



**"PUBLIC NOTICE OF MEETING"**

**Pursuant to Section 19.84, Wis. Stats., notice is hereby given to  
the public that the following meetings will be held**

**THE WEEK OF  
JUNE 12 – 16, 2023**

**MONDAY, JUNE 12, 2023**

*10:15 am	Transportation Coordinating Committee	GB Metro Transportation Center 901 University Avenue
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**TUESDAY, JUNE 13, 2023**

*12:15 pm	Crime Prevention Funding Board – <i>Virtual Meeting</i>	See Agenda For Access Information
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**WEDNESDAY, JUNE 14, 2023**

(No Meetings)

**THURSDAY, JUNE 15, 2023**

*9:00 am	Fire Investigation Task Force Board of Directors	Sheriff's Office 2684 Development Drive
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*4:00 pm	Children With Disabilities Education Board	Syble Hopp School 755 Scheuring Road
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*5:15 pm	Library Board – <i>Note Location</i>	Ashwaubenon Branch Library 1060 Orlando Drive
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**FRIDAY, JUNE 16, 2023**

(No Meetings)

**AGENDA**  
**BROWN COUNTY TRANSPORTATION COORDINATING COMMITTEE**

**Monday, June 12, 2023**

**Green Bay Metro Transportation Center  
901 University Avenue  
Green Bay, Wisconsin  
Meeting Time: 10:15 a.m.**

**ROLL CALL**

Ian Agar (BC Human Services)	_____	Joe Pietrek (Via – Private Operator)	_____
Megan Borchardt (BC Board of Supervisors)	_____	Sandy Popp (Options for Independent Living)	_____
Bridget Clancy (Syble Hopp)	_____	Troy Streckenbach (BC Executive Department)	_____
Lisa Conard (BCPC/Green Bay MPO)	_____	Julie Tetzlaff/Amy Hoyer (Cerebral Palsy Inc.)	_____
Michael Conley-Kuhagen (Green Bay Transit Commission)	_____	Andrea Vlach (Green Bay Metro)	_____
Katie Doble (ASPIRO)	_____	Michael Voight (Citizen Member)	_____
Christel Giesen (ADRC Staff)	_____	Nick Weber (WisDOT)	_____
Denise Misovec (Curative Connections)	_____	Tina Whetung (Curative Connections Transport.)	_____
Jess Nell (ADRC Board of Directors)	_____	Genny Willemon (BC Human Services)	_____
Troy Parr (Oneida Nation)	_____	Vacant (Citizen Member)	_____

**ORDER OF BUSINESS**

1. Approval of the June 13, 2022, November 14, 2022, and March 6, 2023 TCC meeting minutes.
2. Discussion regarding the upcoming annual Green Bay Urbanized Area Federal Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program funding allocation and State Section 85.21 Trust project application solicitations.
3. Selection of a Section 5310 Program Project work group to review project applications and make recommendations regarding funding.
4. Round robin discussion about specialized transportation services in Brown County.
5. TCC meeting schedule for 2023:
  - Monday, September 11, 2023 at 10:15 a.m.
  - Monday, November 13, 2023 at 10:15 a.m.
6. Other matters.
7. Adjourn.

NOTICE IS HEREBY GIVEN THAT ACTION BY THE COMMITTEE MAY BE TAKEN ON ANY OF THE ITEMS THAT ARE DESCRIBED OR LISTED ON THIS AGENDA.

ANY PERSON WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATIONS SHOULD CONTACT THE BROWN COUNTY PLANNING COMMISSION OFFICE AT (920) 448-6480 BY 3:00 P.M. ON THE THURSDAY BEFORE THE MEETING SO THAT ARRANGEMENTS CAN BE MADE.



**BROWN COUNTY CRIME PREVENTION FUNDING BOARD**

**BROWN COUNTY COURTHOUSE  
100 S. JEFFERSON STREET  
PO BOX 23600  
Green Bay, WI 54305-3600**

**BOARD MEMBERS**

**TAMMY JO HOCK**

Presiding Judge / Chair of Crime Prevention Funding Board  
(920) 448-4146

**Todd Delain**, Brown Cty Sheriff Dept

**David Lasee**, Brown Cty District Attorney

**Eric Genrich**, Mayor of Green Bay

**Troy Streckenbach**, Brown County Executive

**Jeremy Muraski**, Chief of De Pere Police Dept

**Jeff Cano**, Managing Atty Green Bay SPD Office

**Brown County Crime Prevention Funding Board**

**TUESDAY, JUNE 13, 2023**

**At 12:15 p.m.**

**Zoom ID <https://wicourts.zoom.us/j/82827315313>**

- I. Call Meeting to Order
- II. Approve Meeting Minutes from March 14, 2023.
- III. Fund Balance as of April 30, 2023: \$42,641.93
- IV. Old Business: None
- V. New Business:
  - A) New Grant Application: Green Bay Police Department – \$24,000  
Purchase 4 electronic (e-bikes) for Community Police Officers for neighborhood outreach and Packer games.
  - B) New Grant Application: Providence Academy - \$2,183.76  
Purchase Nightlock Lockdown 1 barricades for classroom, office and safe room doors.
  - C) Any other business of the Funding Board.

Honorable Tammy Jo Hock, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority of quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussions and information gathering relative to this agenda.

**BROWN COUNTY FIRE INVESTIGATION TASK FORCE  
BOARD OF DIRECTORS**

**AGENDA**

A meeting of the Board of Directors of the Brown County Fire Investigation Task Force will be held on Thursday, June 15, 2023, at 9 a.m., at the Brown County Sheriff's Office, 2684 Development Drive, Green Bay, WI.

- ITEM #1. Adoption of the Agenda
- ITEM #2. Review Minutes of Previous Meeting
- ITEM #3. Report of General Membership Coordinator
- ITEM #4. Financial Report
  - A. Fire investigation account
  - B. Fire safety account
- ITEM #5. Old Business
  - A. Disposition of case proceedings
- ITEM #6. New Business
- ITEM #7. Report of Juvenile Firesetter Program Coordinator
- ITEM #8. Other Matters
- ITEM #9. Set Date, Time, and Location of Next Meeting
- ITEM #10. Adjourn

Rob Goplin, Chairperson of the  
Board of Directors  
Brown County Fire Investigation Task Force

**BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD**

**Thursday, June 15, 2023 @ 4:00 PM**  
**Location: Syble Hopp School Cafeteria**  
**755 Scheuring Rd**  
**De Pere, WI 54115**

1. Action Item: Call to Order
2. Open Forum
3. Action Item: Approval of Minutes  
RECOMMENDED MOTION: That the minutes for the May 11, 2023 Board Meeting be approved.
4. Action Item: Approval of Agenda  
RECOMMENDED MOTION: That the agenda for today's meeting be approved.
5. Action Item: Donations  
RECOMMENDED MOTION: That this month's donations be approved.
6. Action Item: Payment of Bills  
RECOMMENDED MOTION: That the payment of the bills be approved.
7. Action Item: Financial Report  
RECOMMENDED MOTION: That the financial report be accepted.
8. Action Item: BCCDEB Meeting Calendar  
RECOMMENDED MOTION: That the Board approve the 2023-2024 BCCDEB Meeting Calendar.
9. Action Item: Policy and Rule Second Reading  
RECOMMENDED MOTION: That the Board approve the Student Conduct and Discipline Policy and Rule.
10. Action Item: Policy and Rule Second Reading  
RECOMMENDED MOTION: That the Board approve the Seclusion and Restraint Policy and Rule.
11. Action Item: DPI Records Retention  
RECOMMENDED MOTION: That the Board approve the Department of Public Instruction Records Retention Schedule.
12. Action Item: Transportation Contract  
RECOMMENDED MOTION: That the Board approve the transportation contract with Lamers Bus Lines.
13. Action Items: Student Fees  
RECOMMENDED MOTION: That the student fees remain the same at \$15.00 for Early Childhood and \$45.00 for Primary, Intermediate, and High School for the 2023-2024 school year.
14. Action Item: Lunch Fees  
RECOMMENDED MOTION: That the full-priced student lunch fees be set at \$3.55; the reduced-priced meal remain the same at \$.40; the extra milk fee remain the same at \$.30 and the adult meal remain the same at \$4.65 for the 2023-2024 school year.
15. Action Item: Retirement  
RECOMMENDED MOTION: That the Board approve the retirement of Mary Gantz, Physical Therapist.
16. Action Item: Resignations  
RECOMMENDED MOTION: That the Board approve the resignation of Abbie Schmidt, Principal.
17. Item: Hires  
RECOMMENDED MOTION: That the Board approve the hiring of Abbie Schmidt as the BCCDEB Behavior Support Specialist (paid through one-year of ESSER funds), Gina Reinhert as a BCCDEB Teacher, Christina Tereze Boywid as a BCCDEB Early Childhood Teacher and Kacy Decur as a BCCDEB Art Teacher (all pending successful completion of the pre-employment process).

18. ACTION ITEM: Pay Scale Revisions  
RECOMMENDED MOTION: That the Board approve the recommended 2023-2024 pay scale revisions for teachers, therapists, instructional aides and support staff.
19. Action Item: 2023-2023 Salary Increase  
RECOMMENDED MOTION: That the Board approve the recommended increase in support staff, instructional aide, teacher, therapist and administrator salaries for the 2023-2024 school year (pending budget approval by the Brown County Board of Supervisors).
20. ACTION ITEM: Retention Pay Scale  
RECOMMENDED MOTION: That the Board approve the recommended Retention Pay Scale for completed years of Service (with ESSER funds for the 2022-2023 and 2023-2024 school year and into the future as the BCCDEB budget allows).
21. ACTION ITEM: Job Descriptions  
RECOMMENDED MOTION: That the Board approve the Director of Special Education/Student Services and Principal job descriptions.
22. Discussion Item: Administrator's Report
23. Discussion Item: Parent Organization Report
24. Executive Session: The Board will move to executive session as allowed by Wisconsin Statute 19.85(1)(a)(b)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction pursuant to Wis. Stats. Sec. 118.22.
25. Adjournment  
RECOMMENDED MOTION: That the June 15, 2023 Brown County Children with Disabilities Education Board meeting be adjourned.

