

# Brown County Planning Commission Green Bay MPO

## 2023 Transportation Planning Work Program

Brown County Planning Commission/Green Bay MPO  
November 2, 2022



# Brown County Planning Commission

## Green Bay MPO

### 2023 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)

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



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



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## 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)	Nick Weber (Wisconsin Dept of Transportation)
Patrick Hopkins (BC Board – C. De Pere)	Matthew Woicek (C. Green Bay)

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

Heena Bhatt (Bay-Lake RPC)	Troy Parr (Oneida Nation)
Steve Birr (V. Ashwaubenon)	Marty Piette (GB Austin Straubel Airport)
Geoff Farr (V. Howard)	Eric Rakers (C. De Pere)
Mary Forlenza (FHWA – Wisconsin Division) <b>(Non-Voting)</b>	Matthew Schreiber (WisDOT- CO) <b>(Non-Voting)</b>
Sean Gehin (V. Allouez)	Andy Smits (V. Suamico)
Steve Grenier (C. Green Bay)	Nick Uitenbroek (BC Highway Dept.)
Patty Kiewiz (Green Bay Metro)	Nick Weber (WisDOT – Northeast Region)
Tom Klimek (E&LS Railroad)	William Wheeler (FTA – Region 5) <b>(Non-Voting)</b>
Jerry Lancelle (V. Hobart)	Eric Woodke (V. Bellevue)
Autumn Linsmeier (BC Health Dept.)	

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

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**Note:** MPO staff is shown in bold type. Non-MPO staff will work on MPO projects as necessary in 2023, and MPO staff will work on non-MPO projects as necessary in 2023. 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

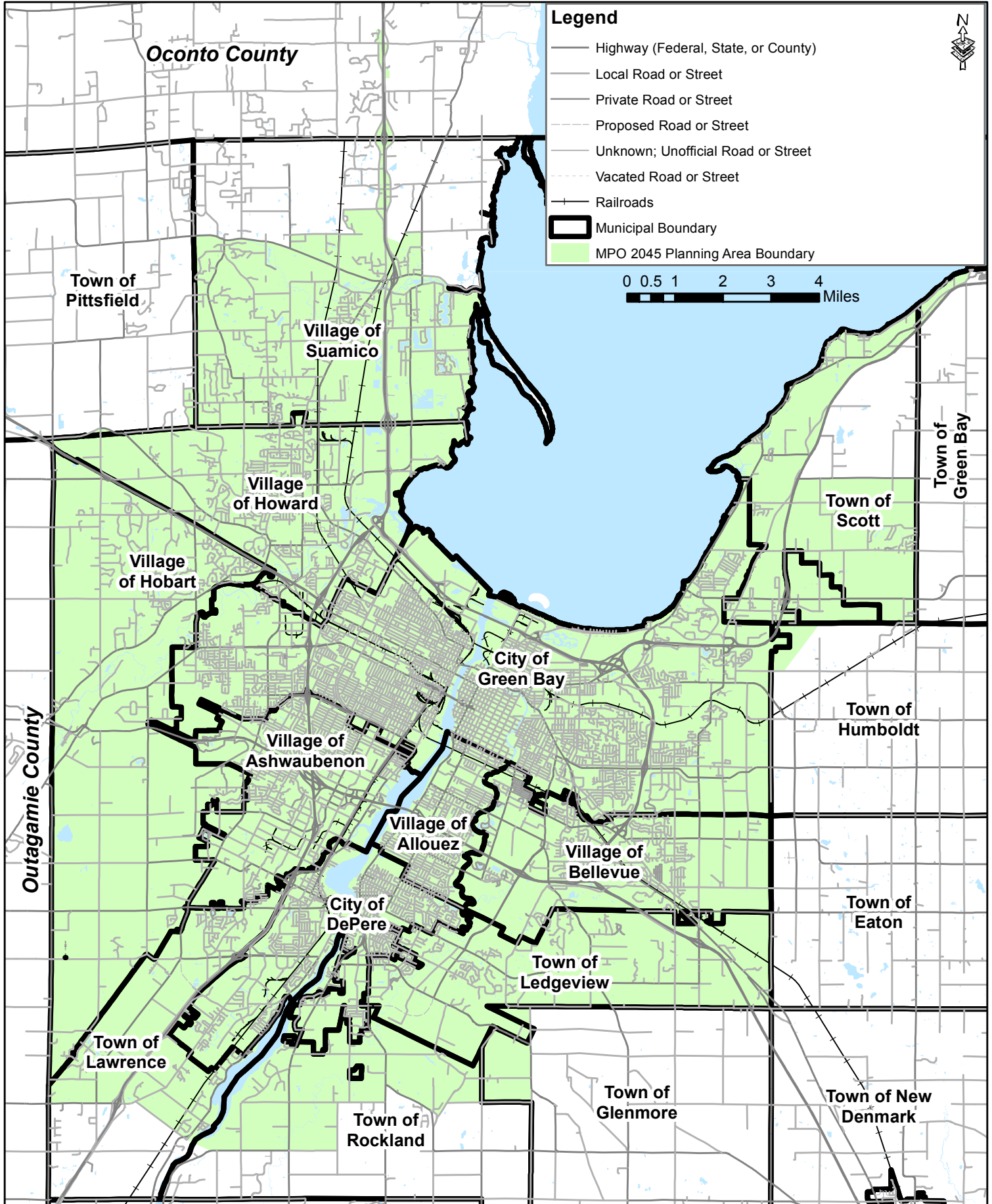






# Green Bay MPO 2045 Metropolitan Planning Area Boundary

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.

The federal Bipartisan Infrastructure Law (BIL) states that the Green Bay MPO and other MPOs should include work program activities that address the following Planning Emphasis Areas:

- Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future.
- Equity and Justice in Transportation Planning.
- Complete Streets.
- Public Involvement.

- Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination.
- Federal Land Management Agency (FLMA) Coordination.
- Planning and Environment Linkages (PEL).
- Data in Transportation Planning.

Every major work activity identified in the MPO's 2023 Transportation Planning Work Program addresses at least three of these Planning Emphasis Areas, and many of the major work activities address most or all of these areas. A summary of how the major 2023 work activities address the Planning Emphasis Areas is included in Appendix 3 of the work program.

## **List of MPO Accomplishments: January 1, 2022 – June 30, 2022**

The following significant activities were completed by staff between January 1 and June 30, 2022:

### **Program Support and Administration (Work Element 41.11.00)**

- Staff developed a 2022 work activities status report for the MPO and sent the report to WisDOT, FHWA, and FTA in preparation for the MPO's mid-year review. Staff also participated in the mid-year review with representatives of WisDOT, FHWA, and FTA.
- Staff began to develop the MPO's Draft 2023 Transportation Planning Work Program.
- Staff participated in videoconferences with the WisDOT Secretary, the FHWA Division Administrator, and the directors of the state's three other TMAs to discuss the new federal transportation law's possible impacts on TMAs and future coordination efforts between agencies.
- Staff reviewed and commented on drafts of an agreement that is being developed between WisDOT, FHWA, and Wisconsin's four TMAs regarding coordination, roles, and responsibilities with federal formula funding programs that affect the TMAs.
- Staff participated in two quarterly statewide videoconferences with representatives of WisDOT, FHWA, FTA, and the state's other MPOs. Staff also developed a PowerPoint summary of Green Bay Metro's microtransit service and presented it during the April videoconference.
- Staff developed the MPO's reports and reimbursement requests to WisDOT for the fourth quarter of 2021 and first and second quarters of 2022. Staff also prepared transportation program expense reports for these quarters and submitted them to the Brown County Administration Department.

### **Transportation Management Area (TMA) Planning Certification Review**

- Staff developed a report that summarizes how the MPO addressed the recommendations in the MPO's 2018 TMA Certification Review and submitted the report to FHWA, FTA, and WisDOT. The report was developed at the direction of FHWA in preparation for the 2022 TMA Certification Review.

### **Long-Range Transportation Planning (Work Element 41.13.00)**

#### **Long-Range Transportation Plan Performance Measures Implementation**

- Staff began to develop the MPO's 2022 Transportation System Performance Measures Report. Work on this task included collecting bridge condition and crash data and beginning to develop the report's Introduction, Safety, and other sections.

## **Management of the Northeast Wisconsin Regional Travel Demand Model**

- Staff completed a travel demand modeling survey at the request of WisDOT.

## **Brown County Comprehensive Plan Update**

- Staff completed the draft Transportation Chapter for the Brown County Comprehensive Plan Update. Staff also developed a PowerPoint summary of the draft chapter and presented it to the BCPC Board of Directors.

## **Short-Range Transportation Planning (Work Element 41.14.00)**

### **Transportation Planning Outreach to Traditionally Underserved Populations**

- 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 developed a PowerPoint summary of the MPO that is presented to organizations in the area.
- Staff began to develop a YouTube video about the Green Bay MPO that will be presented to organizations in the area.
- Staff 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 monthly meetings of the ADRC of Brown County's Board of Directors to discuss how the members can get involved in transportation planning efforts in the Metropolitan Planning Area.



- Staff participated in the Collaborative Resources Centers of Brown County – Promoting Equity & Bridging the Gaps meetings. Other participants included representatives of the ADRC, Casa Alba Melanie, We All Rise, COSMA, and Oneida Nation.
- Staff participated in an “Asian in the Bay” event.
- Staff participated in two Brown County Racial Equity Ad Hoc Committee meetings.
- Staff participated in one Northeast Wisconsin Asian-Pacific Islander American Professionals meeting.
- Staff attended five Leadership Green Bay Curriculum Committee meetings to plan government day activities for participants in the Leadership Green Bay program. Staff also helped to facilitate Leadership Green Bay’s Government Day activities for participants in the Leadership Green Bay program.
- Staff participated in Leadership Green Bay’s Inclusive Day workshop to talk about transportation issues with participants.
- Staff attended Literacy Green Bay’s 40<sup>th</sup> anniversary open house to talk to attendees about transportation issues in the urbanized area. Staff also met with Literacy Green Bay staff, toured the facility, and learned about the organization’s LEP programs.
- Staff participated in a poverty simulation exercise at the NEW Community Shelter.
- Staff worked with UW-Extension staff to develop a workshop for non-profit organization members regarding transportation services for businesses and their employees.
- Staff participated on a panel for the Greater Green Bay Chamber Teen Leadership Program and talked to high school students about transportation options and planning efforts in the community.
- Staff contacted Casa Alba Melanie to give a presentation to the organization’s board of directors.

### **Bipartisan Infrastructure Law (BIL) Local Program Activities**

Staff completed the following local program activities related to the BIL:

#### FFY 2022 Carbon Reduction Program

- Issued a request for project applications for the program.
- Correspondence and discussions with potential local applicants and WisDOT staff.
- Received and reviewed two project applications.

- Corresponded with BCPC Transportation Subcommittee members regarding the CRP and staff's draft funding proposal.
- Prepared a PowerPoint summary of the projects and presented it to the BCPC Board of Directors for approval consideration.

#### FFY 2022 & FFY 2023 Transportation Alternatives Program (TAP)

- Correspondence and discussions with potential local applicants.
- Received and reviewed one project application.
- Prepared information to present to the BCPC Board of Directors at its August meeting.

#### FFY 2022 Surface Transportation Block Grant (STBG)

- Correspondence and discussions with potential local applicants.
- Received and reviewed two project applications.
- Developed project funding scenarios and staff funding recommendations to present to the BCPC Transportation Subcommittee.
- Prepared a PowerPoint summary of the projects and staff's recommendations and presented it to the BCPC Transportation Subcommittee.
- Presented a PowerPoint summary of the projects and the BCPC Transportation Subcommittee's recommendations to the BCPC Board of Directors.

