

Brown County Planning Commission Green Bay MPO

2024 Transportation Planning Work Program

Brown County Planning Commission/Green Bay MPO
October 4, 2023

Brown County Planning Commission Green Bay MPO

2024 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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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, 2023 – June 30, 2023	15
Examples of Significant Transportation Planning Issues in 2024	23
Summary of 2024 Transportation Work Activities	
Program Support and Administration (Element 41.11.00)	25
Long-Range Transportation Planning (Element 41.13.00).....	25
Short-Range Transportation Planning (Element 41.14.00)	26
Transportation Improvement Program (Element 41.15.00).....	29
Transportation Planning Program Funding Summary.....	31
Table A: Complete Streets/Safe and Accessible Transportation Options (SATO) Cost Estimates for 2024.....	33
Table B: 2024 Transportation Planning Work Program Budgets	35
Table C: Transportation Planning Data Collection	37
Table D: 2024 Cost Allocation Plan for the Green Bay MPO.....	39
Table E: 2024 Work Schedule.....	43
Appendix 1: Title VI Accomplishments between January 1, 2023, and June 30, 2023.....	45
Appendix 2: Title VI Plan, Title VI Agreement, and Cooperative Planning Agreement	47
Appendix 3: Metropolitan Planning Factors & Planning Emphasis Areas.....	49
Appendix 4: 2024 MPO Policy Board, Technical Advisory Committee, and Other Meeting Dates.....	51
Appendix 5: MPO Self-Certification Summary	53
Work Program Adoption Resolution	57

Green Bay MPO Boards and Committees

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

Paul Blindauer (C. Green Bay)	Dave Kaster (V. Bellevue)
Corrie Campbell (V. Ashwaubenon)	Patty Kiewiz (Green Bay Metro)
Devon Coenen (BC Board - Rural)	Dane Lasecki (C. Green Bay)
Norbert Dantinne, Jr. (T. Humboldt/T. Green Bay)	Dan Lindstrom (C. De Pere)
Steve Deneys (T. Pittsfield/T. Scott)	Josh Lutzow (C. Green Bay)
Geoff Farr (V. Howard)	Gary Pahl (T. Lawrence/T. Wrightstown)
Mike Goral (T. Eaton/T. New Denmark)	Pam Schauer (T. Glenmore/T. Rockland)
Steve Grenier (C. Green Bay)	Dan Segerstrom (V. Denmark, Pulaski, Wrightstown)
Mark Handeland (T. Ledgeview)	Glen Severson (V. Hobart)
Matthew Harris (V. Allouez)	Jim Steffek (V. Denmark, Pulaski, Wrightstown)
Patrick Hopkins (BC Board – C. De Pere)	Mark Thomson (V. Suamico)
Elizabeth Hudak (C. Green Bay)	Andy Vanderloop (T. Holland/T. Morrison)
Emily Jacobson (BC Board – C. Green Bay)	Nick Weber (Wisconsin Dept of Transportation)
Dotty Juengst (C. Green Bay)	Matthew Woicek (C. Green Bay)

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

Heena Bhatt (Bay-Lake RPC)	Eric Rakers (C. De Pere)
Geoff Farr (V. Howard)	Brian Rickert (V. Ashwaubenon)
Sean Gehin (V. Allouez)	Matthew Schreiber (WisDOT- CO) (Non-Voting)
Steve Grenier (C. Green Bay)	Andy Smits (V. Suamico)
Patty Kiewiz (Green Bay Metro)	Teal Spellman (V. Bellevue)
Jerry Lancelle (V. Hobart)	Nick Uitenbroek (BC Highway Dept.)
Jason Nordberg (FHWA – Wisconsin Division) (Non-Voting)	Nick Weber (WisDOT – Northeast Region)
Troy Parr (Oneida Nation)	William Wheeler (FTA – Region 5) (Non-Voting)
Marty Piette (GB Austin Straubel Airport)	

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 2024, and MPO staff will work on non-MPO projects as necessary in 2024. 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

