

Brown County Planning Commission Green Bay MPO

2022 Transportation Planning Work Program

Brown County Planning Commission/Green Bay MPO
November 3, 2021

Brown County Planning Commission Green Bay MPO

2022 Transportation Planning Work Program

Green Bay MPO Planning Area Communities

City of Green Bay
City of De Pere
Village of Allouez
Village of Ashwaubenon
Village of Bellevue
Village of Hobart
Village of Howard
Village of Suamico (part)
Town of Green Bay (part)
Town of Lawrence (part)
Town of Ledgeview (part)
Town of Rockland (part)
Town of Scott (part)
Town of Little Suamico (part)

MPO Staff Contact

Cole Runge, Planning Director/MPO Director
Brown County Planning & Land Services/Green Bay MPO
305 East Walnut Street, Room 320
PO Box 23600
Green Bay, WI 54305-3600
Phone: (920) 448-6480
Fax: (920) 448-4487
Email: cole.runge@browncountywi.gov
Web: www.browncountywi.gov/planning/transportation



U.S. Department
of Transportation
**Federal Highway
Administration**



U.S. Department
of Transportation
**Federal Transit
Administration**



The preparation of this report has been financed in part through grants from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the Metropolitan Planning Program, Section 104(f) of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation.

Table of Contents

MPO Board, Committee, and Staff Lists	7
Green Bay MPO 2010 Urbanized Area Boundary Map	9
Green Bay MPO 2045 Metropolitan Planning Area Boundary Map.....	11
Green Bay MPO Prospectus and Work Program Purpose.....	13
List of MPO Accomplishments: January 1, 2021 – June 30, 2021	15
Examples of Significant Transportation Planning Issues in 2022	25
Summary of 2022 Transportation Work Activities	
Program Support and Administration (Element 41.11.00)	27
Long-Range Transportation Planning (Element 41.13.00).....	27
Short-Range Transportation Planning (Element 41.14.00)	28
Transportation Improvement Program (Element 41.15.00).....	30
Transportation Planning Program Funding Summary.....	31
Table A: 2022 Transportation Planning Work Program Budgets	33
Table B: Transportation Planning Data Collection	35
Table C: 2022 Cost Allocation Plan for the Green Bay MPO.....	37
Table D: 2022 Work Schedule.....	41
Appendix 1: Title VI Accomplishments between January 1, 2021, and June 30, 2021	43
Appendix 2: Title VI Plan, Title VI Agreement, and Cooperative Planning Agreement	45
Appendix 3: Metropolitan Planning Factors.....	47
Appendix 4: 2022 MPO Policy Board, Technical Advisory Committee, and Other Meeting Dates.....	49
Appendix 5: MPO Self-Certification Summary	51
Work Program Adoption Resolution	55

Green Bay MPO Boards and Committees

Brown County Planning Commission Board of Directors (MPO Policy Board)

Paul Blindauer (C. Green Bay)	Elizabeth Hudak (C. Green Bay)
Corrie Campbell (V. Ashwaubenon)	Emily Jacobson (BC Board – C. Green Bay)
Devon Coenen (BC Board - Rural)	Dotty Juengst (C. Green Bay)
Norbert Dantine, Jr. (T. Humboldt/T. Green Bay)	Dave Kaster (V. Bellevue)
Steve Deneys (T. Pittsfield/T. Scott)	Patty Kiewiz (Green Bay Metro)
Dean Erikson (V. Denmark, Pulaski, Wrightstown)	Joy Koomen (T. Holland/T. Morrison)
Geoff Farr (V. Howard)	Jonathon LeRoy (C. Green Bay)
Steve Gander (T. Glenmore/T. Rockland)	Dan Lindstrom (C. De Pere)
Mike Goral (T. Eaton/T. New Denmark)	Gary Pahl (T. Lawrence/T. Wrightstown)
Steve Grenier (C. Green Bay)	Dan Segerstrom (V. Denmark, Pulaski, Wrightstown)
Mark Handeland (T. Ledgeview)	Glen Severson (V. Hobart)
Matthew Harris (V. Allouez)	Mark Thomson (V. Suamico)
Phillip Hilgenberg (C. Green Bay)	Matthew Woicek (C. Green Bay)
Patrick Hopkins (BC Board – C. De Pere)	Vacant (Wisconsin Dept of Transportation)

Brown County Planning Commission Transportation Subcommittee (MPO Technical Advisory Committee)

Sandy Carpenter (WisDOT – Northeast Region)	Autumn Linsmeier (BC Health Dept.)
Geoff Farr (V. Howard)	Doug Martin (V. Ashwaubenon)
Mary Forlenza (FHWA – Wisconsin Division) (Non-Voting)	Marty Piette (GB Austin Straubel Airport)
Sean Gehin (V. Allouez)	Eric Rakers (C. De Pere)
Steve Grenier (C. Green Bay)	Brandon Robinson (Bay-Lake RPC)
Ed Kazik (V. Hobart)	Andy Smits (V. Suamico)
Patty Kiewiz (Green Bay Metro)	Nick Uitenbroek (BC Public Works Dept.)
Tom Klimek (E&LS Railroad)	William Wheeler (FTA – Region 5) (Non-Voting)
Steve Kubacki (V. Bellevue)	Vacant (Oneida Nation)
Jim Kuehn (WisDOT- Central Office) (Non-Voting)	

Brown County Transportation Coordinating Committee (Non-MPO committee with MPO staff participation & advisory committee for the Section 5310 and Section 85.21 Programs)

Ian Agar (BC Human Services)	John Jahnke (Citizen Member)
Stephanie Birmingham (Options for Independent Living)	Denise Misovec (Curative Connections)
Dan Bohlmann (Via Transportation)	Redebra Peters (ASPIRO)
Megan Borchardt (BC Board of Supervisors)	Troy Streckenbach (BC Executive Department)
Mary Brick (Syble Hopp School)	Julie Tetzlaff (Cerebral Palsy Inc.)
Lisa Conard (BC Planning Comm./Green Bay MPO)	Tina Whetung (Curative Connections Trans. Program)
Brandon Cooper (Oneida Nation)	Genny Willemon (BC Human Services)
Mary Derginer (ADRC of Brown County Board)	Vacant (Green Bay Transit Commission)
Essie Fels (Green Bay Metro)	Vacant (Citizen Member)
Christel Giesen (ADRC of Brown County)	(Wisconsin DOT NE Region)

Brown County Planning Commission/Green Bay MPO Staff

Cole Runge, Planning Director/MPO Director	Cole.runge@browncountywi.gov
Vacant, Economic Development Director	
Lisa Conard, Principal Transportation Planner	Lisa.conard@browncountywi.gov
Ker Vang, Senior Transportation Planner	Ker.vang@browncountywi.gov
Tim Reed, Senior Land Use Planner	Timothy.Reed@browncountywi.gov
Devin Yoder, Senior Natural Resources Planner	Devin.yoder@browncountywi.gov
Todd Mead, Senior Housing Planner	Todd.mead@browncountywi.gov
Jeff DuMez, LIO Coordinator	Jeff.dumez@browncountywi.gov
Vacant, Transportation/GIS Planner	
Karl Mueller, Transportation/GIS Planner	Karl.mueller@browncountywi.gov
Kathy Meyer, Administrative Coordinator	Kathy.meyer@browncountywi.gov
Analy Castro, Administrative Secretary	Analy.castro@browncountywi.gov

Note: MPO staff is shown in bold type. Non-MPO staff will work on MPO projects as necessary in 2022, and MPO staff will work on non-MPO projects as necessary in 2022. This work will be noted in the MPO's quarterly reports to WisDOT.