"Any person wishing to attend who, because of disability requires special accommodation, should contact Syble Hopp School at 336-5754 by 3:00 p.m. on Wednesday, June 14, 2023, so arrangements can be made.



**BROWN COUNTY LIBRARY BOARD**  
**NOTE LOCATION: Ashwaubenon Branch Library**  
**Meeting Room**  
1060 Orlando Drive, Ashwaubenon  
**Thursday, June 15, 2023**  
**5:15 p.m.**

**AGENDA**

1. Call to Order
2. Approve/Modify Agenda and Minutes
3. Communications and Open Forum for the Public
  - A. Presentation by Karla Giraldez, Branch Manager, Ashwaubenon and Southwest Branches
4. Update and Possible Action Regarding New East Branch
5. Discussion Regarding the Delivery of Public Library Service to Rural Communities in Brown County
6. Overview and Discussion of Proposed Local History & Genealogy Research Center
7. Discussion and Approval of Library Business
  - A. Facilities Update
    - i. Central HVAC RFP
    - ii. Central Lower Level A/V
  - B. Personnel Update
  - C. Community Engagement Update
8. President's Report
9. Library Director's Report

10. Other Business
11. Such Other Matters as are Authorized by Law
12. Adjournment

Notice is hereby given that action by the Library Board may be taken on any of the items, which are described or listed in this agenda.

Any person wishing to attend the Library Board Meeting who, because of a disability requires special accommodations, should contact the Brown County Library at 448-4400 at least one working day in advance of the meeting so that arrangements can be made.



Brian Anderson  
Library Board President



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6 CICB 12:00 pm Public Safety 6:00 pm @ EOC	7 Ed & Rec 5:30 pm	8	9	10
11	12	13	14	15	16	17
18	19	20	21 COUNTY BOARD 7:00 pm	22 Admin 5:30 pm	23	24
25	26	27 Land Con 5:30pm PD&T 5:45 pm	28 Human Services 5:30 pm	29	30	

## **BROWN COUNTY COMMITTEE MINUTES**

- Crime Prevention Funding Board (March 14, 2023)
- Fire Investigation Task Force (March 16, 2023)
- Planning Commission Board of Directors (May 3, 2023)

**To obtain a copy of Committee minutes:**

[https://www.browncountywi.gov/government/minutes\\_and\\_agendas/](https://www.browncountywi.gov/government/minutes_and_agendas/)

OR

Contact the Brown County Clerk's Department



## **Brown County Crime Prevention Funding Board**

Meeting Minutes from March 14, 2023

Present: Judge Tammy Hock, Mayor Eric Genrich, Troy Streckenbach, County Executive and Ted Warpinski, as designee for the State Public Defender's Office

Excused: District Attorney David Lasee, Chief Jeremy Muraski and Sheriff Todd Delain

Judge Hock calls the meeting to order at 12:20 p.m.

Motion by County Executive Streckenbach to approve Minutes of December 13, 2022, seconded by Mayor Genrich. **Motion carried unanimously.**

Fund balance \$59,517.23 as of February 28, 2023.

Old Business: None.

### New Business:

Green Bay Area Crime Stoppers Grant Application: \$26,510.00

Judge Hock provides background of application. Ted Warpinski makes comments and feels this application is appropriate for this program. County Executive Troy Streckenbach comments on statistics and amount of tips that generate from this program in the community. Members would like follow up on 2023 statistics.

### Ideas to Promote Grant Opportunities

Mayor Genrich feels a press release is appropriate to spread the word about this funding program. Members review the December 2022 minutes and would like an update from Michelle Wallerius on discussions made with Jeffrey Flynt.

County Executive Streckenbach brings attention the new Green Bay Area Superintendent selected by the Board of Education. Dr. Claude Teller, Jr. has background in grant writing that would be beneficial for the GB schools.

Judge Hock feels other surrounding schools: Howard Suamico, De Pere, West De Pere, Wrightstown should be providing information on funding opportunities as well.

Future meeting dates for 2023: June 13, 2023, September 12, 2023 and December 12, 2023 at 12:15 pm via Zoom.

Next meeting scheduled for **June 13, 2023 at 12:15 pm** by Zoom.

Motion to adjourn Meeting County Executive Streckenbach.

Meeting adjourn at 12:27 p.m.

**PROCEEDINGS OF THE BROWN COUNTY FIRE INVESTIGATION TASK FORCE**  
**BOARD OF DIRECTORS**

A meeting of the Board of Directors of the Brown County Fire Investigation Task Force was held on Thursday, March 16, 2023, at 9 a.m., at the Brown County Sheriff's Office, 2684 Development Drive, Green Bay, WI.

Present: Greg Dougherty, Jim Valley, Alan Matzke, Brian Murphy, David Poteat, Brad Brodbeck, David Lasee

Excused: Rob Goplin, Brian Uhl, Jeff Kubitz

The meeting was called to order by Matzke at approximately 9 a.m.

Item #1. Adoption of the Agenda

No additions or changes to the agenda.

Item #2. Review Minutes of Previous Meeting

A motion was made by Valley and seconded by Lasee to approve the minutes from the previous meeting on December 8, 2022. **Motion carried.**

Item #3. Report of General Membership Coordinator

Valley informed that the interview committee conducted six fire investigator interviews. One applicant was from the De Pere Police Department and five were from the Brown County Sheriff's Office. The interview committee recommends Aaron Hanson from De Pere and the top four interviewees from Brown County—Jody Breider, Justin Raska, Meredith Desmond and John Kowalski. The De Pere police chief gave his approval of Hanson and Brodbeck gave his approval of the four from the sheriff's office. This would bring the total number of fire investigators on the team to 37, three investigators short yet. There are expected to be a few retirements by the end of the year, so Valley will open up the application process again later in the year, this time to fire personnel. A motion was made by Murphy and seconded by Brodbeck to approve Hanson, Breider, Raska, Desmond and Kowalski as fire investigators on the task force. **Motion carried.**

The spring conference is coming up and quite a few are interested in going. He stated Kubitz informed him that after this year the fall conference is going to be eliminated and another day will be added to the spring conference. Valley stated the task force will then need to provide more training opportunities because not everyone can go to the spring conference.

A small clothing order will need to be placed for the new members of the team.

Training was done on the Matterport, but it hasn't been used on a call yet.

The task force was called out to one fire since the last meeting as follows:

- 1/12/2023 - 3310 Mid Valley Dr., Macht Village, Lawrence (DCI called in/total loss/undetermined)

Item #4. Financial Report

A. Fire Investigation Account

Brodbeck distributed the expense report. The balance in the budget is currently \$28,653.27. He noted that about \$7,500 was turned back in at the end of last year. Valley stated it is hard to predict how many fires there will be toward the end of the year and does not want to make big purchases before then until he knows how the budget looks.

B. Fire Safety Account

Brodbeck reported that the balance in this account is \$22,029.

A motion was made by Murphy and seconded by Lasee to approve the financial report. **Motion carried.**

Item #5. Old Business

None.

A. Disposition of Case Proceedings

Nothing to report.

Item #6. New Business

Item #7. Report of Juvenile Fire Setter Program Coordinator

Nothing to report.

Item #8. Other Matters

None.

FIT Board of Directors  
March 16, 2023  
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Item #9. Set Date, Time, and Location of Next Meeting

The next meeting was set for Thursday, June 15, 2023, at 9 a.m., at the Brown County Sheriff's Office.

Item #10. Adjourn

The meeting adjourned at approximately 9:25 a.m.

Respectfully submitted,

Marsha Laurent  
Recording Secretary

**Minutes**  
**BROWN COUNTY PLANNING COMMISSION**  
**BOARD OF DIRECTORS**  
**Wednesday, May 3, 2023 - 6:30 pm**  
**Green Bay Metro Transportation Center**  
**901 University Avenue, Commission Room, Green Bay, WI 54302**

**ROLL CALL:**

Paul Blindauer	<u>Exc</u>	Pat Hopkins	<u>Abs</u>	Pam Schauer	<u>X</u>
Corrie Campbell	<u>X</u>	Elizabeth Hudak	<u>Abs</u>	Dan Segerstrom	<u>X</u>
Devon Coenen	<u>X</u>	Emily Jacobson	<u>X</u>	Glen Severson	<u>X</u>
Norbert Dantine, Jr.	<u>X</u>	Dotty Juengst	<u>X</u>	Jim Steffek	<u>X</u>
Steve Deneys	<u>X</u>	Dave Kaster	<u>X</u>	Mark Thomson	<u>X</u>
Geoff Farr	<u>X</u>	Patty Kiewiz	<u>Exc</u>	Andy Vanderloop	<u>X</u>
Mike Goral	<u>X</u>	Dane Lasecki	<u>X</u>	Nick Weber	<u>X</u>
Steve Grenier	<u>Exc</u>	Jonathon LeRoy	<u>Abs</u>	Matthew Woicek	<u>X</u>
Mark Handeland	<u>X</u>	Dan Lindstrom	<u>X</u>		
Matthew Harris	<u>X</u>	Gary Pahl	<u>X</u>		

**Others Present:** Lisa Conard, Kathy Meyer, Cole Runge, Ker Vang, and Nikki Hilker (audience)

1. Welcome Pam Schauer, representative for the Towns of Glenmore & Rockland, and Dane Lasecki, City of Green Bay representative.