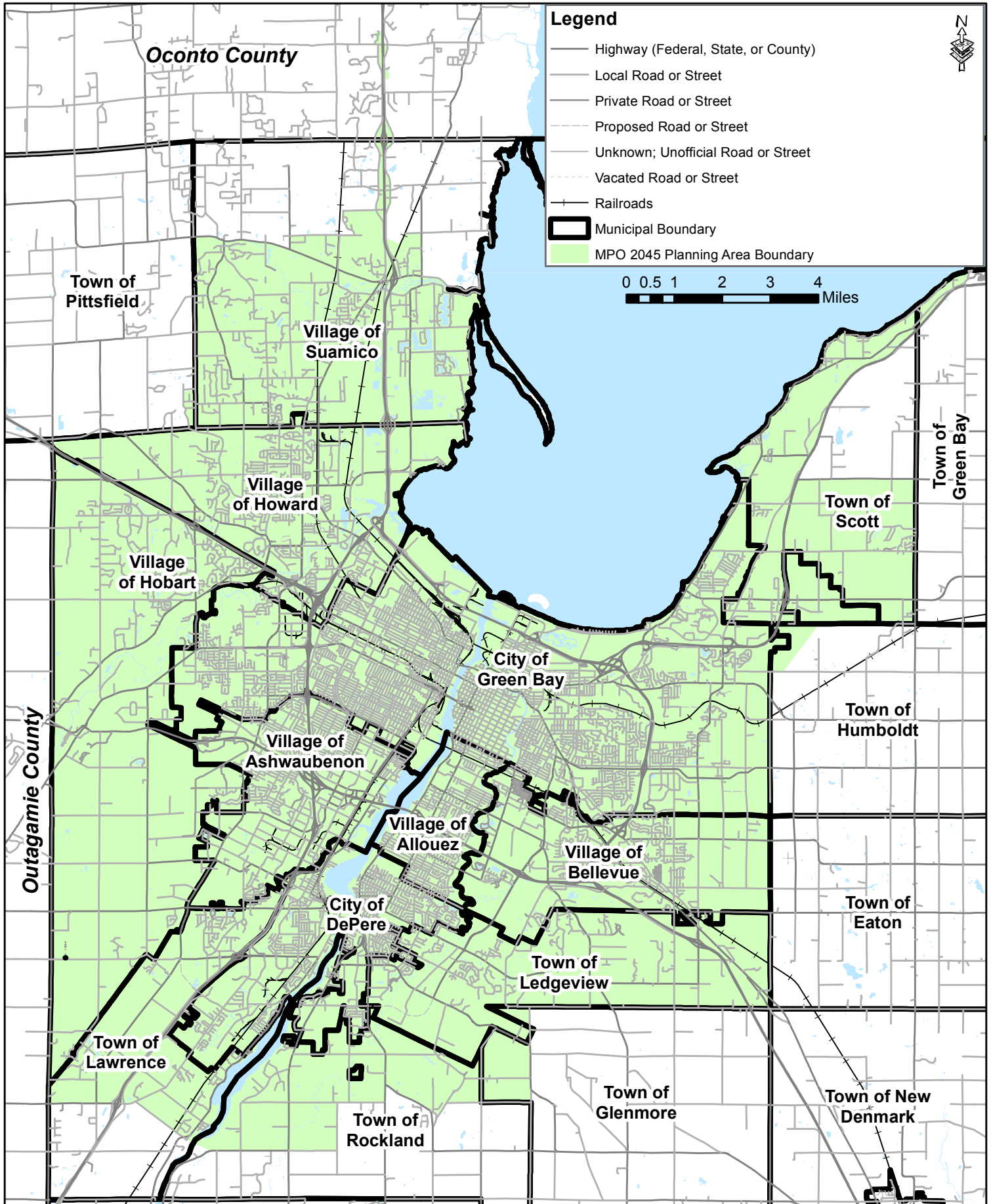




Green Bay MPO 2045 Metropolitan Planning Area Boundary

Approved by MPO Policy Board March 6, 2013

Approved by WisDOT June 16, 2014



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 2024 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 2024 work activities address the Planning Emphasis Areas is included in Appendix 3 of the work program.

List of MPO Accomplishments: January 1, 2023 – June 30, 2023

The following significant activities were completed by staff between January 1 and June 30, 2023:

Program Support and Administration (Work Element 41.11.00)

- Staff developed a 2023 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 2024 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 developed the MPO's reports and reimbursement requests to WisDOT for the fourth quarter of 2022 and first and second quarters of 2023. Staff also prepared transportation program expense reports for these quarters and submitted them to the Brown County Administration Department.

Long-Range Transportation Planning (Work Element 41.13.00)

Long-Range Transportation Plan Performance Measures Implementation

- Staff began to develop the MPO's 2023 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.

MPO Transportation System Performance Targets Update

- Staff completed resolutions for the MPO's updated Performance Measure 2 (Pavement & Bridge Condition) and Performance Measure 3 (Travel & Freight Reliability) Targets. Staff also presented the resolutions to the BCPC Board of Directors for approval.

Management of the Northeast Wisconsin Regional Travel Demand Model

- Staff reviewed and commented on household and employment data that will be used by WisDOT to update the Northeast Wisconsin Regional Travel Demand Model in 2023.

Short-Range Transportation Planning (Work Element 41.14.00)

2024-2028 Transit Development Plan (TDP)

- Staff began to develop the 2024-2028 Transit Development Plan for the Green Bay Metro System. Between January 1 and June 30, staff:
 - Held a kick-off meeting with MPO staff and key Metro staff members.
 - Developed and coordinated the launch of an online interactive map and survey designed to collect input at the beginning of the TDP process.
 - Developed rider alerts that were posted on all Metro vehicles, in the Metro Transportation Center, on Metro's website, and on Metro's Facebook page and Twitter feed.
 - Sent information to 220+ individuals and agencies on the MPO's interested parties list.
 - Developed and administered a frontline staff survey for Green Bay Metro operations supervisors, drivers, and dispatchers.
 - Scheduled and facilitated two in-person public input meetings. Also prepared a PowerPoint presentation for the public input meetings.
 - Summarized and reviewed the information received from the interactive map and the surveys.
 - Prepared the draft Paratransit, Finance, Long Term Planning, and Public Participation chapters.
 - Prepared fixed route and paratransit service maps.
 - Prepared a summary of rail crossing delays and the impacts on the fixed route bus system.
 - Prepared TDP work group meeting materials and facilitated two work group meetings.
 - Developed maps for the plan.