Green Bay MPO 2010 Urbanized Area Boundary

Approved by MPO Policy Board March 6, 2013

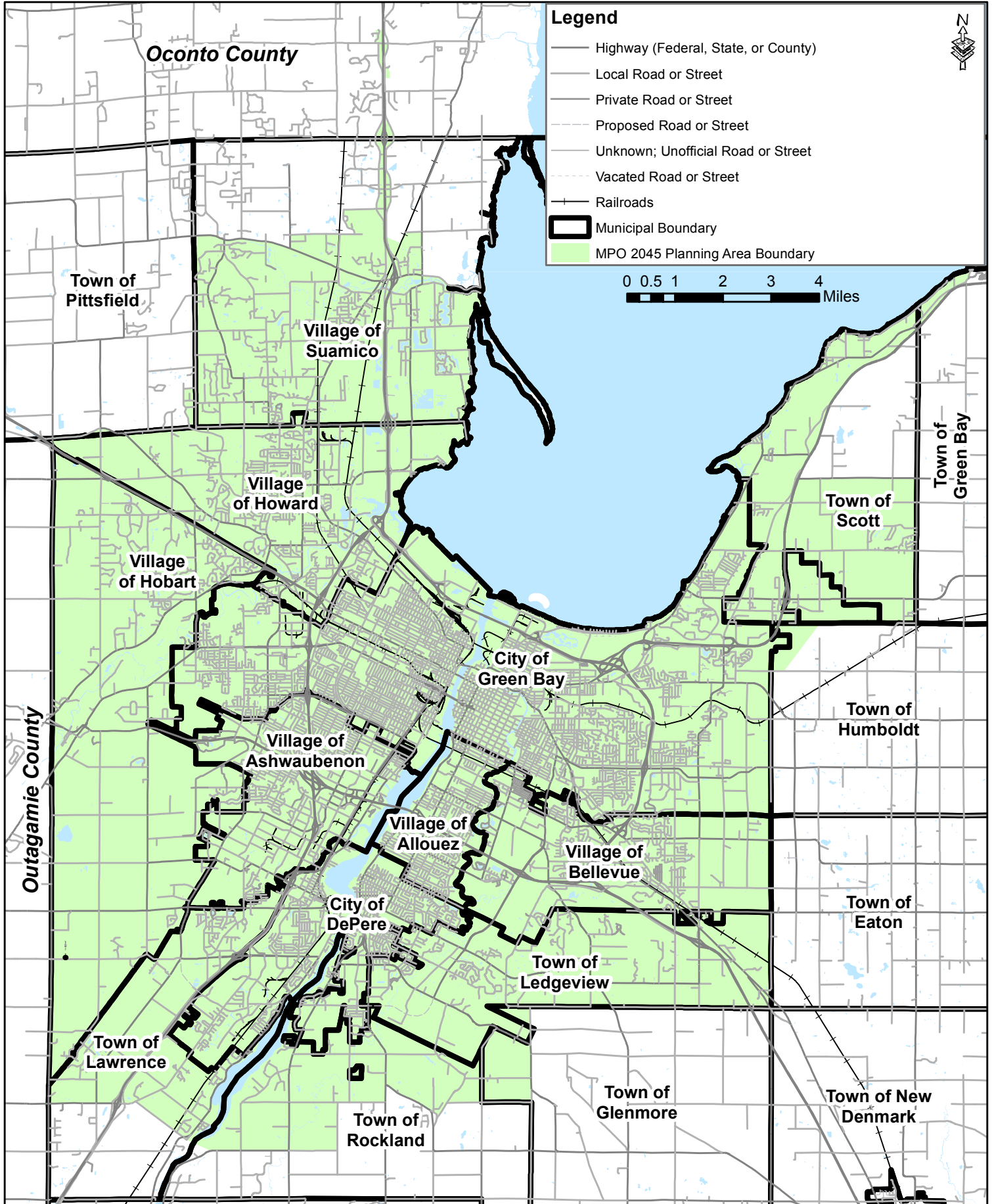
Approved by FHWA June 7, 2013





Green Bay MPO 2045 Metropolitan Planning Area Boundary

Approved March 6, 2013



Green Bay MPO Prospectus

The Green Bay MPO was designated in January of 1974, and the Brown County Planning Commission (BCPC) Board of Directors has served as the MPO's Policy Board since the beginning. The MPO Policy Board's membership has remained largely the same since the MPO was first designated, but the weight of this membership has changed over time. A significant modification to the Policy Board's composition occurred in the summer of 2014 when a representative of Green Bay Metro and a representative of the Wisconsin Department of Transportation (WisDOT) were added as voting members. These representatives were added to satisfy the Policy Board membership requirements associated with the Green Bay Urbanized Area being designated a Transportation Management Area (TMA) following the 2010 US Census.

The Policy Board's voting is weighted by member entity. For example, the City of Green Bay is the largest municipality represented on the Policy Board, and it has seven of the Policy Board's 28 votes. The Brown County Board of Supervisors has three of the Policy Board's 28 votes, and these supervisors represent the City of Green Bay, City of De Pere, and the rural portion of Brown County. The moderately-sized communities such as the City of De Pere, the villages in the urbanized area, and the Town of Ledgeview each have one of the Policy Board's 28 votes. Green Bay Metro and WisDOT each have one vote, and the county's rural villages and unincorporated towns share the remaining Policy Board votes.

The MPO Policy Board is currently advised by a Technical Advisory Committee (TAC) for all major transportation plans and studies, and each member of the TAC has one vote. The Policy Board is also advised by the Brown County Transportation Coordinating Committee (TCC) when it selects projects for funding through the urbanized area's Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program. Each TCC member has one vote, and an MPO staff person serves as a member of the TCC.

Purpose of the MPO Work Program

The Green Bay MPO's Transportation Planning Work Program is an annual publication that summarizes the MPO's recent accomplishments, provides examples of significant transportation planning issues that are facing the MPO planning area, describes the work the MPO will do during the year, and identifies how federal, state, and local transportation funding will be spent on MPO tasks. The publication of an MPO work program is required by federal law (23 CFR 450.308), which states that metropolitan transportation planning activities performed with funds provided under title 23 U.S.C. and title 49 U.S.C. Chapter 53 shall be documented in a (transportation) planning work program.

Since 2015, the US Department of Transportation has recommended that the Green Bay MPO and other MPOs include work program activities that:

- Address the transition to performance-based planning and programming.
- Coordinate planning efforts to ensure a regional approach between the MPOs, state Departments of Transportation, and operators of public transportation.
- Identify and address access to essential services.

Activities that address these three emphasis areas are noted throughout this work program.

List of MPO Accomplishments: January 1, 2021 – June 30, 2021

The following significant activities were completed by staff between January 1 and June 30, 2021:

Program Support and Administration (Work Element 41.11.00)

- Staff began to develop the 2022 MPO Transportation Planning Work Program and budget.
- Staff developed a 2021 MPO Transportation Planning Work Program status report at the direction of WisDOT for the MPO's mid-year review conference call with WisDOT and FHWA. Staff also presented information during the mid-year review and answered questions from review participants.
- Staff developed the MPO's reports and reimbursement requests to WisDOT for the fourth quarter of 2020 and first and second quarters of 2021. Staff also prepared transportation program expense reports for these quarters and submitted them to the Brown County Administration Department.
- Staff participated in a quarterly statewide MPO/WisDOT/FHWA meeting and presented a PowerPoint summary of how the virtual and in-person public hearings for the South Bridge Connector (SBC) Environmental Impact Statement (EIS) were organized and conducted during the COVID pandemic. Staff also answered questions about the presentation from meeting participants.
- Staff organized and facilitated several BCPC Board of Directors (MPO Policy Board) meetings that included in-person and virtual attendance options.

Long-Range Transportation Planning (Work Element 41.13.00)

Long-Range Transportation Plan Performance Measures Implementation

- Staff began to develop the MPO's 2021 Transportation System Performance Report. Work on this task included:
 - Developing the template for the 2021 report.
 - Developing the Highway & Street Operation, Safety, & Accessibility section.
 - Beginning to develop the Congestion Management Techniques section.
 - Collecting ridership data for the Transportation Services for Seniors & Individuals with Disabilities section.
 - Downloading bridge condition data from the US DOT Bureau of Transportation Statistics.
 - Analyzing 2019 crash data and developing a heat map for 2019 crashes.
 - Contacting WisDOT staff to obtain PM2 data and 2020 PCI ratings for State Trunk Highways.

- Developing the report's Introduction and Bridge Condition, Public Transportation, Pavement, Safety, Freight & Passenger Transportation, and Bicycle/Pedestrian Facilities sections.

Management of the Northeast Wisconsin Regional Travel Demand Model

- Staff participated in a videoconference with WisDOT staff to discuss the status of and updates to the Northeast Wisconsin Travel Demand Model.
- Staff participated in a meeting of the Northeast Wisconsin Regional Travel Demand Model Users Group. Staff also participated in a follow-up meeting with the manager of WisDOT's Travel Demand Modeling Division.
- Staff reviewed preparatory materials for a Model and Data Coordination Workshop hosted by WisDOT and FHWA. Staff also attended virtual workshops on April 6, April 20, May 4, and May 18.
- Staff participated in several videoconferences with representatives of WisDOT's Travel Demand Modeling Division to discuss obtaining the software and training necessary for MPO staff to develop travel demand forecasts for streets within the Green Bay Urbanized Area that are not under the state's jurisdiction.