#### FFY 2023 - FFY 2026 Surface Transportation Block Grant (STBG)

- Correspondence and discussions with potential local applicants.
- Received and reviewed nine project applications.
- Scored the nine projects using the MPO's project prioritization process.
- Developed funding scenarios based on the results of the project scoring. These scenarios and staff's recommendations will be presented to the BCPC Transportation Subcommittee in July.

#### **Northeast Wisconsin Intermodal Freight Facility Study**

- Staff prepared for and participated in six core team meetings for the Northeast Wisconsin Intermodal Freight Facility Study. Staff also reviewed information that was prepared by the study's consultants before and after the core team meetings.
- Staff reviewed and commented on the full draft of the study document and participated in meetings of the study's steering committee.

- Staff participated in a study roll-out event with the Brown County Executive, WisDOT Secretary, and representatives of many public and private sector entities in Northeast Wisconsin.

### **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 2022. 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 2021 and first quarter of 2022 and submitted the reports to WisDOT.
- Staff completed the Brown County Section 85.21 Program's annual financial report for 2021 and submitted the report to WisDOT.

### **Section 5310 Program Administration**

- Staff presented an overview of the Section 5310 Program, the program's project solicitation and award process, and the Green Bay Urbanized Area's CY 2023 funding allocation to the Brown County Transportation Coordinating Committee (TCC).
- Staff distributed a project solicitation notice for CY 2023 Section 5310 Program funding to potential applicants.

### **Village of Suamico Bicycle and Pedestrian Plan**

- Staff organized and facilitated a plan kick-off meeting with village staff.
- Staff reviewed the village's existing trail plan and other related plans and studies.
- Staff developed an interactive online map and survey to collect public input for the plan. Staff also met with Suamico staff to review the survey.
- Staff facilitated a meeting of the plan's advisory committee to review the survey and discuss the plan's goals and objectives.
- Staff reviewed Suamico's zoning code to determine if there are changes that can be made to promote additional walking and bicycling in the village.

### **Planning Assistance to Green Bay Metro/Special Transit Studies**

- Staff prepared the Draft Green Bay Metro Local Share Cost Allocation Study for Fixed Route Bus, On-Demand Microtransit, and Paratransit Services report. Green Bay Metro staff and MPO staff have been working to identify a preferred funding mechanism through significant data collection, analysis, and scenario development with the understanding that a local share formula would be established prior to the preparation of 2023 budgets.

- Staff met with City of Green Bay and Village of Allouez staff representatives to discuss the local share cost allocation proposal. Staff also prepared for and participated in an Allouez Village Board meeting with Green Bay Metro's Director to present the local share cost allocation proposal.
- Staff met with Green Bay Metro staff and representatives of Via to discuss possible service using an electric autonomous vehicle (AV). Staff also prepared two maps for the meeting that show potential AV service areas.
- Staff developed weekday and weekday evening passenger boarding maps for Metro's paratransit and microtransit services.
- Staff reviewed, provided comments about, and prepared content for marketing materials for Green Bay Metro's on-demand microtransit service.
- Staff completed the MPO's annual bus fare comparison summary for Wisconsin transit systems. This information is provided to Green Bay Metro and is used for planning studies throughout the year.
- Staff began to develop an update of Metro's transit stop inventory to reflect the significant system changes that have occurred over the last two years. Work on this task included:
  - Creating a map that displays all active and non-active fixed route and microtransit stops.
  - Collecting images of the fixed route and microtransit stops to identify the current amenities, determine the condition of the amenities, and assess the ADA accessibility of the stops.
- Staff participated in a quarterly review meeting with Metro staff and Via to review paratransit and microtransit services, performance metrics, and strategies.
- Staff developed and presented a report to the Green Bay Transit Commission regarding the MPO's STBG and Carbon Reduction Program project funding awards to Metro.
- Staff reviewed and commented on the Green Bay Metro Request for Proposals (RFP) for Computer Aided Dispatch and Automatic Vehicle Location (CAD/AVL) System document.
- Staff consulted with and provided information to Metro staff regarding various general service, compliance, and other issues.

### **Planning Assistance to Requesting Communities and Agencies**

- 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 prepared for and participated in a videoconference with Port of Green Bay representatives to discuss the development of a federal Port Infrastructure Development Program (PIDP) grant application to improve the former Pulliam Plant site for port uses.
- Staff responded to questions from the public about the South Bridge Connector (SBC) project. Staff also prepared information for and participated in a meeting with a Brown County Supervisor to discuss the SBC project.
- Staff participated in a press conference regarding a \$5.0 million federal award to Brown County for environmental and design activities along Sections 2 and 3 of the SBC. Staff also corresponded and met with FHWA and WisDOT regarding the steps necessary for Brown County to receive the federal award in order to begin the environmental and design activities for SBC Sections 2 and 3.
- Staff worked with representatives of WATCO (the company that recently purchased former Canadian National rail lines in Brown County) to develop and submit a Congressionally Directed Spending (CDS) request to improve a railroad bridge over the Fox River. Staff also worked with WisDOT to update the Wisconsin State Rail Plan to include the proposed bridge improvement project.
- Staff updated the MPO's Freight Program Assessment for 2022 at the direction of FHWA. Staff also participated in a videoconference with FHWA staff to discuss the assessment.
- Staff participated in a meeting with the Brown County Highway Commissioner, Village of Allouez President, and Allouez staff to discuss possible funding sources and schedules for reconstructing Webster Avenue (County Highway X) in the village.
- Staff incorporated comments into the Draft Brown County Bicycle and Pedestrian Plan that were received during the public review period, developed a PowerPoint summary of the plan, and presented the plan to the BCPC Board of Directors for approval.
- Staff participated in a videoconference with representatives of the Wisconsin Bike Federation to discuss establishing a Cycling Without Age program in Brown County. Staff also created an interactive online map that identifies skilled nursing facilities and their proximity to bicycle facilities in the county.
- Staff participated in a videoconference with representatives of "Love to Ride" to discuss how the organization can help track bicycle ridership in Brown County.
- Staff updated the MPO's interactive online roundabouts and bike/pedestrian facilities story maps.
- Staff worked with the Brown County Public Works Department to prepare data collection and other materials for the development of the department's 2022 Municipal Separate Storm Sewer System (MS4) plan/permit for county highways within the urbanized area. Staff also researched relevant stormwater management regulations and methods in preparation for the development of the plan/permit. This work is being completed at the request of the Brown County Public Works Department.