Planning Assistance to Green Bay Metro/Special Transit Studies

- Staff completed work on the planning-related elements of the upcoming FTA Triennial Review for Green Bay Metro. Staff also attended portions of the review's virtual on-site visit component and answered questions from auditors.
- Staff reviewed the new Green Bay Metro Public Transportation Agency Safety Plan (PTASP) and provided comments to Metro staff.
- Staff prepared for and participated in meetings with Green Bay Metro staff and representatives of Via and Beep (private transportation companies) regarding a feasibility study and possible deployment of autonomous transit vehicles in the City of Green Bay.
- Staff completed the update of Metro's transit stop inventory to reflect the significant system changes that have occurred over the last two years. Staff also began to develop a PowerPoint presentation to the Green Bay Transit Commission.

- Staff updated the Metro route guide's full system map and individual route maps.
- Staff developed an online mapping application that shows the locations of community gardens in respect to Green Bay Metro's fixed bus routes and microtransit service zones.
- Staff consulted with and provided information to Metro staff regarding various general service, compliance, and other issues.

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

- Staff completed the update to the Green Bay MPO Title VI and Non-Discrimination Program/Limited English Proficiency Plan. Staff also developed a PowerPoint presentation of the plan update for the BCPC Board of Directors. Following the plan's approval by the BCPC Board, staff finalized the plan update and sent it to WisDOT, FHWA, and FTA.

Urbanized Area and Metropolitan Planning Area Boundary Updates

- Staff obtained the GIS shapefile and the related data from WisDOT for the Green Bay Urbanized Area's functional classification system. Staff also began to map and analyze the data in preparation for the Green Bay UZA's functional classification system update.
- Staff participated in a Green Bay Urbanized Area Boundary/Metropolitan Planning Area Boundary development videoconference with representatives of WisDOT. Following this videoconference, staff developed a list of suggested adjustments to the draft 2020 US Census Urban Area Boundary and submitted the suggested adjustments to WisDOT for review and comment.

Urban Functional Classification System Update

- Staff reviewed the existing urban functional classification system to determine if revisions to the system should occur. Staff also prepared and sent correspondence to MPO-area entities informing them of the functional classification system review and asking them if there are streets they want the MPO to study to determine if they should be added to the functional classification system.

Outreach to Traditionally Underserved Populations

- Staff participated in meetings with Wello staff to discuss effective methods of collaboratively connecting with people who receive assistance from CASA Alba, We All Rise, and COMSA.
- Staff developed a map identifying where Afghan families live in respect to Green Bay Metro's fixed route bus and microtransit services.

- Staff prepared for and participated in activities for Leadership Green Bay's Spring 2023 Government Day. Staff also presented information to the participants about the Green Bay MPO and how to get involved with the MPO.
- Staff met with representatives of the Oneida Nation to discuss methods of effectively connecting with Oneida Nation members.
- Staff participated in a meeting of the ADRC of Brown County Board.
- Staff contacted representatives of the Green Bay Catholic Diocese to obtain address and other information about refugees residing in Brown County and to discuss the refugees' transportation needs.
- Staff updated the Green Bay MPO outreach brochure with 2020 US Census population data. Staff also worked with representatives of Wello to get the MPO brochure translated into Spanish.
- Staff toured the Casa Alba Melanie facility and met with staff to discuss MPO programs and activities. Staff also met with the coordinator of Casa Alba Melanie's senior program to discuss the possibility of obtaining Section 85.21 Program funding for the organization's transportation service.
- Staff toured the We All Rise organization's facility, learned about their programs, and discussed the MPO's programs and activities with organization representatives.
- Staff participated in the Madison 365 Northeast Wisconsin Leadership summit.

Northeast Wisconsin Intermodal Freight Facility Study – Phase 2

- Staff developed a draft Request for Proposals (RFP) for consultant services to assist with the development of the Northeast Wisconsin Intermodal Freight Facility Phase 2 Study. This study is being developed in cooperation with the East Central Wisconsin Regional Planning Commission.
- Staff prepared for and participated in a videoconference with the Executive Director of the East Central Wisconsin Regional Planning Commission and a representative of the CN Railroad.

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 2023. 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 2022 and first quarter of 2023 and submitted the reports to WisDOT.

- Staff completed the Brown County Section 85.21 Program's annual financial report for 2022 and submitted the report to WisDOT.
- Staff developed and presented information about a proposed Section 85.21 Trust-funded capital project solicitation to the BCPC Board of Directors and Brown County Board of Supervisors Transportation Committee. Staff also developed application materials and other information for the solicitation. The project solicitation process is scheduled to begin in July of 2023.