Congestion Management Process (CMP) Update

- Staff continued to develop the 2021 update of the MPO's Congestion Management Process (CMP). Work on this task included:
 - Developing the draft CMP development plan, objectives, performance measures, project outline, and schedule.
 - Reviewing and calculating recent CMP performance measures data and comparing the data to the 2017 CMP targets to determine if the targets have been met.
 - Completing a safety analysis, which included preparing and organizing data to develop graphs for different crash statistics and the impacts of crashes on congestion in the Green Bay MPA during peak travel periods.
 - Preparing rail crossing delay data and developing graphs of total rail crossing delays, the average length of rail crossing delays, and delays occurring during peak and off-peak travel periods.
 - Developing and revising CMP maps as needed.
 - Continuing to prepare graphs and other visualizations for the update.
 - Developing an interactive map and web application for the public and Green Bay Metro that will be used to collect input on where and when residents and Green Bay Metro operations staff are experiencing congestion in the Green Bay MPA.
 - Preparing and finalizing notices of web application availability for the MPO's interested parties list, Green Bay Metro, and the MPO's social media pages (the notices were distributed and the web applications were made available to the public and Green Bay Metro on March 24).
 - Documenting known congested locations in the MPA and analyzing data to identify additional congested locations.

- Starting to develop Chapters 1-3 of the CMP update and preparing maps for the chapters.
- Preparing and sending out a reminder to the MPO's Interested Parties that the MPO is collecting input on traffic congestion in the Green Bay Metro Area for the 2021 CMP update. A reminder was also posted to the MPO's Facebook and Twitter pages.
- Concluding the congestion mapping web application and downloading the input into GIS.
- Developing heat maps that show the congested locations identified by the public and by Green Bay Metro bus drivers.
- Analyzing identified congested locations based on data collected and input provided.
- Scheduling meetings with WisDOT, the Brown County Public Works Department, and the City of Green Bay to discuss the results of the CMP outreach efforts.

Short-Range Transportation Planning (Work Element 41.14.00)

Green Bay Metro Annual Route Review

- Staff collected data and developed the *2021 Green Bay Metro – Annual Review and Analysis Report*. All of Metro's fixed bus routes, microtransit service, and paratransit program were evaluated. The review was presented to the Green Bay Transit Commission in the Spring of 2021.

Transportation Planning Outreach to Traditionally Underserved Populations

- Staff developed the first draft of the MPO's Traditionally Underserved Populations Outreach Plan.
- Staff contacted the Oneida Nation Elderly Service to discuss the transportation service provided to Oneida elders.
- Staff contacted the director of the Diversity and Youth Voice Program at the Boys and Girls Club of Greater Green Bay to learn about the program and discuss transportation issues.
- Staff began developing the narrative for a YouTube video about the Green Bay MPO that will be presented to organizations in the area.
- Staff contacted a representative of the area's Hmong community to discuss transportation issues that affect this community.
- Staff researched and contacted Literacy Green Bay, Casa Alba Melanie, COSMA, and the We All Rise organizations. Staff also contacted the Hmong Alliance Church to discuss the programs it provides to the community.
- Staff contacted the director of the Brown County Center for Childhood Safety to discuss transportation issues and learn about events the organization intends to hold at the Boys and Girls Club of Greater Green Bay in 2021.

- Staff contacted the assistant director of the Aging and Disability Resource Center (ADRC) of Brown County to discuss transportation issues. Staff also began working with an ADRC representative on a Cycling without Age project for the area.
- Staff participated in the Collaborative Resources Centers of Brown County – Promoting Equity & Bridging the Gaps meeting. Other participants included representatives of the ADRC, Casa Alba Melanie, We All Rise, COSMA, and Oneida Nation.
- Staff participated in two meetings of the ADRC of Brown County’s Board of Directors.
- Staff participated in the virtual “Asian in the Bay” event.

Brown County Bicycle and Pedestrian Plan Update

- Staff reviewed the 2016 Brown County Bicycle and Pedestrian Plan to determine the sections of the plan that should be updated. Staff also began to collect and analyze bicycle and pedestrian crash statistics for the plan update.
- Staff developed an online interactive map and survey to collect input from the public for the update. Staff also tested the map and survey in preparation for its launch at the beginning of the third quarter.

Northeast Wisconsin Intermodal Freight Facility Study

- Staff prepared for and participated in six core team meetings and one steering committee meeting for the Northeast Wisconsin Intermodal Freight Facility Study. Staff also reviewed and commented on the study’s draft communications plan that was developed by the study’s consultant.

Section 85.21 Specialized Transportation Assistance Program Administration

- Staff collected and recorded ridership and financial data from the Brown County Section 85.21 Program funding recipients for January through May of 2021. Staff also collected reimbursement requests from the recipients for this period and forwarded them to the PALS Department’s Administrative Coordinator for processing.
- Staff developed a ridership report for Brown County’s Section 85.21 Program for the fourth quarter of 2020 and first quarter of 2021 and submitted the reports to WisDOT.
- Staff completed the Brown County Section 85.21 Program’s annual financial report for 2020 and submitted the report to WisDOT.

Planning Assistance to Requesting Communities and Agencies

- Staff participated in two videoconferences with WisDOT staff to discuss methods of collecting baseline performance data for the STH 29/CTH VV interchange project (the performance measures for the project are vehicle crashes, average delay per vehicle, and broadband access).
- Staff collected and summarized baseline vehicle crash data for the STH 29/CTH VV interchange project. Staff also calculated baseline crash rates for the project area.
- Staff began to collect information about broadband access in the STH 29/CTH VV interchange project area.
- Staff participated in a videoconference with WisDOT and FHWA staff to discuss submitting the baseline performance data report for the STH 29/CTH VV interchange project. Staff also completed the report and submitted it to WisDOT and FHWA.
- Staff continued to work with representatives of Brown County, the City of Green Bay, and Port of Green Bay to develop potential redevelopment concepts for the Pulliam Plant Site.
- Staff developed an application for a grant through the Wisconsin Economic Development Corporation's (WEDC's) Idle Sites Program to assist the Port of Green Bay with the purchase of a portion of the former Pulliam Plant Site in the City of Green Bay. Staff also submitted the application to the WEDC and answered questions from WEDC staff about the project.
- Staff responded to questions from the public about the South Bridge Connector (SBC) project.
- Staff developed a PowerPoint summary of the STH 29/CTH VV interchange project and the SBC project for a presentation to the Howard-Suamico Optimist Club. Staff also presented the information and answered questions from club members.
- Staff developed and presented a PowerPoint summary of the SBC project and future land development plans to the Greater Green Bay YMCA's Capital Facilities Committee and answered questions from committee members.
- Staff developed a draft Memorandum of Understanding (MOU) for adding the SBC between Interstate 41 and State Highway 32/57 to the National Highway System (NHS) as a planned route and submitted the MOU to WisDOT and FHWA for review. Staff also participated in a videoconference with representatives of FHWA to discuss the draft MOU.
- Staff consulted with the City of Green Bay Traffic Engineer regarding the removal of heavy trucks from portions of Broadway Street and James Street in Green Bay.

- Staff participated in a meeting with Village of Allouez staff and a village resident about potential methods of improving the safety of pedestrian crossings along Riverside Drive (State Highway 57) and Webster Avenue (County Highway X) in the village.
- Staff participated in an onsite evaluation of Webster Avenue with Village of Allouez staff regarding sidewalk condition and pedestrian crossings along the street. Staff also walked the Webster Avenue corridor in Allouez to assess the existing pedestrian crossings.
- Staff reviewed applications for the Village of Bellevue's Public Works Director position at the request of the Bellevue Village Administrator. Staff also participated in an interview of an applicant with Bellevue staff.
- Staff participated in a meeting with representatives of Brown County, Brown County communities, Fox Valley communities, and the Fox Valley Chamber of Commerce regarding transportation and other issues of mutual concern about the Fox River. Staff also discussed possible cooperative efforts to address these concerns during the meeting.
- Staff participated in meetings with Green Bay Metro's Director and representatives of Curative Connections regarding methods of addressing the 2020 transportation program revenue shortfall experienced by Curative Connections due to the COVID pandemic.
- Staff prepared for and participated in two videoconferences with representatives of WisDOT and FHWA to discuss functionally classifying the section of the SBC between Interstate 41 and State Highway 32/57 as a Planned Urban Principal Arterial. Staff also developed a resolution for BCPC Board consideration that recommends functionally classifying the section of the SBC between Interstate 41 and State Highway 32/57 as a Planned Urban Principal Arterial.
- Staff discussed design options for a street in the Town of Lawrence with the town's engineering consultant at the request of the consultant. Staff also recommended a preferred design option.
- Staff participated in the Brown County Well-Being Summit sponsored by Wello.
- Staff updated the MPO's interactive online roundabouts and bike/pedestrian facilities story maps.
- Staff made updates to the Metropolitan Planning Area's bicycle and pedestrian facility inventories.
- Staff participated in the January meeting of the Greater Green Bay Area Safe Walk and Bike Workgroup.
- Staff participated in two meetings of the Greater Green Bay Active Communities Alliance.