- Staff participated in meetings of the Greater Green Bay Active Communities Alliance.
- Staff participated in the virtual TRB Census Data Subcommittee Meeting (AED20[1]).
- Staff participated in meetings of the City of Green Bay's Safe Walk & Bike Work Group.
- Staff participated in the Greater Green Bay Well-Being Summit 2022 hosted by Wello.

#### **Planning Assistance to WisDOT**

- Staff participated in a local officials meeting that was hosted by WisDOT for the Interstate 41 improvement project between De Pere and the Fox Valley.
- Staff developed a PowerPoint presentation for a panel discussion about regional land use planning at a meeting of WisDOT's Non-Driver Advisory Committee. Staff also participated in the meeting as a panelist, presented the information, and answered questions from the meeting participants.

#### **Non-BIL Transportation Alternatives Program (TAP) Administration**

- Staff discussed TAP projects with potential funding applicants. Staff also participated in internal meetings to discuss the MPO's TAP application review and approval process.
- Staff reviewed three TAP applications that were submitted to the MPO. Staff also met to discuss and rank the TAP applications. Following this meeting, staff developed a report to the BCPC Transportation Subcommittee that included an analysis of the proposed projects and funding recommendations. Staff also updated this report after the BCPC Transportation Subcommittee meeting to reflect the subcommittee's funding recommendation and presented the updated report to the BCPC Board of Directors.

#### **Title VI Activities**

- Staff updated the Title VI information for members of the MPO's Policy Board and TAC.

#### **Transportation Coordination for Seniors and People with Disabilities**

- Staff prepared information for a Brown County TCC meeting. Staff also chaired the meeting, presented information to the committee, and prepared the meeting minutes.
- Staff participated in meetings of the Northeast Wisconsin Regional Access to Transportation Committee.

## **Transportation Improvement Program (Work Element 41.15.00)**

- Staff developed three Major Amendments to the 2022-2025 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area. One of these Major TIP Amendments was the TIP's Mid-Year Update.

To complete these amendments, staff:

- Consulted with WisDOT and Metro staffs regarding new and modified projects for inclusion in the amendments.
  - Scheduled public review/comment periods and public hearings.
  - Prepared and issued public participation materials, social media posts, and legal notices.
  - Submitted the draft amendments to FHWA, FTA, and WisDOT for review.
  - Distributed the draft amendments to approximately 230 individuals and entities on the MPO's interested parties list.
  - Presented the draft amendments to the BCPC Transportation Subcommittee.
  - Conducted the public hearings and concluded the public participation process requirements.
  - Presented the draft amendments to the BCPC Board of Directors.
  - Completed the required fiscal constraint demonstrations.
  - Submitted the final amendments to FHWA, FTA, and WisDOT for approval.
- Staff began to develop Draft Major Amendment #4 to the 2022-2025 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area. Work on this task included consulting with Green Bay Metro staff about projects to include in draft amendment and incorporating the BIL-related TAP and STBG project recommendations into the draft amendment. The amendment will be completed in the third quarter.
  - Staff began to develop the Draft 2023-2026 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area. Work on this task included establishing the TIP development and approval schedule, corresponding with potential project applicants, and development of templates for the TIP maps.

Staff also completed many less time-consuming tasks between January 1 and June 30, 2022.





## **A. Examples of Significant Transportation Planning Issues in 2023**

### **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 2023, 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.

### **2024-2028 Transit Development Plan (TDP)**

In 2018, MPO staff worked with the Green Bay Transit Commission, Green Bay Metro staff, and an advisory committee to develop a Transit Development Plan (TDP) that recommends policies the transit system should implement by the end of 2023. The 2019-2023 TDP also contains a long-range element that analyzes recent trends and preferences and recommends strategies for improving ridership.

Because the TDP will expire at the end of 2023, MPO staff will work with Metro representatives in 2023 to develop a new five-year TDP that addresses existing service deficiencies, paratransit service options, possible new fixed route and microtransit service alternatives, and other transit issues. The 2024-2028 TDP will also have a long-range element that addresses how transit can become the mode of choice for people who do not rely on the bus as their primary mode of transportation.

### **Green Bay MPO Title VI and Non-Discrimination Program/Limited English Proficiency Plan Update**

As a recipient of federal funds administered by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), the Green Bay MPO is required to comply with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and all related regulations and statutes. The MPO is also required to comply with the Nondiscrimination in Federally-Assisted Programs of the US Department of Transportation regulations and to provide meaningful access to services for persons with limited English proficiency.

The purpose of these regulations is to ensure that no person or groups of people shall, on the basis of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any and all programs, services, or activities administered by the MPO, regardless of whether those programs and activities are or are not federally funded.

In June of 2020, the BCPC Board of Directors approved the MPO's current Title VI and Non-Discrimination Program/Limited English Proficiency Plan. This plan presents the Title VI Program's general requirements and guidelines, analyzes the area's Title VI- and Environmental Justice-related demographics, and summarizes the MPO's Title VI assurances and complaint procedures. The plan also addresses steps the MPO will take to provide language assistance to people with limited English proficiency who want access to MPO programs and activities.

