

**MEETING NOTICE
FULL COMMISSION MEETING**

East Central Wisconsin Regional Planning Commission

Date: Thursday, May 23, 2024

Time: *Immediately following the Annual Board Meeting at 10:00 am*

Place: In Person, Menasha City Center (City Hall) 100 Main Street – Room 133, Menasha WI 54952
(maps attached – please note alternate route due to Racine Street construction)

AGENDA

1. **Call to Order**
2. **Roll Call**
 - A. Introduction of Alternates and Guests
3. **Public Comment**
4. **Approval of Agenda / Motion to Deviate**
5. **Approval of the Minutes** of the March 28, 2024 Quarterly Commission Meeting
6. **Announcements and Reports**
 - A. Director's Report
7. **Special Order of Business**
 - A. Commission Board Orientation
 - B. SERDI Board Assessment - Discussion on Draft Recommendations, Jim Youngquist
8. **Business**
 - A. **Executive Committee**
 1. Approval of the Minutes for March 20, 2024 Meeting
 2. 1st Quarter – 2024 Financial Report
 3. 1st Quarter – 2024 Work Program Performance Report
 4. **Resolution 27-24:** Amending the 2024-2028 Appleton (Fox Cities) Metropolitan Planning Organization Transportation Improvement Program
 5. **Resolution 28-24:** Amending the 2024-2028 Oshkosh Metropolitan Planning Transportation Improvement Program
 6. **Resolution 29-24:** Approval of the 2024-2028 Transportation Alternatives Set Aside Program Projects for the Appleton (Fox Cities) MPO
 7. **Resolution 30-24:** Approval of the 2024-2029 Surface Transportation Block Grant-Urban Projects for the Appleton (Fox Cities) Metropolitan Planning Organization
 8. **Resolution 31-24:** Authorizing the Executive Director to Enter into a Contract with CPCS, Inc. and Brown County for the Intermodal Freight Facility Study – Phase 2 Project

9. **Resolution 32-24:** Approval of the 2023 East Central Wisconsin Region State of the System Report

B. Economic Development Committee

1. No business items

C. Environmental Management Committee

1. No business items

D. Transportation Committee

1. No business items

9. **Other Business**

10. **Establish Time and Place for Next Commission Meeting**

A. The next Commission Meeting will be held on Wednesday, July 24, 2024 at Waupaca County Courthouse, 811 Harding Street-Room LL42 (lower level), Waupaca, WI 54981. (Date change due to WCA Conference conflict) Agenda and meeting packet will be forthcoming.

11. **Adjourn**

Any person wishing to attend this meeting or hearing, who, because of a disability, requires special accommodations should contact the East Central Wisconsin Regional Planning Commission at (920) 751-4770 at least three business days prior to the meeting or hearing so that arrangements, within reason, can be made.



MEETING NOTICE
QUARTERLY COMMISSION MEETING
East Central Wisconsin Regional Planning Commission

Date: Thursday, March 28, 2024
Time: 10:00 a.m. (Immediately following the Nominating Committee Meeting at 8:45 am)
Place: In Person, at The Hillside, at Plamann Park 1375 Broadway Drive, Appleton.

1. **Call to Order** – Chair Nooyen called the meeting to order with the time noted at 10:00 a.m.
2. **Roll Call**
 - A. Introduction of Alternates and Guests – Round Robin introductions were completed with Chair Nooyen welcoming Denise Gilane of Menominee County, who was recently appointed to the East Central WI Regional Planning Commission following the resignation of Jane Comstock.

Commission Members Present:

Alice Connors	Calumet County
Nick Kesler.....	Calumet County
Scott Nelson	Ex-Officio Member
Steve Abel	Fond du Lac County
Brenda Schneider.....	Fond du Lac County
Joe Moore (Alt. for Keith Heisler)	Fond du Lac County
Jeremy Johnson (Alt. for Elizabeth Moses).....	Menominee County
Eugene Caldwell.....	Menominee County
Denise Gilane	Menominee County
Kevin Englebert (Alt. for Thomas Nelson).....	Outagamie County
Jake Woodford.....	Outagamie County
Lee Hammen	Outagamie County
Jeff Nooyen.....	Outagamie County
Ken Capelle	Shawano County
Tom Kautza	Shawano County
Aaron Jenson (Alt. for Brian Smith).....	Waupaca County
DuWayne Federwitz	Waupaca County
Jerry Bougie (Alt. for Jon Doemel)	Winnebago County
Mark Rohloff (Alt for Matt Mugerauer).....	Winnebago County
David Albrecht (Alt. for Tom Egan).....	Winnebago County
Robert Keller.....	Winnebago County

Commission Members Excused:

David DeTroye (Alt. for Tom Reinl)	Calumet County
Sam Kaufman	Fond du Lac County
Nadine Miller.....	Outagamie County
Steve Gueths	Shawano County
Robert Schmeichel	Winnebago County
Ronald McDonald	Ex-Officio Member

ECWRPC Staff:

Melissa Kraemer Badtke	Executive Director
Craig Moser	Deputy Director
Sara Otting.....	Controller
Joe Stephenson.....	Senior Planner
Colin Kafka	Associate Planner
Chris Colla	Associate Planner
Brice Richardson	Associate Planner
Casey Peters	GIS Analyst 1
Leann Buboltz.....	Administrative Coordinator

3. **Public Comment** – There was no one in attendance for public comment.
4. **Approval of Agenda / Motion to Deviate** - A motion was made by Mr. Federwitz and second by Mr. Caldwell to approve of the agenda as presented. Motion carried unanimously.
5. **Approval of the Minutes** of the January 24, 2024 Full Commission Meeting. A motion was made by Vice Chair Connors and second by Mr. Hammen to approve of the minutes as presented. Motion carried.

6. Announcements and Reports

- A. **Director's Report** – Ms. Kraemer Badtke shared with the members highlights from the following areas; *list not all inclusive*.
Commissioner Update – Ms. Kraemer Badtke announced the passing of Commissioner Dick Koeppen. He served on the Commission Board for 20 years representing Waupaca County. Mr. Koeppen also served as Commission Chair from 2008-2009.

Staffing Updates: **Staff Transition** – Ms. Kraemer Badtke shared with the members that we received a resignation from one of the Associate Transportation Planners, Abby Mader. She noted that Ms. Kate Blackburn, who had been working with us in an LTE role, has accepted this position. We'll also be moving forward with posting for the new, Part Time MPO Administrative/Communications Coordinator Position. This position is driven by the MPO Policy Board being separated out as a separate board.

Annual Report – Staff are working to finalize the Annual Report for presentation at the May Commission Board meeting.

Safe Routes to School – Jennie Mayer received notice that they were awarded a \$5,000 grant from Fox Cities Greenways to be used for the purchase of new bikes to help assist in the education of bicycle safety.

Marquette County Strategic Planning Request – Staff have received a request from Marquette County for assistance with a strategic planning initiative. Staff will be evaluating this request, and more broadly non-member county services, in the context of the results of the SERDI assessment moving forward.

DNR Workshop - Staff attended a DNR workshop last week focused on implementing Environmental Justice and Equity into the Water Quality Management program. Additional funding through DNR will be available for various efforts aligned with these priorities. Staff will be evaluating this opportunity and may bring a work plan amendment forward aligned with these priorities.

Appleton TMA Certification Letter and Summary Report. – Ms. Kraemer Badtke reported that staff received the Appleton TMA Certification Letter and Summary Report. She noted that staff continues to work on the corrective actions including the development of the new policy board structure for the MPOs. Also noted is the CMP timeline and the MTP are currently in development.

7. Special Order of Business

- A. 2023 Draft audited financials presented by Sara Otting-Controller on behalf of CLA. Ms. Otting gave a brief overview of the findings reported by CLA. She noted that ECWRPC received a clean audit, having no issues. A copy of the Financial report and audit is available upon request.

A motion was made by Mr. Kautza and a second by Mr. Rohloff to receive the 2023 Financial Audit and to place on file. Motion carried unanimously.

- B. SERDI Board Assessment Update – Jim Youngquist thanked the Commission for participating in the surveys. He presented to the Commissioners the findings of a week-long secession with focus groups held with member and non-member counties alike. Mr. Youngquist noted that he

held a focus group with East Central staff of which he found that even with the recent turnover rate, this young staff has excellent work ethic. He shared that he will present additional findings in May 2024 to new and existing Commission members. One of the discussion points visited multiple times was the lack of awareness others have of ECWRPC as well as the need for a formal orientation process. Another point of interest is reviewing the balance between the urban and rural areas of the region. Mr. Youngquist touched upon the needs of additional housing and broadband. He noted that this region is rare having three Metropolitan Planning Organization's. He will be presenting a full presentation of his findings and recommendations at the May 2024 Commission meeting.

8. Business

A. Executive Committee –

1. Approval of the minutes for the January 17, 2024 and February 21, 2024. A motion was made by Mr. Kautza and second by Mr. Woodford to approve of the minutes for the January 17, 2024 and February 21, 2024 as presented. Motion carried unanimously.
2. Resolution 08-24: Adopting an updated Financial Policies and Procedures Manual for East Central Wisconsin Regional Planning Commission. Ms. Otting reported that staff recently updated the Financial Policies and Procedures Manual for the Commission. She noted that in the past, there were several policies that were reviewed and approved individually and were added haphazardly to the manual. Also found was inconsistency as it was recorded that the Executive Director could approve contracts that were \$15,000 or less but in another document the Director could approve local contracts that were \$25,000 or less. Ms. Otting noted that upon this consolidation of approved policies and procedure, staff will take the opportunity to update this Manual annually.

A motion was made by Mr. Johnson and a second by Mr. Englebert to approve of the Resolution 08-24: Adopting an updated Financial Policies and Procedures Manual for East Central Wisconsin Regional Planning Commission as presented. Motion carried unanimously.

3. Resolution 18-24: Authorizing the Executive Director of the Commission to Enter into an Office Lease Amendment and a New Lease Agreement with the Gilbert Development Company, LLC for Space at 400 Ahnaip Street, Suite 100; Menasha. Ms. Kraemer Badtke shared with the Commission members that at this time, with the increasing number of projects that staff are working on, leadership decided it was in the best interest to remain at the current location. She noted that the lease amendment would allow the Commission to get out of the lease early with no penalty. And, while there is a slight increase in the lease payment, it is still relatively minimal compared to the lease payment in 2019. Ms. Kraemer Badtke reported that they are working with the landlord on needed maintenance updates and improvements to the building, to be completed at the property owners' expense.

A motion was made by Mr. Hammen and a second by Mr. Johnson to approve of Resolution 18-24: Authorizing the Executive Director of the Commission to Enter into an Office Lease Amendment and a New Lease Agreement with the Gilbert Development Company, LLC for Space at 400 Ahnaip Street, Suite 100; Menasha. Motion carried unanimously.

4. Resolution 19-24: Authorizing the Executive Director to Enter into Contract for Professional Services with HNTB Corporation for Travel Demand Model Training. Mr. Casey Peters and East Central staff conducted a request for proposals for the Travel Demand Modeling services and ultimately selected HNTB as the consultant. He shared that the contract would be through the end of October 2024 and would not exceed \$60,000. Mr. Peters shared that the consultant will be providing training both, in person and virtual to the staff members on the Travel Demand Model. Also noted was HNTB will also be developing training materials to be made available as part of the onboarding process for new staff.

A motion was made by Mr. Moore and a second by Mr. Kautza to approve of Resolution 19-24: Authorizing the Executive Director to Enter into Contract for Professional Services with

HNTB Corporation for Travel Demand Model Training as presented. Motion carried unanimously.

5. Resolution 20-24: Authorizing the Executive Director of the Commission to Enter into a Contract with Traffic Analysis & Design Inc. for the Safe Routes to School Program. Ms. Jennie Mayer of the Safe Routes to School team issued a request for proposals to conduct a built environment and active transportation study. She noted that three proposals were received and scored with the selection team choosing TADI as the preferred consultant.

A motion was made by Vice Chair Connors and a second by Mr. Albrecht to approve of Resolution 20-24: Authorizing the Executive Director of the Commission to Enter into a Contract with Traffic Analysis & Design Inc. for the Safe Routes to School Program. Motion carried unanimously.

6. Resolution 21-24: Amending the 2024 Transportation Section of the 2024 Work Program and Budget for the East Central Wisconsin Regional Planning Commission. Ms. Kraemer Badtke gave a brief overview of the amendment request. She noted that staff anticipates that the redesignation process for the Appleton MPO Policy Board and the Oshkosh MPO Policy Board will cost the Commission approximately \$80,000-\$100,000. Ms. Kraemer Badtke reported the approximate total costs based on the expenses incurred through February 2024 of \$25,000. Staff is recommending the approval of the amendments to the Transportation Work Program and Budget to adjust the Administration Work Program element by adjusting program deliverables (no additional tax levy money is being used). <https://www.ecwrpc.org/wp-content/uploads/2024/03/Draft-Transportation-Work-Program-and-Budget-Amended.pdf>

A motion was made by Mr. Albrecht and a second by Mr. Capelle to approve of Resolution 21-24: Amending the 2024 Transportation Section of the 2024 Work Program and Budget for the East Central Wisconsin Regional Planning Commission as presented. Motion carried unanimously.

7. Resolution 22-24: Authorizing the Executive Director and East Central Staff to Engage Communities and Partner Organizations in the Process of Redesignation of the Appleton (Fox Cities) MPO Policy Board Structure. Mr. Craig Moser gave a brief overview of the member discussion that took place at the January Commission meeting. He shared that ECWRPC will need to begin the redesignation process to work with communities within the Appleton MPO. Mr. Moser also noted that this resolution would authorize the work to begin with the communities requesting them to draft a resolution of support and begin the process of approvals with each of the respective municipalities.

A motion was made by Mr. Rohloff and a second by Mr. Caldwell to approve of Resolution 22-24: Authorizing the Executive Director and East Central Staff to Engage Communities and Partner Organizations in the Process of Redesignation of the Appleton (Fox Cities) MPO Policy Board Structure as presented. Motion carried unanimously.

8. Resolution 23-24: Authorizing the Executive Director and East Central Staff to Engage Communities and Partner Organizations in the Process of Redesignation of the Oshkosh MPO Policy Board Structure. Mr. Craig Moser gave a brief overview of the member discussion that took place at the January Commission meeting. He shared that ECWRPC will need to begin the redesignation process to work with communities within the Oshkosh MPO. Mr. Moser also noted that this resolution would authorize the work to begin with the communities requesting them to draft a resolution of support and begin the process of approvals with each of the respective municipalities.

A motion was made by Mr. Hammen and a second by Mr. Woodford to approve Resolution 23-24: Authorizing the Executive Director and East Central Staff to Engage Communities and Partner Organizations in the Process of Redesignation of the Oshkosh MPO Policy Board Structure as presented. Motion carried unanimously.

9. Resolution 24-24: Endorsing the Eventual Goal of Zero Roadway Fatalities and Serious Injuries for the Appleton (Fox Cities) Metropolitan Planning Organization. Mr. Colin Kafka reported that the Commission approved the Comprehensive Safety Action Plan for the Appleton and Oshkosh MPO in January 2024. He shared that the notice of funding opportunity was released and FHWA is now requiring that all of the items within the self-certification be included in the Comprehensive Safety Action Plan, which includes an endorsement by the policy board of the Eventual Goal of Zero Roadway Fatalities and Serious Injuries. Mr. Kafka noted that it is anticipated that a couple of communities within the Appleton MPO will be looking to apply for the Demonstration fund and/or Implementation funds for this funding opportunity.

A motion was made by Ms. Schneider and a second by Mr. Moore to approve of Resolution 24-24: Endorsing the Eventual Goal of Zero Roadway Fatalities and Serious Injuries for the Appleton (Fox Cities) Metropolitan Planning Organization as presented. Motion carried unanimously.

10. Resolution 25-24: Endorsing the Eventual Goal of Zero Roadway Fatalities and Serious Injuries for the Oshkosh Metropolitan Planning Organization. Mr. Colin Kafka reported that the Commission approved the Comprehensive Safety Action Plan for the Appleton and Oshkosh MPO in January 2024. He shared that the notice of funding opportunity was released and FHWA is now requiring that all of the items within the self-certification be included in the Comprehensive Safety Action Plan, which includes an endorsement by the policy board of the Eventual Goal of Zero Roadway Fatalities and Serious Injuries. Mr. Kafka noted that it is anticipated that a couple of communities within the Oshkosh MPO will be looking to apply for the Demonstration fund and/or Implementation funds for this funding opportunity.

A motion was made by Mr. Rohloff and a second by Mr. Keller to approve of Resolution 25-24: Endorsing the Eventual Goal of Zero Roadway Fatalities and Serious Injuries for the Oshkosh Metropolitan Planning Organization as presented. Motion carried unanimously.

11. Resolution 26-24: Authorizing the Commission to Submit and Support an Application for FHWA Prioritization Process Pilot Program (PPPP) Grant Funding. Mr. Chris Colla shared that based on the Appleton TMA Certification Review, the FHWA has encouraged East Central staff to apply for the Prioritization Process Pilot Program Grant Funding. He noted that the Grant is 100% funded and would provide additional resources to link the Metropolitan Transportation Plan, the Congestion Management Process, and the Transportation Improvement Program to each other along with developing new criteria for various funding programs that the Appleton MPO has. Mr. Colla reported that once this program is developed for the Appleton TMA, the same could be applied to the Oshkosh and Fond du Lac MPOs as well.

A motion was made by Vice Chair Connors and a second by Mr. Kautza to approve of Resolution 26-24: Authorizing the Commission to Submit and Support an Application for FHWA Prioritization Process Pilot Program (PPPP) Grant Funding as presented. Motion carried unanimously.

B. Economic Development Committee

1. Staff Update – Information only, no action needed.

C. Environmental Management Committee

1. Staff Update – Information only, no action needed.

D. Transportation Committee

1. Approval of the Minutes for January 9, 2024 Meeting. A motion was made by Mr. Keller and a second by Mr. Hammen to approve of the Minutes for January 9, 2024 Meeting as presented. Motion carried unanimously.

2. Resolution 11-24: Adopting the Adjusted 2020 Urban Area Boundary for the Appleton (Fox Cities) Metropolitan Planning Organization. Mr. Casey Peters shared with the members that every 10 years, the Metropolitan Planning Organization (MPO) Policy Board has the opportunity to adjust the urban area boundary from the information provided by the US Census Bureau. He noted that East Central staff has worked with the Appleton (Fox Cities) MPO Technical Advisory Committee and WisDOT to adjust this boundary. The adjusted boundary was approved by the Appleton (Fox Cities) Technical Advisory Committee.

A motion was made by Mr. Federwitz and a second by Mr. Kesler to approve of Resolution 11-24: Adopting the Adjusted 2020 Urban Area Boundary for the Appleton (Fox Cities) Metropolitan Planning Organization as presented. Motion carried unanimously.

3. Resolution 12-24: Adopting the Adjusted 2020 Urban Area Boundary for the Oshkosh Metropolitan Planning Organization. Mr. Casey Peters shared with the members that every 10 years, the Metropolitan Planning Organization (MPO) Policy Board has the opportunity to adjust the urban area boundary from the information provided by the US Census Bureau. He noted that East Central staff has worked with the Oshkosh MPO Technical Advisory Committee and WisDOT to adjust this boundary (Village of Sherwood is currently located outside of the boundary area). The adjusted boundary was approved by the Oshkosh Technical Advisory Committee.

A motion was made by Mr. Hammen and a second by Mr. Rohloff to approve of Resolution 11-24: Adopting the Adjusted 2020 Urban Area Boundary for the Oshkosh Metropolitan Planning Organization as presented. Motion carried unanimously.

4. Resolution 13-24: Adopting the Adjusted 2020 Metropolitan Planning Area Boundary for the Appleton (Fox Cities) Metropolitan Planning Organization. Mr. Casey Peters shared with the members that every 10 years, the MPO Policy Board has the opportunity to adjust the Metropolitan Planning Area boundary from the information provided by the US Census Bureau. He reported that there is a notable change in the boundary in the Town of Neenah, where the Oshkosh MPO's Urban Area Boundary and Metropolitan Planning Area have advanced into the Appleton (Fox Cities) Metropolitan Planning Area (MPA). He also noted that East Central staff has worked with the Appleton (Fox Cities) MPO Technical Advisory Committee and WisDOT to adjust this boundary. The proposed boundary map was approved at the March 4, 2024 Appleton MPO Technical Advisory Committee meeting.

A motion was made by Mr. Woodford and a second by Mr. Moore to approve of Resolution 13-24: Adopting the Adjusted 2020 Metropolitan Planning Area Boundary for the Appleton (Fox Cities) Metropolitan Planning Organization as presented. Motion carried unanimously.

5. Resolution 14-24: Adopting the Adjusted 2020 Metropolitan Planning Area Boundary for the Oshkosh Metropolitan Planning Organization. Mr. Casey Peters shared with the members that every 10 years, the Metropolitan Planning Organization Policy Board has the opportunity to adjust the Metropolitan Planning Area boundary from the information provided by the US Census Bureau. He reported that there is a notable change in the boundary in the Town of Neenah, where the Oshkosh MPO's Urban Area Boundary and Metropolitan Planning Area have advanced into the Appleton (Fox Cities) Metropolitan Planning Area. He also noted that East Central staff has worked with the Oshkosh MPO Technical Advisory Committee and WisDOT to adjust this boundary. The proposed boundary map was approved at the March 5, 2024 Oshkosh MPO Technical Advisory Committee meeting.

A motion was made by Mr. Kautza and a second by Mr. Jenson to approve of Resolution 14-24: Adopting the Adjusted 2020 Metropolitan Planning Area Boundary for the Oshkosh Metropolitan Planning Organization as presented. Motion carried unanimously.