C. Runge welcomed P. Schauer and D. Lasecki and thanked them for serving on the BCPC Board.

2. Approval of the minutes of the March 1, 2023 regular meeting of the Brown County Planning Commission Board of Directors.

A motion was made by D. Kaster, seconded by G. Pahl to approve the minutes of the March 1, 2023 regular meeting of the Brown County Planning Commission Board of Directors. Motion carried.

3. Receive and place on file minutes of the February 22, 2023 and draft minutes of the April 20, 2023 meetings of the Brown County Planning Commission Board of Directors Transportation Subcommittee.

A motion was made by G. Pahl, seconded by S. Deneys to receive and place on file the minutes of the February 22, 2023 and draft minutes of the April 20, 2023 meetings of the Brown County Planning Commission Board of Directors Transportation Subcommittee. Motion carried.

4. Receive and place on file draft minutes of the March 6, 2023 meeting of the Brown County Planning Transportation Coordinating Committee (TCC).

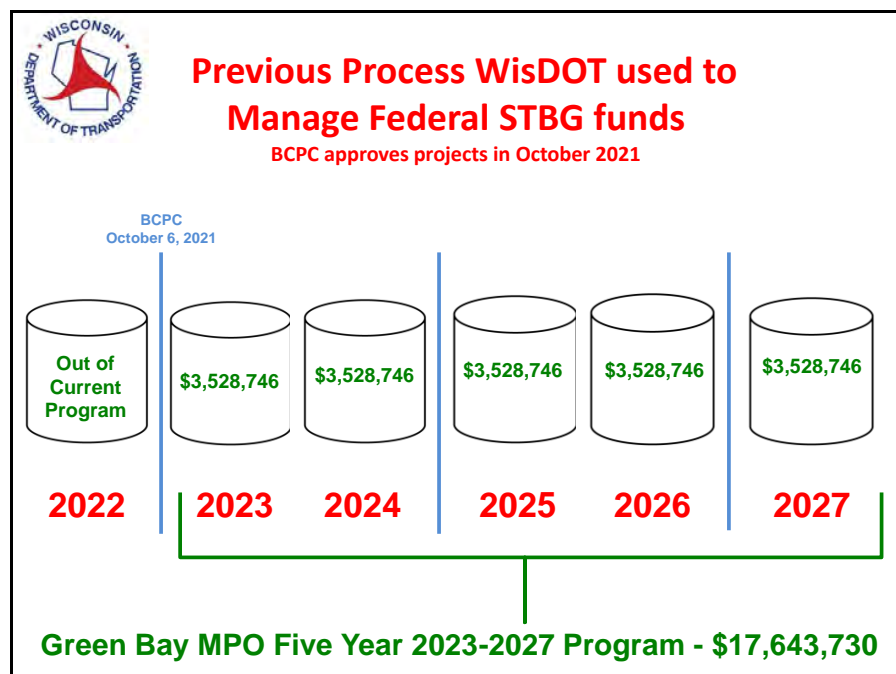
A motion was made by C. Campbell, seconded by D. Coenen to receive and place on file the draft minutes of the March 6, 2023 meeting of the Brown County Planning Transportation Coordinating Committee (TCC). Motion carried.

5. Discussion and possible action regarding the management changes being made by the Wisconsin Department of Transportation (WisDOT) to the Surface Transportation Block Grant (STBG) and Transportation Alternatives Program (TAP) programs.

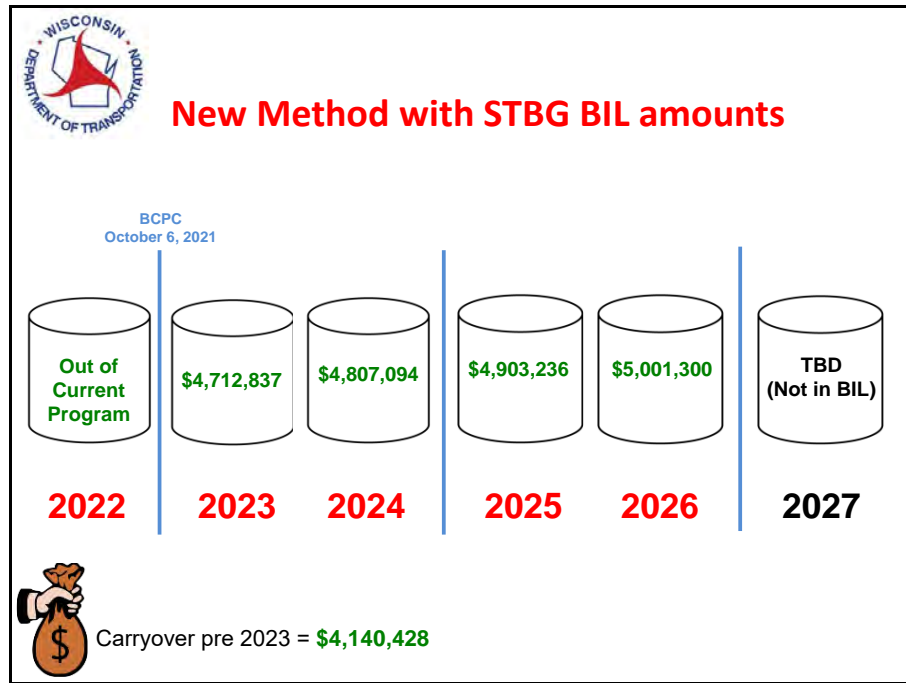
L. Conard explained two of the programs through which the Green Bay MPO receives federal funds: Surface Transportation Block Grant (STBG) and Surface Transportation Block Grant – Set-Aside for Transportation Alternatives Program (TAP). Although these funds are federal funds, they are managed by the Wisconsin Department of Transportation.

L. Conard provided detail regarding WisDOT’s new management approach to STBG and TAP. L. Conard noted that the new management system WisDOT has imposed is more restrictive than the previous system and creates additional obstacles for selecting and managing projects.

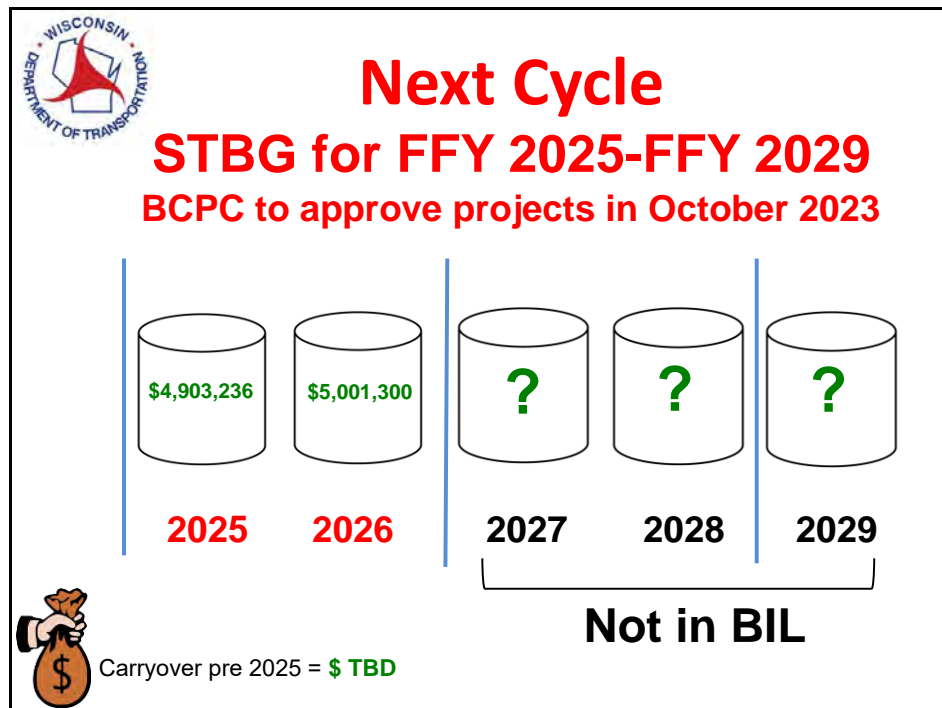
L. Conard provided an overview via PowerPoint, noting the first graphic represents the current five-year program with a refresh every two years. The BCPC Transportation Subcommittee recommended and the BCPC Board of Directors approved projects in October of 2021 for Federal Fiscal Years (FFYs) 2023-2027. Some FFYs had more projects and/or money programmed, but overall, the program exceeded \$17,643,730. This program was processed under the FAST Act, the federal transportation law at the time.



L. Conard explained that under the new method, WisDOT still maintains a five-year program with a two-year funding refresh. However, the new federal Transportation Law (BIL) drastically increased our annual apportionments. WisDOT has decided that we can no longer group five-years of funding together. We are required to treat each year as its own program with specific apportionments.



L. Conard explained that with the new STBG cycle, we will be looking at programming years 2025-2029. WisDOT has informed us that this solicitation will begin on June 2<sup>nd</sup>. TAP, on the other hand, will remain a four-year program with a two-year refresh and will include FFY 2024-FFY2028.



With the new management system in place, L. Conard noted likely outcomes:

- Projects will likely be capped at or near the annual apportionment (unless MPO receives permission from WisDOT to use carryover).
- Projects must be the right fit in terms of program year and amount. This could lead to a high-ranking project not being funded because construction does not fall in the “right” year where adequate funding capacity is available.