Planning Assistance to Green Bay Metro

- Staff was appointed to Green Bay Metro's Service Development Committee and participated in many meetings in the first half of 2021. Staff also identified areas where fixed route bus service has performed below system standards, worked collaboratively with the committee to develop a draft route restructuring plan, and identified additional microtransit service areas with an implementation goal of August 2, 2021.
- Staff worked with Green Bay Metro administrative staff to develop a plan for significantly modified fixed route bus, microtransit, and paratransit service. Work on this task included:
 - Preparing analyses and maps for a wide variety of fixed route, microtransit, and paratransit service scenarios.
 - Participating in meetings with Metro's Service Development Team to review and consider public comments regarding the service plan.
 - Creating a summary of socioeconomic data for the plan's equity analysis.
 - Developing information to be presented at public meetings.
 - Attending four public informational meetings regarding the plan.
 - Facilitating a public hearing on behalf of and at the request of Metro's Director.
 - Developing a public hearing transcript.
 - Discussions and virtual meetings with school districts and other stakeholders.
 - Developing content for inclusion in the new Green Bay Metro Comprehensive Route Guide.
- Staff developed printed and online versions of a new Green Bay Metro Comprehensive Route Guide.
- Staff consulted with and provided information to Metro staff regarding various general service, compliance, and other issues.

Planning Assistance to WisDOT

- Staff participated in a statewide videoconference with representatives of WisDOT and the state's other MPOs to discuss possible changes to WisDOT's Local Transportation Program.
- Staff was appointed to and participated in meetings of WisDOT's 2021 Local Program "3 Concepts" Initiative Workgroup. Discussions included how to streamline consultant selection and project design processes, assist locals in developing accurate project cost estimates, and create flexible project scheduling.
- Staff participated in an interview with WisDOT and a consultant regarding indirect and cumulative impacts associated with the expansion of Interstate 41 in Brown County.

- Staff participated in videoconferences about the status of and next steps for the Interstate 41 improvement project with representatives of WisDOT and the Brown County Public Works Department.
- Staff prepared and submitted a recommendation to WisDOT to include paved shoulders along STH 96 when it is resurfaced in 2022.
- Staff attended WisDOT's *State Rail Plan 2050* webinar event on February 25.

Title VI Activities

- Staff completed research and provided population-related data to Metro regarding Metro's update of the *Green Bay Metro Title VI Compliance Program*. Staff also completed research and provided data relating to Limited English Proficiency. In addition, staff reviewed the draft Title VI program and provided comments to Metro staff.
- Staff updated the Title VI information for members of the MPO's Policy Board and TAC.

Section 5310 Program

- Staff created a project solicitation process and the corresponding materials to distribute Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program funds that were made available through the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA). Staff also developed a project recommendations report and presented it to the Brown County Transportation Coordinating Committee (TCC) and BCPC Board of Directors.
- Staff corresponded with FTA regarding the conversion of Section 5310 funding for CY 2020 and CY 2021 from capital to operating following approval by the BCPC Board of Directors. The funding conversion was approved to assist Curative Connections' specialized transportation service with COVID-related operating revenue shortfalls in 2020.
- Staff created a project solicitation and approval process for distributing Section 5310 funds that were made available through the American Rescue Plan Act (ARPA). Staff will present its funding recommendations to the BCPC Board of Directors in the third quarter of 2021.
- Staff issued the CY 2022 Section 5310 Program project application and supporting documents to potential applicants in the Green Bay Urbanized Areas.

Transportation Coordination for Seniors and People with Disabilities

- Staff developed information for the March 2021 and June 2021 meetings of the Brown County TCC and sent the information to the TCC members. Staff also chaired the TCC meetings, prepared the meeting minutes, and developed and sent follow-up correspondence to TCC members after the meetings.

- Staff participated in meetings of the Northeast Wisconsin Regional Access to Transportation Committee.
- Staff updated Brown County's specialized transportation service area map and posted it on the MPO website.

Participation in Planning Webinars

Staff participated in the following webinars:

- Current Developments in Connected and Autonomous Trucks.
- SRTS in 2021: Let's Walk the Walk.
- Introducing ArcGIS Velocity.
- Creating and Using a Public Multimodal Transportation Data Archive.
- Curating Equitable Transportation.
- Making Communities Livable for People of All Ages.
- Wisconsin Policy Forum – Wisconsin's Post Pandemic Transportation Future.
- Public Engagement that Counts.
- New Insights on Biking Among Older Adults.

Transportation Improvement Program (Work Element 41.15.00)

- Staff completed Minor Amendment #1 to the 2021-2024 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area. Work on this task included:
 - Presenting the amendment to the BCPC Board of Directors.
 - Submitting the amendment document to FHWA, FTA, and WisDOT for review and approval.
- Staff developed Major Amendment #2 to the 2021-2024 Transportation Improvement Program for the Green Bay Urbanized Area. Work on this task included:
 - Consulting with WisDOT staff regarding the amendment detail.
 - Collecting information for the amendment.
 - Writing the report.
 - Writing the legal notice for the public review/comment period and public hearing.
 - Preparing social media posts.
 - Distributing the draft amendment to approximately 190 individuals and entities on the MPO's interested parties list.
 - Completing the draft demonstration of fiscal constraint.
 - Holding a virtual public hearing.
 - Submitting the draft amendment document to FHWA, FTA, and WisDOT for review.
- Staff edited and published the 2020 Annual Listing of Obligated Projects for the Green Bay Urbanized Area.

- Staff worked with NEWCAP and Door-Tran staff to finalize their 2021 federal and state transportation program funding awards for inclusion in a future TIP amendment.
- Staff developed the Mid-Year Update - Major Amendment #3 to the 2021-2024 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area. Work on this task included:
 - Consulting with WisDOT and Green Bay Metro regarding new projects and modified existing projects for inclusion in the amendment.
 - Scheduling and conducting a public review and comment period and a virtual public hearing.
 - Preparing and issuing public participation materials, social media posts, and a legal notice.
 - Submitting the draft amendment to FHWA, FTA, and WisDOT for review.
 - Distributing the draft to approximately 220 individuals and entities on the MPO's interested parties list.
 - Presenting the draft amendment to the BCPC Board of Directors for approval consideration.
 - Submitting the final amendment to FHWA, FTA, and WisDOT for approval.
- Staff began developing the Draft 2022-2025 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area. Work on this task included:
 - Issuing a project solicitation notice and application materials to local public works departments and Green Bay Metro.
 - Reviewing projects that are eligible for Surface Transportation Block Grant (STBG) funds.
- Staff prepared a draft Administrative Modification to the 2021-2024 TIP.
- Staff initiated a discussion with WisDOT regarding the timing and use of the \$1,666,297 in CRRSAA funds awarded to the Green Bay MPO for highway improvement projects.
- Staff attended the 2021 WisDOT Local Program Symposium.

Staff also completed many less time-consuming tasks between January 1 and June 30, 2021.

A. Examples of Significant Transportation Planning Issues in 2022

Transportation Management Area (TMA) Planning Certification Review

The primary purpose of a certification review is to formalize the continuing oversight and day-to-day evaluation of the planning process. The certification review process ensures that the planning requirements of 23 U.S.C. 134 and 49 U.S.C. 5303 are being satisfactorily implemented. In a broader sense, the certification review process is an opportunity to provide advice and guidance to a Transportation Management Area (an urbanized area with a population over 200,000) for enhancing the planning process and improving the quality of transportation investment decisions.