6. Resolution 15-24: Amending the 2024-2027 Transportation Improvement Program (TIP) for the Appleton (Fox Cities) Metropolitan Planning Organization. Mr. Casey Peters shared with the members that projects needing to be amended into the TIP must be assigned new TIP

numbers as well as be considered in the Appleton (FC) MPO's fiscal constrain table. He noted that the projects must fall into two categories that first includes general reconstruction and maintenance of the transportation network. They include;

- TIP # 252-22-012 – NHPP, IH 41, Wrightstown SWEF 34/Post-Bldg.: Updated funding
- TIP # 252-22-052 – NHPP, IH 41, Expansion: Updated funding and state project IDs
- TIP # 252-22-057 – NHPP, IH 41, Expansion: Updated funding and state project IDs
- TIP # 252-23-015 – NHPP, STH 441 Interchange: Updated funding
- TIP # 252-23-016 – NHPP, STH 441 & CTH OO Interchange: Updated funding and date
- TIP # 252-23-017 – NHPP, STH 441 & CTH N Interchange: Updated funding
- TIP # 252-23-018 – NHPP, IH 41, STH 55 Interchange: Updated funding and date
- TIP # 252-23-019 – NHPP, IH 41, Maloney Rd: Updated date
- TIP # 252-23-045 – NHPP, IH 41, Ballard Rd Interchange: Updated funding
- TIP # 252-23-046 – NHPP, IH 41, Railroad Structures: Updated funding
- TIP # 252-23-047 – NHPP, IH 41, French Rd Overpass: Updated funding and date
- TIP # 252-23-063 – NHPP, STH 47, 9th Street to NCL: Updated funding and scope
- TIP # 252-23-071 – NHPP, IH 41, Wrightstown SWEF 34/Post-Site: Updated funding

The second category includes transit programs (Section 5310 funding) These include;

- TIP # 252-24-026 – Section 5310, ADVOCAP, Inc: Operating assistance
- TIP # 252-24-027 – Section 5310, Brooke Industries, Inc: Vehicle replacement
- TIP # 252-24-028 – Section 5310, County of Calumet: Vehicle replacement
- TIP # 252-24-029 – Section 5310, County of Calumet: Operating assistance
- TIP # 252-24-030 – Section 5310, Lutheran Social Services: Mobility management
- TIP # 252-24-031 – Section 5310, Lutheran Social Services: Operating assistance
- TIP # 252-24-032 – Section 5310, New Hope Center, Inc: Mobility Management
- TIP # 252-24-033 – Section 5310, New Hope Center, Inc: Mobility Management

A motion was made by Vice Chair Connors and a second by Mr. Kautza to approve of Resolution 15-24: Amending the 2024-2027 Transportation Improvement Program (TIP) for the Appleton (Fox Cities) Metropolitan Planning Organization as presented. Motion carried unanimously.

7. Resolution 16-24: Amending the 2024-2027 Transportation Improvement Program (TIP) for the Oshkosh Metropolitan Planning Organization. Mr. Casey Peters shared with the members that the Wisconsin Department of Transportation (WisDOT) has requested TIP Numbers on multiple new projects in the 2024-2027 funding cycle. These projects need to be amended into the TIP to receive the TIP numbers required for federal funding. These projects consist of Section 5310 funds, which provide enhanced mobility of seniors and individuals with disabilities within the Oshkosh MPO.

These projects include:

- TIP # 253-24-011 – Section 5310, ADVOCAP Inc: Operating Assistance
- TIP # 253-24-012 – Section 5310, Brooke Industries Inc: Vehicle Replacement
- TIP # 253-24-013 – Section 5310, Lutheran Social Services: Mobility Management
- TIP # 253-24-014 – Section 5310, Lutheran Social Services: Operating Assistance

A motion was made by Mr. Hammen and a second by Mr. Caldwell to approve of Resolution 16-24: Amending the 2024-2027 Transportation Improvement Program (TIP) for the Oshkosh Metropolitan Planning Organization as presented. Motion carried unanimously.

8. Resolution 17-24: Approving the 2024-2029 Surface Transportation Block Grant-Urban Project for the Oshkosh Metropolitan Planning Organization. Ms. Kraemer Badtke shared that the Surface Transportation Block Grant (STBG) - Urban Program Cycle for 2024-2029 program cycle opened on June 3, 2023 and closed on October 27, 2023. She noted that STBG projects are funded up to 80% federal funding and 20% local match, with a requirement that selected projects must be at least 50% federally funded.

The Oshkosh MPO had two projects that were submitted:

- City of Oshkosh: Jackson Street – Marion to High Avenue
 - Total construction cost: \$3,757,835
 - Total participating cost: \$2,212,835
 - Federal funding request: \$1,547,702 (69.9%)
- City of Oshkosh: Oregon Street – 6th Avenue -8th Avenue
 - Total construction cost: \$1,708,446

- Total participating cost: \$941,721
- Federal funding request: \$649,883 (69%)

The total allocation for this cycle for the Oshkosh MPO is \$2,197,585; the total amount of Federal funding requested from both projects equals that amount. The requested Federal funding amount for the Jackson Street project is 69.9% of the total participating costs; for the Oregon street project the requested Federal funding amount is 69% of the total participating costs. Both projects fall within the Federally-mandated 50% - 80% range.

A motion was made by Mr. Caldwell and a second by Mr. Jenson to approve of Resolution 17-24: Approving the 2024-2029 Surface Transportation Block Grant-Urban Project for the Oshkosh Metropolitan Planning Organization as presented. Motion carried unanimously.

9. Other Business

- A. Service Awards. Ms. Kraemer Badtke presented an Outstanding Service and Dedication awards to Chairman Jeff Nooyen and Commissioner David Albrecht. The awards acknowledged their years of dedicated service to the East Central WI Regional Planning Commission.

10. Establish Time and Place for Next Commission Meeting.

- A. The next Commission Meeting will be held at 10:00 a.m. on Wednesday, May 23, 2024. The meeting will be held in person at the City of Menasha – Menasha City Center. Meeting materials will be forthcoming.

11. Adjourn – A motion was made by Mr. Rohloff and second by Mr. Moore to adjourn

Respectfully submitted by
Leann Buboltz – Administrative Coordinator
ECWRPC

East Central Wisconsin Regional Planning Commission – May 15, 2024 Report

By Melissa Kraemer Badtke, Executive Director and Craig Moser, Deputy Director.

Administration:

Potential Future Local Contracts: East Central staff have provided proposals to the City of Waupaca, City of Manawa, and is currently working on a proposal for the City of New Holstein for Comprehensive Outdoor Recreation Plans. The City of Waupaca has expressed interest in entering into a contract for this work in 2025. In addition, a proposal for the City of Clintonville’s Comprehensive Plan Update is currently being developed.

Update on Staffing: A Limited-Term Employee with extensive experience in aviation law has been hired to assist with drafting template documents needed for the new Regional Aviation Development Fund that the Commission will be administering. This is very short-term work that is anticipated to be completed this month. Associated costs are being tracked so they can be recouped from the fund, once it is established. **The Commission will be posting for a Limited-Term Employee position to assist with transportation planning projects and a Communications Coordinator position, as identified as part of the staffing plan during the 2024 budget process.**

Appleton TMA Agreement: Over the past two years, East Central staff has been working with the Wisconsin Department of Transportation and the Federal Highway Administration regarding an agreement between the Metropolitan Planning Organizations that are designated a Transportation Management Area (TMA), the Wisconsin Department of Transportation and the Federal Highway Administration. The agreement focuses on additional communication and transparency regarding the Surface Transportation Block Grant – Urban and Transportation Alternatives (TA Set-aside) Programs. Staff are continuing to work with the partner organizations to finalize the draft of this agreement.

Marquette County Request: Marquette County, currently not a member of East Central, reached out regarding organizational strategic planning they’re interested in doing. Staff are currently evaluating potential resources that might be of assistance to Marquette County, given the Board’s current position on providing services to non-member counties.

Server Migration: **IT staff successfully installed a new server and completed the data migration without any operational disruptions.**

Economic Development Program

Drone Technical Assistance Program: The Drone Technical Assistance Program will be implemented in the coming months to provide high resolution photography and data collection at the request of local governments. The Drone Technical Assistance Program will provide birds-eye view imagery and videos that can be integrated into municipal planning process, public engagement efforts, and marketing initiatives. Where possible, staff will also be able to use the collected imagery to create high-resolution maps and 3D models.

Transportation Planning Program

Specialized Transportation Coordination Program: On May 9th, East Central will be hosting a meeting with all of the member counties to discuss the specialized transportation coordinated plans and the implementation of the plans. East Central completed the required updated to each member county's plan in 2023.

Greenhouse Gas Performance Measure: On April 2, 2024, the U.S. District Court for the Western District of Kentucky ruled that the Federal Highway Administration (FHWA) lacks the authority to regulate greenhouse gas (GHG) emissions through performance measure mandates. Similarly, on March 27, 2024, the U.S. District Court for the Northern District of Texas invalidated the rule. In light of these recent court decisions, states and MPOs are not required to set GHG performance measures or targets. Thus,

the Fond du Lac MPO will not be required to set targets for GHG as initially presented at previous meetings.

Carbon Reduction Program: It is anticipated that a new Carbon Reduction Program cycle will be rolling out in the spring of 2024 for the Appleton (Fox Cities), Oshkosh and Fond du Lac Metropolitan Planning Organizations (MPOs). More information will be shared as it becomes available.

Fond du Lac MPO Infill Study: East Central staff are continuing to work on developing the Fond du Lac MPO Infill Study. The study will identify the locations of vacant or underutilized parcels within the MPO and surmise the possibilities for future infill and redevelopment based on an examination of site and neighborhood traits, characteristics, and amenities. Staff compiled and began to analyze demographic, land use, infrastructure, and environmental data which will be integrated into the infill model. The infill model will identify vacant and underutilized parcels best situated for residential infill development.

Regional Safe Routes to School

Bike to School Day: Fifty-two schools in the East Central Region registered to participate in Bike to School Day in May. National Bike to School Day is Wednesday, May 8th, but schools can plan to host an event any day in May, Bicycle Safety Month. Staff provided each school with a toolkit to help plan their events and various giveaways for the students including helmets, bike locks, bells, and reflective bands.

Safe Routes to School Action Plans: East Central staff continue to work with Little Chute and Shawano on their update of their local safe routes to school action plans.

Regional Comprehensive Plan Update

East Central staff are preparing to update the Regional Comprehensive Plan. The plan will cover numerous aspects of the region, including: land use, transportation, housing, economic development, history, culture, sustainability and green space. Initial meetings with each of the Counties to hear directly about issues and opportunities are currently being scheduled.

NR-135 Non-Metallic Mining Program

East Central staff have received all of the annual operator reports that were sent out at the end of December. With the warmer weather, staff have been able to begin conducting field reviews for various mines within the region.

Water Quality Management Program

Sewer Service Areas Plans: East Central staff continue to work on the update of the Sherwood Sewer Service Area Plan and the Stockbridge Sewer Service Area Plan later in 2024. The Wisconsin Department of Natural Resources (WDNR) has provided a final approval letter for the Fox Cities Sewer Service Area Plan update.

Local Contracts

East Central staff continue work on the City of Shawano and Town of Buchanan Comprehensive Outdoor Recreation Plan updates, which are both on track for completion this fall.

GIS & Data Visualizations

Broadband Mapping (contract with New North): The Bipartisan Infrastructure Law (BIL) provides \$65 billion to connect all Americans to high-speed broadband internet that is affordable and reliable. Within BIL there are several programs that support broadband planning, infrastructure, and adoption. The Broadband Equity, Access and Deployment (BEAD) Program for broadband infrastructure deployment has allocated \$1,055,823,574 to Wisconsin, with a goal of providing high-speed internet for all. Currently, Wisconsin is in the process of conducting a BEAD Challenge Process to give local and Tribal governments, nonprofit organizations, and internet service providers the opportunity to challenge whether a Broadband Service Location (BSL) is eligible for BEAD funding, and thereafter provide rebuttals to specific challenges.

Challenges can include contesting a particular BSL's status as unserved (lacking 25/3 Mbps) or underserved (lacking 100/20 Mbps) and thus eligible for funding. Changing a BSL's status to unserved or underserved would make it eligible for BEAD funding. Challenges may not remove BSL's from the map or add new BSL's not currently shown in the map. When the challenge process is complete and results are approved by the National Telecommunications Information Administration (NTIA), the PSC

will publish the final list and a map of BEAD-eligible BSL's, prior to the opening of the BEAD competitive grant application window.

It was anticipated that the challenge process was going to include removal or additional BSL's, a methodology was created by ECWRPC to identify these locations. While the challenge process will not focus on updating the location of BSL's, the updated BSL's can be sent to the FCC for more accurate future updates. The GIS team (ECWRPC and Bay-Lake RPC) will continue to work with interested NEW North Counties to help create this data.

Broadband Hub mapping from NEW North - <https://www.thenewnorth.com/new-north-broadband-overview-map-now-available-for-use-by-anyone/>

Update on mapping – a new viewer was created to group all the layers thematically. At last count, there are 115 separate layers to view on the interactive map viewer.

TO: Executive Committee
FROM: Melissa Kraemer Badtke, Executive Director
DATE: May 15, 2024
RE: Southeast Regional Directors Institute (SERDI) Assessment of ECWRPC

Background

In October 2023, the Commission Board approved working with the Southeast Regional Directors Institute (SERDI) to assess East Central's programs, services and operations. SERDI is a voluntary professional development association for regional council executive directors in the southeastern portion of the United States. SERDI has conducted 64 assessments since 1994 and they have been customized to the regional planning commission/regional council of governments. Mr. Jim Youngquist, SERDI Executive Director, conducted this assessment in the first quarter of 2024, which included:

Online Surveys (2)

- 1. Commission Board.** An online survey was available to all Commission Board members electronically. Commissioner's that preferred to complete a hard-copy survey were given that option.
- 2. Key Stakeholders.** An online survey was also distributed to other key stakeholders, including partner organizations and county and municipal staff unable to participate in the Focus Group sessions.

Focus Group Sessions (5)

Five focus groups were conducted the week of March 25th. Participants from across the ten-county region included a variety of elected officials, county and municipal staff, stakeholder organizations, and East Central staff.

One-On-One Interviews. Ten one-on-one interviews were conducted with a variety of key stakeholders the week of March 25th.

Commission Board Presentation

Mr. Youngquist will attend the May 23rd Commission meeting to present the findings and preliminary recommendations for the Board's consideration.

Complete Record Report. A complete record report of the strategic assessment process will be provided to the ECWRPC Executive Director for use and distribution as they see fit. The report will be provided within 90 days of the completion of the Commission Work Session. The report will include the online and focus proceedings and responses from all participants along with specific recommendations with action steps, responsible parties, timeframes for implementation, and resources needed, financial and otherwise, to enhance the ECWRPC and maximize its relevancy and assistance to the region's local governments.

The cost of the SERDI Assessment was \$4,500 plus travel reimbursement for Mr. Youngquist not to exceed \$3,500.

Staff Recommendation: This is information only so no action is required.



**East Central Wisconsin Regional Planning Commission (ECWRPC)
Strategic Assessment
Winter-Spring 2024
DRAFT RECOMMENDATIONS
FOR THE ECWRPC BOARD OF DIRECTORS WORK SESSION
*MAY 23, 2024***

The Assessment - Overview

At the request of the East Central Wisconsin Regional Planning Commission (ECWRPC), the Southeast Regional Directors Institute (SERDI) conducted a strategic assessment of the commission. The purpose of the assessment is to develop implementable strategies that will enable the ECWRPC to be the most relevant and effective organization it can be for its owners, the region's local governments.

The strategic assessment was designed to glean input from the region's leaders that provide a broad range of opinions and perceptions of the ECWRPC, what they saw as strengths; what concerned them; what issues, challenges; and opportunities face the region and its local governments; what role the council should play in addressing them; and the steps it should take to make the ECWRPC the most relevant and best council possible.

The assessment consisted of the following segments: (1) Online Surveys (a.) ECWRPC Board of Directors (b.) ECWRPC Partners; (2) Focus Group Sessions (a.) Fond du Lac & Calumet (b.) Waupaca, Shawano, & Menominee) (c.) Outagamie, Winnebago, & Calumet (d.) Non-member counties Waushara, Marquette, & Green Lake; (3) One-One Interviews with regional leaders identified by ECWRPC; (4) Preliminary overview of Process to the ECWRPC Board of Directors; (5) Presentation of Draft Recommendations and Discussion with the ECWRPC Board of Directors; and (6) Complete Record Report of the entire assessment Including the final agreed upon recommendations.

The Preliminary DRAFT Recommendations for Consideration follow:

Annual Local Government Briefing and Work Session

Strategy

Each year, the ECWRPC Chair and Executive Director will invite municipal, and county elected and appropriate appointed officials to participate in a briefing and work session to learn about the ECWRPC, the accomplishments of the past year, and to gather information from the officials on what they see as the opportunities and challenges that they would like to have the ECWRPC address in the coming year. Implementing this effort will enhance the communication and understanding of the ECWRPC especially to municipal and county elected officials that do not serve on the ECWRPC Board of Directors or do not serve as Mayor or County Chair.

Action Steps

- Each of the counties will host an annual ECWRPC Local Government Briefing and Work Session for the county and its municipalities.
- The Briefing and Work Session will contain two parts:
 - a) ECWRPC will provide an orientation overview of the Commission, its overall programs, and specific projects that have been worked on during the past year in the county and its municipalities. Following the presentation time will be given for the participants to ask questions and provide input.
 - b) The ECWRPC will facilitate a session in which the local government officials will identify the opportunities, challenges, and issues facing their communities and would like for the ECWRPC to help address. Some of those identified may be applicable to their jurisdictions, but some may be found in the other counties and can become a regional focus for ECWRPC.

Responsible Parties

- Municipal and County Elected and Non-Elected Officials
- ECWRPC Executive Director, Department Heads, and staff
- ECWRPC Board Chair

Timetable

- In 2024, it would be projected to begin in the late summer or early fall, but beginning in 2025 and subsequent years, the Briefing and Work Session in each county should be held in late winter/early spring before budget and work program are developed for the upcoming fiscal year.

Annual Orientation Session

Strategy

A number of Board members that participated in the SERDI Assessment stated that they had not gone through a comprehensive orientation program about ECWRPC or the role of them being a Board member when they began their service to the RPC. They noted that they knew about some of the initiatives/programs but not all and really did not know about all the RPC should/could do to support the local governments in the region and the region as a whole. To strengthen the relevance and importance of the Board and a comprehensive orientation program is needed.

Action Steps

- The program should be developed for ALL Board of Directors that will be held annually. Participants in the focus groups in the SERDI assessment noted that a detailed orientation program was needed for ALL Board members.
- The program should be held in lieu of one of the monthly Board meetings.
- The program should include an overview of the Regional Planning Commissions and their creation through Wisconsin legislation, the history of the East Central Wisconsin Regional Planning Commission, the abilities of the ECWRPC, and the current programs, etc.
- The orientation should be available on-line after presentation so that relevant information is always available to Board Members and interested parties.

Responsible Parties

- Executive Director and Board Chair.

Timetable

- Begin in Fiscal Year 2025 at a regularly scheduled Board of Directors Meeting.

Increase communication with local governments by routinely being visible at member Board meetings and functions.

Strategy

It is very important for the staff of the RPC to be in communication with its member governments whether it is through website, newsletter, or telecommunications. It is very important however that the communication go beyond those means. Numerous comments were made that they wish the staff would get out to their communities and attend county commission and city council meetings to be visible and bring updates that their government would be interested in. It is important to get out there when the staff is *not* asking for anything.

Action Steps

- At least once a year, a staff member should attend at least one meeting of each member jurisdiction in the region.
- A staff member should be assigned to each member jurisdiction. That staff member should routinely through telecommunications and phone call to check in with the mayor/county commissioner and key staff people at the jurisdiction.
- It should be the responsibility of the staff member to make sure their jurisdiction is aware of upcoming events, grant and other funding opportunities, and other important issues.
- Additionally, the Executive Director should make sure that they visit with each member jurisdiction at least once annually whether it be a meeting or dropping in to visit with the Mayor or County Commissioner.
- If not being done at the present time, the Executive Director should coordinate periodic group meetings with the County/Municipal Administrators in order to brainstorm ways in which jurisdictions may work more regionally together; additionally, for the Executive Director to participate in the regional local government administrators' meetings.

Responsible Parties

- Executive Director, Department Heads
- Staff members

Timetable

- Ongoing beginning as soon as possible.

Develop a work program and services structure that supports the region through regional efforts but also provides program and services support to the urban counties and their municipalities as well as to the rural counties and their municipalities.

Strategy

A reoccurring theme throughout the SERDI Assessment Process was the divide that exists in the ECWRPC footprint between the urban counties and the rural counties. Many thought that the major focus of the work of the ECWRPC was on the urban counties and that the rural counties were an afterthought. With ECWRPC staffing three Metropolitan Planning Organizations for transportation planning of for Appleton, Oshkosh, and Fond du Lac there is a major focus on the urban areas in region. Currently three of the counties in the ECWRPC footprint that are rural are not members (Green Lake, Marquette, and Waushara) because they do not think there is any benefit to belonging, but from the discussion in the focus group, they would like to have a reason to be members. There are other rural counties that do belong and feel that they benefit to some degree but would like to benefit more. With such a distinct divide, it appears that a work program of urban, rural, and regional should be created.

Action Steps

- Based on the information and feedback received from the local governments in their annual local government briefing and work session, the staff should identify a work program and services support direction for the region, urban, and rural counties.
- The Board of Directors in consultation with the Executive Director will identify how the work programs and service support will best be staffed, and as a result, what additional staff may be needed to implement the proposed structuring.