Section 5310 Program Administration

- Staff developed scenarios regarding the 2022 and 2023 prices of Human Service Vehicles and the funding amounts Curative Connections would need to provide to purchase various numbers and types of these vehicles. Staff also worked with Green Bay Metro, Curative Connections, and a private vendor to assist with Curative's vehicle acquisition process.
- Staff developed and distributed 2023 Section 5310 Program award letters to funding recipients. Staff also developed and sent a letter to FTA regarding the 2023 funding recipients.
- Staff began to develop materials for the next Section 5310 Program project solicitation process.

Planning Assistance to Requesting Communities and Agencies

- Staff responded to questions from communities, municipal and county elected officials, and the public about the South Bridge Connector (SBC) project. Staff also developed SBC information at the request of a Wisconsin State Senator.
- 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 former Pulliam Plant Site.
- Staff completed a transportation safety and accessibility study for a section of Holmgren Way in the Village of Ashwaubenon and presented the study's results to the village's Bicycle and Pedestrian Committee. Staff also answered questions from the committee members.
- Staff compiled information about Wisconsin's Rustic Roads Program and Scenic Byways Program and provided the information to a Brown County Supervisor. Staff also discussed the programs with the supervisor.
- Staff gathered data for the area's Municipal Separate Storm Sewer System (MS4) annual report, entered the report data in WDNR's online portal, and uploaded the annual report's supporting documentation. Staff's focus is on county highway stormwater outfalls within the Green Bay Metropolitan Planning Area (MPA).

- Staff completed proposed revisions to the Transportation Chapter of the Town of Lawrence Comprehensive Plan Update. This included updating background information, reviewing goals and objectives, removing information that is no longer relevant, and drafting new maps and policy recommendations.
- Staff researched and identified potential project concepts for the Safe Streets and Roads for All (SS4A) Program and Carbon Reduction Program (CRP) at the request of City of Green Bay staff.
- Staff assigned street addresses for requesting communities.
- Staff participated in the 4th Annual Well-Being Summit hosted by Wello.
- Staff participated in two meetings of the City of Green Bay Safe Walk & Bike Working Group.
- Staff participated in two meetings of the Greater Green Bay Active Communities Alliance.

Planning Assistance to WisDOT

- Staff participated in a WisDOT Carbon Reduction Program webinar that summarized WisDOT's process for the upcoming project solicitations.
- Staff participated in a public meeting for the Wisconsin 2050 Rail Plan.
- Staff participated in a local officials videoconference that was hosted by WisDOT for the I-41 reconstruction project between De Pere and the Fox Valley.
- Staff developed and provided fixed bus route shapefiles to WisDOT to update WisDOT's MAPSS transit performance measures.
- Staff participated in videoconference with MPO staff and representatives of WisDOT, East Central Wisconsin Regional Planning Commission, and Bay Lake Regional Planning Commission to discuss utilizing WisDOT's web-based RideShare program.
- Staff prepared for and participated in videoconferences with representatives of Wisconsin's other large MPOs, WisDOT, and FHWA to discuss funding balances and how WisDOT will manage the federal Surface Transportation Block Grant (STBG) Program and Transportation Alternatives Program (TAP).
- Staff prepared for and participated in WisDOT's Local Programs Symposium.
- Staff prepared and distributed a request for project applications for the upcoming FFY 2024 - FFY 2029 Surface Transportation Block Grant (STBG) program funding cycle. Staff also worked with WisDOT Northeast Region staff to develop the program review and approval schedule.

Transportation Alternatives Program (TAP) Administration

- Staff prepared for the Bipartisan Infrastructure Law (BIL) Transportation Alternatives Program (TAP) solicitation for the balance of the 2024-2026 TAP. Work on this included receiving and reviewing four TAP project applications, corresponding with WisDOT regarding the availability of TAP carryover funding, and developing potential project funding scenarios.
- Staff completed the TAP project solicitation for the 2024-2026 program. To complete this task, staff developed a recommendations report and presented the report to the MPO TAC and Policy Board. Following the Policy Board's approval, staff submitted the approved program to WisDOT to begin the State-Municipal Agreement (SMA) development process.

Title VI Activities

- Staff updated Title VI information for members of the MPO's Policy Board and TAC. Staff also contacted Policy Board and TAC members who did not respond to a self-identification survey.
- Staff completed and submitted a Title VI self-assessment for the period between 2019 and 2022 in response to a request from an FHWA Office of Civil Rights contractor.
- Staff completed an update to the Green Bay MPO's Title VI and Non-Discrimination Program/Limited English Proficiency Plan and developed a PowerPoint presentation of the plan update for the BCPC Board of Directors (MPO Policy Board). Following the plan's approval, staff finalized the plan update and sent it to WisDOT, FHWA, and FTA.
- Staff updated the MPO's Title VI Assurances document and Title VI Implementation Plan Agreement and sent them to WisDOT for signatures.