In 2023, MPO staff will update the Title VI and Non-Discrimination Program/Limited English Proficiency Plan to ensure that the plan's demographic analyses are current and that the plan is consistent with federal law.

### **Urbanized Area and Metropolitan Planning Area Boundary Updates**

The US Census Bureau released block-level population data from the 2020 US Census in the summer of 2021. By December of 2022, the Census Bureau is expected to identify and release the areas of urbanization that MPOs must use to define their new Urbanized Area and Metropolitan Planning Area Boundaries. After the Green Bay MPO receives its area of urbanization, staff will work with representatives of WisDOT and FHWA to define the MPO's new Urbanized Area and Metropolitan Planning Area Boundaries. These boundaries will then be presented to the MPO's Technical Advisory Committee and Policy Board for approval.

### **Urban Functional Classification System Update**

After the Green Bay MPO's new Urbanized Area Boundary is defined and approved, staff will work with WisDOT and FHWA representatives to update the streets and highways that are included on the urban functional classification system. The updated urban system will then be presented to the MPO's Technical Advisory Committee and Policy Board for approval.

### **Northeast Wisconsin Regional Intermodal Freight Facility Study - Phase 2**

Between the fall of 2020 and May of 2022, MPO staff worked with representatives of the East Central Wisconsin Regional Planning Commission, Port of Green Bay, New North, Inc., and private consulting firms to complete an intermodal freight facility study for the northeast portion of the state. This study found that there is significant demand for intermodal freight shipping in Northeast Wisconsin and that a locally-based intermodal service may be fast and cost-effective enough to be an attractive option for shippers. However, the study also found that there are currently a variety of operational challenges associated with establishing intermodal service and that a strong business case needs to be built to justify establishing this type of service in Northeast Wisconsin.

In 2023, the MPO will build on the progress made by the Northeast Wisconsin Regional Intermodal Freight Facility Study by working with the East Central Wisconsin Regional Planning Commission and other regional partners to develop a “Phase 2” intermodal freight facility study based on the findings and recommendations in the first study.

The goals of this “Phase 2” study will likely include:

- Identifying potential project champions and creating an intermodal freight facility coalition.
- Determining if shippers and railroads are willing to cooperate with each other and possibly a third-party facilitator to establish and sustain an intermodal freight facility.
- Identifying one or more potential facility locations in Northeast Wisconsin.
- Refining the facility cost estimates from the 2022 Northeast Wisconsin Regional Intermodal Freight Facility Study.
- Identifying potential funding sources to establish and operate an intermodal freight facility.

The Phase 2 study will also examine the short- and long-term roles of the Port of Green Bay in a regional intermodal freight facility.

It is anticipated that the Phase 2 study will be completed in 2023, but it is possible that it will take more than one year to complete it. If this is the case, this work activity will be included in the MPO’s 2024 Transportation Planning Work Program.



## **B. Summary of 2023 Transportation Work Activities**

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

#### **Program Support and Administration**

The MPO's 2023 program support and administration activities include the financial and personnel management of the transportation planning program, public information and assistance, the development of the 2024 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: 2023 Cost Allocation Plan for the Green Bay MPO.

### 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.

#### **MPO Transportation System Performance Targets Update\***

In 2022, the Green Bay MPO coordinated with WisDOT and other stakeholders to update the MPO's performance targets for safety, State of Good Repair/Transit Asset Management, and the Public Transportation Agency Safety Plan. In 2023, MPO staff will coordinate with WisDOT and other stakeholders to update the MPO's targets as required by federal law.

**\*Work activity meets the Bipartisan Infrastructure Law's 2.5% Safe and Accessible Transportation Options Set-Aside Requirement.** (Note: This Bipartisan Infrastructure Law requirement states that MPOs must use at least 2.5% of their planning funds on specific activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities)

## **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 Green Bay Metro System Analysis\***

The annual analysis of the Green Bay Metro Transit System will be conducted in the fall of 2023 and presented to the Green Bay Transit Commission before the end of 2023. In addition to the full system analysis, staff intends to continue preparing smaller quarterly analyses to assess the characteristics of Metro's system at different times of the year. The results of the annual and quarterly analyses will provide information that is used to complete route modification studies and other planning exercises.

## **2024-2028 Transit Development Plan (TDP)\***

In 2018, MPO staff worked with the Green Bay Transit Commission, Green Bay Metro staff, and an advisory committee to develop a Transit Development Plan (TDP) that recommends policies the transit system should implement by the end of 2023. The 2019-2023 TDP also contains a long-range element that analyzes recent trends and preferences and recommends strategies for improving ridership.

Because the TDP will expire at the end of 2023, MPO staff will work with Metro representatives in 2023 to develop a new five-year TDP that addresses existing service deficiencies, paratransit service options, possible new fixed route and microtransit service alternatives, and other transit issues.

## **Planning Assistance to Green Bay Metro/Special Transit Studies\***

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

**\*Work activity meets the Bipartisan Infrastructure Law's 2.5% Safe and Accessible Transportation Options Set-Aside Requirement.** (Note: This Bipartisan Infrastructure Law requirement states that MPOs must use at least 2.5% of their planning funds on specific activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities)

## **Green Bay MPO Title VI and Non-Discrimination Program/Limited English Proficiency Plan Update\***

In June of 2020, the BCPC Board approved the MPO's current Title VI and Non-Discrimination Program/Limited English Proficiency Plan. This plan presents the Title VI Program's general requirements and guidelines, analyzes the area's Title VI- and Environmental Justice-related demographics, and summarizes the MPO's Title VI assurances and complaint procedures. The plan also addresses steps the MPO will take to provide language assistance to people with limited English proficiency who want access to MPO programs and activities.

In 2023, MPO staff will update the Title VI and Non-Discrimination Program/Limited English Proficiency Plan to ensure that the plan's demographic analyses are current and that the plan is consistent with federal law.