Responsible Parties

- Executive Director and Board of Directors plus professional staff leaders from the region's jurisdictions.

Timetable

- Begin developing as soon as feasible but implement FY 2025.

Promotion of East Central Wisconsin Regional Planning Commission

Strategy

It is very important that the staff and the Board of Directors on behalf of the region's local governments promote the ECWRPC. Those that criticize are almost always unaware of the services and initiatives that ECWRPC are carrying out on behalf of them and the region as a whole.

Action Steps

- If possible, it would be great to have a staff member dedicated at least part time along with the Executive Director to increase their promotion activities.
- ECWRPC staff need to attend as many local government commission and council meetings as possible.
- ECWRPC Board need to update their governing bodies on the last deliberations of the RPC and bring back any feedback to the Board.
- A communication strategy needs to be implemented to connect with the region's local governments on a weekly basis. What is going on in the region, new funding opportunities, highlighting current projects, ROI angles, explanations such as levy increases...why necessary, what it covers, the benefit to the region, RPC, and their local government.
- Further develop the ECWRPC brand and corresponding branding materials to be used by all staff to promote the variety of programs and support provided by the ECWRPC. This could possibly include a baseline PowerPoint presentation as well as specific templates as needed to enhance the ability to tell the broader ECWRPC story. This would be developed with the assistance of RPC's website designer and a link to the website should be placed on each of the region's local governments' websites.

Responsible Parties

- Executive Director, Communication Officer, Executive Board, and the Website Designer

Timetable

- As soon as possible.

ECWRPC as the Convener of the Region

Strategy

In 2024, the most relevant regional planning commissions across the country have as one of, if not the first priority of their commission, taking on the Convener of the Region role. Taking on and being recognized in that role does not mean that ECWRPC is or has to control or lead in every instance. What it does mean that it should take on the role of bringing together the key players and organizations to address an issue, opportunity, or challenge facing the region, community, or entity. ECWRPC is owned by the local governments within the geographic footprint. It should be neutral to the agenda, a facilitator, and an information resource.

Action Steps

- Responding to an interest voiced by professional staff in the focus group sessions during the strategic assessment process, the ECWRPC staff is able to facilitate a schedule roundtable meeting with a formal or informal agenda of common interests *such as*
 - a. Local Government Human Resource leaders
 - b. Finance Directors
 - c. Economic Development Directors
 - d. Planning Directors
 - e. MPO/transportation leaders
 - f. Specialized transportation leaders
 - g. Chief local government administrators (clerks, managers, etc.)
- At the request of a roundtable group, ECWRPC will work with a group to conduct best practice or other research that would be beneficial to have at the session if a known specific subject would be a focus of the session.
- ECWRPC will offer to host the roundtable sessions at the offices of the commission.

Responsible Parties

ECWRPC Executive Director, Deputy Directors and/or applicable ECWRPC staff

Timetable

- As soon as possible.

General Planning Services and Assistance

Strategy

It became apparent throughout the assessment that many of the region's leaders have made a recommitment to ECWRPC with the appointment of a new executive director and new staff additions. During the assessment there was frequent discussion for the need to provide more technical assistance and grant writing services as well as to improve overall communications to the local governments throughout the region, making them aware of new funding opportunities and/or programs and decisions that would be applicable to them from Madison and Washington, DC. While there was much discussion on these needed services there was also concern on having to pay more for them. ECWRPC and other Wisconsin regional planning commissions do not receive general technical assistance funds to provide the services provided in other states. ECWRPC maintains a healthy fund balance that could prudently be used to create a General Planning Services and Assistance fund to significantly address this need.

Action Steps

- The Board of Directors should develop a General Planning and Assistance Fund consisting of repurposed and additional levy local government funds as well as fund balance monies for the desired initiatives and projects identified by local governments and multijurisdictional efforts.
- \$100,000 should be set aside through local levy and the fund balance to fund the General Planning and Assistance effort.
- Eligible activities for fund use would include communications, grant writing & administration, website updates, staff/board/local government sessions, general planning assistance, etc.

Responsible Parties

- ECERPC Board of Directors and Staff.

Timetable

- As soon as possible. Remaining 2024, 2025 and beyond.

**MEETING MINUTES
EXECUTIVE COMMITTEE MEETING
East Central Wisconsin Regional Planning Commission**

COMMITTEE MEMBERS: *Jeff Nooyen (Chair), Alice Connors (Vice Chair), Steven Abel, Dick Koeppen, Thomas Kautza, Jeremy Johnson (Perm. Alt. for Elizabeth Moses), Dave Albrecht (Perm. Alt. for Tom Egan)*

Date: Wednesday, March 20, 2024 @ 1:30 p.m. (In Person)

1. **Welcome and Introductions** – Chair Nooyen called the meeting to order at 1:30 pm.
2. **Roll Call**
 - A. Introduction of Alternates, Staff and Guests

Committee Members Present:

Jeff Nooyen (Chair).....	Outagamie County
Alice Connors (Vice Chair)	Calumet County
Jeremy Johnson (Perm. Alt. for Elizabeth Moses)	Menominee County
Tom Kautza	Shawano County
Dick Koeppen -Call in	Waupaca County

Committee Members Absent (Excused):

Steve Abel	Fond du Lac County
David Albrecht (Perm. Alt. for Tom Egan)	Winnebago County

ECWRPC Staff:

Melissa Kraemer Badtke	Executive Director
Craig Moser	Deputy Director
Sara Otting.....	Controller
Colin Kafka	Associate Planner
Casey Peters	GIS Analyst I/Associate Planner
Chris Colla	Associate Planner
Leann Buboltz.....	Administrative Coordinator

Guests:

Jeff Filipiak.....	Guest
Leah Lasecki.....	Director, Clifton Larson Allen

3. **Approval of the Agenda/Motion to Deviate** - A motion was made by Vice Chair Connors and a second by Mr. Johnson to approve of the agenda as presented. Motion carried.
4. **Public Comment** – No public comments
5. **Special Order of Business/Action Item**
 - A. **Presentation and Approval of the Draft 2023 Annual Audit – Ms. Leah Lasecki, Director, Clifton Larson Allen (Attached Separately).** Ms. Lasecki presented an overview of 2023 annual audit to the members. She stated that overall the audit went well and there were no adjustments or findings for the audit. Ms. Lasecki acknowledged Ms. Otting - Controller for her notable work in maintaining a top-quality financial system for the Commission.

A motion was made by Vice Chair Connors and a second by Mr. Kautza to receive the 2023 Annual Audit and place on file. Motion carried unanimously.

6. **Approval of the Minutes of the February 21,2024 Executive Committee Meetings.** A motion was made by Mr. Johnson and seconded Mr. Kautza to approve of the February 21, 2024 Executive Committee Meeting minutes as presented. Motion carried.

7. Announcements and Discussion Items

- A. Director's Report – Ms. Kraemer Badtke shared highlights from the following areas; *list not all inclusive*.
1. Staff Transition – Ms. Kraemer Badtke shared with the members that we received a resignation from one of the Associate Transportation Planners, Abby Mader. She noted that Ms. Kate Blackburn, who had been working with us in an LTE role, has accepted this position. Staff will also be moving forward with posting for the new, Part Time MPO Administrative/Communications Coordinator Position. This position is driven by the MPO Policy Board's being separated out from the Commission Board.
 2. SERDI Update – Staff wanted to thank Mr. Moser for his assistance in facilitating the surveys and those who have completed the survey. We received an above average response rate from the Board. Jim Youngquist will be on site next week, conducting 5 focus group sessions and 10 one-on-one interviews.
 3. Annual Report – Staff are working to finalize the Annual Report for presentation at the May Commission Board meeting.
 4. Safe Routes to School – Safe Routes, Jennie Mayer received notice that they were awarded a \$5,000 grant from Fox Cities Greenways to be used for the purchase of new bikes, which will be used for bike safety education.
 5. Marquette County Strategic Planning Request – Ms. Kraemer Badtke received a request from Marquette County for assistance with a strategic planning initiative. Both, Ms. Kraemer Badtke and Mr. Moser will be evaluating this request, and more broadly non-member county services, in the context of the results of the SERDI assessment moving forward. She noted the she will bring the findings back to this Committee.
 6. Water Quality Management Program - Staff attended a DNR workshop last week focused on implementing Environmental Justice and Equity into the Water Quality Management program. It was shared that additional funding through DNR will be available for various efforts aligned with these priorities. Staff will be evaluating this opportunity and may bring a work plan amendment forward aligned with these priorities.
- B. Appleton TMA Certification Letter and Summary Report – Ms. Kraemer Badtke reported that the Appleton TMA Certification Letter and Summary Report was received. She noted that staff continues to work on the corrective actions, which were modified by DOT, including the development of the new policy board structure for the MPOs.
- C. Nominating Committee Communication – Mr. Craig Moser shared that staff wanted to ensure that the Executive Committee was aware of the updated materials for the nominating committee which will be meeting prior to the Commission on March 28th. Upon discussion, it was noted that member, Mr. Kautza stated that if he is returning as Shawano County Chair, he would not have time available to serve as Commission Chair. Mr. Moser also shared that the timeline of the first Nominating Committee is held prior to the election according to the by-laws, which upon discussion, might be adjusted to mirror the County process.

8. New Business/Action Items

- A. Proposed Resolution 18-24: Authorizing the Executive Director of the Commission to Enter into an Office Lease Extension with the Gilbert Development Company, LLC for Office Space at 400 Ahnaip Street, Suite 100; Menasha, WI. Ms. Kraemer Badtke shared with the members that the current lease agreement with Gilbert Development Company, LLC for office space at 400 Ahnaip Street in Menasha terminates on July 31, 2024. She noted that the current lease agreement includes an option to extend the lease term for three years, through July 31, 2027. It is proposed that exercising the lease extension option at the current location and preserving the early termination option is in the best interest of the Commission at this time. Ms. Kraemer Badtke shared that the lease amendment provides for the following improvements at landlord's expense: Carpet cleaning, painting, front entrance concrete repair, patio stairs concrete repair, signage above front entrance and landscaping improvements

A motion was made by Mr. Kautza and a second by Vice Chair Connors to approve of Proposed Resolution 18-24: Authorizing the Executive Director of the Commission to Enter into an Office Lease Extension with the Gilbert Development Company, LLC for Office Space at 400 Ahnaip Street, Suite 100; Menasha, WI as presented. Motion carried unanimously.

- B. Proposed Resolution 19-24: Authorizing the Executive Director of the Commission to Enter into a Contract with HNTB for Travel Demand Model Services. Mr. Casey Peters gave a brief overview. He shared that East Central staff conducted a Requests for Proposals for the travel demand modeling services. Upon review HNTB was selected as the consultant to assist with the travel demand model. Mr. Peters stated that the contract would be through the end of October 2024 and up to \$60,000. He noted that the consultant

will be providing training both in person and virtual to the staff on the travel demand model as well as developing training materials, which will be used for incoming staff.

A motion was made by Mr. Johnson and a second by Vice Chair Connors to approve Proposed Resolution 19-24: Authorizing the Executive Director of the Commission to Enter into a Contract with HNTB for Travel Demand Model Services. Motion carried unanimously.

- C. Proposed Resolution 20-24: Authorizing the Executive Director of the Commission to Enter into a Contract with Traffic Analysis & Design Inc. for the Safe Routes to School Program. Ms. Kraemer Badtke shared with the members that the Safe Routes to School team issued a request for proposals to conduct a Built Environment and Active Transportation to and from School (BEATS) study. She noted that the goal of the BEATS study is to help school communities better understand their existing transportation situations, adapt to changing needs and conditions, and alleviate the pedestrian and bicycle accessibility and safety issues that they face for children traveling to and from school. A selection committee reviewed the proposals, which resulted in Traffic Analysis & Design Inc. (TADI) being selected to enter into contract negotiations with the Commission. The total cost for the 12-month contract will be no more than \$65,000. Also noted is that the funding associated with this program will require a three-party contract between the Wisconsin Department of Transportation, the Commission, and the Consultant.

A motion was made by Mr. Kautza and a second by Mr. Johnson to approve of Proposed Resolution 20-24: Authorizing the Executive Director of the Commission to Enter into a Contract with Traffic Analysis & Design Inc. (TADI) for the Safe Routes to School Program as presented. Motion carried unanimously

- D. Proposed Resolution 21-24: Amending the 2024 Transportation Work Program Section of the 2024 Work Program and Budget for the East Central Wisconsin Regional Planning Commission. Ms. Kraemer Badtke shared with the member that it is anticipated that the redesignation process for the Appleton MPO Policy Board and the Oshkosh MPO Policy Board will cost the commission approximately \$80,000-\$100,000. She noted that based on the expenses incurred through February (which was approximately \$25,000), the staff are recommending amending the transportation work program and budget to adjust the administration work program element by adjusting program deliverables for three other categories.

Work Program Element	2024 Budget	Adjustment	Revised 2024 Budget
1311	\$ 75,000	\$ 50,000	\$ 145,000
1313	\$ 75,000	\$ (20,000)	\$ 55,000
1323	\$ 76,019	\$ (10,000)	\$ 66,019
1324	\$ 50,000	\$ (20,000)	\$ 30,000

A motion was made by Vice Chair Connors and a second by Mr. Kautza to approve of Proposed Resolution 21-24: Amending the 2024 Transportation Work Program Section of the 2024 Work Program and Budget for the East Central Wisconsin Regional Planning Commission. Motion carried unanimously.

Combined Resolutions

- E. Proposed Resolution 22-24: Authorizing the Executive Director and East Central Staff to Engage Communities and Partner Organizations in the Process of Redesignation of the Appleton (Fox Cities) MPO Policy Board Structure. Mr. Craig Moser gave a brief overview of the proposal. He noted that East Central staff will need to begin to work with communities within the Appleton MPO to begin the redesignation process. It was noted that this information was presented to the Appleton MPO Technical Advisory Committee. Mr. Moser reported that East Central staff is actively working in coordination with FHWA, FTA, and the Wisconsin Department of Transportation and contracted outside legal counsel to ensure the various components of the redesignation of the Appleton (Fox Cities) MPO Policy Board structure are compliant with federal regulations.
- F. Proposed Resolution 23-24: Authorizing the Executive Director and East Central Staff to Engage Communities and Partner Organizations in the Process of Redesignation of the Oshkosh MPO Policy Board Structure. Mr. Moser shared that East Central staff has also discussed redesignating the Oshkosh MPO Policy Board at the same time where Oshkosh City Manager, Mark Rohloff was supportive of this approach.

A motion was made by Mr. Kautza and a second by Mr. Johnson to approve of Proposed Resolution 22-24: Authorizing the Executive Director and East Central Staff to Engage Communities and Partner Organizations in the Process of Redesignation of the Appleton (Fox Cities) MPO Policy Board Structure. and;

Proposed Resolution 23-24: Authorizing the Executive Director and East Central Staff to Engage Communities and Partner Organizations in the Process of Redesignation of the Oshkosh MPO Policy Board Structure as presented. Motion carried unanimously.

Combined Resolution(s)

- G. Proposed Resolution 24-24: Endorsing the Eventual Goal of Zero Roadway Fatalities and Serious Injuries for the Appleton (Fox Cities) Metropolitan Planning Organization, and;
- H. Proposed Resolution 25-24: Endorsing the Eventual Goal of Zero Roadway Fatalities and Serious Injuries for the Oshkosh Metropolitan Planning Organization

Mr. Colin Kafka updated the members that the Commission approved the Comprehensive Safety Action Plan for the Appleton (Fox Cities) and Oshkosh MPO in January 2024. He reported that the notice of funding opportunity was released and FHWA is now requiring that all of the items within the self-certification be included in the comprehensive safety action plan. This includes an endorsement by the policy board of the Eventual Goal of Zero Roadway Fatalities and Serious Injuries. Mr. Kafka noted that it is anticipated that a couple of communities within the Appleton (Fox Cities) MPO as well as Oshkosh MPO will be looking to apply for the demonstration fund and/or implementation funds for this funding opportunity.

A motion was made by Mr. Kautza and a second by Mr. Johnson to approve of Proposed Resolution 24-24: Endorsing the Eventual Goal of Zero Roadway Fatalities and Serious Injuries for the Appleton (Fox Cities) Metropolitan Planning Organization, and; Proposed Resolution 25-24: Endorsing the Eventual Goal of Zero Roadway Fatalities and Serious Injuries for the Oshkosh Metropolitan Planning Organization as presented. Motion carried unanimously.

- I. Proposed Resolution 26-24: Authorizing the Commission to Submit and Support an Application for FHWA Prioritization Process Pilot Program (PPPP) Grant Funding. Mr. Chris Colla gave a brief overview of the program grant funding. He noted that based on the Appleton Transportation Management Areas (TMA) Certification Review, Federal Highway Administration (FHWA) has encouraged East Central to apply for the Prioritization Process Pilot Program Grant Funding. Mr. Colla shared that the Grant is 100% funded and would provide the staff additional resources to link the Metropolitan Transportation Plan, the Congestion Management Process, and the Transportation Improvement Program to each other along with developing new criteria for various funding programs that the Appleton MPO has. Once this program has been developed for the Appleton TMA, could be applied to the Oshkosh and Fond du Lac MPOs.

A motion was made by Mr. Johnson and a second by Mr. Kautza to approve of Proposed Resolution 26-24: Authorizing the Commission to Submit and Support an Application for FHWA Prioritization Process Pilot Program (PPPP) Grant Funding as presented. Motion carried unanimously.

9. **Informational/Discussion Items**

- A. County Roundtable Discussion (*as time permits*) – None

10. **Establish Time and Place for Next Commission Meeting**

- A. **Executive Committee Meeting**: *The next Executive Committee meeting to be determined.*
- B. **Nominating Committee Meeting**: *The Nominating Committee will meet on Thursday, March 28 at 8:45 a.m. prior to the Commission meeting. Location - In person at The Hillside-Plamman Park, Appleton WI. An agenda and meeting materials will be forthcoming*
- C. **Commission Meeting**: *The next Commission meeting will be held on Thursday, March 28 at 10:00 a.m. (Note Date change) In person at The Hillside-Plamman Park, Appleton WI. An agenda and meeting materials will be forthcoming*

- 11. **Adjourn** – A motion was made by Mr. Kautza and second by Mr. Koeppen to adjourn with the time noted 2:30 p.m.

Respectfully submitted by
Leann Buboltz – Administrative Coordinator
ECWRPC

EAST CENTRAL WIS.REG.PLANNING COMM. (ECW)

Balance Sheet

As of 3/31/2024

	3/31/2024	3/31/2023
ASSETS		
CASH & CASH EQUIVALENTS		
1000-01 CASH-AssocBank Main Checking	\$ 44,994.24	\$ 73,547.85
1000-03 CASH-Associated Benefit Account	7,083.65	18,982.47
1000-05 CASH-AssocBank Money Market	461,153.89	581,834.52
1000-06 CASH-WEDC Checking	0.00	72,825.90
1010-00 STATE TREASURER-LOCAL GOVT PL	537,116.87	265,281.36
1020-00 PETTY CASH	100.00	100.00
Total CASH & CASH EQUIVALENTS:	1,050,448.65	1,012,572.10
RECEIVABLES		
1100-00 ACCOUNTS RECEIVABLE	470,734.55	321,389.91
1130-00 DEFERRED REVENUE/NR135 CARRYOVER	-15,361.36	-6,381.84
1140-00 OTHER DEFERRED REVENUE	-590.50	-10,860.14
Total RECEIVABLES:	454,782.69	304,147.93
PREPAIDS & DEPOSITS		
1200-00 PREPAID & DEPOSITS	22,125.29	21,291.24
1210-00 DEFERRED OUTFLOWS	1,300,477.02	1,093,313.10
Total PREPAIDS & DEPOSITS:	1,322,602.31	1,114,604.34
CAPITAL EQUIPMENT		
1400-00 COMPUTERS, EQUIPMENT & OTHER FIXED ASSETS	284,231.42	274,393.47
1405-00 ACCUM. DEPREC	-198,171.44	-164,197.04
1420-00 CAPITAL LEASE ASSET	116,187.42	98,010.09
1425-00 ACCUM. DEPREC. CAPITAL LEASE ASSET	-116,187.42	-73,381.56
Total CAPITAL EQUIPMENT:	86,059.98	134,824.96
OTHER ASSETS		
1500-00 NET PENSION ASSET	0.00	530,175.94
Total ASSETS:	\$ 2,913,893.63	\$ 3,096,325.27
LIABILITIES		
ACCOUNTS PAYABLE		
2000-00 ACCOUNTS PAYABLE	\$ 69,933.82	\$ 114,085.69
ACCRUED LIABILITIES		
2110-00 PAYROLL TAXES PAYABLE	17,873.79	15,217.19
2160-00 ACCRUED ANNUAL LEAVE	23,296.23	21,058.39
2178-00 FLEX SPENDING ACCOUNT (FSA) PAYABLE	-8.43	2,465.38
2210-00 DEFERRED INFLOWS	821,559.00	1,359,836.00
Total ACCRUED LIABILITIES:	862,720.59	1,398,576.96
NOTES PAYABLE		
2305-00 CAPITAL LEASE PAYABLE	12,567.32	44,770.73
Total NOTES PAYABLE:	12,567.32	44,770.73
OTHER LIABILITIES		
2400-00 NET OTHER POST-EMPLOYMENT BENEFIT	93,602.00	130,409.00
2410-00 NET PENSION LIABILITY	330,493.06	0.00
Total LIABILITIES:	1,369,316.79	1,687,842.38
NET POSITION		
2900-00 Retained Earnings-Current Year	479,320.37	283,490.86
2900-00 RETAINED EARNINGS - PRIOR	988,764.47	1,030,843.03
2910-00 INVESTMENTIN FIXED ASSETS	76,492.00	94,149.00
Total NET POSITION:	1,544,576.84	1,408,482.89
Total LIABILITIES & NET POSITION:	\$ 2,913,893.63	\$ 3,096,325.27