Transportation Coordination for Seniors and People with Disabilities

- Staff prepared information for two Brown County TCC meetings. Staff also chaired the meetings, 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 four Major Amendments to the 2023-2026 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 the Draft 2024-2027 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 developing templates for the TIP maps.

Staff also completed many less time-consuming tasks between January 1 and June 30, 2023.

A. Examples of Significant Transportation Planning Issues in 2024

Green Bay MPO 2045 Long-Range Transportation Plan Update

The current Green Bay MPO 2045 Long-Range Transportation Plan was approved by the BCPC Board of Directors (as the MPO Policy Board) on October 7, 2020. Because federal transportation law requires the MPO plan to be updated every five years, MPO staff intends to begin the plan update process in 2024.

In 2024, MPO staff will collect background information and public input, develop plan goals and objectives, and work with WisDOT to update the long-range travel demand model for the Green Bay MPO planning area. The plan update must be approved by October of 2025.

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 2024, 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.

Urbanized Area Boundary and Metropolitan Planning Area Boundary Adjustments

In 2023, MPO staff and WisDOT representatives began the process of adjusting the MPO's Urbanized Area Boundary in response to the urban area designations issued by the US Census Bureau following the 2020 decennial census. Staff also worked with WisDOT to begin the Metropolitan Planning Area (MPA) Boundary adjustment process for the MPO. In 2024, staff will continue to work with WisDOT to complete the adjustments of the Urbanized Area and Metropolitan Planning Area boundaries.

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 (ECWRPC), 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 began to build on the progress made by the Northeast Wisconsin Regional Intermodal Freight Facility Study by working with the ECWRPC and other regional partners to develop a "Phase 2" intermodal freight facility study based on the findings and recommendations in the first study. Work on this Phase 2 study in 2023 included working with representatives of the ECWRPC to develop a Request for Proposals (RFP) for consultant services to assist with the development of the study and meetings with potential stakeholders to prepare for study initiation. However, because no proposals were submitted and the ECWRPC experienced persistent staffing shortages in 2023, the scope of this project will be revised and the RFP will be reissued in late 2023 with the goal of securing consultant services and initiating the study at the beginning of 2024.

B. Summary of 2024 Transportation Work Activities

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

Program Support and Administration

The MPO's 2024 program support and administration activities include the financial and personnel management of the transportation planning program, public information and assistance, the development of the 2025 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 D: 2024 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.

Green Bay MPO 2045 Long-Range Transportation Plan Update*

The current Green Bay MPO 2045 Long-Range Transportation Plan was approved by the BCPC Board of Directors (as the MPO Policy Board) on October 7, 2020. Because federal transportation law requires the MPO plan to be updated every five years, MPO staff intends to begin the plan update process in 2024.

In 2024, MPO staff will collect background information and public input, develop plan goals and objectives, and work with WisDOT to update the long-range travel demand model for the Green Bay MPO planning area. The plan update must be approved by October of 2025.

***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)

MPO Transportation System Performance Targets Update*

In 2023, the Green Bay MPO coordinated with WisDOT and other stakeholders to update the MPO's performance targets for Performance Measure 2 (Pavement & Bridge Condition) and Performance Measure 3 (Travel & Freight Reliability). In 2024, MPO staff will coordinate with WisDOT and other stakeholders to update the MPO's 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 Green Bay Metro System Analysis*

The annual analysis of the Green Bay Metro Transit System will be conducted in the fall of 2024 and presented to the Green Bay Transit Commission before the end of 2024. 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.

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.

Village of Allouez Bicycle and Pedestrian Plan Update*

The Village of Allouez's first stand-alone Safe Routes to School/Bicycle and Pedestrian Plan was developed by the MPO. Since adopting this plan in 2012, the village has completed periodic in-house updates. Now that the latest update is more than five years old, the BCPC/MPO will work with the village to update it in 2024.

***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)

Village of Bellevue Bicycle and Pedestrian Plan Update*

The BCPC/MPO will update the Village of Bellevue's 2017 Pedestrian and Bicycle Plan in 2024. The 2017 plan is an update of the village's first stand-alone bicycle and pedestrian plan that was developed in 2009 by village staff and private consultants in cooperation with a task force that included BCPC/MPO staff.

Urbanized Area Boundary and Metropolitan Planning Area Boundary Adjustments

In 2023, MPO staff and WisDOT representatives began the process of adjusting the MPO's Urbanized Area Boundary in response to the urban area designations issued by the US Census Bureau following the 2020 decennial census. Staff also worked with WisDOT to begin the Metropolitan Planning Area (MPA) Boundary adjustment process for the MPO. In 2024, staff will continue to work with WisDOT to complete the adjustments of the Urbanized Area and Metropolitan Planning Area boundaries.

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 began to build on the progress made by the Northeast Wisconsin Regional Intermodal Freight Facility Study by working with the ECWRPC and other regional partners to develop a “Phase 2” intermodal freight facility study based on the findings and recommendations in the first study. Work on this Phase 2 study in 2023 included working with representatives of the ECWRPC to develop a Request for Proposals (RFP) for consultant services to assist with the development of the study and meetings with potential stakeholders to prepare for study initiation. However, because no proposals were submitted and the ECWRPC experienced persistent staffing shortages in 2023, the scope of this project will be revised and the RFP will be reissued in late 2023 with the goal of securing consultant services and initiating the study at the beginning of 2024.