Because the Green Bay Urbanized Area exceeded 200,000 people following the 2010 US Census, the Green Bay MPO had its first Planning Certification Review in the summer of 2014. This review was conducted by representatives of the Federal Highway Administration and Federal Transit Administration, and the Wisconsin Department of Transportation also participated in the review. The MPO's second Planning Certification Review occurred in the summer of 2018, and the review was conducted by the same agencies.

The topics that were addressed during the 2018 review included:

- Planning Organization
- Metropolitan Planning Area Boundary
- Agreements and Contracts
- Transportation Planning Work Program
- Transportation Planning Process
- Long-Range Transportation Plan Development
- Financial Planning
- TIP Development and Project Selection
- Public Outreach
- Self-Certifications
- Title VI and Related Requirements
- Congestion Management Process (CMP)
- List of Obligated Projects
- Environmental Mitigation
- Consultation and Coordination
- Management and Operations Considerations
- Transportation Safety Planning
- Security in the Planning Process
- Integrating Freight in the Transportation Planning Process
- Visualization Techniques
- Land Use and Livability

The 2018 review also included a public open house meeting and a presentation to the BCPC Board of Directors regarding the purpose of and topics addressed during the review.

The Green Bay MPO's third Planning Certification Review will be held in the summer or fall of 2022, and this review will follow the same process and address the same topics as the

2018 review. The results of this review will be compiled in a report by the federal agencies, and the report will be made available for review by the BCPC Transportation Subcommittee (MPO TAC), BCPC Board of Directors, and the public.

MPO Long-Range Transportation Plan Performance Measures Implementation

The MPO's 2045 Long-Range Transportation Plan that was adopted by the BCPC Board of Directors on October 7, 2020, includes a list of transportation system performance measures. These measures address:

- Transportation Structures and Pavement Condition.
- Transportation Safety.
- Highway and Street Operation, Safety, and Accessibility.
- Bicycle and Pedestrian Facilities.
- Public Transportation.
- Transportation Services for Seniors and People with Disabilities.
- Freight Transportation.

In 2022, MPO staff will continue to work to achieve the performance measures' goals and objectives by promoting the implementation of the strategies identified in the Long-Range Transportation Plan. Staff will also monitor progress toward the achievement of the goals and objectives through the continued development of an annual transportation system performance measures report.

Village of Suamico Bicycle and Pedestrian Plan

MPO staff will work with the Village of Suamico and other stakeholders to develop a bicycle and pedestrian plan for the village. In addition to assessing existing bicycle and pedestrian facilities in the village, the plan will identify locations for additional facilities that serve the village and connect to adjacent communities. The plan will also provide information about best practices for planning, designing, implementing, and maintaining the village's bicycle and pedestrian network.

B. Summary of 2022 Transportation Work Activities

Work Element 41.11.00: **Program Support and Administration**

Program Support and Administration

The MPO's 2022 program support and administration activities include the financial and personnel management of the transportation planning program, public information and assistance, the development of the 2023 Transportation Planning Work Program, the completion of quarterly reports to WisDOT, and transportation planning staff education. Time spent in training sessions, workshops, and meetings is also included under this work element. In addition, staff will continue to participate in quarterly FHWA/MPO/WisDOT meetings to discuss transportation planning, policy, financial, and technical issues.

Direct and Indirect Expenses

Direct expenses include printing and postage, supplies and equipment, travel and training, telephone, and computer hardware and software. Indirect expenses include office rent, personnel services provided by the Brown County Human Resources Department, and accounting services provided by the Brown County Department of Administration. These expenses are summarized in Table C: 2022 Cost Allocation Plan for the Green Bay MPO.

Transportation Management Area (TMA) Planning Certification Review*

The Green Bay MPO will have its third Planning Certification Review in the summer or fall of 2022. This review will be conducted by representatives of the Federal Highway Administration and Federal Transit Administration, and the Wisconsin Department of Transportation will also participate in the review. The results of the Planning Certification Review will be compiled by the federal agencies in a report, and the report will be made available for review by the BCPC Transportation Subcommittee, BCPC Board of Directors, and the public.

Work Element 41.13.00: **Long-Range Transportation Planning**

Long-Range Transportation Plan Performance Measures Implementation*

MPO staff will continue to work to achieve the performance measures' goals and objectives by promoting the implementation of the strategies identified in the Long-Range Transportation Plan. Staff will also monitor progress toward the achievement of the goals and objectives through the continued development of an annual transportation system performance measures report.

*USDOT Planning Emphasis Area – Implementation/Performance-Based Planning and Programming.

MPO Transportation System Performance Targets Update*

In 2021, the Green Bay MPO coordinated with WisDOT and other stakeholders to establish the MPO's performance targets for safety. In 2022, MPO staff will coordinate with WisDOT and other stakeholders to update these and other targets as required by federal law.

Management of the Northeast Wisconsin Regional Travel Demand Model**

MPO staff will continue to work with representatives of the East Central Wisconsin Regional Planning Commission, Bay-Lake Regional Planning Commission, and WisDOT to manage and update the travel demand model that covers the counties within WisDOT's Northeast Region. MPO staff will also complete travel demand forecasts for the non-state street and highway system in coordination with WisDOT.

Work Element 41.14.00: **Short-Range Transportation Planning**

Note: Staff will use the participation techniques identified in the current Green Bay MPO Public Participation Plan during the development of its short-range plans and studies.

Annual Review of the Green Bay Metro Fixed Route System***

The annual review of Green Bay Metro's routes will be conducted at the beginning of 2022 and presented to the Green Bay Transit Commission in the spring of 2022. In addition to the full route review, staff intends to continue preparing smaller quarterly review summaries to measure the number of people who ride each fixed route and use Metro's microtransit service at different times of the year. The results of the annual and quarterly route reviews provide information that is used to complete route modification studies and other planning exercises.

Public Participation Plan Review**

Staff will review the MPO's Public Participation Plan to assess its effectiveness and determine if revisions are necessary.

Outreach to Traditionally Underserved Populations***

Staff will continue to conduct proactive transportation planning outreach activities that engage Environmental Justice (EJ) populations, Title VI and Limited English Proficiency (LEP) populations, Americans with Disabilities Act (ADA) populations, and other traditionally underserved populations in the Green Bay Metropolitan Planning Area.

*USDOT Planning Emphasis Area – Implementation/Performance-Based Planning and Programming.

**USDOT Planning Emphasis Area - Regional Models of Cooperation.

***USDOT Planning Emphasis Area - Access to Essential Services/Ladders of Opportunity.

Section 85.21 Specialized Transportation Assistance Program Administration***

Staff will work to ensure that the Section 85.21 funds that are granted to Brown County in 2022 are distributed to the approved recipients. MPO staff will also develop the Brown County Section 85.21 Program Plan for 2023. After the draft 2023 Program Plan is prepared, staff will hold a public hearing on the draft plan, present the draft plan and public hearing comments to the Brown County Transportation Coordinating Committee (TCC), and request final approval of the 2023 plan from the Brown County Planning Commission Board of Directors.

Village of Suamico Bicycle and Pedestrian Plan**

MPO staff will work with the Village of Suamico and other stakeholders to develop a bicycle and pedestrian plan for the village. In addition to assessing existing bicycle and pedestrian facilities in the village, the plan will identify locations for additional facilities that serve the village and connect to adjacent communities. The plan will also provide information about best practices for planning, designing, implementing, and maintaining the village's bicycle and pedestrian network.

Special Transit Studies***

The MPO will complete special studies as requested by the Green Bay Transit Commission and Green Bay Metro staff. This work could include route extension analyses, surveys, research, and other planning tasks.

Planning Assistance to Requesting Communities and Agencies**

Transportation system analysis assistance will be provided to and special transportation studies will be conducted for communities and government agencies as requested. Studies that have been completed in the past and will likely be requested in 2022 include accessibility and safety studies at and near schools and other multimodal plans and studies. MPO staff will also continue to provide planning assistance to intermodal freight entities such as the Port of Green Bay and Green Bay Austin Straubel International Airport.