March 31, 2024 PROJECT UPDATE

Project	Start Date	End Date	Approved Budget	Total \$ Budget	Total \$ Spent	% Remain	Total Hrs Budget	Hrs Spent	Hrs Remain	% Remain	Total Hrs Budget	Hrs Spent	% Remain
1140-024: Regional Comprehensive Plan Update	1/1/2024	12/31/2024	50,000	50,000	2,899	94.20%	507.00	30.25	476.75	94.03%			
1205-024: Community Facilities Committee Coordination	1/1/2024	12/31/2024	6,950	124,000	27,927	77.48%	64.00	9.00	55.00	85.94%	1438.00	281.50	80.42%
1231-024: Sewer Service Area Plan Promotion, Implementation	1/1/2024	12/31/2024	117,050				1374.00	272.50	1101.50	80.17%			
1311-024: FC/Osh Program Administration and Support	1/1/2024	12/31/2024	75,000				384.00	345.50	38.50	10.03%	7220.00	1763.75	75.57%
1312-024: FC/Osh Fox Cities/Oshkosh LRTLUP	1/1/2024	12/31/2024	150,000				1433.00	488.25	944.75	65.93%			
1313-024: NE Region Travel Demand Model Implementation	1/1/2024	12/31/2024	75,000				676.00	3.25	672.75	99.52%			
1321-024: FC/Osh - Short Range/Congestion Management	1/1/2024	12/31/2024	250,000				1705.00	356.00	1349.00	79.12%			
1322-024: FC/Osh - Transportation Improvement	1/1/2024	12/31/2024	50,000	935,173	169,544	81.87%	353.00	196.50	156.50	44.33%			
1323-024: FC/Osh Multi-modal/Transportation Alternatives	1/1/2024	12/31/2024	76,019				694.00	182.00	512.00	73.78%			
1324-024: FC/Osh Transit	1/1/2024	12/31/2024	50,000				467.00	119.75	347.25	74.36%			
1324-024F: FC/O FTA SATO	1/1/2024	12/31/2024	194,148				1314.00	72.50	1241.50	94.48%			
1324-024S: FC/O FHWA 2.5% SATO	1/1/2024	12/31/2024	15,006				194.00	0.00	194.00	100.00%			
1312-024A: FC/Osh LRTP	1/1/2024	12/31/2024	97,039				369.00	507.00	-138.00	-37.40%	1261.00	746.00	40.84%
1313-024A: FC/Osh Travel Demand Model	1/1/2024	12/31/2024	97,039	350,320	87,665	74.98%	307.00	121.50	185.50	60.42%			
1321-024A: FC/Osh Short Range/CMP	1/1/2024	12/31/2024	156,242				585.00	117.50	467.50	79.91%			
1331-024: Regional Transportation Administration	1/1/2024	12/31/2024	16,555				141.00	37.75	103.25	73.23%	964.00	239.50	75.16%
1332-024: Regional Transportation Tech Assistance	1/1/2024	12/31/2024	58,259	89,661	19,767	77.95%	678.00	157.00	521.00	76.84%			
1333-024: Regional Comprehensive Planning	1/1/2024	12/31/2024	14,846				145.00	44.75	100.25	69.14%			
1341-024: FDL - Prgm Administration and Support	1/1/2024	12/31/2024	15,000				142.00	84.00	58.00	40.85%	2517.00	1039.50	58.70%
1342-024: FDL LRTLUP	1/1/2024	12/31/2024	50,000				646.00	311.25	334.75	51.82%			
1343-024: FDL Short Range/Congestion Mngmt	1/1/2024	12/31/2024	50,000				518.00	244.50	273.50	52.80%			
1344-024: FDL Transportation Improvement Program	1/1/2024	12/31/2024	15,000	213,225	79,380	62.77%	210.00	76.25	133.75	63.69%			
1345-024: FDL - Transit	1/1/2024	12/31/2024	20,000				259.00	18.50	240.50	92.86%			
1346-024: FDL Travel Model Improvement Program	1/1/2024	12/31/2024	16,127				144.00	17.00	127.00	88.19%			
1346-024F: FDL FTA SATO	1/1/2024	12/31/2024	44,425				566.00	278.00	288.00	50.88%			
1346-024S: FDL FHWA 2.5% SATO	1/1/2024	12/31/2024	2,674				32.00	10.00	22.00	68.75%			
1381-024: Regional SRTS	1/1/2024	12/31/2024	375,000				5178.00	1088.00	4090.00	78.99%	5439.00	1103.00	79.72%
1383-024: Events and Programs	1/1/2024	12/31/2024	85,000				0.00	0.00	0.00	#DIV/0!			
1384-024: Communications and Education Materials	1/1/2024	12/31/2024	8,000	488,200	97,229	80.08%	0.00	0.00	0.00	#DIV/0!			
1386-024: Youth Engagement Program	1/1/2024	12/31/2024	14,500				196.00	13.00	183.00	93.37%			
1390-024: Workshops	1/1/2024	12/31/2024	1,000				0.00	0.00	0.00	#DIV/0!			
1391-024: Evidence Based Practices and Research	1/1/2024	12/31/2024	4,700				65.00	2.00	63.00	96.92%			
1511-024: Planning Partnership Grant Administration	1/1/2024	12/31/2024	27,500				270.00	38.00	232.00	85.93%	900.00	227.75	74.69%
1512-024: CEDS Implementation	1/1/2024	12/31/2024	27,000				178.00	96.25	81.75	45.93%			
1513-024: Annual Comprehensive Economic Development	1/1/2024	12/31/2024	17,167	116,667	19,324	83.44%	81.00	0.00	81.00	100.00%			
1516-024: EMSI Analysis Services	1/1/2024	12/31/2024	15,400				129.00	63.75	65.25	50.58%			
1517-024: Support/Participation in Local/Regional	1/1/2024	12/31/2024	14,800				129.00	29.00	100.00	77.52%			
1520-024: EDA Technical Assistance - To be Determined	1/1/2024	12/31/2024	14,800				113.00	0.75	112.25	99.34%			
1621-024: NR-135 Non-Metallic Mine Reclamation	1/1/2024	12/31/2024	165,340	165,340	54,261	67.18%	1504.00	418.00	1086.00	72.21%			
2454-024: T Greenville Mining Inspection	1/1/2024	12/31/2024	1,000	1,000	-	100.00%	8.00	0.00	8.00	100.00%			
2461-024: GO Transit Development Plan	1/1/2024	4/30/2024	42,891	42,891	36,723	14.38%							
2462-024: New North	1/1/2024	12/31/2024	47,325	47,325	3,214	93.21%	220.00	32.75	187.25	85.11%			
2463-024: C of Shawano Open Space Recreation	1/1/2024	12/31/2024	13,316	13,316	3,749	71.85%	178.00	43.25	134.75	75.70%			
2464-024: T of Buchanan Open Space Recreation	1/1/2024	12/31/2024	9,259	9,259	2,904	68.64%	113.00	34.25	78.75	69.69%			

TO: Appleton (Fox Cities) Executive Committee
FROM: Casey Peters, GIS Analyst I
DATE: May 15, 2024
RE: Resolution 27-24: Amending the 2024-2027 Transportation Improvement Program (TIP) for the Appleton (Fox Cities) Urbanized Area

Since the 2024-2027 Transportation Improvement Program (TIP) for the Appleton (Fox Cities) Urbanized Area was adopted on October 27, 2023, the Wisconsin Department of Transportation (WisDOT) have notified the Commission of several amendments to projects listed in the 2024-2027 program cycle.

As part of an ongoing effort to present the most accurate listing of federally funded transportation projects within the Appleton (Fox Cities) MPO, the Commission continues to collaborate with WisDOT NE Region staff to ensure the most up-to-date information is included within this document based on what has been programmed in WisDOT's Financial Integrated Improvement Programming System. The changes are being made to reflect updates made between WisDOT and the project sponsor. These projects require an amendment to ensure the MPO's TIP process remains within federal compliance. Dependent on the degree of change on these projects, these amendments are categorized as either Major Amendments, Minor Amendments, or Administrative Modifications. Details about the differences between these amendment types can be found in the TIP.

The project details are as follows:

Major Amendments

- TIP # 252-20-037 – WIS 76 / School Rd Intersection, NHPP: Change funding type, moved LET to 2023, to be removed
- TIP # 252-20-038 – IH41 / Breezewood – STH 15, NHPP: Moved LET to 2023, to be removed.
- TIP # 252-20-054 – Olde Oneida St, South Mill Race Bridge, STBG: Moved to 2025
- TIP # 252-20-056 – CTH P, STH 47 – Midway Rd, STBG: slight change in funding amount
- TIP # 252-20-057 – Racine St, Third to Ninth St, STBG: moved construction funding to different State project ID.
- TIP # 252-20-063 – USH 10, STH 114 – CTH N, NHPP: added back into program cycle
- TIP # 252-20-064 – WIS 96, WCL – Appleton, State Funds: removed federal funds from project
- TIP # 252-20-065 – WIS 76, CTH II – Shady Lane, STBG: move to 2024, reduction in fed funding
- TIP # 252-21-011 – STH 96, Claribel St – CTH JJ, STBG: LET moved to 2023, can be removed
- TIP # 252-21-012 – STH 96, CTH JJ – CTH D. STBG: LET moved to 2023, can be removed
- TIP # 252-21-014 – Wisconsin Ave, Casaloma Dr – Badger Ave, NHPP: federal funding split between NHPP, HSIP
- TIP # 252-21-015 – STH 15/STH 76, CTH JJ – CTH T, State Funds: federal funding removed
- TIP # 252-22-001 – STH 15/STH 76, CTH JJ – CN RR Xing 1818837Y: federal funding removed
- TIP # 252-22-002 – STH 15/STH 76, Everglade Rd – CTH JJ, STBG: increase in federal & state funding, addition of local funding
- TIP # 252-22-003 – STH 55, USH 10 – Ridgecrest Lane, STBG: funding moved to 2028, to be moved to illustrative

- TIP # 252-22-012 – IH41, Wrightstown SWEF 34/Post-building, State Funds: reallocated federal funding to state funding
- TIP # 252-22-252 – IH41, Various projects, NHPP: split out grouped IH41 projects into individual State IDs, significant change in federal funding across these projects
- TIP # 252-22-053 – Buchanan Rd, Apple Creek Bridge, STBG – Local Bridge: change in LET year
- TIP # 252-22-055 – Farrell Rd, Apple Creek Bridge, STP – Local Bridge: updated funding type and amount
- TIP # 252-022-057 – IH41 Expansion, Various Projects, NHPP: Split grouped projects into individual state IDs, significant changes in federal funding across these projects
- TIP # 252-22-058 – CTH KK, Kankapot Creek Bridge, STBG – Local Bridge: major reduction in federal funding
- TIP # 252-22-064 – Lawe St, College Ave to Wisconsin Ave, STBG: project LET moved from 2026 to 2025
- TIP # 252-23-006 – STH 76, Larsen Rd Intersection, HSIP & NHPP: split federal funding sources, change in funding total, change in LET year
- TIP # 252-23-007 – USH 10, STH 114 – Fire Lane 7, NHPP: Change project description, slight change in funding
- TIP # 252-23-009 – STH 114, Melissa Street – USH 10, NHPP: to be removed
- TIP # 252-23-017 – CTH N, CTH N Interchange B440179, State Funds: federal funding removed
- TIP # 252-23-044 – IH41, STH 96 – CTH F, NHPP: re-added from previous year TIP
- TIP # 252-23-046 – IH41, Railroad Structures, NHPP: change in LET year, slight change in amount
- TIP # 252-23-049 – IH41, CTH Y – Breezewood Lane, NHPP: re-added to program cycle
- TIP # 252-23-053 – Racine Street, Racine WCL RR Xing Sig/Gate: added construction funds for 3rd to 9th to match State Project ID
- TIP # 252-23-059 – City of Kaukauna – Street Lighting, CRP: re-added to program cycle
- TIP # 252-23-060 – City of Menasha – Street Lighting, CRP: re-added to program cycle
- TIP # 252-23-062 – Outagamie County – Smart Traffic Control, CRP: re-added to program cycle
- TIP # 252-23-068 – City of Menasha – Feasibility Study, TAP: re-added to program cycle
- TIP # 252-23-069 – Village of Harrison – Feasibility Study, TAP: re-added to program cycle
- TIP # 252-23-071 – IH41 – Wrightstown SWEF 34/Post-site, NHPP: increase in federal funds
- TIP # 252-24-024 – STH 76, STH 15 – CTH S, STBG & HSIP: split federal funding
- TIP # 252-24-034 – Marcella St Trail, Foxy RR Xing 179987G, Locally Funded

Minor Amendments

- TIP # 252-24-035 – CTH A, CTH JJ Intersection, HSIP: new project design

Administrative Modifications

- TIP # -252-20-055 – E County Line, Kavanugh Rd to Outagamie Rd, STBG: moved up construction date
- TIP # 252-21-010 – STH 55, USH 151 to STH 114, STBG: slight increase in funding
- TIP # 252-22-054 – Spencer Street, Nicolet Rd – Bluemound Dr, STBG: update in construction date

Please see the attached Transportation Improvement Program Table 2: Appleton (Fox Cities) Urbanized Area – Programmed Projects Listing (2024-2027) later in this memo for additional project details. Table 3: Summary of Federal Funds Programmed and Available demonstrates fiscal constrain and provides further description of the project funding types. These projects were posted for public review for 15 days starting April 28th, 2024 and ended May 13th, 2024. No public comment was received to date.

Staff Recommendation: Staff recommends approval of Resolution 27-24: Amending the 2024-2027 Transportation Improvement Program for the Appleton (Fox Cities) Urbanized Area.

Table 2: Appleton (Fox Cities) Transportation Management Area - Project Listing (2024-2027)
(\$000)

** Funds are listed in Year of Expenditure \$.

** Funds are obligated to projects approximately 6 weeks prior to LET date.

Primary Jurisdiction	Project Description	Type of Cost	2024				2025				2026				2027				Comments
			Fed	State	Local	Total	Fed	State	Local	Total	Fed	State	Local	Total	Fed	State	Local	Total	
WisDOT Outagamie	WIS 76 / School Road Intersection WIS 96- WIS 15 6430-20-71	DESIGN ROW CONST				0				0				0				0	Construction letting date 11/14/2023
	MISC					0				0				0				0	
252-20-037	NHPP .372 miles (P)	TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Winnebago	IH 41/Neenah-Appleton Breezewood=STH 15 1120-57-60	DESIGN ROW CONST				0				0				0				0	Construction letting date 11/14/2023
	REHAB		0	0	0	0				0				0				0	
252-20-038	NHPP 7.915 miles (P)	TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT C of Appleton	C Appleton/Olde Oneida St South Mill Race Bridge 4984-01-78, 79	DESIGN ROW CONST				0				0				0				0	Design 5/25/21. Construction moved to 2025 from 12/10/2024
	BRRPL					0	1641	0	410	2051				0				0	
252-20-054	STBG .152 miles (P)	TOTAL	0	0	0	0	1641	0	410	2051	0	0	0	0	0	0	0	0	
WisDOT Outagamie	Buchanan-East County Line Kavanaugh Rd. to Outagamie Rd. 4679-02-00, 71	DESIGN ROW CONST				0				0				0				0	Design 6/25/21. Construction 11/12/2024.
	RECST		2859	0	1608	4467				0				0				0	
252-20-055	STBG .91 miles (P)	TOTAL	2859	0	1608	4467	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT C Menasha	CTH P STH 47 to Midway Rd 4646-02-00, 71	DESIGN ROW CONST				0				0				0				0	Design 3/25/21. Construction letting 10/14/2025
	RECST					0	7372	0	1843	9215				0				0	
252-20-056	STBG 1.45 miles (P)	TOTAL	0	0	0	0	7372	0	1843	9215	0	0	0	0	0	0	0	0	
WisDOT C of Menasha	Racine St Third St to Ninth St 4992-00-59, 60	DESIGN ROW CONST				0				0				0				0	Design 2/25/21. Construction 11/12/2024 (see 252-23-053).
	RECST					0				0				0				0	
252-20-057	STBG .74 miles (P)	TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Outagamie	T Buchanan/CTH N CTH KK to CTH CE 4676-04-00, 71	DESIGN ROW CONST				0				0				0				0	Design 11/25/20. Construction letting date = 10/14/2025.
	RECST					0	4644	0	1161	5805				0				0	
252-20-058	STBG .896 miles (P)	TOTAL	0	0	0	0	4644	0	1161	5805	0	0	0	0	0	0	0	0	
WisDOT Winnebago	C Neenah, Commercial St Stanley St to Tyler St 4993-01-00, 01	DESIGN ROW CONST				0				0				0				0	Design done by City of Neenah. Construction letting date = 11/12/2024
	RECST		7490	0	1873	9363				0				0				0	
252-20-059	STBG 1.47 miles (P)	TOTAL	7490	0	1873	9363	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Calumet	USH 10, Appleton - Brillion STH 114 - CTH N 1500-49-30	DESIGN ROW CONST				0				0				0				0	Construction scheduled for 07/13/2027. See TIP 252-23-007, 252- 24-025 for construction details.
	PSRS20		176	44	0	220				0				0				0	
252-20-063	NHPP 4.21 miles (P)	TOTAL	176	44	0	220	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Outagamie	WIS 96, WCL - Appleton Cleary Crt - Tower View Drive 4075-41-00,71	DESIGN ROW CONST				0				0				0				0	Design 6/25/21. Construction scheduled for 5/14/2024. Federal funding removed 1/23/2024.
	RESURF		0	1671	0	1671				0				0				0	
252-20-064	State Funds 3.03 miles (P)	TOTAL	0	1671	0	1671	0	0	0	0	0	0	0	0	0	0	0	0	

TABLE 2, cont.
FOX CITIES PROJECT LISTING

Primary Jurisdiction	Project Description	Type of Cost	2024				2025				2026				2027				Comments
			Fed	State	Local	Total	Fed	State	Local	Total	Fed	State	Local	Total	Fed	State	Local	Total	
WisDOT Outagamie	IH 41 Expansion, Appleton - De Pere Haul Road Repair 1130-63-71	DESIGN ROW CONST				0				0				0				0	Traffic operations/State funds only. Scheduled for 2/13/29
252-22-052	State Funds 23.596 miles (P)	TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Outagamie	IH 41 Expansion, Appleton - De Pere USH 96 - CTH F 1130-63-89	DESIGN ROW CONST				0				0				0				0	ITS (FURNISHED)/STATE FUNDS ONLY. SCHEDULE DATE 3/25/24.
252-22-052	NHPP 23.596 miles (P)	TOTAL	0	1000	0	1000	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Outagamie	IH 41 Expansion, Appleton - De Pere I-41 Mainline, STH 96 - RR Bridge 1130-64-71	DESIGN ROW CONST				0				0				0				0	Schedule date 12/10/24.
252-22-052	NHPP .376 miles (P)	TOTAL	27991	6998	0	34989	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Outagamie	IH 41 Expansion, Appleton - De Pere Richmond St (WIS 47) Interchange 1130-64-77	DESIGN ROW CONST				0				0				0				0	Schedule date 2/10/26. Advanceable to 5/13/25.
252-22-052	NHPP .48 miles (P)	TOTAL	27991	6998	0	34989	0	0	0	0	20492	5123	0	25615	0	0	0	0	
WisDOT Outagamie	IH 41 Expansion, Appleton - De Pere Capitol Drive Overpass B440317 1130-64-81	DESIGN ROW CONST				0				0				0				0	Schedule date 2/13/24. Town of Grand Chute estimate of \$1,877.97
252-22-052	NHPP .307 miles (P)	TOTAL	4964	1258	2	6224	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Outagamie	IH 41 Expansion, Appleton - De Pere Holland Rd. Overpass 1130-66-80	DESIGN ROW CONST				0				0				0				0	Schedule date 11/12/24.
252-22-052	NHPP .4 miles (P)	TOTAL	4692	1173	0	5865	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Outagamie	IH 41 Expansion, Appleton - De Pere Vandebroek Rd. Overpass 1130-66-81	DESIGN ROW CONST				0				0				0				0	Schedule date 11/12/24.
252-22-052	NHPP 4.27 miles (P)	TOTAL	3864	966	0	4830	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Outagamie	IH 41 Expansion, Appleton - De Pere Buchanan St. Overpass 1130-66-82	DESIGN ROW CONST				0				0				0				0	Schedule date 2/10/26. Advanceable to 5/13/25.
252-22-052	NHPP .4 miles (P)	TOTAL	0	0	0	0	0	0	0	0	4011	1003	0	5014	0	0	0	0	
WisDOT Outagamie	IH 41 Expansion, Appleton - De Pere Rose Hill Rd./CTH CC Overpass 1130-66-83	DESIGN ROW CONST				0				0				0				0	Schedule date 3/12/24. C Kaukauna \$22,306.81. Placeholders for Outagamie Cnty & V Little Chute.
252-22-052	NHPP .275 miles (P)	TOTAL	3320	902	22	4244	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Outagamie	IH 41 Expansion, Appleton - De Pere I-41 Mainline, CTH JJ - Miners Way 1130-67-72	DESIGN ROW CONST				0				0				0				0	Schedule date 7/8/25. Advanceable to 5/13/25.
252-22-052	NHPP 4.65 miles (P)	TOTAL	0	0	0	0	88246	22062	0	110308	0	0	0	0	0	0	0	0	
WisDOT Outagamie	IH 41 Expansion, Appleton - De Pere S. County Line Rd./CTH U Interchange 1130-67-76	DESIGN ROW CONST				0				0				0				0	Schedule date 7/8/25. Advanceable to 5/13/25.
252-22-052	NHPP .745 miles (P)	TOTAL	0	0	0	0	8894	2224	0	11118	0	0	0	0	0	0	0	0	