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 2024 are distributed to the approved recipients. MPO staff will also develop the Brown County Section 85.21 Program Plan for 2025. After the draft 2025 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 2025 plan from the Brown County Planning Commission Board of Directors.

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 2024 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), rail plan (Wisconsin Rail Plan 2050) and Active Transportation Plan 2050. Staff will also work with WisDOT to implement the statewide bicycle and pedestrian

***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)

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) and Carbon Reduction Program (CRP) application processes. 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 Element 41.15.00: **Transportation Improvement Program (TIP)**

Development of the 2025-2028 Transportation Improvement Program (TIP)*

Work on the TIP will be completed in the fall of 2024 with the publication and distribution of the *2025-2028 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 2025-2028 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 2025-2028 TIP, staff will monitor the implementation of projects identified in the 2024-2027 TIP by preparing a mid-year update of the 2024-2027 TIP in the late spring of 2024.

***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)

Brown County Safe Streets and Roads for All (SS4A) Plan (Non-MPO Activity)

Brown County received a Safe Streets and Roads for All (SS4A) grant in 2023 to develop an action plan that will identify high-impact safety improvement strategies and treatments that can be implemented throughout the county at relatively low costs. The \$200,000 SS4A grant and a \$50,000 non-federal match will be used by the Brown County Highway Department to hire a consultant to develop the plan.

C. Transportation Planning Program Funding Summary

The approved calendar 2023 and proposed calendar 2024 transportation planning program budget comparison is as follows:

<u>Funding Agency</u>	<u>Calendar 2023</u>	<u>Calendar 2024</u>
FHWA (PL Funds)	\$497,320	\$419,977
Federal SATO Funds**	----	\$152,635
WisDOT PL Match	\$24,176	\$26,466
Brown County	\$100,154	\$78,528
TOTAL	\$621,650	\$677,606

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.

** **SATO = Safe and Accessible Transportation Options.** Beginning in 2024, MPOs will be able to receive a waiver of their non-federal funding matches for eligible SATO-related planning activities. Each MPO's waiver amount is determined by a formula, and the Green Bay MPO's 2024 SATO waiver amount is the maximum allowed by this formula.

Table A: Complete Streets/Safe and Accessible Transportation Options (SATO) Cost Estimates for 2024

Work Activity	Est. Total Hours	Est. SATO Hours	Est. SATO Costs
2025 Transportation Planning Work Program	100		\$0
MPO LRTP Performance Measures Implementation	100	50	\$2,498
MPO Long-Range Transportation Plan Update	550	200	\$9,993
MPO Transportation System Performance Targets	40	20	\$999
Management of the NE Wis. Regional Traffic Model	100		\$0
Annual Green Bay Metro System Analysis***	80	80	\$3,997
Planning Assistance to Green Bay Metro/Special Transit Studies***	4,200	4,200	\$209,847
Village of Allouez Bike & Pedestrian Plan Update****	320	320	\$15,988
Village of Bellevue Bike & Pedestrian Plan Update****	320	320	\$15,988
Urbanized Area & Metropolitan Planning Area Boundary Adjustments	40		\$0
Urban Functional Classification System Update	60		\$0
Public Participation Plan Review	40		\$0
Outreach to Traditionally Underserved Populations	900	450	\$22,484
NE Wisconsin Regional Intermodal Freight Facility Study – Phase 2	500		\$0
Section 85.21 Program Administration	194	194	\$9,693
Planning Assistance to Communities/Agencies	1,100	600	\$29,978
Planning Assistance to WisDOT	300	250	\$12,491
Trans. Coord. for Seniors & People with Disabilities	100	100	\$4,996
2025-2028 Transportation Improvement Program	600	100	\$4,996
Totals:	9,644	6,884	\$343,950

*** FTA SATO Reimbursement Activities

**** FHWA SATO Reimbursement Activities

Notes:

- Estimated SATO costs = Number of estimated SATO hours multiplied by 2024 cost per staff hour.

- The 700 staff hours not included in this table will be spent on administrative activities under Work Element 41.11.00.