**USDOT Planning Emphasis Area - Regional Models of Cooperation.

***USDOT Planning Emphasis Area - Access to Essential Services/Ladders of Opportunity.

Planning Assistance to WisDOT**

Staff will continue to offer planning assistance on state transportation matters such as local roads and land uses near state projects as requested by WisDOT staff. Specifically, staff will work with WisDOT to implement the state's long-range multimodal transportation plan (Connect 2050) and rail plan (Wisconsin Rail Plan 2050). Staff will also work with WisDOT to implement the statewide bicycle and pedestrian plans, study the preservation of the STH 172 corridor and the possible extension of high-speed rail service to northeast Wisconsin, analyze the vehicular impacts of major developments on metropolitan area interchanges, and coordinate the urbanized area's Transportation Alternatives (TA) application process. In addition, staff will assist WisDOT and communities within the Metropolitan Planning Area with the development of transportation grant applications, help WisDOT implement the statewide freight plan and update the statewide highway plan, work with WisDOT on planning efforts such as Transportation Demand Management (TDM), and develop transportation system performance targets as required by the FAST Act.

Transportation Coordination for Seniors and People with Disabilities***

MPO staff and Brown County's Transportation Coordinating Committee will continue to meet each quarter to review and coordinate transportation services for seniors and people with disabilities. MPO staff will also continue to administer the Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program for the Green Bay Urbanized Area and the State Specialized Transportation Assistance Program (State Stat. 85.21) on behalf of Brown County.

Work Element 41.15.00: **Transportation Improvement Program (TIP)**

Development of the 2023-2026 Transportation Improvement Program (TIP)**

Work on the TIP will be completed in the fall of 2022 with the publication and distribution of the *2023-2026 Transportation Improvement Program for the Green Bay Urbanized Area*. The programmed highway and transit projects will be reviewed and ranked to determine the distribution of the urbanized area's Surface Transportation Block Grant (STBG) funds.

The TIP will summarize all short- and long-range highway/transit planning study improvement recommendations, examine the availability of federal highway and transit funding, review the implementation progress of previously programmed projects, and address the urban area's compliance with FTA private sector participation regulations and the Section 504/ADA local effort. The 2023-2026 TIP will also include a financial capacity report (as outlined in FTA Circular 7008.1), a summary of how the program of projects complies with the federal Environmental Justice and Title VI regulations, and other items required by federal transportation legislation.

In addition to developing the 2023-2026 TIP, staff will monitor the implementation of projects identified in the 2022-2025 TIP by preparing a mid-year update of the 2022-2025 TIP in the summer of 2022.

**USDOT Planning Emphasis Area - Regional Models of Cooperation.

***USDOT Planning Emphasis Area - Access to Essential Services/Ladders of Opportunity.

C. Transportation Planning Program Funding Summary

The approved calendar 2021 and proposed calendar 2022 transportation planning program budget comparison is as follows:

<u>Funding Agency</u>	<u>Calendar 2021</u>	<u>Calendar 2022</u>
FHWA (PL Funds)	\$402,512	\$392,801
WisDOT PL Match	\$24,176	\$24,176
Brown County	\$76,452	\$74,024
TOTAL	\$503,140	\$491,001

Financial audits of the transportation program are conducted as part of the overall Brown County Attachment P Audit. The accounting firm of Schenck Business Solutions conducts financial audits of the transportation program. Expenses incurred by Schenck Business Solutions while auditing the transportation program as part of the Brown County Attachment P Audit process are billed directly to the transportation program.

FHWA funding consists of metropolitan planning funds (PL funds) made available through federal transportation legislation and FTA Section 5303 funds that are provided through the Federal Transit Act.

Table A: 2022 Transportation Planning Work Program Budgets

WORK ELEMENT	EST. STAFF TIME (HOURS)	\$	%	\$	%	\$	%	WORK ELEMENT BUDGET TOTAL	WORK ELEMENT % of Hours
		FHWA PL	FHWA	WisDOT	WisDOT	BC	BC		
PROGRAM SUPPORT/ADMINISTRATION: 41.11.00	TOTAL: 742 MPO DIR.: 450 PP: 90 SP: 82 P1-GIS: 60 P1-GIS: 60	\$71,899	80%	\$4,425	4.90%	\$13,550	15.10%	\$89,874	8%
LONG-RANGE TRANSPORTATION PLANNING: 41.13.00	TOTAL: 924 MPO DIR.: 80 PP: 50 SP: 80 P1-GIS: 622 P1-GIS: 92	\$32,484	80%	\$1,999	4.90%	\$6,122	15.10%	\$40,605	9%
SHORT-RANGE TRANSPORTATION PLANNING: 41.14.00	TOTAL: 7,489 MPO DIR.: 660 PP: 1,340 SP: 1,903 P1-GIS: 1,318 P1-GIS: 1,918 SP: 350	\$263,281	80%	\$16,204	4.90%	\$49,616	15.10%	\$329,102	76%
TRANSPORTATION IMPROVEMENT PROGRAM: 41.15.00	TOTAL: 715 MPO DIR.: 10 PP: 600 SP: 15 P1-GIS: 80 P1-GIS: 10	\$25,136	80%	\$1,547	4.90%	\$4,737	15.10%	\$31,420	7%
TOTAL MPO COST BY FUNDING SOURCE	TOTAL: 9,870 MPO DIR.: 1,200 PP: 2,080 SP: 2,080 P1-GIS (2): 4,160 SP: 350	\$392,801	80%	\$24,176	4.90%	\$74,024	15.10%	\$491,001	100%

Table B: Transportation Planning Data Collection

<u>Data Item</u>	<u>Staff Responsibility</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
1. Transportation System Characteristics				
a. Existing and future functional classifications	WisDOT, BCPC	X	X	X
b. Transit revenue vehicle miles*****	BCPC			
c. Transit system bus stops and Equipment*****	BCPC			
d. Bus fleet mileage and condition*****	BCPC			
e. FTA Triennial Review	BCPC	X		
f. TAZ population and employment forecasts	BCPC	X	X	X
g. Bicycle and pedestrian facility inventories	BCPC	X	X	X
h. Congestion Management Process (CMP) Data	BCPC	X	X	X
2. Travel, Safety, and Usage Indicators				
a. Average daily traffic counts	WisDOT, BCPC			X
b. Intersection volume and turning counts*****	BCPC			
c. Traffic accident statistics	BCPC	X	X	X
d. Transit operational efficiency, including revenue, passengers, and transferring for individual bus routes	BCPC	X	X	X
e. Highway network forecasts (WisDOT - state system, BCPC - local system)	WisDOT, BCPC	X	X	X

Table B: Transportation Planning Data Collection (Cont.)

<u>Data Item</u>	<u>Staff Responsibility</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
3. Transportation Projects				
a. TIP. Includes evaluation of highway, transit, multi-modal, and elderly and disabled projects in terms of consistency with other plans, v/c ratios, pavement surface conditions, utility work scheduling, number of years in the TIP, consideration of multi-modal transportation, safety and security, availability of funding, congestion relief or prevention, reduction in SOV, intermodal connectivity, financial capacity, and air quality	BCPC	X	X	X
b. Transit service requests	BCPC	X	X	X
4. TMA Certification Review	FHWA, FTA, WisDOT, BCPC	X		
5. Freight	BCPC	X	X	X

*****This information will be collected upon request.

Table C: 2022 Cost Allocation Plan for the Green Bay MPO

Note: MPO staff shown in bold.

Direct Salaries

<u>Position</u>	<u>Total Hours</u>	<u>Total Salaries</u>	<u>Total PL Grant</u>
Planning Director/MPO Director	1200	\$57,051	\$48,450
Principal Transportation Planner	2080	\$84,015	\$71,349
Senior Transportation Planner	2080	\$64,603	\$54,863
Transportation/GIS Planner	2080	\$51,152	\$43,440
Transportation Planner	2080	\$51,152	\$43,440
Senior Planner (V. Suamico Bike/Ped Plan Update)	350	\$10,871	\$9,232
Totals		\$318,843	\$270,774

Fringe Benefits

<u>Position</u>	<u>Total Salaries</u>	<u>Total Fringes</u>	<u>Total PL Grant</u>
Planning Director/MPO Director	\$57,051	\$16,580	\$14,080
Principal Transportation Planner	\$84,015	\$30,592	\$25,980
Senior Transportation Planner	\$64,603	\$27,759	\$23,574
Transportation/GIS Planner	\$51,152	\$14,513	\$12,325
Transportation Planner	\$51,152	\$22,115	\$18,781
Senior Planner (V. Suamico Bike/Ped Plan Update)	\$10,871	\$3,333	\$2,831
Totals	\$318,843	\$114,892	\$97,570