## **Urbanized Area and Metropolitan Planning Area Boundary Updates**

The US Census Bureau released block-level population data from the 2020 US Census in the summer of 2021. By December of 2022, the Census Bureau is expected to identify and release the areas of urbanization that MPOs must use to define their new Urbanized Area and Metropolitan Planning Area Boundaries. After the Green Bay MPO receives its area of urbanization, staff will work with representatives of WisDOT and FHWA to define the MPO's new Urbanized Area and Metropolitan Planning Area Boundaries. These boundaries will then be presented to the MPO's Technical Advisory Committee and Policy Board for approval.

## **Urban Functional Classification System Update**

After the Green Bay MPO's new Urbanized Area Boundary is defined and approved, staff will work with WisDOT and FHWA representatives to update the streets and highways that are included on the urban functional classification system. The updated urban system will then be presented to the MPO's Technical Advisory Committee and Policy Board for approval.

## **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.

**\*Work activity meets the Bipartisan Infrastructure Law's 2.5% Safe and Accessible Transportation Options Set-Aside Requirement.** (Note: This Bipartisan Infrastructure Law requirement states that MPOs must use at least 2.5% of their planning funds on specific activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities)

## **Northeast Wisconsin Regional Intermodal Freight Facility Study - Phase 2**

In 2023, the MPO will build on the progress made by the Northeast Wisconsin Regional Intermodal Freight Facility Study that was completed in May of 2022 by working with the East Central Wisconsin Regional Planning Commission and other regional partners to develop a “Phase 2” intermodal freight facility study based on the findings and recommendations in the first study.

The goals of this “Phase 2” study will likely include:

- Identifying potential project champions and creating an intermodal freight facility coalition.
- Determining if shippers and railroads are willing to cooperate with each other and possibly a third-party facilitator to establish and sustain an intermodal freight facility.
- Identifying one or more potential facility locations in Northeast Wisconsin.
- Refining the facility cost estimates from the 2022 Northeast Wisconsin Regional Intermodal Freight Facility Study.
- Identifying potential funding sources to establish and operate an intermodal freight facility.

The Phase 2 study will also examine the short- and long-term roles of the Port of Green Bay in a regional intermodal freight facility.

It is anticipated that the Phase 2 study will be completed in 2023, but it is possible that it will take more than one year to complete it. If this is the case, this work activity will be included in the MPO’s 2024 Transportation Planning Work Program.

### **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 2023 are distributed to the approved recipients. MPO staff will also develop the Brown County Section 85.21 Program Plan for 2024. After the draft 2024 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 2024 plan from the Brown County Planning Commission Board of Directors.

**\*Work activity meets the Bipartisan Infrastructure Law’s 2.5% Safe and Accessible Transportation Options Set-Aside Requirement.** (Note: This Bipartisan Infrastructure Law requirement states that MPOs must use at least 2.5% of their planning funds on specific activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities)



## **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 2023 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.

## **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 develop and 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 Program (TAP) 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 Bipartisan Infrastructure Law (BIL).

## **Transportation Coordination for Seniors and People with Disabilities\***

MPO staff and Brown County's Transportation Coordinating Committee (TCC) 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 activity meets the Bipartisan Infrastructure Law's 2.5% Safe and Accessible Transportation Options Set-Aside Requirement.** (Note: This Bipartisan Infrastructure Law requirement states that MPOs must use at least 2.5% of their planning funds on specific activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities)

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

**Development of the 2024-2027 Transportation Improvement Program (TIP)\***

Work on the TIP will be completed in the fall of 2023 with the publication and distribution of the *2024-2027 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 2024-2027 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 2024-2027 TIP, staff will monitor the implementation of projects identified in the 2023-2026 TIP by preparing a mid-year update of the 2023-2026 TIP in the late spring of 2023.

**\*Work activity meets the Bipartisan Infrastructure Law's 2.5% Safe and Accessible Transportation Options Set-Aside Requirement.** (Note: This Bipartisan Infrastructure Law requirement states that MPOs must use at least 2.5% of their planning funds on specific activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities)

### C. Transportation Planning Program Funding Summary

The approved calendar 2022 and proposed calendar 2023 transportation planning program budget comparison is as follows:

<u>Funding Agency</u>	<u>Calendar 2022</u>	<u>Calendar 2023</u>
FHWA (PL Funds)	\$392,801	\$497,320
WisDOT PL Match	\$24,176	\$24,176
Brown County	\$74,024	\$100,154
<b>TOTAL</b>	<b>\$491,001</b>	<b>\$621,650</b>

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: 2023 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	<b>TOTAL: 742</b> MPO DIR.: 480 PP: 60 SP: 82 P1-GIS: 60 P1-GIS: 60	\$156,225	80%	\$7,595	3.90%	\$31,462	16.10%	\$195,282	8%
LONG-RANGE TRANSPORTATION PLANNING: 41.13.00	<b>TOTAL: 474</b> MPO DIR.: 60 PP: 30 SP: 110 P1-GIS: 234 P1-GIS: 40	\$18,008	80%	\$875	3.90%	\$3,627	16.10%	\$22,510	5%
SHORT-RANGE TRANSPORTATION PLANNING: 41.14.00	<b>TOTAL: 7,904</b> MPO DIR.: 650 PP: 1,475 SP: 1,873 P1-GIS: 1,736 P1-GIS: 1,970 SP: 200	\$300,291	80%	\$14,598	3.90%	\$60,475	16.10%	\$375,364	81%
TRANSPORTATION IMPROVEMENT PROGRAM: 41.15.00	<b>TOTAL: 600</b> MPO DIR.: 10 PP: 515 SP: 15 P1-GIS: 50 P1-GIS: 10	\$22,795	80%	\$1,108	3.90%	\$4,591	16.10%	\$28,494	6%
<b>TOTAL MPO COST BY FUNDING SOURCE</b>	<b>TOTAL: 9,720</b> MPO DIR.: 1,200 PP: 2,080 SP: 2,080 P1-GIS (2): 4,160 SP: 200	\$497,320	80%	\$24,176	3.90%	\$100,154	16.10%	\$621,650	100%



**Table B: Transportation Planning Data Collection**

<u>Data Item</u>	<u>Staff Responsibility</u>	<u>2023</u>	<u>2024</u>	<u>2025</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>2023</u>	<u>2024</u>	<u>2025</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			
5. Freight	BCPC	X	X	X

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



## Table C: 2023 Cost Allocation Plan for the Green Bay MPO

Note: MPO staff are shown in **bold**.