- MPO staff will need to work with WisDOT Central office staff on a frequent basis to request permission to use carryover funds on specific projects.
- MPO staff will need to work with WisDOT Central office and other TMAs to foster funding capacity trades with other TMAs.
- More projects will likely be funded under the 80% federal maximum in order to exhaust annual apportionments. It's also likely that funding "remnants" will be created.
- MPO staff and WisDOT Local Program managers will spend more time reviewing, collaborating, scheduling, and tracking projects.
- MPO staff will likely need to process more TIP amendments, and WisDOT Local Program managers and applicants will likely need to process more State-Municipal Agreement (SMA) revisions.

L. Conard stated that MPO staff has had a number of conversations with the WisDOT over the last several months and staff presented this information to the Transportation Subcommittee in February and April of this year.

6. Discussion and action on a recommendation by the BCPC Board of Directors Transportation Subcommittee to direct staff to prepare a letter to WisDOT expressing opposition to WisDOT's new method of administering the Surface Transportation Block Grant (STBG) Program and Transportation Alternatives Program (TAP).

The Transportation Subcommittee directed staff to bring to the BCPC Board of Directors a recommendation to prepare a letter to WisDOT expressing opposition to WisDOT's new method of administering the Surface Transportation Block Grant (STBG) Program and Transportation Alternatives Program (TAP).

A question was asked about why WisDOT is proposing the change. L. Conard stated the intent is to annually balance the local transportation programs on a statewide level.

C. Runge emphasized the challenges with selecting projects. It makes it more difficult for the MPO to select and program projects. C. Runge stated that WisDOT will allow us to trade financial capacity with other TMAs, but the process for doing that has not yet been defined by WisDOT.

D. Juengst asked about the MPO's carryover funding balances. C. Runge explained that the only way the MPO can use its carryover funding is to seek permission from WisDOT to exceed the MPO's annual apportionment limits. A question was asked about if this was only an issue in Wisconsin and how are other states handling this. C. Runge stated WisDOT has the authority to administer the program as it sees fit as long as it complies with rules established by federal law.

Discussion occurred regarding the new process.

C. Runge suggested that it will be important for the state to establish a process that includes time for allowing TMAs to come together and balance the program (make funding capacity "trades") collectively.

A motion was made by C. Campbell, seconded by G. Severson to direct staff to draft a letter to WisDOT identifying the challenges the MPO faces with WisDOT's new method of administering the Surface Transportation Block Grant (STBG) Program and Transportation Alternatives Program (TAP) and to include staff recommendations as to how WisDOT's administration method can be made more workable for the MPO. Motion carried.

7. Discussion of and action regarding the Bipartisan Infrastructure Law (BIL) supplemental FFY 2024-2026 Transportation Alternatives Program (TAP) project approvals.

K. Vang provided a summary of the TAP funding requests, noting that two projects previously approved are requesting additional funding.

### **Brown County Parks Department**

#### Fox River State Trail Project

- Mill and repave 6 miles of the Fox River State Trail between Porlier Street in the City of Green Bay and CTH X in the City of De Pere.
- Requested amount: \$139,440
- Currently programmed for 2024

### **City of Green Bay**

#### New Sidewalks from Green Bay Safe Walk & Bike Plan

- Construct new sidewalks on Manitowoc Rd on both sides (Main Street to Hemlock Dr), Pecan Street on north side (Main St to Manitowoc Rd) and Hemlock Drive on both sides (Manitowoc Rd to Edgewood Drive)
- Requested amount: \$558,552
- Currently programmed for 2025

K. Vang provided a summary of the four new project applications.

### **Center for Childhood Safety**

#### Bike and Pedestrian Safety Program

- Youth in-classroom instruction on bicycle and pedestrian safety
- Coordination with Bike to School Day and Walk to School Day events
- Helmet Program  
Program cost:
  - 2024 – Cost - \$71,488      Request - \$57,190
  - 2025 – Cost - \$74,063      Request - \$59,250
  - 2026 – Cost - \$77,692      Request - \$62,153

#### MPO Staff Review

- A Bike and Pedestrian Safety Program is identified in the Green Bay Safe Walk and Bike Plan
- Program received TAP funding for FFY 2023

#### WisDOT Comments

- Eligible
- No commencement issues

### **Town of Scott**

#### Bay Settlement Pedestrian Trail

- Construct a 10-foot wide and 0.37-mile asphalt trail parallel to STH 57
- Total Construction Cost – \$338,475
- Request - \$270,780
- Construction Requested for FFY 2025

#### MPO Staff Review

- Identified in Town's 2006 Comprehensive Plan and reflected in 2021 Brown County Bicycle and Pedestrian Plan
- Trips for recreational purposes but transportation trips are expected
- Due to commencement risks, project is more appropriate for FFY 2026

#### WisDOT Comments

- Eligible
- Commencement issues/concerns

- ROW acquisition
- Environmental permitting

### **Village of Bellevue**

#### Huron Rd – Ontario Rd Trail

- Construct an 8-foot wide & 0.44 mile non-motorized trail between Huron Rd & Ontario Rd
- Total Construction Cost – \$495,719
- Request - \$396,575
- Construction Requested for FFY 2025

#### MPO Staff Review

- Identified in the Village of Bellevue Pedestrian and Bicycle Plan
- Trips for recreational purposes but transportation trips are expected
- Due to commencement risks, project is more appropriate for FFY 2027 or later

#### WisDOT Comments

- Eligible
- Commencement issues/concerns
  - Environmental Permitting
  - ROW acquisition

### **Village of Howard**

#### Howard Multi-Use Bridge

- Construct a multi-use bridge approximately 250 feet long and 12 feet wide over Duck Creek, located 550 feet east of the Riverview Drive and Lacona Court intersection.
- Total Construction Cost - \$1,270,389
- Request - \$1,016,311
- Construction Requested for FFY 2026

#### MPO Staff Review

- Multi-use trail identified in the Village of Howard 2042 Comprehensive Plan
- Mostly recreational trips but transportation trips are expected
- Due to commencement risks, project is more appropriate for FFY 2027 or later

#### WisDOT Comments

- Eligible
- Commencement issues/concerns
  - Environmental Permitting
  - Coordination of ROW with railroad entity

L. Conard provided an overview detailing funding availability by year, project requests by year, WisDOT allowance of carryover by year, and next steps.

L. Conard provided the MPO staff recommendations:

#### FFY 2024:

- Approve additional \$139,440 for the Fox River State Trail project
- Approve \$57,190 for Bike and Pedestrian Safety Program

#### FFY 2025:

- Approve additional \$249,865 for the New Sidewalks project
- Approve \$59,250 for Bike and Pedestrian Safety Program
- Direct staff to pursue a possible capacity “trade” with other TMAs in the state with goal of funding the FFY 2025 New Sidewalks project as close to the 80% federal maximum as possible. (Staff identified a need of \$308,687 to make the proposed FFY 2025 projects whole at 80% and identified a like amount in unallocated funding capacity in FFY 2026.)

FFY 2026:

- Approve \$62,153 for Bike and Pedestrian Safety Program
- Approve \$270,780 for Bay Settlement Trail project

L. Conard directed the BCPC Board's attention to the Village of Howard – Multi-use Trail Bridge project, noting that this project will likely be considered for funding in the next cycle with possible programming for FFY 2027 or FFY 2028. The preliminary funding request is over \$1,000,000. MPO staff does not anticipate that any FFY apportionment established by WisDOT for the Green Bay MPO will reach \$1,000,000. Therefore, this presents an anticipated situation where the MPO would either have to get approval from WisDOT to exceed the MPO's annual apportionment limit by using TAP carryover funds or seek and find another TMA that has capacity available for trade so that the project can be funded at 80%.

Question asked if WisDOT gave a reason why they would not allow the carryover for the City of Green Bay's sidewalks? L. Conard explained that FFY 2025 is very much over programmed on the statewide level and there is no room to accommodate the use of the funds at this time. However, the \$308,687 needed for the sidewalks project will be subject to consideration should a change in the statewide program occur. L. Conard noted that if a FFY 2025 project falls through somewhere else in the state, an opportunity to use carryover to fill some or all of the \$308,687 needed will be considered.

Question asked about the \$59,250 available for the bike and ped safety program in FFY 2025? L. Conard explained that the \$59,250, if approved, will be applied to carryover. The state is not going to use FFY 2025 funds for this particular project, the funds will come from unused statewide FFY 2023 and applied to the MPO carryover balance.

L. Conard stated that the program presented is the program that the Transportation Subcommittee is recommending to the BCPC Board of Directors for approval.

Question regarding the ongoing court case involving the Village of Egg Harbor as it relates to the condemnation of private property for the installation of sidewalks. C. Runge provided a summary.

Question asked about inflation factors. L. Conard noted that WisDOT allows applicants to include inflation estimates when requesting funding. However, WisDOT has authority to cap the inflation rate used.

N. Dantine asked if the Village of Bellevue's trail project could be programmed for FFY 2026, a year in which funding capacity exists. L. Conard stated that after reviewing the project application, FFY 2027 or FFY 2028 may be a better fit due to the anticipated time necessary for right-of-way acquisition and to address environmental concerns (wetlands, etc.), and the MPO staff anticipates funding capacity will be available in both those years.

C. Runge stated that in addition to the program and funding levels presented, staff is requesting the Board's approval to negotiate with other TMAs to trade FFY 2026 funding capacity for FFY 2025 funding capacity to allow the MPO to increase the federal funding amount for the Green Bay sidewalks project.

A motion was made by G. Pahl, seconded by D. Juengst to approve the BIL supplemental FFY 2024-FFY 2026 TAP program projects as presented by staff and to pursue a capacity trade with another TMA to obtain additional FFY 2025 funding capacity for the Green Bay sidewalks project. Motion carried.