TABLE 2, cont.
FOX CITIES PROJECT LISTING

Primary Jurisdiction	Project Description	Type of Cost	2024				2025				2026				2027				Comments
			Fed	State	Local	Total	Fed	State	Local	Total	Fed	State	Local	Total	Fed	State	Local	Total	
WisDOT Outagamie	IH 41 Expansion, Appleton - De Pere CTH & Frontage Rd. 1130-67-86	DESIGN ROW CONST				0				0				0				0	Schedule date 7/8/25. Advanceable to 5/13/25.
252-22-052	NHPP .985 miles (P)	TOTAL	0	0	0	0	3080	770	0	3850	0	0	0	0	0	0	0	0	
WisDOT Outagamie	T Vandenbroek, Buchanan Rd. Apple Creek Bridge 6500-04-00,71	DESIGN ROW CONST	71	0	18	89				0				0	0	660	1	661	Construction scheduled for 2/10/2026
252-22-053	STBG - Local Bridge 0.028 miles (P)	TOTAL	71	0	18	89	0	0	0	0	0	660	1	661	0	0	0	0	
WisDOT Outagamie	T Grand Chute, Spencer Street S. Nicolet Rd. - S. Bluemound Dr. 4657-26-00,71	DESIGN ROW CONST				0				0				0	2705	0	676	3381	Construction scheduled for 1/12/2027.
252-22-054	MPO selected - STBG funds STBG .66 miles (P)	TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	2705	0	676	3381	
WisDOT Outagamie	T Kaukauna, Farrell Rd. Branch of Apple Creek Bridge 6498-07-00, 71	DESIGN ROW CONST				0	54	14	0	68				0				0	Construction moved up to 2/9/2027
252-22-055	STP - Local Bridge .017 miles (P)	TOTAL	0	0	0	0	54	14	0	68	0	0	0	0	513	0	1	514	
WisDOT Outagamie	IH 41 Expansion, Appleton - De Pere I-41 Mainline, RR Bridge-Lynndale 1130-64-72	DESIGN ROW CONST				0				0				0				0	Construction schedule date 12/10/24.
252-22-057	NHPP 0 miles (P)	TOTAL	41453	10363	0	51816	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Outagamie	IH 41 Expansion, Appleton - De Pere I-41 Mainline, Lynndale-Meade 1130-64-73	DESIGN ROW CONST				0				0	65836	16459	0	82295				0	Construction schedule date 2/10/26. Advanceable to 5/13/25.
252-22-057	NHPP 0 miles (P)	TOTAL	0	0	0	0	0	0	0	0	65836	16459	0	82295	0	0	0	0	
WisDOT Outagamie	IH 41 Expansion, Appleton - De Pere Northland/STH 15 Interchange B440315/16 1130-64-76	DESIGN ROW CONST	19798	4975	32	24805				0				0				0	Construction schedule date 2/13/24. Outagamie Cnty \$31,969.43.
252-22-057	NHPP .509 miles (P)	TOTAL	19798	4975	32	24805	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Outagamie	IH 41 Expansion, Appleton - De Pere I-41 Mainline, Meade St - Ballard Rd. 1130-65-71	DESIGN ROW CONST				0				0	25811	6453	0	32264				0	Construction schedule date 7/14/26. Advanceable to 5/12/26.
252-22-057	NHPP 1.01 miles (P)	TOTAL	0	0	0	0	0	0	0	0	25811	6453	0	32264	0	0	0	0	
WisDOT Outagamie	IH 41 Expansion, Appleton - De Pere I-41 Mainline, Ballard - French 1130-65-72	DESIGN ROW CONST				0				0	23544	5886	0	29430				0	Construction schedule date 7/14/26. Advanceable to 5/12/26.
252-22-057	NHPP 1.05 miles (P)	TOTAL	0	0	0	0	0	0	0	0	23544	5886	0	29430	0	0	0	0	
WisDOT Outagamie	IH 41 Expansion, Appleton - De Pere French Rd. - Holland Rd. 1130-65-73	DESIGN ROW CONST				0				0	11772	2943	0	14715				0	Construction schedule date 7/14/26. Advanceable to 5/12/26.
252-22-057	NHPP 1.02 miles (P)	TOTAL	0	0	0	0	0	0	0	0	11772	2943	0	14715	0	0	0	0	
WisDOT Outagamie	IH 41 Expansion, Appleton - De Pere STH 441 Mainline, Northland - I 41 1130-65-74	DESIGN ROW CONST				0				0	8633	2158	0	10791				0	Construction schedule date 7/14/26. Advanceable to 5/12/26.
252-22-057	NHPP 0 miles (P)	TOTAL	0	0	0	0	0	0	0	0	8633	2158	0	10791	0	0	0	0	

TABLE 2, cont.
FOX CITIES PROJECT LISTING

Primary Jurisdiction	Project Description	Type of Cost	2024				2025				2026				2027				Comments
			Fed	State	Local	Total	Fed	State	Local	Total	Fed	State	Local	Total	Fed	State	Local	Total	
WisDOT Outagamie	IH 41 Expansion, Appleton - De Pere STH 441 Interchange 1130-65-78	DESIGN ROW CONST				0				0				0				0	Construction schedule date 7/14/26. Advanceable to 5/12/26.
252-22-057	NHPP .059 miles (P)	TOTAL	0	0	0	0	0	0	0	0	13167	3292	0	16459	0	0	0	0	
WisDOT Outagamie	IH 41 Expansion, Appleton - De Pere STH 441 - French Rd. 1130-65-88	DESIGN ROW CONST				0	0	1565	0	1565				0				0	
252-22-057	NHPP .126 miles (P)	TOTAL	0	0	0	0	0	1565	0	1565	0	0	0	0	0	0	0	0	State funds only. Construction schedule date 7/8/25. Advanceable to 5/13/25.
WisDOT Outagamie	IH 41 Expansion, Appleton - De Pere I-41 Mainline, Holland - CTH N 1130-66-71	DESIGN ROW CONST				0				0				0				0	Construction schedule date 11/10/26. Advanceable to 5/12/26.
252-22-057	NHPP 1 miles (P)	TOTAL	0	0	0	0	0	0	0	0	33718	8430	0	42148	0	0	0	0	
WisDOT Outagamie	IH 41 Expansion, Appleton - De Pere I-41 Mainline, CTH N - CTH JJ 1130-66-72	DESIGN ROW CONST				0				0				0				0	Construction schedule date 11/10/26. Advanceable to 5/12/26.
252-22-057	NHPP 4.389 miles (P)	TOTAL	0	0	0	0	0	0	0	0	69324	17331	0	86655	0	0	0	0	
WisDOT Outagamie	IH 41 Expansion, Appleton - De Pere CTH J Interchange 1130-66-78	DESIGN ROW CONST				0	6072	1518	0	7590				0				0	Construction schedule date 11/12/24.
252-22-057	NHPP .53 miles (P)	TOTAL	6072	1518	0	7590	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Calumet	CTH KK, Buchanan - Holland Kankapot Creek Bridge 4494-07-00, 71	DESIGN ROW CONST				0	890	0	223	1113				0				0	Construction moved up to 5/14/24
252-22-058	STBG - Local Bridge .136 miles (P)	TOTAL	890	0	223	1113	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Outagamie	C Appleton, Lawe St College Ave to Wisconsin Ave 4984-24-74, 75	DESIGN ROW CONST				0	2986	0	747	3733				0				0	Construction schedule date 12/9/25
252-22-064	MPO selected - BIL 23-26 STP-U funds STBG .76 miles (P)	TOTAL	0	0	0	0	2986	0	747	3733	0	0	0	0	0	0	0	0	
WisDOT Winnebago	STH 76, Oshkosh-Greenville Larsen Rd. Intersection 6430-24-71	DESIGN ROW CONST				0	2232	248	0	2480				0				0	Construction moved to 11/11/2025
252-23-006	HSIP .025 miles (P)	TOTAL	0	0	0	0	2232	248	0	2480	0	0	0	0	0	0	0	0	

TABLE 2, cont.
FOX CITIES PROJECT LISTING

Primary Jurisdiction	Project Description	Type of Cost	2024				2025				2026				2027				Comments
			Fed	State	Local	Total	Fed	State	Local	Total	Fed	State	Local	Total	Fed	State	Local	Total	
WisDOT Winnebago	STH 76, Oshkosh-Greenville Larsen Rd. Intersection 6430-24-71	DESIGN ROW CONST				0				0				0				0	Construction moved to 11/11/2025
252-23-006	NHPP .025 miles (P)	TOTAL	0	0	0	0	107	27	0	134	0	0	0	0	0	0	0	0	
WisDOT Calumet	USH 10, Menasha - Harrison STH 114 - Fire Lane 7 1500-49-60	DESIGN ROW CONST				0				0				0	1452	363	0	1815	
252-23-007	NHPP 4.21 miles (P)	TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	1452	363	0	1815	Construction scheduled for 07/11/2027. See TIP 252-20-063 for design, 252-24-025 for additional construction.
WisDOT Winnebago	STH 114, Menasha-Sherwood Melissa Street-USH 10 4065-18-71	DESIGN ROW CONST				0				0				0	2995	749	0	3744	Construction is scheduled for 11/9/2027. Duplicate of TIP number 252-23-048
252-23-009	NHPP 1.048 miles (P)	TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	2995	749	0	3744	
WisDOT Outagamie	CTH N, Appleton-DePere CTHN Intchg B440179 1130-66-76	DESIGN ROW CONST				0				0				0				0	Construction is scheduled for 5/14/2024. Federal funding removed 1/23/2024
252-23-017	State Funds 0.507 miles (P)	TOTAL	0	5510	0	5510	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Outagamie	V Kimberly, Marcella St. Trail Cobblestone Ln - W Kimberly Ave 4989-02-00/71	DESIGN ROW CONST				0				0				0				0	Construction is scheduled for 11/10/26. Advanceable to 5/12/26.
252-23-020	MPO selected TAP funds TAP/TA Set-aside 1.03 miles (P)	TOTAL	682	0	207	889	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Appleton	IH 41, Appleton-Green Bay STH 96 - CTH F 1130-63-10	DESIGN ROW CONST	10850	9150	0	20000				0				0				0	This is a multi-year contract for construction corridor tasks that started in 2023. Anticipated to end in 2026.
252-23-044	NHPP 23.596 miles (P)	TOTAL	10850	9150	0	20000	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Outagamie	IH 41 Expansion Appleton - De Pere Railroad Structures 1130-64-87	DESIGN ROW CONST				0				0				0				0	Construction scheduled for 2/11/25
252-23-046	NHPP 4.02 miles (P)	TOTAL	6386	1596	0	7982	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Outagamie	STH 114, Menasha-Sherwood Melissa St. - USH 10 4065-18-71	DESIGN ROW CONST				0				0				0	2995	749	0	3744	Construction moved to 11/9/27 (Project is tied to 4065-17-71). See TIP 252-20-063 for Design, TIP 252-23-007 for Construction
252-23-048	NHPP 1.048 miles (P)	TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	2995	749	0	3744	
WisDOT Winnebago	IH 41, Oshkosh - Appleton CTH Y - Breezewood Lane 1120-65-00	DESIGN ROW CONST	444	111	0	555				0				0				0	Construction scheduled for 09/12/2028
252-23-049	NHPP 6.477 miles (P)	TOTAL	444	111	0	555	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Winnebago	C Menasha, Racine Street Racine WCL RR Xing Sig/Gate 690283C 4992-00-67	DESIGN ROW CONST				0				0				0				0	Construction scheduled for 7/25/24
252-23-053	STBG 0 miles (P)	TOTAL	121	0	30	151	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Winnebago	C Menasha, Racine Street Third St to Ninth St 4992-00-60	DESIGN ROW CONST				0				0				0				0	Construction scheduled for 11/12/24
252-23-053	STBG 0 miles (P)	TOTAL	3224	0	806	4030	0	0	0	0	0	0	0	0	0	0	0	0	

TABLE 2, cont.
FOX CITIES PROJECT LISTING

Primary Jurisdiction	Project Description	Type of Cost	2024				2025				2026				2027				Comments			
			Fed	State	Local	Total	Fed	State	Local	Total	Fed	State	Local	Total	Fed	State	Local	Total				
WisDOT Outagamie	C Kaukauna, Street Lighting C Kaukauna, Various Street Locations 6498-08-70	DESIGN ROW CONST				0				0				0				0				
	MPO-Selected CRP 0 miles (P)	MISC (P) TOTAL	254	0	63	317				0	0	0	0	0	0	0	0	0	0	0	0	Construction scheduled for 4/25/24
252-23-059			254	0	63	317	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Calumet	C Menasha, Street Lighting C Menasha, Various Street Locations 6498-08-70	DESIGN ROW CONST				0				0				0				0				
	MPO-Selected CRP 0 miles (P)	MISC (P) TOTAL	168	0	42	210				0	0	0	0	0	0	0	0	0	0	0	0	Construction scheduled for 4/25/24
252-23-060			168	0	42	210	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Outagamie	Outagamie Co, Smart Traffic Control Outagamie Co, Various Street Locations 1500-77-70	DESIGN ROW CONST				0				0				0				0				
	MPO-Selected CRP 0 miles (P)	MISC (P) TOTAL	36	0	9	45				0	0	0	0	0	0	0	0	0	0	0	0	Construction scheduled for 4/25/24
252-23-062			36	0	9	45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Calumet	C Menasha, Feasibility Study STH 114 4479-05-00	DESIGN ROW CONST				0				0				0				0				
	MPO-Selected TAP/TA Set-aside 1.52 miles (P)	MISC (P) TOTAL	48	0	12	60				0	0	0	0	0	0	0	0	0	0	0	0	
252-23-068			48	0	12	60	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Calumet	V Harrison, Feasibility Study Local Roads 4479-04-00	DESIGN ROW CONST				0				0				0				0				
	MPO-Selected TAP/TA Set-aside 3.3 miles (P)	MISC (P) TOTAL	66	0	16	82				0	0	0	0	0	0	0	0	0	0	0	0	
252-23-069			66	0	16	82	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Outagamie	IH 41, Appleton-Green Bay IH 41 Wrightstown SWEF 34/Post-Site 1130-44-75	DESIGN ROW CONST				0				0				0				0				
	MISC					0	9752	2656	0	12408				0				0				Construction scheduled for 5/13/25
252-23-071	NHPP .22 miles (P)	TOTAL	0	0	0	0	9752	2656	0	12408	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Outagamie	STH 76, Oshkosh - Stephenville STH 15 - S. Junction CTH S 6517-17-70	DESIGN ROW CONST				0				0				0				0				
	RSRF10					0				0				2792	698	0	3490					Construction scheduled for 11/9/27. Advanceable to 2/9/27.
252-24-024	STBG 5.77 miles (P)	TOTAL	0	0	0	0	0	0	0	0	0	0	0	2792	698	0	3490					
WisDOT Outagamie	STH 76, Oshkosh - Stephenville STH 15 - S. Junction CTH S 6517-17-70	DESIGN ROW CONST				0				0				0				0				
	RSRF10					0				0				470	52	0	522					Construction scheduled for 11/9/27. Advanceable to 2/9/27.
252-24-024	HSIP 5.77 miles (P)	TOTAL	0	0	0	0	0	0	0	0	0	0	0	470	52	0	522					
WisDOT Calumet	Harrison - Forest Junction, USH 10 Fire Lane 7 - CTH N 1500-49-61	DESIGN ROW CONST				0				0				0				3355	839	0	4194	
	PSRS40					0				0				3355	839	0	4194					Schedule date of 7/13/27. Design TIP 252-20-063. Construction TIP 252-23-007.
252-24-025	NHPP 2.308 miles (P)	TOTAL	0	0	0	0	0	0	0	0	0	0	0	3355	839	0	4194					
WisDOT Outagamie	V Kimberly, Marcella St. Trail Foxy RR Xing 179987G Surface 4989-02-50	DESIGN ROW CONST				0				0				0				0				
	MISC		0	0	202	202				0	0	0	0	0	0	0	0	0	0	0	0	
252-24-034	Locally Funded 0.069 miles (P)	TOTAL	0	0	202	202	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Outagamie	CTH A, Grand Chute - Center CTH JJ Intersection 6521-06-00	DESIGN ROW CONST				0				0				0				0				
	RECST		232	0	26	258				0				0				0				
252-24-035	HSIP 0.069 (P)	TOTAL	232	0	26	258	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
		DESIGN	12636	9367	470	22473	54	14	0	68	0	0	0	0	0	0	0	0	0	0	0	
		ROW	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
		CONST	144707	56084	5416	206207	186223	42101	6601	234925	329353	82957	117	412427	27042	4478	1944	33464				
		TOTAL	157343	65451	5886	228680	186277	42115	6601	234993	329353	82957	117	412427	27042	4478	1944	33464				

TABLE 2, cont.
 FOX CITIES PROJECT LISTING

Primary Jurisdiction	Project Description	Type of Cost	2024				2025				2026				2027				Comments
			Fed	State	Local	Total	Fed	State	Local	Total	Fed	State	Local	Total	Fed	State	Local	Total	
	Preservation Subtotal		156930	65451	5646	228027	186277	42115	6601	234993	329353	82957	117	412427	27042	4478	1944	33464	
	Expansion Subtotal		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

** Funds are obligated to projects approximately 6 weeks prior to LET date.

RESOLUTION NO. 27-24

AMENDING THE 2024-2027 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) FOR THE APPLETON (FOX CITIES) METROPOLITAN PLANNING ORGANIZATION

WHEREAS, the East Central Wisconsin Regional Planning Commission, as the Metropolitan Planning Organization (MPO) for the Appleton (Fox Cities) Metropolitan Planning Area, approved the 2024-2027 Transportation Improvement Program for the Appleton (Fox Cities) MPO at the October 27, 2023 quarterly Commission meeting, and;

WHEREAS, the Transportation Improvement Program was prepared to meet the requirements of Fixing America's Surface Transportation Act (FAST), and the Bipartisan Infrastructure Law (BIL) as prescribed by federal regulations, and;

WHEREAS, all projects that use federal funds must appear in an adopted Transportation Improvement Program, and;

WHEREAS, changes to currently programmed projects were made between the Wisconsin Department of Transportation and the project sponsor, which results in these changes being reflected in the 2024-2027 Transportation Improvement Program for the Appleton (Fox Cities) Metropolitan Planning Organization in the Appleton (Fox Cities) Urbanized Area:

Major Amendments

- TIP # 252-20-037 – WIS 76 / School Rd Intersection, NHPP: Change funding type, moved LET to 2023, to be removed
- TIP # 252-20-038 – IH41 / Breezewood – STH 15, NHPP: Moved LET to 2023, to be removed.
- TIP # 252-20-054 – Olde Oneida St, South Mill Race Bridge, STBG: Moved to 2025
- TIP # 252-20-056 – CTH P, STH 47 – Midway Rd, STBG: slight change in funding amount
- TIP # 252-20-057 – Racine St, Third to Ninth St, STBG: moved construction funding to different State project ID.
- TIP # 252-20-063 – USH 10, STH 114 – CTH N, NHPP: added back into program cycle
- TIP # 252-20-064 – WIS 96, WCL – Appleton, State Funds: removed federal funds from project
- TIP # 252-20-065 – WIS 76, CTH II – Shady Lane, STBG: move to 2024, reduction in fed funding
- TIP # 252-21-011 – STH 96, Claribel St – CTH JJ, STBG: LET moved to 2023, can be removed
- TIP # 252-21-012 – STH 96, CTH JJ – CTH D. STBG: LET moved to 2023, can be removed
- TIP # 252-21-014 – Wisconsin Ave, Casaloma Dr – Badger Ave, NHPP: federal funding split between NHPP, HSIP
- TIP # 252-21-015 – STH 15/STH 76, CTH JJ – CTH T, State Funds: federal funding removed
- TIP # 252-22-001 – STH 15/STH 76, CTH JJ – CN RR Xing 1818837Y: federal funding removed
- TIP # 252-22-002 – STH 15/STH 76, Everglade Rd – CTH JJ, STBG: increase in federal & state funding, addition of local funding
- TIP # 252-22-003 – STH 55, USH 10 – Ridgecrest Lane, STBG: funding moved to 2028, to be moved to illustrative
- TIP # 252-22-012 – IH41, Wrightstown SWEF 34/Post-building, State Funds: reallocated federal funding to state funding
- TIP # 252-22-252 – IH41, Various projects, NHPP: split out grouped IH41 projects into individual State IDs, significant change in federal funding across these projects

RESOLUTION 27-24

- TIP # 252-22-053 – Buchanan Rd, Apple Creek Bridge, STBG – Local Bridge: change in LET year
- TIP # 252-22-055 – Farrell Rd, Apple Creek Bridge, STP – Local Bridge: updated funding type and amount
- TIP # 252-022-057 – IH41 Expansion, Various Projects, NHPP: Split grouped projects into individual state IDs, significant changes in federal funding across these projects
- TIP # 252-22-058 – CTH KK, Kankapot Creek Bridge, STBG – Local Bridge: major reduction in federal funding
- TIP # 252-22-064 – Lawe St, College Ave to Wisconsin Ave, STBG: project LET moved from 2026 to 2025
- TIP # 252-23-006 – STH 76, Larsen Rd Intersection, HSIP & NHPP: split federal funding sources, change in funding total, change in LET year
- TIP # 252-23-007 – USH 10, STH 114 – Fire Lane 7, NHPP: Change project description, slight change in funding
- TIP # 252-23-009 – STH 114, Melissa Street – USH 10, NHPP: to be removed
- TIP # 252-23-017 – CTH N, CTH N Interchange B440179, State Funds: federal funding removed
- TIP # 252-23-044 – IH41, STH 96 – CTH F, NHPP: re-added from previous year TIP
- TIP # 252-23-046 – IH41, Railroad Structures, NHPP: change in LET year, slight change in amount
- TIP # 252-23-049 – IH41, CTH Y – Breezewood Lane, NHPP: re-added to program cycle
- TIP # 252-23-053 – Racine Street, Racine WCL RR Xing Sig/Gate: added construction funds for 3rd to 9th to match State Project ID
- TIP # 252-23-059 – City of Kaukauna – Street Lighting, CRP: re-added to program cycle
- TIP # 252-23-060 – City of Menasha – Street Lighting, CRP: re-added to program cycle
- TIP # 252-23-062 – Outagamie County – Smart Traffic Control, CRP: re-added to program cycle
- TIP # 252-23-068 – City of Menasha – Feasibility Study, TAP: re-added to program cycle
- TIP # 252-23-069 – Village of Harrison – Feasibility Study, TAP: re-added to program cycle
- TIP # 252-23-071 – IH41 – Wrightstown SWEF 34/Post-site, NHPP: increase in federal funds
- TIP # 252-24-024 – STH 76, STH 15 – CTH S, STBG & HSIP: split federal funding
- TIP # 252-24-034 – Marcella St Trail, Foxy RR Xing 179987G, Locally Funded

Minor Amendments

- TIP # 252-24-035 – CTH A, CTH JJ Intersection, HSIP: new project design

Administrative Modifications

- TIP # 252-20-055 – E County Line, Kavanugh Rd to Outagamie Rd, STBG: moved up construction date
- TIP # 252-21-010 – STH 55, USH 151 to STH 114, STBG: slight increase in funding
- TIP # 252-22-054 – Spencer Street, Nicolet Rd – Bluemound Dr, STBG: update in construction date

WHEREAS, the attached table will become part of this resolution, and;

WHEREAS, the MPO staff will prepare the appropriate documentation to meet federal and state requirements for any transportation projects appearing in the TIP;

RESOLUTION 27-24

NOW THEREFORE, BE IT RESOLVED BY THE EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

Section 1: That the Commission approves the amendment as presented to include proposed projects in the approved 2024-2027 Transportation Improvement Program for the Appleton (Fox Cities) Metropolitan Planning Organization.