Table B: 2024 Transportation Planning Work Program Budgets (With SATO Funding)

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: 800 MPO DIR.: 540 PP: 80 S TRAN P: 60 S TRAN P: 60 TP: 60	\$160,603	80.00%	\$10,121	5.04%	\$30,030	14.96%	\$200,754	7%
LONG-RANGE TRANSPORTATION PLANNING: 41.13.00	TOTAL: 790 MPO DIR.: 60 PP: 30 S TRAN P: 500 S TRAN P: 100 TP: 100	\$31,578	80.00%	\$1,990	5.04%	\$5,904	14.96%	\$39,472	8%
SHORT-RANGE TRANSPORTATION PLANNING: 41.14.00 - GENERAL	TOTAL: 5,099 MPO DIR.: 600 PP: 471 S TRAN P: 1,421 S TRAN P: 1,621 TP: 926 SP: 60	\$203,812	80.00%	\$12,844	5.04%	\$38,110	14.96%	\$254,766	49%
SHORT-RANGE TRANSPORTATION PLANNING: 41.14.00 – SATO REIMBURSEMENT	TOTAL: 3,055 MPO DIR.: 50 PP: 1,000 S TRAN P: 100 S TRAN P: 265 TP: 1,000 SP: 640	\$152,635	100%	----	0%	----	0%	\$152,635	30%
TRANSPORTATION IMPROVEMENT PROGRAM: 41.15.00	TOTAL: 600 MPO DIR.: 10 PP: 515 S TRAN P: 15 S TRAN P: 50 TP: 10	\$23,984	80.00%	\$1,511	5.04%	\$4,484	14.96%	\$29,979	6%
TOTAL MPO COST BY FUNDING SOURCE	TOTAL: 10,344 MPO DIR.: 1,260 PP: 2,096 S TRAN P (2): 4,192 TP: 2,096 SP: 700	\$572,612	84.50%	\$26,466	3.90%	\$78,528	11.60%	\$677,606	100%

Table C: Transportation Planning Data Collection

<u>Data Item</u>	<u>Staff Responsibility</u>	<u>2024</u>	<u>2025</u>	<u>2026</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 C: Transportation Planning Data Collection (Cont.)

<u>Data Item</u>	<u>Staff Responsibility</u>	<u>2024</u>	<u>2025</u>	<u>2026</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 D: 2024 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>
Planning Director/MPO Director	1260	\$64,354	\$56,896
Principal Transportation Planner	2096	\$90,965	\$80,423
Senior Transportation Planner	2096	\$71,891	\$63,560
Senior Transportation Planner	2096	\$71,891	\$63,560
Transportation Planner	2096	\$63,063	\$55,754
Senior Planner (Stormwater, Allouez & Bellevue Bike-Ped Plans)	700	\$24,009	\$21,227
Totals		\$386,173	\$341,419

Fringe Benefits

<u>Position</u>	<u>Total Salaries</u>	<u>Total Fringes</u>	<u>Total PL Grant</u>
Planning Director/MPO Director	\$64,354	\$21,736	\$19,217
Principal Transportation Planner	\$90,965	\$30,979	\$27,389
Senior Transportation Planner	\$71,891	\$24,230	\$21,422
Senior Transportation Planner	\$71,891	\$24,230	\$21,422
Transportation Planner	\$63,063	\$21,396	\$18,916
Senior Planner (Stormwater, Allouez & Bellevue Bike-Ped Plans)	\$24,009	\$8,081	\$7,145
Totals	\$386,173	\$130,652	\$115,510

Direct Expenses

<u>Item</u>	<u>Cost</u>
Office Supplies	\$448
Computer Hardware	\$0
Copy Expense & Printing	\$950
Dues and Memberships	\$0
Vehicle Repair/Maint./Replacement	\$760
Gas, Oil, Etc.	\$190
Advertising & Public Notices	\$304
Postage	\$760
Books/Periodicals/Subscrips./Software	\$331
Travel/Conference/Training	\$950
Direct Expenses Subtotal:	\$4,694

Professional Services for Intermodal Freight Study Phase 2***** \$100,000

Direct Expenses Total: \$104,694

Indirect Expenses

Building Rent \$4,499

Personnel Services \$1,462

Financial/Accounting Services \$11,634

Info. Services Chargebacks \$34,327

Insurance Chargebacks \$4,167

Indirect Expenses Total: \$56,088

MPO portion of dept's direct & indirect costs: \$160,782

Total PL grant for direct & indirect costs: \$142,149

Total MPO program costs: \$677,606

Total PL grant: \$599,078

Local Share: \$78,528

Notes:

The MPO's 2024 indirect expenses represent a proportional share (Approx. 40%) of MPO-related indirect expenses budgeted in 2024 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 (4.6) by the total number of staff in the department's planning division (12.25). This rate will be applied as established, and any "trueing up" that may be necessary in 2024 will be reflected in the indirect expenses that are charged to the department's planning division in 2026 (following the audit of 2024's actual expenses).

The source of the MPO's 2024 indirect expenses is the *2022 Indirect Cost Plan for the 2024 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 2022 indirect cost plan is being used for the 2024 budget because 2022 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:

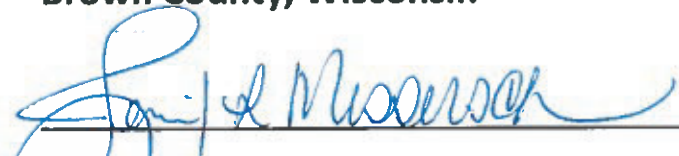
- 1) All costs included in this proposal (as dated below) to establish cost allocations or billings for the fiscal year ended December 31, 2022, are allowable in accordance with the requirements of 2 CFR Part 200 and the Federal award(s) to which they apply. Unallowable costs have been adjusted for in 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. Similar types of costs have been accounted for consistently.

