

MINUTES  
BAY-LAKE REGIONAL PLANNING COMMISSION  
TECHNICAL AND POLICY ADVISORY COMMITTEES JOINT MEETING  
FOR SHEBOYGAN MPO  
December 18, 2025  
(In-Person and Virtual)

MEMBERS' PRESENT:

Policy Advisory Committee:

- Vernon Koch, Policy Advisory Committee Chairperson, Presiding
- Charles Born, Policy Advisory Committee Vice-Chairperson, Presiding
- Cullen Peltier for Mayor Randy Meyer (City of Sheboygan Falls)
- Justin Johnson (WisDOT Central, Non-Voting)

Technical Advisory Committee:

- Aaron Brault (Sheboygan County Planning and Conservation Department)
- Mike Kitzerow (Village of Kohler)
- Kevin Jump (City of Sheboygan)
- Travis Peterson (City of Sheboygan)
- Bryan Kelly (Bike/Ped Enthusiast/Transit Committee)
- Chris Wesendorf (City of Sheboygan Falls DPW)
- Bobbi Retzlaff (WisDOT)

Non-Members:

- Edward Procek (Sheboygan County Board)

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 Vice-Chairperson Charles Born.

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

2. Ms. Bhatt noted a change in the year in line item 8, from 2025 to 2026. With this change the meeting agenda for December 18, 2025, joint Technical Advisory Committee/Policy Advisory Committee meeting was approved.

**Moved** by Mike Kitzerow and seconded by Vernon Koch

3. The draft meeting minutes for October 23, 2025, joint Technical Advisory Committee/Policy Advisory Committee meeting was approved.

**Moved** by Kevin Jump and second by Mike Kitzerow

4. Policy Advisory Committee Vice-Chairperson Charles Born asked if there was any public input.

Edward Procek inquired if the Sheboygan MPO was at a previous safety meeting for the City of Sheboygan. Mr. Procek noted that he did not see a public comment link online and stated that the proximity of buildings to roads at intersections is a concern of the public, due to low visibility during turns. Kevin Jump noted that there was a survey/public comment link for the City's Comprehensive Safety Action Plan on the city's Facebook page.

5. Recommendation of Approval of Highway Safety Improvement Program (HSIP) 2026 Performance Targets for the Sheboygan Metropolitan Planning Area to the Bay-Lake Regional Planning Commission.

Bryce Thompson explained that the HSIP is a required yearly report that documents crash fatalities and serious injuries and sets safety targets for the next year. Mr. Thompson noted that 2024 saw a reduction in motorized fatalities, serious injuries, and non-motorized fatalities and serious injuries. Mr. Thompson explained that 4 of the 5 targets met the statewide targets and recommended supporting the state's safety performance targets for 2026.

Bryan Kelly questioned why the calculations were based off Vehicle Miles Traveled as opposed to per capita. Mr. Thompson noted that Vehicle Miles Traveled is how WisDOT creates its calculations, therefore the Sheboygan MPO uses those same calculations to create a fair comparison.

**Moved** by Kevin Jump and second by Mike Kitzerow

6. Discussion of 2055 Sheboygan Area Transportation Plan

Ms. Bhatt asked the group to provide key areas of focus as the MPO moves forward with its 2055 Sheboygan Area Transportation Plan. Multiple focus areas were provided, including transportation safety, farmland conservation, sustainable growth, maintaining infrastructure, improved safety for bicyclists and pedestrians, increasing trail connection, increasing rail transit, and ensuring transportation plays a role in increasing tourism and economic development.

Ms. Bhatt then discussed the goals from the last plan and noted that the update will include the addition and removal of some goals due to changing federal requirements and transportation trends.

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

Bobbi Retzlaff noted that WisDOT has opened solicitation for the 2026-2029 Highway Safety Improvement Program (HSIP) Cycle. Ms. Retzlaff made note that it is a 90/10 match and the application deadline is February 15, 2026. Justin Johnson explained that he will be working with the Sheboygan MPO on its update of the 2055 Sheboygan Area Transportation Plan.

Heena Bhatt noted that the January 2026 Sheboygan MPO meeting will have TIP amendments for approval. Bryce Thompson made note that Performance Measures 2 (PM2) Infrastructure conditions and PM3 Freight will also be presented in the January meeting.

8. Next Meeting Date: January 29, 2026, 11:00 a.m.

Charles Born noted that the next meeting will be held on January 29, 2026, at 11:00 a.m.

9. The meeting was adjourned at 11:40 a.m.

**Moved** by Mike Kitzerow, seconded by Chris Wesendorf.

Recording secretary,

Bryce Thompson  
Transportation Planner  
Bay Lake Regional Planning Commission