Effective Date: May 23, 2024
Submitted by: Executive Committee
Prepared By: ECWRPC Transportation Planning Staff

Alice Connors, Vice Chair
East Central WI Regional Planning Commission

Attest: Melissa Kraemer Badtke—Exe Director
East Central WI Regional Planning Commission

Approval Date

TO: Oshkosh Executive Committee
FROM: Casey Peters, GIS Analyst I
DATE: May 15, 2024
RE: Resolution 28-24: Amending the 2024-2027 Transportation Improvement Program (TIP) for the Oshkosh Urbanized Area

Since the 2024 Transportation Improvement Program (TIP) for the Oshkosh Urbanized Area was adopted on October 27, 2023, the Wisconsin Department of Transportation (WisDOT) have notified the Commission of several amendments to projects listed in the 2024-2027 program cycle.

As part of an ongoing effort to present the most accurate listing of federally funded transportation projects within the Oshkosh MPO, the Commission continues to collaborate with WisDOT NE Region staff to ensure the most up-to-date information is included within this document based on what has been programmed in WisDOT's Financial Integrated Improvement Programming System. The changes are being made to reflect updates made between WisDOT and the project sponsor. These projects require an amendment to ensure the MPO's TIP process remains within federal compliance. Dependent on the degree of change on these projects, these amendments are categorized as either Major Amendments, Minor Amendments, or Administrative Modifications. Details about the differences between these amendment types can be found in the TIP.

The project details are as follows:

Major Amendments

- TIP # 253-19-037 – USH 45/Fond du Lac-Oshkosh, NHPP: Slight change in date, slight change in funding amount, split federal funding sources
- TIP # 253-19-037 – USH 45/Fond du Lac-Oshkosh, HSIP: Change in date, slight change in funding amount, split federal funding sources
- TIP # 253-20-031 – WIS 91/ Berlin – Oshkosh, PROTECT: Change in funding source, slight increase in funding
- TIP # 253-20-032 – CTH I, STGB: Update local funding match for storm/sewer agreement, increase greater than \$1 million in local funds
- TIP # 253-21-010 – STH 91/Berlin-Oshkosh, STGB: Split federal funding, change in construction date (within same year), slight decrease in funding
- TIP # 253-21-010 – STH 91/Berlin-Oshkosh, HSIP: Split federal funding, change in construction date (within same year), slight decrease in funding
- TIP # 253-21-025 – STH 91, STGB: Construction moved to 2023, remove from TIP table
- TIP # 253-22-022 – STH 91, NHPP: Federal funding removed
- TIP # 253-23-003 – STH 21, Omro-Oshkosh, STGB: Split federal funding sources, construction date moved to 2025
- TIP # 253-23-003 – STH 21, Omro-Oshkosh, HSIP: Split federal funding sources, construction date moved to 2025

- TIP # 253-23-004 – STH 21, Omro-Oshkosh, STGB: Split federal funding, construction date advanced
- TIP # 253-23-004 – STH 21, Omro-Oshkosh, HSIP: Split federal funding, construction date advanced
- TIP # 253-23-021 – IH 41, Oshkosh-Appleton, HSIP: Slight change in funding amount, addition of HSIP federal funding
- TIP # 253-23-022 – IH 41, Fond du Lac-Oshkosh: Funding moved to 2028, to be removed

Administrative Modifications

- TIP # 253-21-009 – USH 45/Main St., NHPP: Increase in funding amount less than \$1 million, change in date (within same year)
- TIP # 253-22-005 – IH 41, Oshkosh-Appleton, NHPP: Very slight increase in funds
- TIP # 253-22-031 – STH 44, Wisconsin St., C Oshkosh, NHPP: Slight increase in funding, construction date moved to 2027
- TIP # 253-23-002 – STH 21, Omro-Oshkosh, NHPP: Construction moved to 2025
- TIP # 253-23-005 – STH 21, Omro-Oshkosh, NHPP: Construction moved to 2025, slight change in funding

Please see the attached Transportation Improvement Program Table 2: Oshkosh Urbanized Area – Programmed Projects Listing (2024-2027) later in this memo for additional project details. Table 3: Summary of Federal Funds Programmed and Available demonstrates fiscal constrain and provides further description of the project funding types.

These projects were posted for public review for 15 days starting April 28th, 2024 and ended May 13th, 2024. No public comment was received to date.

Staff Recommendation: Staff recommends approval of Resolution 28-24: Amending the 2024-2027 Transportation Improvement Program for the Oshkosh Urbanized Area.

Table 2: Oshkosh Urbanized Area - Project Listing (2024-2027)

**Funds are listed in Year of Expenditure \$.

(\$000)

**Funds are obligated approximately 6 weeks prior to LET date.

Primary Jurisdiction	Project Description	Type of Cost	2024				2025				2026				2027				Comments
			Fed	State	Local	Total	Fed	State	Local	Total	Fed	State	Local	Total	Fed	State	Local	Total	
WisDOT Winnebago	USH 45/Fond du Lac-Oshkosh SCL-SCPL Oshkosh 4110-32-71 RESURF	DESIGN ROW CONST				0				0				0				0	Construction Let 9/9/2025. Advanceable to 11/12/2024.
253-19-037	NHPP 7.61 miles (P)	TOTAL	0	0	0	0	4236	1070	0	5306	0	0	0	0	0	0	0	0	
WisDOT Winnebago	USH 45/Fond du Lac-Oshkosh SCL-SCPL Oshkosh 4110-32-71 RESURF	DESIGN ROW CONST				0				0				0				0	
253-19-037	HSIP 7.61 miles (P)	TOTAL	0	0	0	0	94	0	0	94	0	0	0	0	0	0	0	0	
WisDOT C of Oshkosh Winnebago	WIS 91/ Berlin - Oshkosh James Rd - Clairville Rd. 6540-11-71 BRRPL	STUDY ROW CONST				0				0				0				0	Construction Let 5/14/2024
253-20-031	PROTECT 0.031 miles (P)	TOTAL	616	154	0	770	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT C of Oshkosh	CTH I Ripple Ave. - W. Waukau Ave. 4636-05-72 RECST	DESIGN ROW CONST				0				0				0				0	
253-20-032	MPO Selected STBG .52 miles (P)	TOTAL	1030	0	3455	4485	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT C of Oshkosh (Design 253-19-038)	USH 45/Main St. Bridge Deck Gates 4110-33-71 BRRHB	DESIGN ROW CONST				0				0				0				0	Construction Let - 02/11/2025
253-21-009	NHPP .116 miles (P)	TOTAL	0	0	0	0	5494	1374	0	6868	0	0	0	0	0	0	0	0	
WisDOT Winnebago	STH 91/Berlin-Oshkosh WCL-STH 44 6540-08-71 RESURF	DESIGN ROW CONST				0				0				0				0	
253-21-010	STBG 14.78 miles (P)	TOTAL	0	0	0	0	7659	1993	0	9652	0	0	0	0	0	0	0	0	
WisDOT Winnebago	STH 91/Berlin-Oshkosh WCL-STH 44 6540-08-71 RESURF	DESIGN ROW CONST				0				0				0				0	Construction scheduled for 11/11/2025. Advanceable to 4/8/2025
253-21-010	HSIP 14.78 miles (P)	TOTAL	0	0	0	0	705	0	0	705	0	0	0	0	0	0	0	0	
WisDOT C of Oshkosh	STH 91 Clairville Rd Xing Surface-WSOR RR 6540-08-50 RESURF	DESIGN ROW CONST				0				0				0				0	
253-21-025	STBG .039 miles (P)	TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT C of Oshkosh	IH 41, Oshkosh-Appleton IH 41 Lake Butte Des Morts 1120-63-00,71	DESIGN ROW CONST				0				0				0				0	Construction Let - 03/12/2024
253-22-005	NHPP (P)	TOTAL	2277	253	0	2530	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT C of Oshkosh	STH 91, Berlin-Oshkosh STH 91 & Clarville Rd. RR387462L 6540-08-72 RESURF	DESIGN ROW CONST				0				0				0				0	
253-22-022	NHPP .194 miles (P)	TOTAL	0	159	0	159	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT C of Oshkosh	STH 44, Wisconsin St., C Oshkosh Fox River Bridge B-70-0247 6110-26-00, 70 BRPVTV	DESIGN ROW CONST				0				0				0				0	Construction moved to 07/13/2027 due to balancing
253-22-031	NHPP .61 miles (P)	TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	1486	371	0	1857	
WisDOT Winnebago	STH 21, Omro-Oshkosh STH 116-Leonard Point Rd 6180-30-71 RESURF	DESIGN ROW CONST				0				0				0				0	
253-23-002	NHPP 6.27 miles (P)	TOTAL	0	0	0	0	1658	415	0	2073	0	0	0	0	0	0	0	0	

TABLE 2, cont.
OSHKOSH AREA PROJECT LISTING

Primary Jurisdiction	Project Description	Type of Cost	2024				2025				2026				2027				Comments
			Fed	State	Local	Total	Fed	State	Local	Total	Fed	State	Local	Total	Fed	State	Local	Total	
WisDOT Winnebago	STH 21, Omro-Oshkosh CTH FF/Reighmoor Rd. Intersection 6180-30-72	DESIGN ROW CONST				0				0				0				0	Construction moved to 11/11/2025
253-23-003	STBGB .028 miles (P)	TOTAL	0	0	0	0	721	355	0	1076	0	0	0	0	0	0	0	0	
WisDOT Winnebago	STH 21, Omro-Oshkosh CTH FF/Reighmoor Rd. Intersection 6180-30-72	DESIGN ROW CONST				0				0				0				0	Construction moved to 11/11/2025
253-23-003	HSIP .028 miles (P)	TOTAL	0	0	0	0	1572	0	0	1572	0	0	0	0	0	0	0	0	
WisDOT Winnebago	STH 21, Omro-Oshkosh Sand Pit Rd. Intersection 6180-30-73	DESIGN ROW CONST				0				0				0				0	Construction moved to 11/11/2025
253-23-004	STBGB .036 miles (P)	TOTAL	0	0	0	0	362	281	0	643	0	0	0	0	0	0	0	0	
WisDOT Winnebago	STH 21, Omro-Oshkosh Sand Pit Rd. Intersection 6180-30-73	DESIGN ROW CONST				0				0				0				0	Construction moved to 11/11/2025
253-23-004	HSIP .036 miles (P)	TOTAL	0	0	0	0	1716	0	0	1716	0	0	0	0	0	0	0	0	
WisDOT Winnebago	STH 21, Omro-Oshkosh Leonard Point Rd. - Washburn St. 6180-31-71	DESIGN ROW CONST				0				0				0				0	Construction moved to 11/11/2025
253-23-005	NHPP 1.82 miles (P)	TOTAL	0	0	0	0	5058	1264	848	7170	0	0	0	0	0	0	0	0	
WisDOT 253-23-008	Regional Safe Routes to School 1009-01-06, 07, 09, 10, 17, 18 TAP/TA Set-aside (P)	DESIGN ROW CONST TOTAL				0				0				0				0	Central Office Project
			228		57	285	342		85	427	346		87	433				0	
			228	0	57	285	342	0	85	427	346	0	87	433	0	0	0	0	
WisDOT Winnebago	IH 41, Oshkosh - Appleton IH 41 Lake Butte Des Morts 1120-63-72	DESIGN ROW CONST				0				0				0				0	Added HSIP Funding. Construction 3/25/2024
253-23-021	HSIP .59 miles MISC	TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
WisDOT Winnebago	IH 41, Fond du Lac - Oshkosh STH 26 - CTH Y 1120-64-00, 70	DESIGN ROW CONST				0				0				0				0	Construction scheduled for 9/11/2028
253-23-022	NHPP 9.33 miles PSRS20	TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

RESOLUTION NO. 28-24

AMENDING THE 2024-2027 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) FOR THE OSHKOSH METROPOLITAN PLANNING ORGANIZATION

WHEREAS, the East Central Wisconsin Regional Planning Commission designated as the Metropolitan Planning Organization (MPO) for the Oshkosh Urbanized Area, approved the 2024-2027 Transportation Improvement Program for the Oshkosh Metropolitan Planning Organization, at the October 27, 2023 quarterly Commission meeting, and;

WHEREAS, the Transportation Improvement Program was prepared to meet the requirements of the Fixing America's Surface Transportation Act: (FAST), and the Bipartisan Infrastructure Law (BIL) as prescribed by federal regulations, and;

WHEREAS, all projects that use federal funds must appear in an adopted Transportation Improvement Program, and;

WHEREAS, WisDOT has requested the MPO advance the following WisDOT projects to be amended to the 2024-2027 Transportation Improvement Program for the Oshkosh Metropolitan Planning Organization in the Oshkosh Urbanized Area:

Major Amendments

- TIP # 253-19-037 – USH 45/Fond du Lac-Oshkosh, NHPP: Slight change in date, slight change in funding amount, split federal funding sources
- TIP # 253-19-037 – USH 45/Fond du Lac-Oshkosh, HSIP: Change in date, slight change in funding amount, split federal funding sources
- TIP # 253-20-031 – WIS 91/ Berlin – Oshkosh, PROTECT: Change in funding source, slight increase in funding
- TIP # 253-20-032 – CTH I, STGB: Update local funding match for storm/sewer agreement, increase greater than \$1 million in local funds
- TIP # 253-21-010 – STH 91/Berlin-Oshkosh, STGB: Split federal funding, change in construction date (within same year), slight decrease in funding
- TIP # 253-21-010 – STH 91/Berlin-Oshkosh, HSIP: Split federal funding, change in construction date (within same year), slight decrease in funding
- TIP # 253-21-025 – STH 91, STGB: Construction moved to 2023, remove from TIP table
- TIP # 253-22-022 – STH 91, NHPP: Federal funding removed
- TIP # 253-23-003 – STH 21, Omro-Oshkosh, STGB: Split federal funding sources, construction date moved to 2025
- TIP # 253-23-003 – STH 21, Omro-Oshkosh, HSIP: Split federal funding sources, construction date moved to 2025
- TIP # 253-23-004 – STH 21, Omro-Oshkosh, STGB: Split federal funding, construction date advanced
- TIP # 253-23-004 – STH 21, Omro-Oshkosh, HSIP: Split federal funding, construction date advanced
- TIP # 253-23-021 – IH 41, Oshkosh-Appleton, HSIP: Slight change in funding amount, addition of HSIP federal funding
- TIP # 253-23-022 – IH 41, Fond du Lac-Oshkosh: Funding moved to 2028, to be removed

RESOLUTION NO. 28-24

Administrative Modifications

- TIP # 253-21-009 – USH 45/Main St., NHPP: Increase in funding amount less than \$1 million, change in date (within same year)
- TIP # 253-22-005 – IH 41, Oshkosh-Appleton, NHPP: Very slight increase in funds
- TIP # 253-22-031 – STH 44, Wisconsin St., C Oshkosh, NHPP: Slight increase in funding, construction date moved to 2027
- TIP # 253-23-002 – STH 21, Omro-Oshkosh, NHPP: Construction moved to 2025
- TIP # 253-23-005 – STH 21, Omro-Oshkosh, NHPP: Construction moved to 2025, slight change in funding

WHEREAS, the attached table will become part of this resolution, and;

WHEREAS, the MPO staff will prepare the appropriate documentation to meet federal and state requirements for any transportation project appearing in the TIP;

NOW THEREFORE, BE IT RESOLVED BY THE EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

Section 1: That the Commission approves the amendment as presented to include the proposed projects in the approved 2024-2027 Transportation Improvement Program for the Oshkosh Metropolitan Planning Organization.

Effective Date: May 23, 2024
Submitted by: Executive Committee
Prepared By: ECWRPC Transportation Planning Staff

Alice Connors, Vice Chair
East Central WI Regional Planning Commission

Attest: Melissa Kraemer Badtke, Exe Director
East Central WI Regional Planning Commission

Approval Date

TO: Executive Committee
FROM: Brenna Root Whitby, Associate Planner
DATE: May 15, 2024
RE: Resolution 29-24: Approval of the 2024-2028 Transportation Alternatives Set-aside Awards for the Appleton (Fox Cities) Metropolitan Planning Organization

Traditionally, the Transportation Alternatives Set-aside Program (TA Set-aside; formerly known as Transportation Alternatives Program or TAP) rolls out every two years. This federal program is administered at the state level, and in Wisconsin, there are two pools of funding: one for the statewide pool and another for Metropolitan Planning Organizations that are designated as Transportation Management Areas (TMA) with populations in excess of 200,000.

As a TMA, the Appleton (Fox Cities) MPO receives an apportionment for TA Set-aside. TA Set-aside activities must relate to surface transportation and must fall within specific categories, including the following:

- Construction, planning, and design of on-road and off-road facilities for non-motorized forms of transportation;
- Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers;
- Conversion and use of abandoned reload corridors for non-motorized transportation;
- Construction of turnouts, overlooks, and viewing areas;
- Community improvement activities;
- Environmental mitigation activities;
- Safe Routes to School Programs; and,
- Planning, designing, or constructing boulevards and other roadways largely in the right of way of former Interstate system routes or other divided highways.

Any community with project within the Appleton (Fox Cities) urban area that meets the requirements of the TA Set-aside program is eligible to apply for the Appleton (Fox Cities) MPO TA Set-aside allocation.

The process for selecting and recommending a project to WisDOT includes review by a TA Set-aside Scoring Committee. Projects are scored on the following categories: Project Planning and Local Support, Project Utility and Connectivity, Project Benefit, and Sponsor History. The Scoring Committee's recommendation is sent to the Technical Advisory Committee (TAC) for review. After review by the TAC, the recommended selections are reviewed by the Commission's Transportation Committee, and then the full Commission Board for final recommendation of approval.