8. **Public Hearing: Draft Major Amendment #3 to the 2023-2026 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area.**

L. Conard provided an overview via PowerPoint noting that WisDOT has added several projects to its program:

Project Sponsor	Project Description	Type	Jan - Dec 2023				Jan - Dec 2026				For Information Only 2027 & Beyond			
			Federal	State	Local	Total	Federal	State	Local	Total	Federal	State	Local	Total
WisDOT  158-23-018 (2023) 158-23-019 (2027)	STH 54 (West Mason St) CTH GE to Pleasant Lane Miscellaneous 9210-23-00,70  .97 miles P	DESIGN	144	36	0	180	Scheduled for 2/10/2026							
		RE												
		CONST				0	822	205	0	1,027	0	0	0	0
		TOTAL	144	36	0	180	822	205	0	1,027	0	0	0	0
			STBG - state allocation				STBG - state allocation							
WisDOT  158-23-020 (2023) 158-23-021(2027)	STH 32 (Broadway) Cook St to Merrill St Resurfacing 4085-65-01, 72  .44 miles P	DESIGN	60	15	0	75	Scheduled for 11/10/2026.							
		RE												
		CONST				0	307	77	0	384	0	0	0	0
		TOTAL	60	15	0	75	307	77	0	384	0	0	0	0
			STBG - state allocation				STBG - state allocation							
WisDOT  158-23-022 (2023) 158-23-023 (2028)	I-41 Scheuring Rd to Harbor Lights Rd Repair PSRS30 1130-75-00, 70 10.21 miles E	DESIGN	322	36	0	358					Scheduled for 9/12/2028.			
		RE									6,831	759	0	7,590
		CONST				0								
		TOTAL	322	36	0	358	0	0	0	0	6,831	759	0	7,590
			NHPP				NHPP				NHPP			
WisDOT  158-23-024(2023) 158-23-025 (2029)	I-43 Leo Frigo Bridge Webster St to Atkinson Dr Bridge Rehabilitation 1220-22-00, 71 1.97 miles P	DESIGN	7,910	879	0	8,789					Scheduled for 9/11/2029.			
		RE												
		CONST				0					87,011	9,668	0	96,679
		TOTAL	7,910	879	0	8,789	0	0	0	0	87,011	9,668	0	96,679
			NHPP				NHPP				NHPP			

L. Conard informed that the amendment also includes the TAP projects that were approved earlier in the evening and as follows:

FFY 2024:

- Approved an additional \$139,440 for Brown County’s Fox River State Trail project.
- Approved \$57,190 for the Center for Childhood Safety’s Bike and Pedestrian Safety Program.

FFY 2025:

- Approved an additional \$249,865 for the City of Green Bay’s New Sidewalks project.
- Approved \$59,250 for the Center for Childhood Safety’s Bike and Pedestrian Safety Program

FFY 2026:

- Approved \$62,153 for the Center for Childhood Safety’s Bike and Pedestrian Safety Program.
- Approved \$270,780 for the Town of Scott’s Bay Settlement Trail project.

L. Conard opened the public hearing for comment.

L. Conard asked three times if anyone wished to speak. Hearing no comment, L. Conard closed the public hearing.

L. Conard informed the commission that all of the public participation requirements for the amendment have been completed.

9. Discussion and action regarding Draft Major Amendment #3 to the 2023-2026 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area.

L. Conard stated that staff is recommending approval of the *Draft Major Amendment #3 to the 2023-2026 Transportation Improvement Program for the Green Bay Urbanized Area.*

A motion was made by G. Farr, seconded by M. Handeland to approve the *Draft Major Amendment #3 to the 2023-2026 Transportation Improvement Program for the Green Bay Urbanized Area*. Motion carried by a vote of 22 to 0.

10. **Public Hearing:** *Draft Green Bay Metropolitan Planning Organization (MPO) Title VI Non-Discrimination Program and Limited English Proficiency Plan.*

K. Vang provided an overview of the plan via PowerPoint.

**Plan Purpose**

- As a subrecipient of federal funds, the BCPC, as the designated MPO for the Green Bay Urbanized Area, is required to comply with Title VI of the Civil Rights Act of 1964 and all related regulations.
- The purpose of these regulations is to assure that no person or groups of persons under the basis of race, color, and national origin shall be denied the benefits of, or be otherwise subjected to discrimination under any and all programs, services, or activities administered by the MPO.
- In addition, the MPO will provide meaningful access to services for persons with Limited English Proficiency.

**Title VI Complaint Procedures**

- Any person or groups of persons who believe they have been aggrieved by an unlawful discriminatory practice under Title VI may file a complaint with the MPO.
- The MPO has never received a complaint.

**Comparison Of 2010 and 2020 US Census**

Identification	2010 US Census		2020 US Census	
	Total	Percent	Total	Percent
White alone	207,702	83.7%	208,440	77.6%
Hispanic or Latino	17,985	7.3%	26,216	9.8%
Asian alone	6,657	2.7%	8,445	3.1%
Two or More Races	4,146	1.7%	10,405	3.9%
American Indian & Alaska Native alone	5,968	2.4%	6,329	2.4%
Black or African American alone	5,286	2.1%	8,154	3.0%
Some Other Race	175	0.1%	637	0.2%
Native Hawaiian & Other Pacific Islander alone	88	0.0%	114	0.0%
<b>Total:</b>	<b>248,007</b>	<b>100.0%</b>	<b>268,740</b>	<b>100.0%</b>

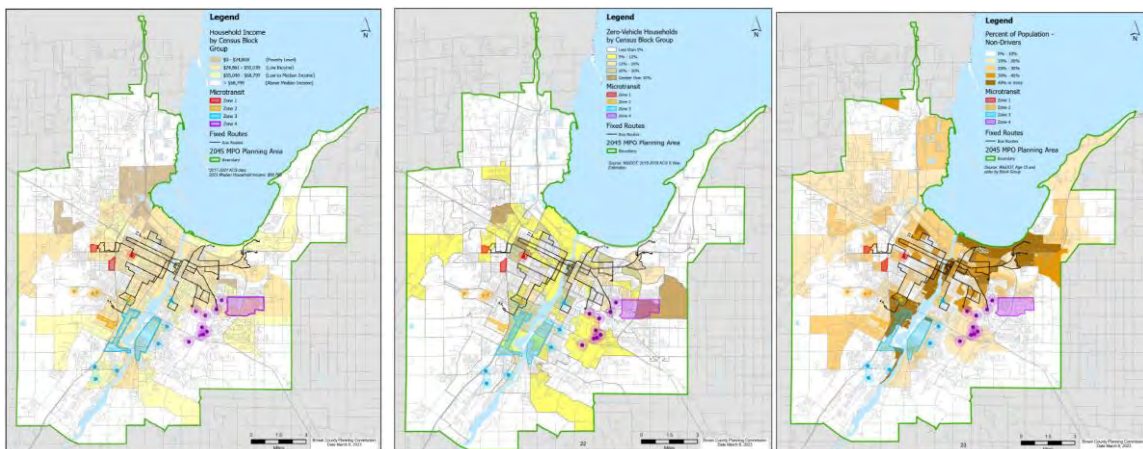
## Population Over Age of Five and Language

Primary Language other than English	Population of over the age of five speaks English less than "very well"	Percent over the age of five speaks English less than "very well"
Spanish	6,053	2.5%
Asian & Pacific Island languages*	2,181	0.9%
Other Indo-European languages**	1,692	0.7%
Other languages	355	0.1%
<b>Totals:</b>	<b>10,281</b>	<b>4.2%</b>

K. Vang mentioned that the Community Service Agency or COMSA, an organization that serves refugees, identified that 4,500 Somali lived in Brown County (November 2022). Of the 4,500 Somali about half speaks less than "very well" English.

K. Vang discussed that minority population as a percent of total population in Brown County is 22.4%.

K. Vang also showed three maps identifying Household Income, Zero-Vehicle Households, and Non-Drivers with an overlay of Green Bay Metro transit services.



K. Vang informed the commission of the time and process to get the plan updated and approved.

- Posted a legal notice twice in a local newspaper
- Issued a 45-day public review & comment period.
- Provided the draft plan update to 247+ interested parties that included the Transportation Subcommittee, FHWA, FTA, and WisDOT.
- MPO staff provided an overview to BCPC and holds a public hearing on May 3, 2023.
- BCPC Board of Directors considers action on May 3, 2023.
- MPO staff forwards plan to FHWA, FTA, & WisDOT.

K. Vang opened the public hearing for comment.

K. Vang asked three times if anyone wished to speak. Hearing no comment, K. Vang closed the public hearing.

11. Discussion and action regarding the Green Bay Metropolitan Planning Organization (MPO) Title VI Non-Discrimination Program and Limited English Proficiency Plan.

Question asked about the non-driving individuals, do you know what their income is? K. Vang stated, no, he does not have the data; however, he could check into it and see if the data set has that information. Discussion occurred.

K. Vang stated that staff is recommending approval of the Green Bay Metropolitan Planning Organization (MPO) Title VI Non-Discrimination Program and Limited English Proficiency Plan.

E. Jacobson stated that in looking at the Green Bay School District, 1 in 4 children live at or below the poverty level, and 1 in 20 have housing inconsistencies/homeless in the Green Bay School District, and those that live in shelter care are at a reading proficiency level of the 4<sup>th</sup> grade. This is why you want to stay at or below the 4<sup>th</sup> grade reading level for signage. Discussion occurred on the wealth of information that is available to serve this population.