Direct Expenses

<u>Item</u>	<u>Cost</u>
Office Supplies	\$340
Computer Hardware	\$4,000
Copy Expense & Printing	\$1,790
Dues and Memberships	\$0
Vehicle Repair/Maint./Replacement	\$560
Gas, Oil, Etc.	\$200
Advertising & Public Notices	\$280
Postage	\$260
Books/Periodicals/Subscrips./Software	\$379
Travel/Conference/Training	\$1,200
Direct Expenses Total:	\$9,009

Indirect Expenses

Building Rent	\$4,484
Personnel Services	\$1,260
Financial/Accounting Svcs.	\$11,459
Info. Services Chargebacks	\$26,960
Insurance Chargebacks	\$4,094

Indirect Expenses Total: **\$48,257**

MPO portion of dept's direct & indirect costs: \$57,267
Total PL grant for direct & indirect costs: **\$48,633**

Total MPO program costs: \$491,001
Total PL grant: **\$416,977**
Local Share: **\$74,024**

Notes:

The MPO's 2022 indirect expenses represent a proportional share (Approx. 40%) of MPO-related indirect expenses budgeted in 2022 for the MPO's host agency (the Brown County Planning and Land Services Department – Planning Division). The MPO's proportional share was calculated by dividing the number of MPO staff (5) by the total number of staff in the department's planning division (12). This rate will be applied as established, and any "truing up" that may be necessary in 2022 will be reflected in the indirect expenses that are charged to the department's planning division in 2024 (following the audit of 2022's actual expenses).

The source of the MPO's 2022 indirect expenses is the *2020 Indirect Cost Plan for the 2022 Budget* that was prepared by the Brown County Department of Administration for the Planning and Land Services Department – Planning Division and made available to the US Department of Health and Human Services. The 2020 indirect cost plan is being used for the 2022 budget because 2020 is the most recent year for which an audit of actual expenses was completed. The indirect cost plan is available for review at the Brown County Planning and Land Services Department.

CERTIFICATE OF COST ALLOCATION PLAN

This is to certify that I have reviewed the cost allocation plan submitted herewith and to the best of my knowledge and belief:

- 1) All costs included in this proposal (as dated below) to establish cost allocations or billings for the fiscal year ended December 31, 2020 are allowable in accordance with the requirements of 2 CFR Part 200 and the Federal award(s) to which they apply. Unallowable costs have been adjusted for in allocating costs as indicated in the cost allocation plan.

- 2) All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the Federal awards to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs.

- 3) Similar types of costs have been accounted for consistently.

I declare that the foregoing is true and correct.

Governmental unit: **Brown County, Wisconsin**

Signature: Bradley Klingsporn

Name of Official: Bradley Klingsporn

Title: Finance Director

Table D: 2022 Work Schedule

<u>Work Element</u>	<u>Jan.</u>	<u>Feb.</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>Aug.</u>	<u>Sept.</u>	<u>Oct.</u>	<u>Nov.</u>	<u>Dec.</u>
41.11.00 Program Support & Admin.	-----	xxxxxx	xxxxxx	xxxxxx	xxxxxx	x(1)xxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	(2)-----	-----
41.13.00 Long-Range Transportation Planning	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	(3)xxxxxx
41.14.00 Short-Range Transportation Planning	xxxxxx	xxxxxx	xxxxxx	xx(4)xx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	(5)xxxx	(6)xxxxxx
41.15.00 TIP	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	(7)xxxx	xxxxxx	xxxxxx	xxxxxx	(8)xxxx	xxxxxx	xxxxxx

xxx Special planning studies
 ---- General planning functions
 (0) Final study report

STUDY REPORT TITLES

1. 2022 TMA Certification Review
2. 2023 Transportation Planning Work Program
3. 2022 LRTP Transportation System Performance Measures Report
4. Green Bay Metro Annual Route Review
5. Village of Suamico Bicycle and Pedestrian Plan
6. 2023 Section 85.21 Program Application/Plan
7. 2022-2025 Transportation Improvement Program Mid-Year Update
8. 2023-2026 Transportation Improvement Program

Appendix 1: Title VI Accomplishments between January 1, 2021, and June 30, 2021

- Staff completed research and provided population-related data to Metro regarding Metro's update of the *Green Bay Metro Title VI Compliance Program*. Staff also completed research and provided data relating to Limited English Proficiency. In addition, staff reviewed the draft Title VI program and provided comments to Metro staff.
- Staff updated the Title VI information for members of the MPO's Policy Board and TAC.

Appendix 2

Green Bay Metropolitan Planning Organization (MPO) Title VI and
Non-Discrimination Program/Limited English Proficiency Plan

and

Title VI Non-Discrimination Agreement Between the
Wisconsin DOT and the Green Bay MPO

and

Cooperative Agreement for Continuing Transportation Planning for the
Green Bay Urbanized Area Between the
Brown County Planning Commission/Green Bay MPO,
Wisconsin Department of Transportation, and Green Bay Metro.

This plan and these agreements can be found on the Brown County Planning Commission's
Transportation website at <https://www.browncountywi.gov/departments/planning-and-land-services/planning/transportation/>.

Appendix 3: Metropolitan Planning Factors

Federal transportation legislation identifies 11 planning factors that must be considered by MPOs when developing transportation plans and programs. These factors are:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the security of the transportation system for motorized and non-motorized users.
3. Increase the safety aspects of the transportation system for its users.
4. Increase the accessibility and mobility options available to people and for freight.
5. Protect and enhance the environment, promote energy conservation, and improve quality of life.
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
7. Promote efficient system management and operations.
8. Emphasize the preservation of the existing transportation system.
9. Improve transportation system resiliency and reliability.
10. Reduce or mitigate the stormwater impacts of surface transportation.
11. Enhance travel and tourism.

The following table summarizes how each of the MPO's major 2022 tasks will relate to the 11 planning factors.

Work Element	Tasks	Metropolitan Planning Factors										
		1	2	3	4	5	6	7	8	9	10	11
41.11.00	2023 Transportation Planning Work Program	X	X	X	X	X	X	X	X	X	X	X
41.11.00	2022 TMA Certification Review	X	X	X	X	X	X	X	X	X	X	X
41.13.00	MPO Plan Performance Measures Implementation	X	X	X	X	X	X	X	X	X	X	X
41.13.00	Maintenance of the Regional Traffic Model	X		X	X		X	X	X	X	X	X
41.13.00	MPO Transportation System Performance Targets	X	X	X	X	X	X	X	X	X	X	X
41.14.00	GB Metro Annual Route Review	X	X	X	X	X	X	X	X	X		X
41.14.00	Public Participation Plan Review	X	X	X	X	X	X	X	X	X	X	X
41.14.00	Outreach to Traditionally Underserved Populations	X	X	X	X	X	X	X	X	X	X	X
41.14.00	Section 85.21 Program Administration	X	X	X	X	X	X	X	X	X		X
41.14.00	Village of Suamico Bicycle & Pedestrian Plan	X	X	X	X	X	X	X	X	X	X	X
41.14.00	Special Transit Studies	X	X	X	X	X	X	X	X	X	X	X
41.14.00	Planning Assistance to Communities/Agencies	X	X	X	X	X	X	X	X	X	X	X
41.14.00	Planning Assistance to WisDOT	X	X	X	X	X	X	X	X	X	X	X
41.14.00	Tran. Coord. for Seniors & People with Disabilities	X	X	X	X	X	X	X	X	X	X	X
41.15.00	2023-2026 Transportation Improvement Program	X	X	X	X	X	X	X	X	X	X	X

Appendix 4: 2022 MPO Policy Board, Technical Advisory Committee, and Other Meeting Dates

MPO Policy Board*	Transportation Subcommittee**	Brown County Transportation Coordinating Committee	MPO Directors Meetings with WisDOT & FHWA	Model Users Group Meetings (As Necessary)	Mid-Year Review & Work Program Meetings
January 5			January 25		
February 2					
March 2		March 7			
April 6	April 11		April 26		
May 4					
June 1		June 6			June 8
July 6			July 26		
August 3	August 15				
September 7		September 12			September 20
October 5			October 25		
November 2		November 28			
December 7					

*MPO Policy Board meetings might be rescheduled due to holidays, elections, etc.

**Additional BCPC Transportation Subcommittee meetings could occur if necessary. Also, these meetings might be rescheduled to accommodate unforeseen deadlines, etc.

Appendix 5: MPO Self-Certification Summary

The BCPC Board of Directors (as the MPO's policy board) is charged with implementing the metropolitan planning process in accordance with applicable requirements of federal transportation legislation, the Clean Air Act, the Civil Rights Act, and the Americans with Disabilities Act. All agencies involved in the transportation planning process must also be held accountable to these federal requirements.