The 2024-2028 program application cycle rolled out June 9, 2023 and closed October 27, 2023. Four applications were received. One additional application, based on initial guidance, was sent to the statewide application pool; however, after further review by WisDOT, the application was sent to the TMA for funding consideration. Therefore, with documentation and further clarification from WisDOT, this additional application was deemed eligible for review for the

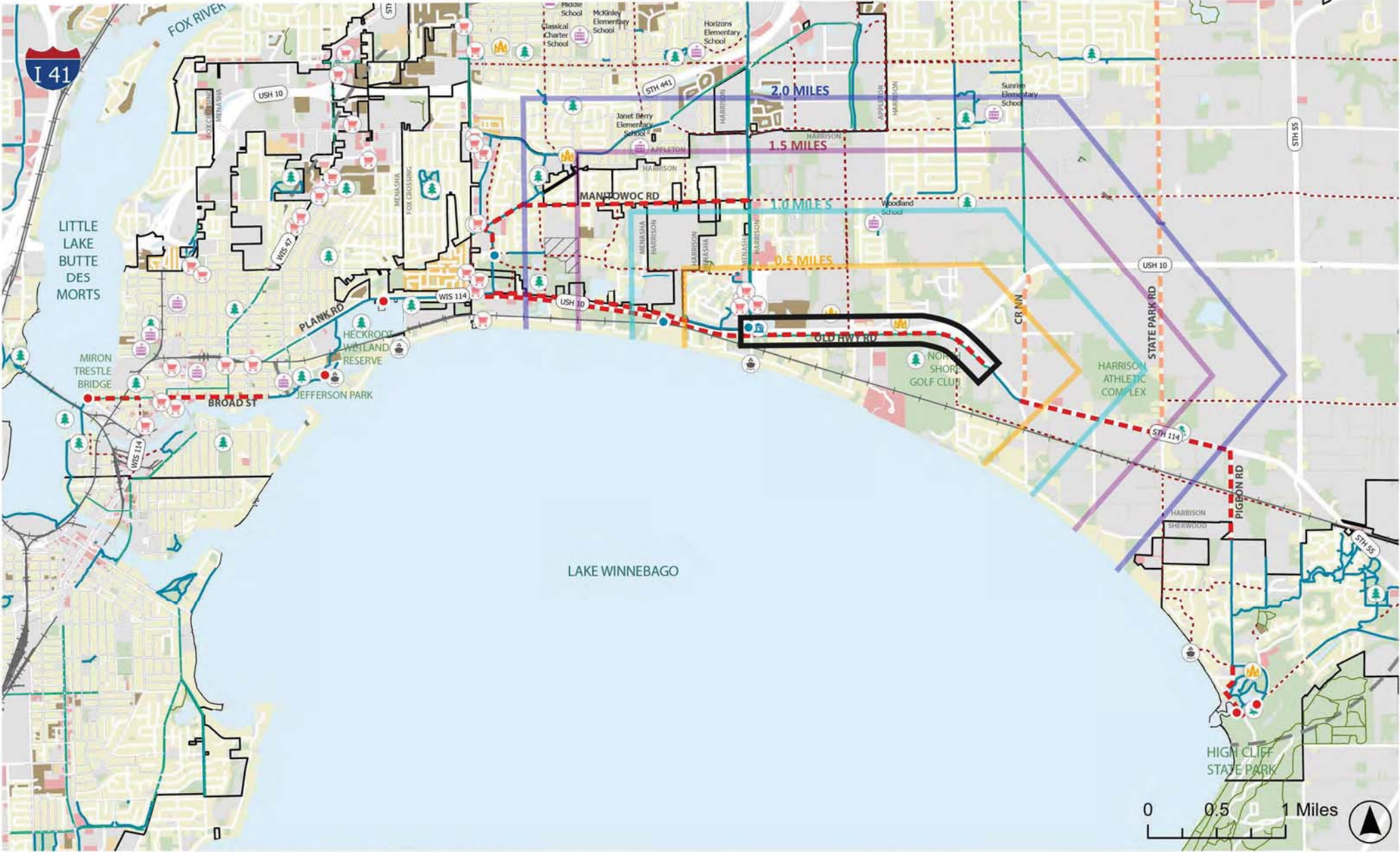
MPO pool of funding; for this cycle five eligible applications were reviewed. Below is a summary of the projects, and attached to this memo are the correlating project maps.

Project Name	Design		Construction		
	TOTAL DESIGN	80% FEDERAL	TOTAL CONSTRUCTION COST/PLANNING PROJECT COST	TOTAL 80% ELIGIBLE CONSTRUCTION/ PLANNING COST	TOTAL 60% ELIGIBLE CONSTRUCTION/ PLANNING COST
Safe Routes to School ECWRPC, Appleton MPO	\$ -	0	\$ 426,336.60	\$ 341,069.28	\$ 255,801.96
STH 96 Sidewalks Town of Grand Chute	\$ 91,922.19	\$ 73,537.75	\$ 974,592.99	\$ 779,674.39	\$ 584,755.79
Old Highway Road Trail Village of Harrison	\$ 182,600.00	\$ 146,080.00	\$ 1,315,682.23	\$ 1,052,545.78	\$ 789,409.34
Southpoint Commerce Trail City of Appleton	\$ -	0	\$ 1,106,538.60	\$ 885,230.88	\$ 663,923.16
STH 76 Pedestrian Tunnel Village of Greenville	\$ 220,400.00	\$ 176,320.00	\$ 1,419,055.00	\$ 1,135,244.00	\$ 851,433.00

Under the 2024-2028 TA Set-aside program cycle, the Appleton MPO has an annual allocation of \$706,137. Due to previous program cycles, the program years of 2024 and 2025 do not have funds available for projects.

After formal review by the TA Set-aside Scoring Committee and reconciling the available funding with WisDOT, the following three projects are recommended TA Set-aside funding for the 2024-2028 program cycle: Safe Routes to School program (within Appleton MPO only) at 80% federal funding, the Town of Grand Chute's STH 96/W Wisconsin Avenue Sidewalk project at 80% eligible funds, and the Village of Harrison's Old Highway Road Trail at 60% federal funding. The design for both the Town of Grand Chute STH 96/W Wisconsin Avenue Sidewalk project and the Village of Harrison Old Highway Road Trail are recommended at 80% federal funding.

Staff Recommendation: Staff recommends approving Resolution 29-24 and awarding the Safe Routes to School program (within Appleton MPO only) at 80% federal funding, the Town of Grand Chute's STH 96/W Wisconsin Avenue Sidewalk project at 80% design and 80% eligible construction costs, and the Village of Harrison's Old Highway Road Trail at 80% design 60% eligible construction costs.



OLD HIGHWAY ROAD TRAIL: CONTEXT SERVICE RADII MAP

<ul style="list-style-type: none"> ● Existing Trailhead ● Planned Trailhead 	<p>Existing Facilities</p> <ul style="list-style-type: none"> — Existing Paved Trail — Existing On-Road Facilities — Existing Natural Surface Trail — Existing Sidewalk 	<p>Proposed Facilities</p> <ul style="list-style-type: none"> — High Cliff Connection Main Trail — High Cliff Connection Spur Trail — Proposed Local Trails 	<p>Points of Interest</p> <ul style="list-style-type: none"> 🏛 Church 🏛 Civic 🏪 Commercial 🌳 Park 🎓 School 🏖 Lake Acces 	<p>Land Use (2015)</p> <ul style="list-style-type: none"> 🏠 Multi-Family 🏡 Mobile Homes 🏘 Group Housing 🏠 Single Family 🏪 Commercial 🌳 Parks & Open Space 	<ul style="list-style-type: none"> ▨ Future Development ▭ Municipal Boundary ▭ Proposed Old Highway Road Trail
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1:60,000

Greenville Bicycle & Pedestrian Facilities

- Lion's Park Events**
- Catfish Races 2-Day Event (~10,000 attendance)
 - Summer Sendoff
 - Fall Fair
 - YMCA Sports Programs
 - Fox Cities Gargoyles Rugby
 - Hortonville Football Club
 - Pop Warner Football
 - Immanuel Cross Country Meets
 - Hortonville High School Color Run
 - Wedding Venue - 500 Person Capacity
 - Three Rental Facilities
 - Movie Nights (6 Nights/Summer ~200 attendance)

- Existing Pedestrian Accommodations
- - - Future Pedestrian Accommodations
- Community Park
- Mini-Park
- Neighborhood Park
- Open Space
- Airport Runway
- Railroads
- ABCD Points of Interest
- XXXX Construction Year
- ★ Proposed Pedestrian Tunnel

Future Bicycle/Pedestrian Projects

- 2023
- 2024
- 2025
- 2026
- 2027

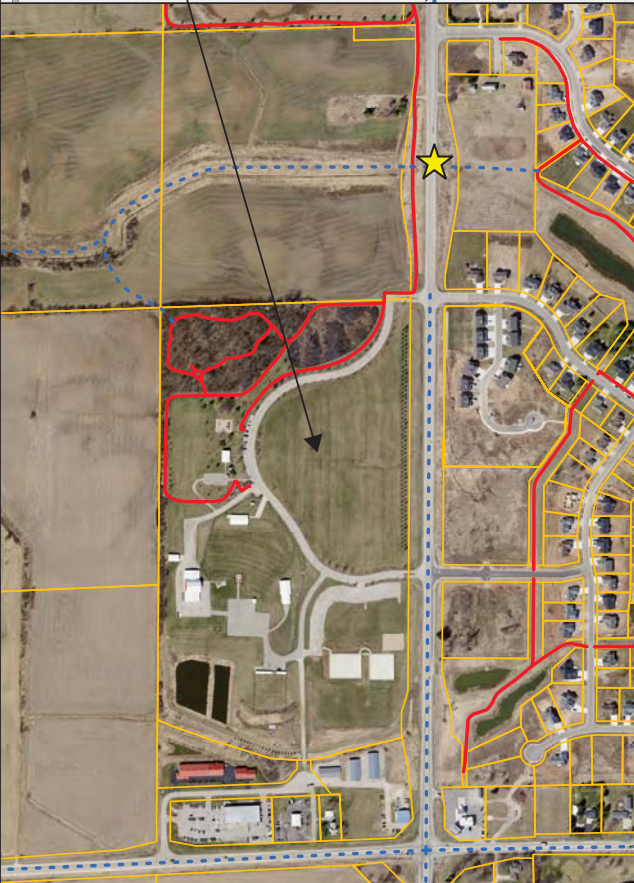
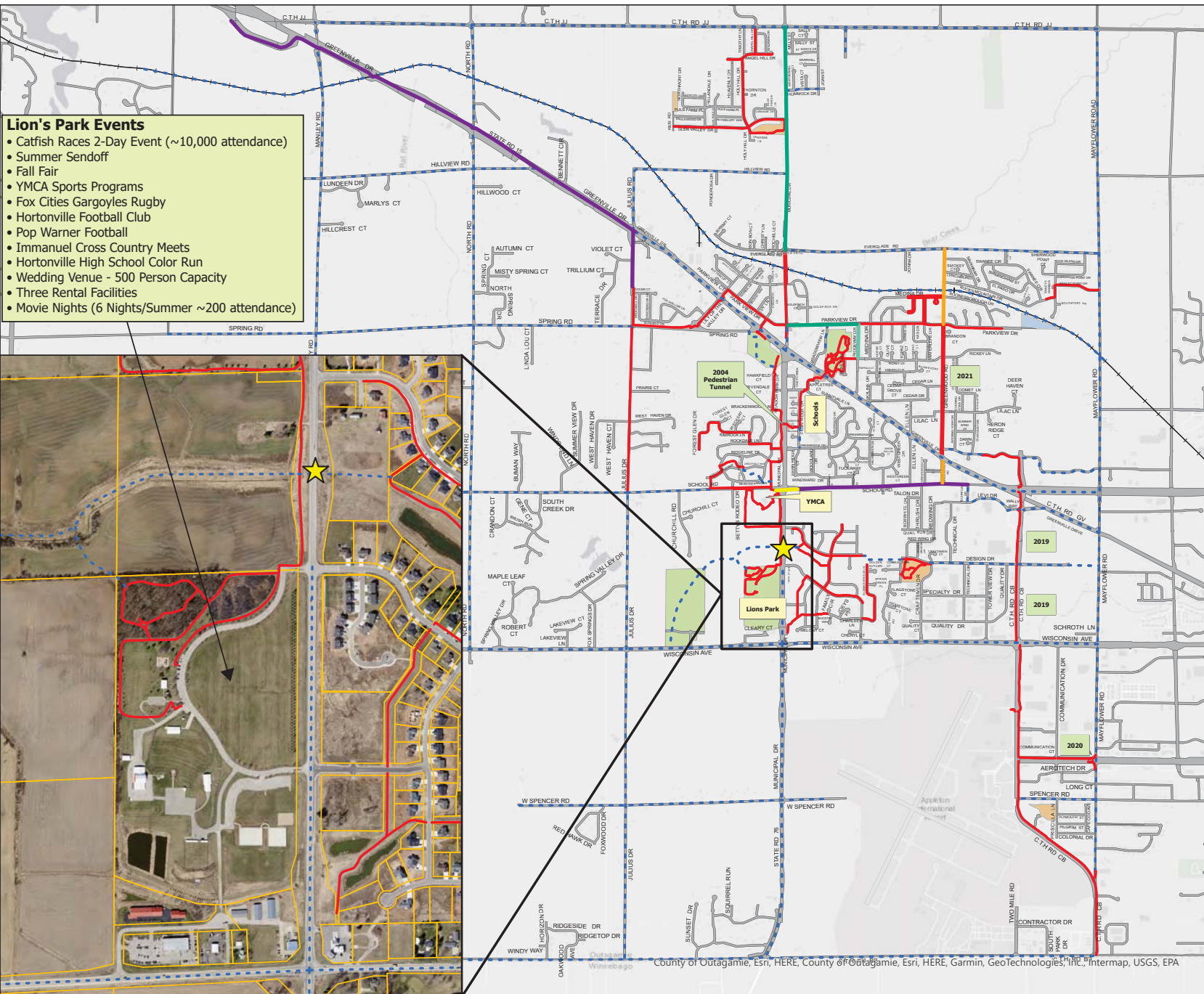
0 0.5 1 Miles



Prepared: May 31st, 2022
 Source: PED & Bike - Village of Greenville GIS, 2022
 Parcels, ROW - Outagamie County GIS, 2022



This map provides data containing geographic information about the Village of Greenville. The data was obtained from multiple sources and agencies. The Village of Greenville provides this information with the understanding that it is not guaranteed to be current, correct or complete and assumes no responsibility for the accuracy of this map or its use or misuse. The map is intended for use as a general reference only.



County of Outagamie, Esri, HERE, County of Outagamie, Esri, HERE, Garmin, GeoTechnologies, Inc., Intermap, USGS, EPA

RESOLUTION NO. 29-24

APPROVAL OF THE 2024-2028 TRANSPORTATION ALTERNATIVES SET-ASIDE FUNDING PROJECTS FOR THE APPLETON (FOX CITIES) METROPOLITAN PLANNING ORGANIZATION

WHEREAS, the East Central Wisconsin Regional Planning Commission is the designated Appleton (Fox Cities) Metropolitan Planning Organization, and;

WHEREAS, metropolitan planning organizations with urban areas of more than 200,000 residents receive allocations for the Transportation Alternatives Set-aside Program (TA Set-aside), and;

WHEREAS, the Appleton (Fox Cities) MPO received an annual allocation of \$706,137 for the 2024-2028 program cycle, as authorized under the Bipartisan Infrastructure Law (BIL), and;

WHEREAS, the Bipartisan Infrastructure Law (BIL), signed into law on November 15, 2021, supersedes the FAST Act and increased funding levels for many federal formula funding programs starting in Federal Fiscal Year (FFY) 2022, including the TA Set-aside, and;

WHEREAS, MPOs may award projects at up to 80% of the total eligible costs;

WHEREAS, the Appleton (Fox Cities) MPO has a competitive process to select and approve transportation alternative projects, which includes review and scoring of potential projects by a TA Set-aside Scoring Committee and review and recommendations by the MPO's Technical Advisory Committee, and;

WHEREAS, that selection process resulted in the following projects being recommended for the 2024-2028 Transportation Alternatives Set-aside program cycle:

Federal Fiscal Year 2026—Total Proposed Federal Funding Awards

- Safe Routes to School: \$341,069.28
- Town of Grand Chute (design): \$73,537.75
- Village of Harrison (design): \$146,080.00

Federal Fiscal Year 2027—Total Proposed Federal Funding Award

- Village of Harrison (construction): \$789,409.34 or up to 80% eligible project costs

Federal Fiscal Year 2028—Total Proposed Federal Funding Award

- Town of Grand Chute (construction): \$779,674.39 or up to 80% eligible project costs

NOW THEREFORE BE IT RESOLVED BY THE APPLETON (FOX CITIES) MPO

SECTION 1. That the Commission, as the designated Appleton (Fox Cities) MPO, approves and recommends to the Wisconsin Department of Transportation the 2024-2028 Transportation Alternatives Set-aside awards for the Safe Routes to School program (within Appleton MPO only) at 80% federal funding, the Town of Grand Chute's STH 96/W Wisconsin Avenue Sidewalk project at 80% design and 80% eligible construction funds, and the Village of Harrison's Old Highway Road Trail at 80% design and at 60% eligible construction costs (or up to 80% eligible construction costs).

Effective Date: May 23, 2024
Submitted by: Executive Committee
Prepared By: Kim Biedermann, ECWRPC Principal Transportation Planner

Alice Connors, Vice Chair
East Central WI Regional Planning Commission

Attest: Melissa Kraemer Badtke, Exe Director
East Central WI Regional Planning Commission

Approval Date

TO: Executive Committee

FROM: Melissa Kraemer Badtke, Executive Director

DATE: May 15, 2024

RE: Resolution 30-24: Approval of the 2024-2029 Surface Transportation Block Grant-Urban Project for the Appleton (Fox Cities) Metropolitan Planning Organization

The Surface Transportation Block Grant (STBG) - Urban Program Cycle for 2024-2029 program cycle opened on June 3, 2023 and closed on October 27, 2023. STBG projects are funded up to 80% federal funding and 20% local match, with a requirement that selected projects must be at least 50% federally funded.

The Wisconsin Department of Transportation submitted its SFY 2024 Federal Expenditure Plan to the Joint Committee on Finance in December 2023. The Joint Committee on Finance had an opportunity to provide comments and/or modifications to the plan. The Wisconsin Department of Transportation was informed in early January 2024, that the plan had been approved with no modifications. Allocations were received by the MPOs in March 2024.

The Appleton (Fox Cities) MPO had ten projects that were submitted with over \$50 million requested in federal funds for the Surface Transportation Block Grant – Urban Program. Please see the attached table for the projects that were submitted during this program cycle.

The total allocation for this cycle for the Appleton (Fox Cities) MPO is \$ 4,191,027; the total amount of Federal funding requested from both projects equals that amount.

East Central staff ranked the projects based on the criteria within the Appleton (Fox Cities) MPO Transportation Improvement Program 2024-2027 (<https://www.ecwrpc.org/wp-content/uploads/2023/11/2024-Fox-Cities-TIP.pdf>). Please see the attached spreadsheet with the project ranking for the 2024-2029 Surface Transportation Block Grant – Urban for the Appleton (Fox Cities) Metropolitan Planning Organization.

Staff Recommendation: Staff recommends approving Resolution 30-24: Approval of the 2024-2029 Surface Transportation Block Grant-Urban Project for the Appleton (Fox Cities) Metropolitan Planning Organization which selects the City of Kaukauna – Kenneth Avenue project will be funded up to \$ 4,191,027 in federal funding with design in FY 2026 and construction in FY 2029.

Jurisdiction	2024-2029 STP-Urban Projects	Plan Consistency	Preserve Existing System		Capacity (Volume/Capacity Ratio)		Safety		Multimodal	Planned Programming		Total Score	Project Cost (Federal)
Appleton Fox Cities Allocation = \$ 4,191,027													
C. Kaukauna	Kenneth Ave./3rd St. (.1 Mile West of Reaume St. to W. 10th St.)	5	PASER 4	5	0.09	0	22	5	5	2023 TIP	1	21	\$ 4,089,269.73
V. Greenville	Greenwood Rd. (School Rd. to STH 15)	5	PASER 3	5	0.12	0	15	5	3	2021 TIP	3	21	\$ 1,395,276.00
T. Neenah	Oakridge Rd. (CTH CB to East Town Line)	5	PASER 3	5	0.28	1	14	3	3	2021 TIP	3	20	\$ 3,108,320.00
V. Kimberly	Kennedy Ave. (FVLS Railroad Crossing to Railroad St.)	5	PASER 3	5	0.31	1	16	3	5	2023 TIP	1	20	\$ 3,029,600.00
Calumet Co.	CTH KK (CTH N to State Park Rd)	5	PASER 5	3	0.94	4	75	3	3	2023 TIP	1	19	\$ 12,396,880.00
Outagamie Co.	CTH JJ (Gillett St. to STH 47)	5	PASER 4-6	4	0.36	1	21	3	3	2021 TIP	3	19	\$ 5,422,160.00
V. Greenville	Greenwood Rd. (Parkview Dr. to Everglade Rd.)	5	PASER 3-5	5	0.12	0	4	3	3	2021 TIP	3	19	\$ 3,359,752.00
Calumet Co.	CTH AP (E Plank Rd to N Coop Rd)	5	PASER 6-7	1	0.10	0	20	3	5	2022 TIP	2	16	\$ 8,021,880.00
V. Harrison	Midway Rd. (N. Coop Rd. to Noe Rd.)	3	PASER 6	3	0.20	0	23	5	3	2022 TIP	2	16	\$ 2,923,050.56
V. Harrison	Manitowoc Road (CTH N to Lake Park Road)	5	PASER 5	3	0.14	0	18	3	3	2023 TIP	1	15	\$ 7,066,784.96

Total \$ 50,812,973.25

RESOLUTION NO. 30-24

APPROVAL THE 2024-2029 SURFACE TRANSPORTATON BLOCK GRANT (STBG) - URBAN PROJECT FOR THE APPLETON (FOX CITIES) METROPOLITAN PLANNING ORGANIZATION

WHEREAS, East Central Wisconsin Regional Planning Commission, as the Metropolitan Planning Organization (MPO) carrying out cooperative, comprehensive, and continuing urban transportation planning in the Appleton (Fox Cities) Metropolitan Planning Area, and;

WHEREAS, in accordance with the Bipartisan Infrastructure Law (BIL), coordination has occurred between the MPO, the state, and transit operators in programming multimodal projects, and;

WHEREAS, the Appleton (Fox Cities) MPO has a competitive process to select and approve Surface Transportation Block Grant-Urban projects, and;

WHEREAS, the Appleton (Fox Cities) MPO received the following projects resulting in over \$50 million dollars in projects submitted for the 2024-2029 Surface Transportation Block Grant – Urban Program, and;

WHEREAS, the City of Kaukauna has requested Surface Transportation Block Grant-Urban federal funding for the amount of \$ 4,089,270 for the Kenneth Avenue Project for design and construction, and;

WHEREAS, the Appleton (Fox Cities) MPO’s allocation for the 2024-2029 STGB-Urban cycle is \$4,191,027 in federal funding, and;

WHEREAS, the Appleton (Fox Cities) MPO has a competitive process to select and approve surface transportation block grant projects, and;

WHEREAS, the Appleton (Fox Cities) MPO Technical Advisory Committee, representing the local governments and their designated staffs have approved the following project:

Kenneth Avenue—W. Reaume Street to W. 10th Street		
Project Cost	Federal Funding Request	Percent Federal Funding
	\$ 4,089,270	80%

NOW THEREFORE, BE IT RESOLVED BY APPLETON (FOX CITIES) MPO

Section 1: That Commission approves awarding \$4,191,027 or up to 80% of eligible project costs of STBG-Urban funding to the Kenneth Avenue project within the City of Kaukauna for the 2024-2029 Surface Transportation Block Grant – Urban Program for the Appleton (Fox Cities) Metropolitan Planning Organization.