I declare that the foregoing is true and correct.

Governmental unit:

Brown County, Wisconsin

Signature:



Name of Official:

Jennifer H. Messerschmidt

Title:

Controller

Date of Execution:

6/15/2023

Table E: 2024 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	xxxxxx	xxxxxx	xxxxxx	(2)xxx(3)
41.14.00 Short-Range Transportation Planning	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xx(4)xx	xxxxxx	(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

Note: Project 3 will continue into 2025

STUDY REPORT TITLES

1. 2025 Transportation Planning Work Program
2. 2024 LRTP Transportation System Performance Measures Report
3. 2045 LRTP Update
4. Annual Green Bay Metro System Analysis
5. Village of Allouez Bike & Pedestrian Plan Update
6. Village of Bellevue Bike & Pedestrian Plan Update
7. NE Wisconsin Regional Intermodal Freight Facility Study – Phase 2
8. 2024-2027 Transportation Improvement Program Mid-Year Update
9. 2025-2028 Transportation Improvement Program

Appendix 1: Title VI Accomplishments between January 1, 2023, and June 30, 2023

- Staff updated Title VI information for members of the MPO's Policy Board and TAC. Staff also contacted Policy Board and TAC members who did not respond to a self-identification survey.
- Staff completed and submitted a Title VI self-assessment for the period between 2019 and 2022 in response to a request from an FHWA Office of Civil Rights contractor.
- Staff completed an update to the Green Bay MPO's Title VI and Non-Discrimination Program/Limited English Proficiency Plan and developed a PowerPoint presentation of the plan update for the BCPC Board of Directors (MPO Policy Board). Following the plan's approval, staff finalized the plan update and sent it to WisDOT, FHWA, and FTA.
- Staff updated the MPO's Title VI Assurances document and Title VI Implementation Plan Agreement and sent them to WisDOT for signatures.

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 2024 work activities will address the 11 planning factors.

<u>Work Element</u>	<u>Major Work Activity</u>	<u>Metropolitan Planning Factors</u>										
		1	2	3	4	5	6	7	8	9	10	11
41.11.00	2025 Transportation Planning Work Program	X	X	X	X	X	X	X	X	X	X	X
41.13.00	MPO LRTP Performance Measures Implementation	X	X	X	X	X	X	X	X	X	X	X
41.13.00	MPO Long-Range Transportation Plan Update	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	Planning Assistance to Green Bay Metro/Special Transit Studies	X	X	X	X	X	X	X	X	X	X	X
41.14.00	Village of Allouez Bike & Pedestrian Plan Update	X	X	X	X	X	X	X	X	X	X	X
41.14.00	Village of Bellevue Bike & Pedestrian Plan Update	X	X	X	X	X	X	X	X	X	X	X
41.14.00	Urbanized Area & Metropolitan Planning Area Boundary Adjustments	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	2025-2028 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 2024 work activities will address the eight Planning Emphasis Areas.

Work Element	Major Work Activity	Planning Emphasis Areas							
		1	2	3	4	5	6	7	8
41.11.00	2025 Transportation Planning Work Program	X	X	X	X	X	X	X	X
41.13.00	MPO LRTP Performance Measures Implementation	X	X	X	X	X	X	X	X
41.13.00	MPO Long-Range Transportation Plan Update	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	Planning Assistance to Green Bay Metro/Special Transit Studies	X	X	X	X		X	X	X
41.14.00	Village of Allouez Bike & Pedestrian Plan Update	X	X	X	X		X	X	X
41.14.00	Village of Bellevue Bike & Pedestrian Plan Update	X	X	X	X		X	X	X
41.14.00	Urbanized Area & Metropolitan Planning Area Boundary Adjustments				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	2025-2028 Transportation Improvement Program	X	X	X	X	X	X	X	X

Appendix 4: 2024 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 3			January 23		
February 7					
March 6		March 11			
April 3	April 8		April 23		
May 1					
June 5		June 10			June 13
July 3			July 23		
August 7	August 12				
September 4		September 9			September 12
October 2			October 22		
November 6		November 25			
December 4					

Notes:

- 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 May 3, 2023.

(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 May 3, 2023. 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 May 3, 2023. 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 May 3, 2023. 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 May 3, 2023. 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 May 3, 2023. 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. 2023-16

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
BROWN COUNTY PLANNING COMMISSION
APPROVING THE 2024 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 450.336(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 2024 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 are satisfied.

Dated at Green Bay, Wisconsin, this 4th day of October 2023.

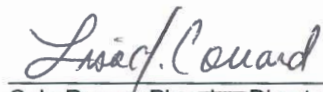
BROWN COUNTY PLANNING COMMISSION



~~Norbert Bantinas, Jnr, President~~

COLE RUNGE, SECRETARY/PLANNING DIRECTOR

ATTEST:



~~Cole Runge, Planning Director/MPO Director~~

Lisa J. Conard, Principal Planner