### Direct Salaries

<u>Position</u>	<u>Total Hours</u>	<u>Total Salaries</u>	<u>Total PL Grant</u>
<b>Planning Director/MPO Director</b>	<b>1200</b>	<b>\$59,505</b>	<b>\$49,918</b>
<b>Principal Transportation Planner</b>	<b>2080</b>	<b>\$87,631</b>	<b>\$73,513</b>
<b>Senior Transportation Planner</b>	<b>2080</b>	<b>\$69,266</b>	<b>\$58,106</b>
<b>Transportation/GIS Planner</b>	<b>2080</b>	<b>\$60,764</b>	<b>\$50,975</b>
<b>Transportation/GIS Planner</b>	<b>2080</b>	<b>\$60,764</b>	<b>\$50,975</b>
Senior Planner (Stormwater, Allouez & Lawrence Trans. Chpts.)	200	\$6,660	\$5,587
<b>Totals</b>		<b>\$344,590</b>	<b>\$289,073</b>

### Fringe Benefits

<u>Position</u>	<u>Total Salaries</u>	<u>Total Fringes</u>	<u>Total PL Grant</u>
<b>Planning Director/MPO Director</b>	<b>\$59,505</b>	<b>\$20,342</b>	<b>\$17,065</b>
<b>Principal Transportation Planner</b>	<b>\$87,631</b>	<b>\$29,764</b>	<b>\$24,969</b>
<b>Senior Transportation Planner</b>	<b>\$69,266</b>	<b>\$23,452</b>	<b>\$19,674</b>
<b>Transportation/GIS Planner</b>	<b>\$60,764</b>	<b>\$20,603</b>	<b>\$17,284</b>
<b>Transportation/GIS Planner</b>	<b>\$60,764</b>	<b>\$20,603</b>	<b>\$17,284</b>
Senior Planner (Stormwater, Allouez & Lawrence Trans. Chpts.)	\$6,660	\$2,252	\$1,889
<b>Totals</b>	<b>\$344,590</b>	<b>\$117,016</b>	<b>\$98,164</b>

### Direct Expenses

	<u>Cost</u>
Office Supplies	\$294
Computer Hardware	\$1,690
Copy Expense & Printing	\$1,567
Dues and Memberships	\$0
Vehicle Repair/Maint./Replacement	\$525
Gas, Oil, Etc.	\$175
Advertising & Public Notices	\$245
Postage	\$228
Books/Periodicals/Subscrips./Software	\$344
Travel/Conference/Training	\$875
<b>Direct Expenses Subtotal:</b>	<b>\$5,942</b>
Professional Services for Intermodal Freight Facility Study Phase 2*	\$100,000
<b>Direct Expenses Total:</b>	<b>\$105,942</b>

<b><u>Indirect Expenses</u></b>	<b><u>Cost</u></b>
Building Rent	\$3,870
Personnel Services	\$1,660
Financial/Accounting Svcs.	\$11,114
Info. Services Chargebacks	\$18,888
Insurance Chargebacks	\$3,570
<b>Indirect Expenses Subtotal:</b>	<b>\$39,102</b>
BC Aerial Photo Project Contribution to Land Information Office	\$15,000
<b>Indirect Expenses Total:</b>	<b>\$54,102</b>
MPO portion of dept's direct & indirect costs:	\$160,044
<b>Total PL grant for direct &amp; indirect costs:</b>	<b>\$134,259</b>
Total MPO program costs:	\$621,650
<b>Total PL grant:</b>	<b>\$521,496</b>
<b>Local Share:</b>	<b>\$100,154</b>

**Notes:**

The MPO's 2023 indirect expenses represent a proportional share (Approx. 40%) of MPO-related indirect expenses budgeted in 2023 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 2023 will be reflected in the indirect expenses that are charged to the department's planning division in 2025 (following the audit of 2023's actual expenses).

The source of the MPO's 2023 indirect expenses is the *2021 Indirect Cost Plan for the 2023 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 2021 indirect cost plan is being used for the 2023 budget because 2021 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.

\*This will be a joint effort between the Brown County Planning Commission/Green Bay MPO and the East Central Wisconsin Regional Planning Commission. An interagency agreement will be developed and approved by the Brown County Planning Commission/Green Bay MPO and the East Central Wisconsin Regional Planning Commission for this study.

## 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, 2021 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          

**Date of Execution:**           6/2/2022



**Table D: 2023 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	xxxxxx	xxxxxx	(1)-----	-----
41.13.00 Long-Range Transportation Planning	-----	-----	-----	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	(2)-----
41.14.00 Short-Range Transportation Planning	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xx(3)xx	xx(4)xx	(5)(6)(7)-
41.15.00 TIP	-----	-----	-----	xxxxxx	xxxxxx	(8)xxxx	xxxxxx	xxxxxx	xxxxxx	(9)-----	-----	-----

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

**STUDY REPORT TITLES**

1. 2024 Transportation Planning Work Program
2. 2023 LRTP Transportation System Performance Measures Report
3. Annual Green Bay Metro System Analysis
4. 2024-2028 Transit Development Plan (TDP)
5. GB MPO Title VI & Non-Discrimination Program/LEP Plan Update
6. NE Wisconsin Regional Intermodal Freight Facility Study – Phase 2
7. 2024 Section 85.21 Program Application/Plan
8. 2023-2026 Transportation Improvement Program Mid-Year Update
9. 2024-2027 Transportation Improvement Program



## **Appendix 1: Title VI Accomplishments between January 1, 2022, and June 30, 2022**

- 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 & Planning Emphasis Areas

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 the MPO's major 2023 work activities will address the 11 planning factors.

