Regional Planning Commission.

Heena Bhatt reviewed the TIP amendments with the group. Ms. Bhatt mentioned that Forward Service Corp received a Federal + State grant between multiple counties for Operating and Mobility Management and Vehicle Loans through the Wisconsin Employment Transportation Program (WETAP). Ms. Bhatt further added that this is the first time Sheboygan MPO is adding the WETAP grant to the TIP since it involves FTA Section 5311 grant. Ms. Bhatt mentioned the other TIP amendment included updating the Enhanced Volunteer Driver Program awarded Federal share. In addition to this Ms. Bhatt also updated the Appendix H of the TIP including all the Performance Measured in the Sheboygan Metropolitan Planning Area.

Moved by Kevin Jump and seconded by Tom Holton, both committees recommend approval of the *Sheboygan Metropolitan Planning Area TIP: Calander Years 2025-2028* to the Bay-Lake Regional Planning Commission

7. Review of Annual Listing of Obligated Projects for Calendar Year 2024

Ms. Bhatt presented the draft Annual Listing of Obligated Projects and mentioned that at this point they have a draft list for the FHWA and FTA obligated projects and once they prepare a final list, they will upload it onto the MPO webpage as well as share it with the group.

No action required on this agenda item.

8. Discussion on adopting Complete Streets Policy for the communities within Sheboygan Metropolitan Planning Area.

Heena Bhatt explained the concept of a Complete Streets Policy to the committee members, emphasizing that it is an approach to designing streets that are accessible to all forms of transportation. Ms. Bhatt noted that for the MPO to adopt a Complete Streets Policy, all communities within the MPO must agree to pursue it.

Tom Holton shared that the Town of Sheboygan is open to learning more about the policy since the town is in the rural parts of the MPO it might not be possible for the Town to adopt a policy prepared for the urban areas of the MPO. Ms. Bhatt mentioned that the policy can be prepared by keeping in mind the urban and the rural areas of MPO. Mayor Randy Meyer and Jerry Benzschawel mentioned that they would be open to further discussions on the Complete Streets Policy and what it includes.

Mayor Randy Meyer asked for an update on the Carbon Reduction Program grant award that was awarded to City of Sheboygan Falls. Ms. Bhatt mentioned that she does not have any update and asked the DOT staff present to provide them with any update. Justin Johnson from DOT central office mentioned that they do not have any update on the CRP grant awards yet and mentioned that DOT section chief sent an email to the MPOs statewide with an update in terms of the changes that have occurred with the change in the administration. The email mentioned that the DOT will maintain status quo and continually solicit guidance from federal partners at the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) regarding developments at the federal regulatory level.

9. Update on WisDOT Northeast Region and Other MPO Planning Activities.

Nick Weber reminded the members about the local programs' applications that will be open in June and will be due in September-October. Mr. Weber informed members that on May 22nd, 2025, a Local Program Symposium will be held online which will provide information on local grants and their requirements and applications. Once he receives more information on it, he will

be happy to share it with the group. Mr. Weber further mentioned that updated information and status on the ongoing projects can be viewed online on the WisDOT page.

Heena Bhatt mentioned that MPO staff have started working on the Transit Development Plan for Shoreline Metro. Ms. Bhatt said that the staff met with two school districts, Howards Grove and Sheboygan Area to discuss a potential Safe Routes to School plan, both school districts mentioned they would be interested in applying for the Transportation Alternatives grant for this plan. Ms. Bhatt also mentioned that the staff is working on preparing the draft Sheboygan Bicycle and Pedestrian Master Plan and another meeting for the plan will be held soon.

Bryce Thompson provided an update on the Village of Kohler Safe Routes to School Plan. Mr. Thompson mentioned that the results of the audit are being compiled and will be included as a part of the Sheboygan Bicycle and Pedestrian Master Plan.

10. Chair Vernon Koch announced the next meeting date is April 24, 2025, at 11:00 am.

11. The meeting was adjourned at 11:33 pm.

Moved by Kevin Jump and seconded by Tom Holton.

Recording secretary,

Heena Bhatt