A motion was made by G. Pahl, seconded by D. Lindstrom to approve the Green Bay Metropolitan Planning Organization (MPO) Title VI Non-Discrimination Program and Limited English Proficiency Plan. Motion carried.

12. Discussion and action regarding Brown County's State Section 85.21 Trust Fund Budget Transfer.

K. Vang summarized the Section 85.21 Program and the Section 85.21 Program Trust. K. Vang explained that each county is allowed to establish a Section 85.21 Program Trust that retains program funds that are unspent at the end of each year. The trust funds can be spent on capital and other projects that are related to the Section 85.21 Program and that benefit seniors and people with disabilities. K. Vang stated that the trust cannot exceed \$80,000 and the county's trust balance is currently slightly above \$100,000.

K. Vang stated that in February, the Board approved using up to \$75,000 from the county's Section 85.21 Trust to assist Curative Connections with the purchase of a medium bus. However, the Section 85.21 Trust funding was ultimately not needed because Curative Connections decided to purchase a less expensive vehicle using funds from the annual Section 85.21 Program. K. Vang explained that the trust balance continues to be above the state mandated limit.

Staff is asking for the Board's approval to use up to \$100,000 of the county's current Section 85.21 Trust balance for a specialized transportation capital project solicitation in 2023 that is similar to the Section 85.21 Trust capital project solicitation that occurred in 2019.

If the Board approves this request, it will then go to the Brown County Board's Planning, Development, and Transportation Committee and from there to the Brown County Board of Supervisors for final authorization to use up to \$100,000 of the county's current 85.21 Trust balance for a capital project solicitation in 2023.

A motion was made by G. Pahl, seconded by D. Juengst to approve the budget transfer of up to \$100,000 from Brown County's State Section 85.21 Trust Fund. Motion carried.

13. Discussion and approval of the Intergovernmental Agreement Preparation for a Comprehensive Plan Update between the Town of Humboldt and Brown County Planning Commission.

C. Runge informed the Board that the Town of Humboldt is preparing to update its comprehensive plan and has asked the Brown County Planning Commission to carry out the update of the Town's comprehensive plan.

C. Runge stated that the contract between the Town and Brown County Planning Commission is included in the agenda packet, and the contract is the standard language used for comprehensive plan agreements between the BCPC and municipalities.

C. Runge informed the Board that staff anticipates beginning the comprehensive plan update for the Town of Humboldt in July of 2023, and staff is asking for the Board's approval of the contract between the Town and Brown County Planning Commission.

A motion was made by M. Goral, seconded by G. Pahl to approve the intergovernmental agreement for a comprehensive plan update between the Town of Humboldt and Brown County Planning Commission.

14. Brown County Planning Commission staff updates on work activities during the months of March & April 2023.

A motion was made by M. Woicek, seconded by N. Weber to receive and place on file the staff updates on work activities report. Motion carried.

15. Planning Directors Report.

C. Runge thanked the Commissioners for their continued support.

G. Pahl asked for an update on the south bridge connector project. C. Runge provided an update.

16. Other matters.

None.

17. Adjourn.

A motion was made by G. Pahl, seconded by M. Harris to adjourn. Motion carried.

The meeting adjourned by 8:00 p.m.

**STAFF REPORT  
TO THE  
BROWN COUNTY PLANNING COMMISSION  
May 3, 2023**

**March & April 2023 Staff Activity Reports**

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**The recent major planning activities of Cole Runge, Planning Director/MPO Director:**

- Responded to questions from communities and the public about the South Bridge Connector (SBC) project.
- Facilitated four meetings of the Brown County/Newcap Emergency Rental Assistance (ERA) Program Team. Also facilitated ERA Program meetings with Brown County team members.
- Participated in an ERA Program videoconference with Brown County ERA Team members and the US Treasury Department's ERA Program Policy Advisor.
- Continued to work with representatives of Brown County, the City of Green Bay, and Port of Green Bay on the redevelopment of the Pulliam Plant Site.
- Continued to compile and review crash, traffic volume, and other information for a section of Holmgren Way in the Village of Ashwaubenon for a 2023 transportation safety and accessibility study.
- Reviewed and commented on household and employment data that will be used by WisDOT to update the Northeast Wisconsin Regional Travel Demand Model in 2023.
- Reviewed and provided revised text for a grant application through the Wisconsin Coastal Management Program for funds to conduct a "One Map" pilot project. The One Map project will attempt to integrate several GIS databases that normally are produced by separate agencies at different times and with different source materials, which often results in inconsistent information. The project will be conducted over the next two years in cooperation with the Wisconsin Department of Administration, National Oceanic and Atmospheric Administration (NOAA), the Oneida Nation, and other state and federal agencies.
- Prepared for and participated in several videoconferences with the County LIO Coordinator and others for the One Map pilot project.
- Prepared for and participated in Northeast Wisconsin Intermodal Freight Facility Phase 2 Study videoconferences with the Executive Director of the East Central Wisconsin Regional Planning Commission and a representative of the CN Railroad.
- Participated in a public hearing for the Draft 2040 Brown County Comprehensive Plan with the County Senior Natural Resources Planner.
- Worked with the Brown County Deputy Executive to begin planning the 2023 economic development bus tour. Also began developing a map that includes the tour route and potential points of interest.
- Reviewed resumes and other materials submitted by applicants for the new Brown County/UWGB Economic Development Executive position. Also participated on a panel that conducted the first round of interviews for the position.
- Prepared for and participated in videoconferences with representatives of Wisconsin's other large MPOs to continue to discuss the development of an agreement between the MPOs, WisDOT, and the Federal Highway Administration (FHWA) regarding coordination, roles, and responsibilities with federal formula funding programs that affect the four MPO areas.
- Prepared for and helped to facilitate public visioning sessions for the Town of Lawrence Comprehensive Plan Update and Village of Allouez Comprehensive Plan Update.
- Corresponded with a representative of the Town of Humboldt regarding an update to the Town of Humboldt Comprehensive Plan.
- Participated in a presentation of the 2040 Brown County Comprehensive Plan at a HHALOS meeting with the County Senior Natural Resources Planner. The HHALOS group includes

representatives of Howard, Hobart, Ashwaubenon, Lawrence, Oneida, and Suamico as well as representatives of Pulaski and Pittsfield.

- Participated in two meetings of the Brown County Executive's Economic Development Cabinet.
- Participated in videoconferences with WisDOT staff and a webinar hosted by WisDOT regarding the federal Carbon Reduction Program in Wisconsin.
- Prepared for and participated in a BCPC Transportation Subcommittee meeting with other MPO staff.
- Participated in a local officials videoconference that was hosted by WisDOT for the I-41 reconstruction project between De Pere and the Fox Valley.
- Participated in three interviews for the PALS Department's Sanitary Inspector position with the department's Zoning Administrator and Assistant Zoning Administrator.
- Participated in two interviews for the PALS Department's Planning/GIS Intern position with the department's GIS Coordinator and Senior Natural Resources Planner.
- Participated in a webinar hosted by FHWA regarding the federal Charging and Fueling Infrastructure Discretionary Grant Program.
- Developed the MPO's report and reimbursement request for the first quarter of 2023 and sent the report and request to WisDOT and FHWA.
- Participated in two Brown County Board of Supervisors meetings.
- Participated in two meetings of the Brown County Board of Supervisors' Planning, Development, and Transportation Committee.
- Advised PALS Department staff on various issues.
- Facilitated PALS Department division managers meetings and planning division meetings.

**The recent major planning activities of Lisa Conard, Principal Planner:**

- Finalized *Major Amendment #2 to the 2023-20265 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area*.
  - Held public hearing and concluded public participation process requirements.
  - Presented amendment to the BCPC Board of Directors the evening of December 7.
  - Assigned MPO TIP numbers.
  - Redemonstration of fiscal constraint.
  - Submitted final amendment to FHWA, FTA, and WisDOT for approval (subsequently approved by WisDOT on March 17, 2023).
- Began *Major Amendment #3 to the 2023-20265 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area*.
  - Wrote amendment report which details federally funded projects being added to the TIP.
  - Scheduled public review, public comment period, and public hearing.
  - Prepared and issued public participation materials, social media posts, and legal notice.
  - Submitted draft amendment to FHWA, FTA, and WisDOT.
  - Disseminated draft to approximately 220+ individuals and entities on the MPO's interested parties list.
- Continued work on the *2024-2028 Transit Development Plan (TDP) for the Green Bay Metro System* to be issued in late 2023.
  - Scheduled and held two public input and informational meetings on March 9 and March 14.
  - Prepared multiple notices and Metro Alerts inviting public to participate.
  - Prepared PowerPoint for public input meetings
  - Processed information received from public surveys.
  - Prepared TDP work group meeting materials and facilitated meeting on April 12.
  - Presented public survey results to the Transit Commission.