<b>Work Element</b>	<b>Major Work Activity</b>	<b>Metropolitan Planning Factors</b>										
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>
41.11.00	2024 Transportation Planning Work Program	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	MPO Transportation System Performance Targets	X	X	X	X	X	X	X	X	X	X	X
41.13.00	Management of the NE Wis. Regional Traffic Model	X		X	X		X	X	X	X	X	X
41.14.00	Annual Green Bay Metro System Analysis	X	X	X	X	X	X	X	X	X		X
41.14.00	2024-2028 Transit Development Plan (TDP)	X	X	X	X	X	X	X	X	X	X	X
41.14.00	Planning Assistance to Green Bay Metro/Special Transit Studies	X	X	X	X	X	X	X	X	X	X	X
41.14.00	GB MPO Title VI & Non-Discrimination Program/Limited English Proficiency Plan Update	X	X	X	X	X	X	X	X	X	X	X
41.14.00	Urbanized Area & Metropolitan Planning Area Boundary Updates	X	X	X	X	X	X	X	X	X	X	X
41.14.00	Urban Functional Classification System Update	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	NE Wisconsin Regional Intermodal Freight Facility Study – Phase 2	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	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	Trans. Coord. for Seniors & People with Disabilities	X	X	X	X	X	X	X	X	X	X	X
41.15.00	2024-2027 Transportation Improvement Program	X	X	X	X	X	X	X	X	X	X	X

Federal transportation legislation also identifies eight Planning Emphasis Areas that must be considered by MPOs when developing transportation plans and programs. These Planning Emphasis Areas are:

1. Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future.
2. Equity and Justice in Transportation Planning.
3. Complete Streets.
4. Public Involvement.
5. Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination.
6. Federal Land Management Agency (FLMA) Coordination.
7. Planning and Environment Linkages (PEL).
8. Data in Transportation Planning.

The following table summarizes how the MPO’s major 2023 work activities will address the eight Planning Emphasis Areas.

<b>Work Element</b>	<b>Major Work Activity</b>	<b>Planning Emphasis Areas</b>							
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
41.11.00	2024 Transportation Planning Work Program	X	X	X	X	X	X	X	X
41.13.00	MPO Plan Performance Measures Implementation	X	X	X	X	X	X	X	X
41.13.00	MPO Transportation System Performance Targets	X	X	X	X	X			X
41.13.00	Management of the NE Wis. Regional Traffic Model	X	X	X	X	X			X
41.14.00	Annual Green Bay Metro System Analysis	X	X	X	X		X		X
41.14.00	2024-2028 Transit Development Plan (TDP)	X	X	X	X		X	X	X
41.14.00	Planning Assistance to Green Bay Metro/Special Transit Studies	X	X	X	X		X	X	X
41.14.00	GB MPO Title VI & Non-Discrimination Program/Limited English Proficiency Plan Update		X		X		X	X	X
41.14.00	Urbanized Area & Metropolitan Planning Area Boundary Updates				X		X		X
41.14.00	Urban Functional Classification System Update			X	X	X	X		X
41.14.00	Public Participation Plan Review	X	X	X	X	X	X	X	X
41.14.00	Outreach to Traditionally Underserved Populations	X	X	X	X		X	X	X
41.14.00	NE Wisconsin Regional Intermodal Freight Facility Study – Phase 2	X	X		X	X		X	X
41.14.00	Section 85.21 Program Administration	X	X		X		X		X
41.14.00	Planning Assistance to Communities/Agencies	X	X	X	X	X	X	X	X
41.14.00	Planning Assistance to WisDOT	X	X	X	X	X	X	X	X
41.14.00	Trans. Coord. for Seniors & People with Disabilities	X	X	X	X			X	X
41.15.00	2024-2027 Transportation Improvement Program	X	X	X	X	X	X	X	X

## Appendix 4: 2023 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 4			January 24		
February 1					
March 1		March 6			
April 5	April 10		April 25		
May 3					
June 7		June 5			June 8
July 5			July 25		
August 2	August 14				
September 6		September 11			September 13
October 4			October 24		
November 1		November 27			
December 6					

\*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 Infrastructure Investment and Jobs 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. 2022-13

RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
BROWN COUNTY PLANNING COMMISSION  
APPROVING THE 2023 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 135, 49 U.S.C. 5303 and 5304, and this part;
- (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;
- (3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- (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;
- (5) Section 11101(e) of the Infrastructure Investment and Jobs Act (Public Law No: 117-58) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in DOT funded projects;
- (6) 23 CFR part 230, regarding implementation of an equal employment opportunity program on federal and federal-aid highway construction contracts;
- (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;
- (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;
- (9) Section 23 U.S.C. 324, regarding the prohibition of discrimination based on gender; and
- (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.

**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

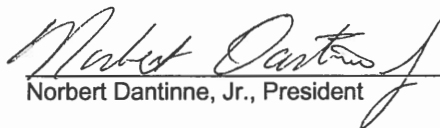
**WHEREAS**, the Brown County Planning Commission Board of Directors is the Green Bay MPO's policy board.

**THEREFORE, BE IT RESOLVED**, that the Brown County Planning Commission Board of Directors approves the Green Bay MPO's 2023 Transportation Planning Work Program.

**BE IT FURTHER RESOLVED** that the MPO planning process is compliant with the requirements of the Infrastructure Investment and Jobs 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 2<sup>nd</sup> day of November 2022.

BROWN COUNTY PLANNING COMMISSION

  
Norbert Dantine, Jr., President

ATTEST:



Cole Runge, Planning Director/MPO Director