By federal law, agencies providing transportation services and/or receiving federal money must categorically adhere to the requirements as listed in the MPO's adoption/self-certification resolution.

With the approval of the Self-Certification, the policy board is certifying that regulations and policies of the MPO as a sub-recipient of federal aid are in compliance with applicable federal and state employment opportunity laws and guidelines, affirmative action goals, equal employment opportunity requirements, employment practices, procurement activities, and transportation services. The Transportation Planning Work Program includes documentation that as an agency and in partnership with its members, the MPO policy board adheres to the applicable requirements of federal transportation legislation and the Clean Air Act.

The 10 requirements for self-certification are summarized below.

(1) 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart. These citations summarize the metropolitan planning requirements. This MPO is currently certified and has an approved Transportation Improvement Program, Long-Range Transportation Plan, Transportation Planning Work Program, and Public Participation Plan. This MPO also has the required interagency agreements, approved metropolitan area boundaries, and annual listings of obligated projects.

Green Bay MPO Compliance: The MPO complies with this requirement because it currently has an approved TIP, Long-Range Transportation Plan, Transportation Planning Work Program, and Public Participation Plan. The MPO also has all of its required agreements, approved boundaries, and listings of obligated projects.

(2) In non-attainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR Part 93. State and local transportation officials take part in the 3C planning process to determine which planning elements will be implemented to improve air quality.

Green Bay MPO Compliance: This requirement does not currently apply to the Green Bay MPO because it is not within a non-attainment or maintenance area.

(3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR Part 21. Title VI prohibits exclusion from participation in, denial of benefits of, and discrimination under federally-assisted programs on the grounds of race, color, or national origin.

Green Bay MPO Compliance: The MPO complies with this requirement through the policies identified in the Green Bay Metropolitan Planning Organization (MPO) Title VI and Non-Discrimination Program/Limited English Proficiency Plan Update that was approved by the Brown County Planning Commission Board of Directors (MPO Policy Board) on June 3, 2020.

(4) *49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity.*

Green Bay MPO Compliance: The MPO complies with this requirement through the policies identified in the Green Bay Metropolitan Planning Organization (MPO) Title VI and Non-Discrimination Program/Limited English Proficiency Plan Update that was approved by the Brown County Planning Commission Board of Directors (MPO Policy Board) on June 3, 2020. The MPO also follows Brown County's non-discrimination policy because the MPO is housed within the Brown County Planning Commission.

(5) *Section 1101(b) of the FAST Act (Pub. L. 114-357) and 49 CFR Part 26 regarding the involvement of disadvantaged business enterprises (DBEs) in USDOT-funded projects.* The DBE program ensures equal opportunity in transportation contracting markets, and in the statute Congress established a national goal that 10% of federal funds go to certified DBE firms.

Green Bay MPO Compliance: The MPO will follow Brown County's DBE policy if outside contractors are hired to complete MPO projects using federal MPO planning funds.

(6) *23 CFR Part 230, regarding the implementation of an equal employment opportunity program on federal and federal-aid highway construction contracts.*

Green Bay MPO Compliance: This requirement does not directly apply to the Green Bay MPO because it is not involved in federal or federal-aid highway construction contracts. However, the MPO follows Brown County's equal employment opportunity policy because the MPO is housed within the Brown County Planning Commission.

(7) *The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38.* Programs and activities funded with federal dollars are prohibited from discrimination based on disability.

Green Bay MPO Compliance: The MPO complies with this requirement through the policies identified in the Green Bay Metropolitan Planning Organization (MPO) Title VI and Non-Discrimination Program/Limited English Proficiency Plan Update that was approved by the Brown County Planning Commission Board of Directors (MPO Policy Board) on June 3, 2020. The MPO also follows Brown County's non-discrimination policy because the MPO is housed within the Brown County Planning Commission. In addition, the MPO's office and meeting facilities are accessible to people with disabilities.

(8) *The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving federal financial assistance.*

Green Bay MPO Compliance: The MPO complies with this requirement through the policies identified in the Green Bay Metropolitan Planning Organization (MPO) Title VI and Non-Discrimination Program/Limited English Proficiency Plan Update that was approved by the Brown County Planning Commission Board of Directors (MPO Policy Board) on June 3, 2020. The MPO also follows Brown County's non-discrimination policy because the MPO is housed within the Brown County Planning Commission.

(9) *Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender.*

Green Bay MPO Compliance: The MPO complies with this requirement through the policies identified in the Green Bay Metropolitan Planning Organization (MPO) Title VI and Non-Discrimination Program/Limited English Proficiency Plan Update that was approved by the Brown County Planning Commission Board of Directors (MPO Policy Board) on June 3, 2020. The MPO also follows Brown County's non-discrimination policy because the MPO is housed within the Brown County Planning Commission.

(10) *Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR Part 27 regarding discrimination against individuals with disabilities.*

Green Bay MPO Compliance: The MPO complies with this requirement through the policies identified in the Green Bay Metropolitan Planning Organization (MPO) Title VI and Non-Discrimination Program/Limited English Proficiency Plan Update that was approved by the Brown County Planning Commission Board of Directors (MPO Policy Board) on June 3, 2020. The MPO also follows Brown County's non-discrimination policy because the MPO is housed within the Brown County Planning Commission.

The Brown County Non-Discrimination Policy is as follows:

Brown County is committed to the equality of opportunity for all people. It is the policy of Brown County to provide equal employment opportunities for all individuals on the basis of the skills, abilities, and qualifications, without regard to race, color, national origin, religion, political affiliation, sex, age, disability, marital status, arrest or conviction record, sexual orientation, disabled veteran or covered veteran status, membership in the National Guard or any other reserve component of the United States or State military forces, use or non-use of lawful products off the employer's premises during non-working hours, or any other non-merit factors, except where such factors constitute a bona fide occupational qualification, and except where conviction and/or arrest record substantially relates to the circumstance of positions applied for.

RESOLUTION NO. 2021-11

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
BROWN COUNTY PLANNING COMMISSION
APPROVING THE 2022 TRANSPORTATION PLANNING WORK PROGRAM
FOR THE GREEN BAY METROPOLITAN PLANNING ORGANIZATION (MPO)

WHEREAS, the U.S. Department of Transportation requires the development of a Transportation Planning Work Program (TPWP) for all Metropolitan Planning Organizations (MPOs) in the United States; and

WHEREAS, in accordance with 23 CFR 450.334(a) the Green Bay MPO hereby certifies that the metropolitan transportation planning process is addressing major issues facing the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

1. 23 U.S.C. 134 and 49 U.S.C. 5303, and this subpart;
2. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
3. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
4. Section 1101(b) of the Fixing America's Surface Transportation (FAST) Act and 49 CFR Part 26 regarding the involvement of disadvantaged business enterprises in US DOT-funded projects;
5. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on federal and federal-aid highway construction contracts;
6. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et seq.*) and 49 CFR Parts 27, 37, and 38;
7. The Older Americans Act, as amended (42 U.S.C 6101), prohibiting discrimination on the basis of age in programs or activities receiving federal financial assistance;
8. Section 324 of title 23, U.S.C. regarding the prohibition of discrimination based on gender; and
9. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR 27 regarding discrimination against individuals with disabilities.

WHEREAS, an approved TPWP is needed to obtain the federal and state funds that support each MPO's activities; and

WHEREAS, each MPO policy board must approve the MPO's TPWP before submitting the program to the state and federal governments for review, approval, and funding; and

WHEREAS, the Brown County Planning Commission is the designated MPO for the Green Bay Urbanized Area; and

WHEREAS, the Brown County Planning Commission Board of Directors is the Green Bay MPO's policy board.

THEREFORE, BE IT RESOLVED, that the Brown County Planning Commission Board of Directors approves the Green Bay MPO's 2022 Transportation Planning Work Program.

BE IT FURTHER RESOLVED that the MPO planning process is compliant with the requirements of the FAST Act and that the Brown County Planning Commission certifies that the urban transportation planning process certification requirements of 23 CFR 450.114 (c) are satisfied.

Dated at Green Bay, Wisconsin, this 3rd day of November 2021.

BROWN COUNTY PLANNING COMMISSION



Norbert Dantine, Jr., President

ATTEST:



Cole Runge, Planning Director/MPO Director