- Worked with other MPO staff in preparations for the upcoming Bipartisan Infrastructure Law (BIL) Transportation Alternative Program (TAP) solicitation for the balance of the 2024-2026 program.
  - Received and reviewed four new project applications.
  - Correspondence with WisDOT as to availability of carryover balance in specific FFYs.
  - Worked with Senior Planner and WisDOT Local Program Manager to identify project complexities and commencement risks.
  - Worked with Senior Planner to prepare staff report and PP to be shared with Transportation Subcommittee and BCPC Board of Directors.
- Review of management changes made by the Wisconsin Department of Transportation (WisDOT) to the Federal Carbon Reduction Program (CRP). The Green Bay MPO will be allocated in excess of \$500,000 per year as part of the BIL.
  - Participated in WisDOT webinar regarding CRP eligibility and schedule.
  - Attended webinar entitled *WisDOT SFY 2023 Carbon Reduction Program* detailing WisDOT process for upcoming project application solicitations.
  - Attended webinar entitled *Carbon Reduction Strategy State Practices*. By November 15, 2023, WisDOT is required to develop a Carbon Reduction Strategy in consultation with the MPOs in the state.
- Began staff discussions regarding roadway functional classification review and update.
- Review and comment of the *Draft Green Bay Metropolitan Planning Organization (MPO) Title VI Non-Discrimination Program and Limited English Proficiency Plan* prepared by the Senior Transportation Planner.
- Provided additional information to Metro staff for inclusion in the upcoming Federal Transit Administration (FTA) Triennial Review (audit) packet. The Triennial Review is one of the FTA management tools for examining grantee performance and adherence to current requirements and policies. Attended portions of virtual on-site visit component of the review and answered questions.
- Consulted and/or provided information to Metro staff regarding various service, compliance, and/or other issues.
- Attended the Town of Lawrence Visioning Session the evening of March 7 in advance of an update to the town's comprehensive plan. Facilitated a small group discussion and recorded likes and dislikes presented by citizens of the town.
- Held discussion with Curative Connections staff to review its capital improvement program in advance of the Section 5310 and Section 85.21 Trust solicitations scheduled for the summer/fall.
- Participated virtually in the April 11 meeting of the NE WI Regional Access to Transportation Committee. The purpose of the committee is to address issues relating to transportation for low income populations, seniors, and individuals with disabilities. Emphasis is placed on coordination and funding.
- Attended a presentation by the Brown County Mobility Management Coordinator regarding transportation services available in Brown County.
- Presented at the Brown County Planning Commission Board of Directors meeting the evening of March 1. Wrote minutes.
- Prepared and disseminated agenda and packet for the April 20 meeting of the Transportation Subcommittee.
- Presented at the BCPC Transportation Subcommittee meeting on February 22 and April 20. Wrote minutes.
- Prepared and disseminated agenda and packet for March 6 Transportation Coordinating Committee meeting. Chaired the meeting. Wrote minutes.
- Participated in Green Bay Transit Commission meetings on March 22 and April 19.
- Completed 1<sup>st</sup> quarter staff report.
- Participated in BCPC staff meetings as necessary.

## **The recent major planning activities of Devin Yoder, Senior Planner:**

### **General/Local Assistance**

- Participated in staff meetings.
- Completed BCPC staff reporting for March and April.
- Assisted the public in general zoning and land use questions.
- Attended the March 15<sup>th</sup> County Board meeting to present the 2040 Brown County Comprehensive Plan for final approval.
- Updated the Brown County Planning website to include all the approved plan information.
- Edited the final draft of the plan for printing.
- Presented an overview of the comprehensive plan to the April 2023 monthly HALO meeting.
- Attended the Downtown Green Bay Inc. Physical Improvements Committee meeting on April 20<sup>th</sup>.
- Help staff the Town of Lawrence Comprehensive Plan update visioning session on March 7<sup>th</sup>.
- Provided population data for all the supervisory districts to the county clerk to make available.
- Provided quarterly reporting for Green Bay MPO-related projects.
- Participated in two interviews for the BC PALS GIS/planning intern position.

### **Village of Allouez Comprehensive Plan Update**

- Facilitated the visioning session on March 13<sup>th</sup> for the comprehensive plan update.
- Created and distributed a follow-up survey for the visioning session participants.
- Began reviewing and analyzing the follow-up survey responses.
- Created a presentation on the visioning session results for the comp plan update advisory committee.
- Worked with village and BCPC staff to coordinate the date for the May advisory committee meeting.
- Continued collecting demographic data and updating tables for the village comp plan.
- Continued working document layout and organization for the village comp plan.

### **Natural Resources Planning**

#### **Brown County Comprehensive Outdoor Recreation Plan**

- Coordinated with BC Parks staff to schedule an internal kickoff meeting for the plan update on April 27<sup>th</sup>.
- Drafted questions for BC Parks staff on plan update needs ahead of the kickoff meeting.

#### **Brown County Sewer Service Area Plan**

- Assisted property owners with ESA questions via phone calls and emails.
- Assisted local municipalities in Sewer Service Areas with ESA questions regarding various site development proposals.
- Met virtually with Oneida Nation staff to answer questions about environmentally sensitive areas.
- Had a virtual call with WDNR staff to review the Urban Service Area Water Quality Plan and to answer questions about the plan update.
- Completed four reviews of sanitary sewer extensions and drafted 208 WQM (Water Quality Management) conformance letters for the projects.
- Completed quarterly reporting for the WDNR Water Quality Grant.

#### **Wisconsin Coastal Management Grant Program**

- Viewed the Floodplain Management Basics webinar put on by the WDNR.
- Viewed a recording of the CALM (Collaborative Action for Lake Michigan) Coastal Resilience Spring 2023 network meeting.
- Corresponded with Wisconsin Emergency Management staff on funding requirements around coastal flooding hazards.
- Completed quarterly reporting for the WCMP program.
- Continued to draft the Bay of Green Bay Coastal Flood Hazard Mitigation plan.

- Had a virtual call with Wisconsin Emergency Management staff on coastal flooding hazards and FEMA funding requirements.

**MS4 (Municipal Separate Storm Sewer System) Permit**

- Coordinated with DNR staff and BC Highway staff to setup an audit visit for the DNR staff.

**The recent major planning activities of Todd Mead, Senior Housing Planner:**

- Prepared & ordered seven (7) initial site inspections for Northeastern Wisconsin Community Development Block Grant (CDBG) Housing Loan Program clients.
- Prepared & ordered two (2) progress site inspections for CDBG clients.
- Prepared and ordered five (5) lead-based paint risk assessments for CDBG clients.
- Prepared and ordered six (6) asbestos assessments for CDBG clients.
- Prepared and ordered two (2) final site inspections for CDBG clients.
- Prepared and ordered one (1) lead-based paint clearance for a CDBG client.
- Prepared five (5) CDBG/RLF clients and contractors for their future rehabilitation projects.
- Opened ten (10) new CDBG applications.
- Prepared and closed seven (7) CDBG/RLF Housing Rehabilitation Loans.
- Prepared ten (10) CDBG Environmental Reviews.
- Prepared and corresponded with five (5) bid documents to CDBG/RLF applicants for future rehab projects.
- Reviewed and prepared five (5) mortgage satisfactions for existing CDBG clients.
- Reviewed and prepared one (1) subordination for a CDBG client.
- Reviewed and prepared one (1) mortgage amendment for an existing CDBG client.
- Attended staff meetings either in person and/or via WebEx.
- Attended a Brown County Lead-Paint Coalition meeting via in person and/or WebEx.
- Prepared for, attended, and helped facilitate a Brown County Planning Town of Lawrence vision session Meeting.
- Prepared for and attended a meeting with AdvoCap Agency to discuss the regional housing rehabilitation program and to continue to coordinate efforts between both programs and agencies to help homeowners.
- Prepared for and attended a meeting with NewCap Agency to discuss the regional housing rehabilitation program and to continue to coordinate efforts between both programs and agencies to help homeowners.
- Prepared for and met with our committee contact representative of Sheboygan County to discuss the regional housing program and continue to find ways to promote the housing program.
- Prepared for and attended a staff meeting with the Aging Disability Resource Center of Winnebago County to discuss the regional housing rehabilitation and down payment assistance programs and coordinate efforts between both the housing program and agency to help provide options for homeowners with affordable housing needs.
- Prepared for and chaired an annual Northeast WI Regional CDBG Committee virtual meeting via WebEx to discuss policy and procedure updates & project production updates.
- Prepared and submitted semi-annual reporting for a CDBG Grant Program to Wisconsin Department of Administration Department of Energy, Housing Community Resources (WDOA-DEHCR).
- Prepared and submitted annual reporting for a CDBG Grant Program to WDOA-DEHCR.
- Prepared, organized & submitted a 1<sup>st</sup> Qtr CDBG reimbursement to WDOA-DEHCR.
- Continued to work on new and existing applicant files from Northeastern Wisconsin CDBG counties.
- Continued to work on new and existing applicant files from Brown County RLF Program.
- Continued general outreach and marketing efforts for our RLF and CDBG-Housing Loan Programs.

**The recent major planning activities of Jeff DuMez, GIS/Land Records Coordinator:**

- Spring 2023 aerial photo project planning.
- Continued to work with LiDAR data. Added 1-foot contours and other new LiDAR-derived data to BrownDog online GIS map.
- Drone RFP specifications prepared and sent to Admin / Purchasing.
- Integrated new FEMA floodplain maps into the overall county GIS dataset, published to BrownDog GIS map online.
- Looking into NG911 grant; Applications due after state budget is approved.
- Provided 911 provisioning service area GIS data, Attended NG911 conference call on April 3<sup>rd</sup>;
- Interviewed and hired summer intern.
- Completed “v9” parcel submittal to state.
- Completed update of watershed boundaries in Brown County using new LiDAR data. Published this to BrownDog online map.
- Continued to plan for the “OneMap” pilot project aiming to comprehensively re-map wetlands, hydro, land use. Continued to add culvert data using the new LiDAR dataset.
- Continued support the 911 system with street/address GIS data updates (refreshes), drive time & closest unit support. Assisting with system update.
- Continued to assist with the Broadband Planning efforts. Updated online GIS broadband planning app.
- Continued to do updates to the GIS database: Put in new streets, addresses, hydrography, and many other map layers & datasets as needed. Work done to improve the hydrography layer to prepare for potential OneMap integration.
- Sent updated Land Records databases to towns and villages.
- Working to help resolve school district boundary discrepancy.
- Assisting Land & Water Conservation Dept with GIS updates, maps and reports.
- Assisting with annexations. Updated boundaries, addresses and related 911 data (fire, police, EMS response areas).
- Provided data for the Esri Community Maps program.
- Assisted IT with projects including testing of new Virtual Private Network (VPN) looking into potential security issues, and GIS software updates.
- Assisted various towns and others with addressing information.
- Obtained and shared boundaries of the proposed Village of Greenleaf.
- Continued editing and maintaining the GIS database, web servers, etc.
- Assisted many others with miscellaneous service, data, information, and training requests.
- Attended staff meetings as needed.

**The recent major planning activities of Chad Miller, GIS Analyst:**

- Made updates to the LOMA & Shoreland layers in GIS for the Zoning Department.
- Made updates the ESA layers in GIS.
- Made updates to the 9-1-1 GIS layers such as address points and street centerlines.
- Made updates to the culverts layer in GIS using LIDAR.
- Field verified culverts in Hobart, Holland, Morrison, Pittsfield, Rockland, Suamico & Wrightstown.
- Collected culvert information for the Park Department along the Fox River Trail.
- Assisted with the annual State of Wisconsin Data Submittal.
- Assisted Property Listing with Certified Survey Maps & Plats.
- Assisted Property Listing with adding surveys to the Survey Index.
- Printed posters for the Project Vote Spring Election & for the University of Wisconsin Extension.

- Attended staff meetings.

**The recent major planning activities of Ker Vang, Senior Planner (GIS/Transportation):**

**Outreach and Education**

- Participated in the Leadership Green Bay (LGB) Government Day committee meeting to finalize the agenda and activities for Government Day. Assisted in coordinating activities for LGB Government Day on March 14. Presented to the LGB class about the Green Bay MPO and how to be an active citizen.
- Updated MPO brochure with 2020 US Census data for the population in the MPO area.
- Began working on a PowerPoint presentation for the Green Bay Transit Commission.

**Section 85.21 Program**

- Completed Brown County Annual Financial Report to WisDOT.
- Received Salvation Army's January and February invoices and reports.
- Received BCHHS's January, February, March invoices and reports.
- Uploaded all signed contracts into the BlackCat system.
- Received and processed Curative's February and March invoices for reimbursement.
- Updated Brown County's Section 85.21 Annual Financial report to WisDOT.
- Completed an audit form for WIPFLI on behalf of Curative Connections.
- Completed a report to the Brown County Planning Commission (BCPC) to request the use of Brown County's 85.21 trust fund for capital projects.
- Participated in a meeting with Curative to identify vehicle needs for their transportation program.
- Worked with BC Purchasing Department to update the contract for Curative Connections.

**Section 5310 Program**

- Attended the Transportation Coordination Committee meeting and presented the FFY 2023 State Cycle 48 allocation to the committee members.

**Green Bay Metro**

- Created an interactive map displaying the 2000 and 2020 Hispanic population in Brown County by census block for one of Green Bay's transit commissioner.
- Reviewed the draft update of the bus stop study.
- Continued to work on a map identifying ¼ walking distance buffer from the bus stop.

*Transit Development Plan (TDP)*

- Participated in a public input session for the TDP.
- Updated survey and created a QR code for the survey to be placed on buses.
- Downloaded February and March survey and mapping exercise results for MPO staff.
- Analyzed ridership data from the online survey and provided participant data on age, income, and race to staff.

**Title VI Plan**

- Completed a draft plan for the 45-day public review period.
- Created and published 45-day public review notice and 2<sup>nd</sup> public review notice.
- Developed a letter and sent to the FHWA Office of Civil Rights contractor in response to their request for Title VI self-reviews/self-assessments of the Green Bay MPO from FY 2019-FY 2022.
- Completed a PowerPoint presentation for the BCPC May meeting.
- Sent an email to new BCPC Board members to self-identify for the plan update.

### **Transportation Alternative Program**

- Reviewed submitted applications that was due March 24. Organized submitted projects into an excel table.
- Created an email list of submitted applicants for MPO staff.
- Contacted each applicant (Town of Scott, Village of Bellevue, and Village of Howard) to discuss moving construction timeline back to 2 or more years due to Federal Fiscal Year apportionment and commencement risks.
- Completed a staff report to the Transportation Subcommittee (TS) for the April 20 meeting. Presented submitted TAP projects to the TS for recommendations to the BCPC.
- Completed a staff report to the BCPC for the May meeting.

### **Related Activity**

- Created web links for Performance Measures Report data for MPO staff.
- Reviewed the webinar about the 2020 Census Roadway Functional Classification and Urban Boundary Guidelines.
- Participated in a meeting hosted by WisDOT staff on updates of the BIL Carbon Reduction Program.
- Participated in the visioning session for the Town of Lawrence to get input from members of the community for their comprehensive plan update.
- Participated in the Safe Walk & Bike Working Group meeting on March 8.
- Participated in the NEWRATC meeting on April 11.
- Reviewed the updated Brown County Community Garden Interactive Map.
- Completed MPO staff 1<sup>st</sup> quarter report and timesheets.
- Watched the BIL information webinar – Carbon Reduction Program FFY2023 Solicitation.
- Participated in the Triennial Review for Green Bay Metro.
- Updated PALS website as needed.
- Participated in PALS staff meeting.

### **The recent major planning activities of Karl Mueller, Senior Planner:**

- Assigned 2 addresses for the Town of Glenmore, 1 address for the Town of Green Bay, 1 address for the Town of Eaton, and 2 addresses for the Town of Pittsfield.
- Certified Survey Maps (CSMs)
  - Began review of 17 new CSM's.
  - Completed 17 CSM reviews.
  - Signed and stamped 13 CSMs.
- Plats
  - Preliminary Plats
    - Began review of 7 preliminary plats.
    - Completed review of 7 preliminary plats.
  - Final Plats
    - Began review of 1 final plat.
    - Completed review of 1 final plat.
  - Signed and stamped 2 plats.
- Reviewed and provided comments on 1 preliminary sketch.
- Processed land division/subdivision applications as received.
- Reviewed and provided feedback on revised CSMs submitted by surveyors.
- Responded to questions from the general public, surveyors, and municipalities, as received.
- Prepared the submission form for the Chapter 21 – Land Division and Subdivision Ordinance update and submitted the form to Brown County Corporation Counsel for review. Also, prepared the notice for the Chapter 21 public hearing, which was held on March 23, 2023.

- Prepared for and presented the draft Brown County Chapter 21 – Land Division and Subdivision Ordinance update to the Brown County Planning Commission Board of Directors on March 1. Attended the Planning, Development, & Transportation Committee meeting for Chapter 21 on March 28<sup>th</sup>, and responded to questions from committee members. Also, attended the County Board of Supervisors meeting for the consideration and adoption of the revised Chapter 21 ordinance.
- Attended and facilitated a table at the Village of Allouez visioning session for the Village’s comprehensive plan update on March 13<sup>th</sup>.
- Prepared the contract for planning services to the Town of Humboldt to update the Town’s comprehensive plan. Staff anticipate beginning the comprehensive plan update for the Town in Q3 2023.
- Completed the following items for the Town of Lawrence comprehensive plan update:
  - Prepared for, attended, and facilitated a table at the Town of Lawrence visioning session for the Town’s comprehensive plan update on March 7<sup>th</sup>.
  - Compiled feedback received at the Town of Lawrence visioning session and online questionnaire and prepared a follow-up survey based on the comments received. The follow-up survey was distributed to visioning session attendees and online respondents.
  - Began drafting the issues and opportunities chapter for the Town of Lawrence comprehensive plan update.
  - Compiled, processed, and analyzed the results from the Lawrence visioning session and provided the results of the visioning session to Lawrence staff for review.
  - Prepared the agenda, agenda packet, and presentation materials for the 2<sup>nd</sup> advisory committee meeting on April 26<sup>th</sup> and sent the meeting materials to Lawrence staff for distribution to advisory committee members.
  - Reviewed goals and objectives from the 2016 plan to compare the goals and objectives to input received from residents during public outreach and began making proposed revisions as needed.
  - Continued collecting data for the comprehensive plan and updating maps for different plan elements.
- Posted the approved revised Chapter 21 ordinance to the County’s website and prepared an email notice informing surveyors of the revised ordinance going into effect.
- Attended regular BCPC staff meetings.

**The recent major planning activities of Casey Krasselt, Transportation Planner/GIS:**

**Green Bay Metro Bus Stop Study**

- Continued to update bus stops facilities such as available concrete sidewalks or pads for ADA compliance.
- Continued to create maps to visualize recommendations for future ADA feature implementations and route adjustments.
- Completed a draft of the Bus Stop Study and continue to update its contents.

**Transportation System Performance Measures**

- Updated and got Performance Measure 1 (Safety) Targets approved.
- Updated and got Performance Measure 2 (Pavement & Bridge Condition) Targets approved.
- Updated and got Performance Measure 3 (Travel & Freight Reliability) Targets approved.

**Green Bay Metro Route Guide**

- Updated multiple items in the Green Bay Metro Route Guide including changes to the fixed route and microtransit operational hours.
- Created new single route maps for their corresponding buses and bus drivers.

**Brown County Community Garden**

- Created a Brown County Community Garden map and online application to be used by interested gardeners to find public transport to the community gardens.

#### **Transit Development Plan (TDP)**

- Created multiple maps for the Transit Development Plan presentation.

#### **Data Requests**

- Provided all active fixed route bus stops, the fixed routes themselves, the on-demand microtransit stops, and the on-demand microtransit zones shapefiles to GRaEF, for the planning of a redevelopment site on the east side of Green Bay between Lime Kiln and Main (“behind” the Kroc Center).