Effective Date: May 23, 2024
Submitted For: Executive Committee
Prepared By: Melissa Kraemer Badtke, ECWRPC Executive Director

Alice Connors, Vice Chair
East Central WI Regional Planning Commission

Attest: Melissa Kraemer Badtke, Exe Director
East Central WI Regional Planning Commission

Approval Date

TO: Executive Committee
FROM: Melissa Kraemer Badtke, Executive Director
DATE: May 9, 2024
RE: Resolution 31-24: Authorizing the Executive Director to Enter into a Contract with CPCS, Inc. and Green Bay Metropolitan Planning Organization (Brown County) for the Intermodal Freight Facility Study – Phase 2 Project

Background

Between the fall of 2020 and May of 2022, East Central staff worked with the Brown County Planning Commission/Green Bay MPO, Port of Green Bay, New North, Inc., private consulting firms, and a steering committee to develop 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.

An RFP for a Phase 2 Intermodal Study was released in 2023, but no responses were received. East Central staff went out for a second Request for Proposals in January, 2024 and received one response.

The Commission Board approved including a Phase 2 Intermodal Study in the 2024 Work Program and Budget. The goal of this Phase 2 study will include (but will not necessarily be limited to):

- Working with the core team to identify 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 specific preferred and secondary facility locations in Northeast Wisconsin.
- Determining the short- and long-term roles of the Port of Green Bay in a regional intermodal freight facility, including an analysis of the Port of Green Bay regarding short and long-term opportunities for container shipping on the Great Lakes.
- GIS analysis of potential feasible locations for an Intermodal Freight Facility Study.
- Identifying potential funding sources to establish and operate an intermodal freight facility.

The Consultant selected to complete this project will coordinate, work with, and work under the direction of ECWRPC staff for the completion of work

A Request for Proposals was released the week of January 8, 2024. Once again, only one response was received. East Central staff has worked with Brown County and the Wisconsin Department of Transportation staff and it was agreed that

The responding firm, CPCS, Inc., is well qualified to complete the Phase 2 study, once again in cooperation with the Green Bay MPO (Brown County).

Staff Recommendation: Staff recommends that the Executive Committee approve Resolution 31-24 Authorizing the Executive Director to Enter into a contract with CPCS, Inc. and Green Bay MPO (Brown County) for the Intermodal Freight Facility Study – Phase 2 Project.



**East Central Regional Planning Commission
and Brown County Contract for Consultant
Services from:
CPCS Transcom, Inc. and their
subconsultant SEH**

EC Project ID Number: 1321-024-01
Catalog of Federal Domestic Assistance (CFDA) Number: 20.205

May 10, 2023

Donald Ludlow, Vice President
CPCS Transcom, Inc.
1-571-214-4509
dludlow@cpcstrans.com

SUBJECT: AUTHORIZATION TO BEGIN WORK ON THE CONSULTANT CONTRACT between East Central WI Regional Planning Commission (COMMISSION), Brown County serving as the Green Bay MPO (COUNTY), and CPCS Transcom, Inc., and their subconsultant, SEH (CONSULTANT)

The consultant is hereby authorized to begin work on the following subject contract.

EC Project Number: 1321-024-01 **Authorized Amount: \$ 179,909.92**

The total cost of this authorization will not exceed the amounts listed for each project unless the COMMISSION issues a revised authorization letter to the CONSULTANT. This and subsequent authorizations may not exceed the contract upper limit. The CONSULTANT must include the EC Project Number on invoices submitted to the COMMISSION for payment.

A copy of the executed CONTRACT is enclosed.

If you have any questions concerning the CONTRACT, please contact Melissa Kraemer Badtke, Executive Director, at (920) 751-4770 or mbadtke@ecwrpc.org.

Sincerely,

Melissa Kraemer Badtke
Executive Director

Cc: Sara Otting, CPA
Cole Runge, Brown County (Green Bay MPO)

Enclosure

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CONTRACT BETWEEN

EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION (COMMISSION),
BROWN COUNTY SERVING AS THE GREEN BAY METROPOLITAN PLANNING
ORGANIZATION (COUNTY),
AND CPCS TRANSCOM, INC. AND THEIR SUBCONSULTANT SEH (CONSULTANT)

FOR PROJECT NUMBER: 1321-024-01

This CONTRACT, made and entered into by and between East Central Wisconsin Regional Planning Commission (COMMISSION) serving as the Appleton (Fox Cities) and Oshkosh Metropolitan Planning Organizations, Brown County serving as the Green Bay Metropolitan Planning Organization (COUNTY) and CPCS Transcom, Inc. and their sub-consultant SEH (CONSULTANT), provides for those services described in detail herein and is for the purpose of the following:

The COMMISSION deems it advisable to engage the CONSULTANT to provide certain services and has authority to contract for these services under Article 7, Section 1 of East Central's bylaws and under East Central's competitive bid policy.

The CONSULTANT will be compensated by the COMMISSION and the COUNTY for services provided under this CONTRACT on the following actual cost basis:

- a) An ACTUAL COST up to **\$179,909.92** paid in monthly installments for work completed between June 10, 2024, and June 30, 2025 (**see Appendix B, Section 9, Item 9 for a complete payment schedule.**)
- b) *The **final invoice** can be submitted once the **final services and materials have been submitted to the COMMISSION** and **both parties are in agreement** that the report is the final product and the **project has been completed.***
- c) The CONSULTANT services will be completed by July 30, 2025, with various phases completed within the timeframes identified in the Scope of Services (Appendix A). Compensation for all services provided by the CONSULTANT under the terms of this contract is on an ACTUAL COST basis and **shall not exceed \$179,909.92** in total.

The CONSULTANT represents it is in compliance with the laws and regulations relating to its profession and signifies its willingness to provide the desired services.

The COMMISSION will contribute \$79,954.96 to this contract and the COUNTY will contribute \$99,954.96 to this contract.

The CONSULTANT Representative and billing contact person is Eric Oberhart, CPCS, whose work address/e-mail and telephone number are as follows:

Eric Oberhart, Senior Consultant
CPCS Transcom, Inc.
Email: eoberhart@cpcstrans.com
Phone Number: 815-345-1022

The COUNTY Representative is Cole Runge, whose work address/e-mail address and telephone number are as follows:

Cole Runge
305 East Walnut St. Room 320
Green Bay, WI 54301
Cole.runge@browncountywi.gov
920.448.6480

The COMMISSION Representative is Melissa Kraemer Badtke, whose work address/e-mail address and telephone number are as follows:

Melissa Kraemer Badtke
400 Ahnaip Street, Suite 100
Menasha, WI 54952
mbadtke@ecwrpc.org
920.751.4770

The parties agree to all of the provisions which are annexed and made a part of the CONTRACT consisting of twenty-eight (28) pages, including all appendices.

For the CONSULTANT

**For the East Central Wisconsin Regional
Planning Commission**

By:

By:

Donald Ludlow
Vice President
CPCS

Melissa A. Kraemer Badtke
Executive Director
East Central WI Regional Planning
Commission

Date:

Date:

For the COUNTY

Attest for Brown County

By:

By:

Norbert Dantine Jr.
Green Bay MPO Policy Board Chair

Cole Runge
MPO Director
Brown County, Green Bay MPO

Date:

Date:

**APPENDIX A: SCOPE OF SERVICES AND BUDGET FOR
PROJECT NUMBER: 1321-024-01**

**East Central Wisconsin Regional Planning Commission (ECWRPC)
 and Brown County, serving as the Green Bay Metropolitan
 Planning Organization and
 CPCS Transcom, Inc. and their sub consultant, SEH Proposal to
 Provide:**

**Northeast Wisconsin Intermodal Freight Facility Study – Phase 2
 Plan**

CPCS Transcom, Inc.
 1028 33rd St. NW Suite 320
 Washington D.C. 20007

Purpose:

ECWRPC worked with the Brown County Planning Commission/Green Bay MPO, Port of Green Bay, New North, Inc., private consulting firms, and a steering committee to develop 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.

The goals of this Phase 2 study will include (but will not necessarily be limited to):

- Working with the core team to identify potential project champions to create 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 specific preferred and secondary facility locations in Northeast Wisconsin.
- Determining the short- and long-term roles of the Port of Green Bay in a regional intermodal freight facility, including an analysis of the Port of Green Bay regarding short- and long-term opportunities for container shipping on the Great Lakes.
- Updated Freight Facility location analysis.

Scope of Work and Deliverables

The following outlines the scope of work and key deliverables pertaining to the project.

Tasks and Deliverables	Hours	Dollar Amount
Task 1: Study Initiation and Project Management Subtask 1.1 Study Kick Off Subtask 1.2 Ongoing Project Management Deliverables: <ul style="list-style-type: none"> • Convene meetings with ECWRPC, Brown County and Core Team Members and the consultant team (monthly meetings) 	182	\$38,467.86

<ul style="list-style-type: none"> • Develop objectives and goals of the study. • Identify literature sources and data not yet available to the CPCS Team. • Identifying potential members for the Intermodal Freight Facility Coalition • Develop a draft work plan (based on the proposal) • Communications plans for Task 3 • Monthly meetings and progress reports 		
<p>Task 2: Data Collection and Literature Review Deliverables: Data analysis in the following areas:</p> <ul style="list-style-type: none"> • The transportation system • Existing industry and economic make-up of the region • Data sources to understand the current condition for intermodal freight movements via truck, rail, and the Port of Green Bay 	36	\$6,109.96
<p>Task 3: Stakeholder Engagement Subtask 3.1 Intermodal Freight Facility Coalition Meeting Subtask 3.2 Stakeholder Consultations</p> <ul style="list-style-type: none"> • Intermodal Freight Facility Coalition Meetings <ul style="list-style-type: none"> • Review of draft working documents • Assist in the identification of stakeholders for one-on-one interviews and discuss project champions • Provide feedback and guidance on potential facility locations • Develop stakeholder list • Develop consultation guide • Conduct outreach to stakeholders • Development of Working Paper 2 – Summary of Data and Outreach 	296	\$60,665.32
<p>Task 4: Analyze Data and Outreach</p> <ul style="list-style-type: none"> • Conduct target analysis to create an updated understanding of intermodal needs, issues and opportunities. • Develop an updated commodity flow analysis • Update Assessment of the Railroads’ Level of Interest • Development of Working Paper 2 – Summary of Data, Literature and Outreach 	71	\$12,921.31

<p>Task 5: Determine Intermodal Freight Facility Viability and Location Subtask 5.1 Determine Viability Subtask 5.2 Identify Sites for Intermodal Facility Development</p> <ul style="list-style-type: none"> • Utilizing Phase I “hot spot” information as a starting point and conduct further desk review and qualitative analysis of the region’s rail lines and adjacent lands to identify specific locations that are more-favorable for intermodal facility development. • Work with the Core Team and Freight Facility Coalition to review and identify sites within the group and potential feasibility of a facility. 	212	\$42,914.76
<p>Task 6: Develop Final Study Document Subtask 6.1 Develop Draft Study Document Subtask 6.2 Develop Final Study Document</p> <ul style="list-style-type: none"> • Develop Final Study Document to be presented at the Intermodal Freight Facility Coalition Meeting. 	92	\$16,625.88
<p>Direct Expenses</p>		\$2,204.83
<p>Total project costs</p>		\$179,909.92

APPENDIX B:
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION
SHORTFORM FOR FEDERALLY FUNDED CONTRACTS

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1. Federal Policies

The CONSULTANT agrees to meet all federal requirements including 2 CFR 200 and 23 CFR 450 related to the PL funding for this project.

23 CFR 450.308 Funding for transportation planning and unified planning work programs.

(a) Funds provided under 23 U.S.C. 104(d), 49 U.S.C. 5305(d), and 49 U.S.C. 5307, are available to MPOs to accomplish activities described in this subpart

23 CFR 450.336 Self-certifications and Federal certifications.

(a) For all MPAs, concurrent with the submittal of the entire proposed TIP to the FHWA and the FTA as part of the STIP approval, the State and the MPO shall certify at least every 4 years that the metropolitan transportation planning process is being carried out in accordance with all applicable requirements including:

- (1) 23 U.S.C. 134, 49 U.S.C. 5303 and 5304 and this subpart;
- (2) In nonattainment 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 (Bipartisan Infrastructure Law) (Pub. L. 117-58) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in DOT funded projects;
- (6) 23 CFR part 230, regarding the 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.

2. Scope of Services

1. The services under this CONTRACT shall consist of performing all work necessary or incidental to accomplish this PROJECT.
2. The CONSULTANT shall furnish all services and labor necessary to conduct and complete the services, and shall furnish all materials, equipment, supplies, and incidentals other than those designated to be furnished by the COMMISSION.
3. The services shall comply with applicable state and federal laws and regulations consistent with the funding for this PROJECT.
4. The CONSULTANT shall from time to time during the progress of the services confer with the COMMISSION and the COUNTY and shall prepare and present such information, studies, and reports as may be necessary or as may be requested by the COMMISSION and the COUNTY to enable it to reasonably pass judgment on the features of the services. The CONSULTANT shall make such changes, amendments, or revisions in the detail of the services as may be required by the COMMISSION and the COUNTY. The CONSULTANT is not relieved from the responsibility for continuing adherence to generally accepted standards of the profession by COMMISSION required changes in the detail of the services.
5. Meetings may be scheduled at the request of the CONSULTANT or the COMMISSION and the COUNTY for the purpose of discussing and reviewing the services under this CONTRACT. Meeting schedules are to be coordinated with COMMISSION Representative and the COUNTY representative.

3. Personnel

1. The COMMISSION and the COUNTY must approve or disapprove the selection of key personnel as identified in the application and/or this Agreement. Any new hires or changes in key personnel require prior written approval from the COMMISSION. Resumes, in sufficient detail to reveal the experience, education, and other general and specific qualifications for the position, must be submitted to the COMMISSION for its consent prior to approval of a candidate.
2. The CONSULTANT agrees to comply with the requirements regarding support of salaries and wages in 2 CFR Part 200.430, "Compensation-personal services."

It is intended that a single contractor will have total responsibility for all services identified in this RFP. Therefore, any Proposer desiring to use a sub-contractor(s) must identify each on a document supplied as an attachment to the Proposal and titled attachment "Sub-contractors" and should include:

- o their company's name,
- o the company's principal owner(s),
- o description of their involvement in the project, and

o qualifications for each aspect of this project they may work with.

The subcontractor(s) cannot be changed after submission of the Proposal without the written approval of ECWRPC. The Consultant is responsible for all actions, workmanship, performance, and payment for their subcontractor(s). A contract between the Consultant and the subcontractor must be signed within 14 business days of Consultant's signed contract with ECWRPC. ECWRPC reserves the rights to a copy of the signed contract between the Consultant and the sub-contractors. ECWRPC reserves the right to terminate the terms of its contract in the event of Consultant's failure to establish a signed contract between the Consultant and sub-contractor within 14 business days. A copy of the final contract between the Consultant and the sub-contractor must be sent to ECWRPC within 21 business days of the Contract execution between ECWRPC and the Consultant.

4. Reimbursement of Travel Expenses

1. Reimbursement for travel (transportation, food, and lodging) in the performance of Program activities shall be consistent with those normally allowed in like circumstances in the non-Federally sponsored activities of the CONSULTANT. CONSULTANTS may follow their own established rate but any travel allowance policies in excess of Federal limits must receive prior approval from the COMMISSION and the COUNTY.

5. Prior Written Approval

1. The purpose of this project is to work with ECWRPC and Brown County (serving as the Green Bay Metropolitan Planning Organization) and partner organizations to develop the Intermodal Freight Facility Study – Phase 2. Any changes in the project/program described in the application to include those identified below require prior written approval from the COMMISSION and the COUNTY and in the form of an amendment request:

1. Changes in the specific activities described in the application.
2. Changes in key personnel as specified in the application and/or this agreement.
3. Changes in the scope of work contained in any solicitation and/or request for proposals.
4. Need for additional Federal funds.
5. Budget reallocations that exceed 10 percent of the total budget among approved direct cost categories or are transferred to new budget line items.
6. Changes in indirect cost rates or recertification of expired indirect cost rates during the project period unless otherwise specified in this Program agreement.

7. Requests to purchase equipment (including software) with an estimated acquisition cost of more than \$5,000.
8. Requests to use Federal and/or non-Federal match funds for food and/or beverages in conjunction with meeting costs.

6. Prohibited Activities

1. **Duplication of Work:** The purpose and scope of work for which this Agreement is made shall not duplicate programs for which moneys have been received, are committed, or are applied for from other sources, public or private. Upon request of the COMMISSION and the COUNTY, the CONSULTANT shall submit full information about related programs that will be initiated within the Program period.
2. **Other Funding Sources:** COMMISSION and the COUNTY's funds budgeted or Programed for this program shall not be used to replace any financial support previously provided or assured from any other source.
3. **Funds for Attorney/Consultant Fees:** The CONSULTANT hereby agrees that no funds made available from this Program shall be used, directly or indirectly, for paying attorneys' or consultants' fees in connection with securing Programs or other services provided by the COMMISSION, for example, preparing the application for this assistance. However, attorneys' and consultants' fees incurred for meeting this Agreement's requirements may be eligible project costs and may be paid out of funds made available from this Agreement provided such costs are otherwise eligible.
4. The CONSULTANT is prohibited from using funds provided from this Program or personnel employed in the administration of this program for political activities, sectarian or religious activities, lobbying, political patronage, or nepotism activities.
5. Program funds may not be used for marketing or entertainment expenses.
6. Program funds may not be used for capital assets, such as the purchase of vehicles, improvements and renovation of space, and repair and maintenance of privately-owned vehicles.

7. Use of Consultants/Contractors

1. Procurement of consultant or contractor services shall be in accordance with all standards and procedures set forth in 2 CFR Part 200. The following terms are intended merely to highlight some of these standards and are, therefore, not inclusive.
2. All procurement transactions, regardless of whether negotiated or advertised

and without regard to dollar value, shall be conducted in a manner that provides maximum open and free competition.

3. Formal advertising, with adequate purchase description, sealed bids, and public openings, shall not be required for small purchase procurements that are less than the simplified acquisition threshold, currently set by the Federal Acquisition Regulation at 48 CFR Subpart 2.1 in accordance with 41 U.S.C. 1908 as \$250,000 unless otherwise required by State or local law or regulation. If small purchase procedures are used, price or rate quotations shall be obtained. Micro-purchases of supplies or services, the aggregate amount of which does not exceed the micro-purchase threshold currently set by the Federal Acquisition Regulation at \$9,000 may be used in order to expedite the completion of lowest-dollar small purchase transactions.
4. The CONSULTANT shall maintain a code or standards of conduct which shall govern the performance of its officers, employees, or agents in contracting with and expending Federal Program funds. CONSULTANT's officers, employees, or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from a contractor or potential contractors. To the extent permissible by State or local law, rules, or regulations, such standards shall provide for penalties, sanctions, or other disciplinary actions to be applied for violations of such standards by the CONSULTANT's officers, employees, or agents, or by contractors.
5. The CONSULTANT shall ensure that every consultant and every contractor it employs under the Program complies with the terms of this Agreement as though the consultant or contractor were a party to this Agreement.
6. The CONSULTANT is the responsible authority, without recourse to the COMMISSION, regarding the settlement and satisfaction of all contractual and administrative issues arising out of procurements entered into in support of the Program.

8. Prosecution and Progress

A. General

1. Services under this CONTRACT shall commence upon written order from the COMMISSION and the COUNTY to the CONSULTANT, which order will constitute authorization to proceed.
2. The CONSULTANT shall complete the services under this CONTRACT within the time for completion specified. Services by the CONSULTANT shall proceed continuously and expeditiously. The time for completion shall not be extended because of any delay attributable to the CONSULTANT but may be extended by the COMMISSION in the event of a delay attributable to the COMMISSION or because of unavoidable delays caused by an act of God, war, governmental actions or other conditions beyond the control of the CONSULTANT.

3. The CONSULTANT shall notify the COMMISSION and the COUNTY in writing when the services have been completed. Upon the COMMISSION and the COUNTY's subsequent determination that the services have satisfactorily been completed, the COMMISSION will provide written notification to the CONSULTANT acknowledging the formal acceptance of the completed services.

B. *Delays and Extensions*

1. Delays in completing the services within the time provided for completion for reasons not attributable to the CONSULTANT may constitute justification for additional compensation to the extent of documentable increases in costs as a result thereof. Failure of the CONSULTANT to submit a formal written request for a time extension and additional compensation prior to the expiration of the CONTRACT time shall constitute a basis for denying any cost adjustments for reasons of delay.
2. Delays grossly affecting the completion of the services attributable or caused by one of the parties hereto shall be considered as cause for the termination of the CONTRACT by the other party.
3. Time is of the essence with regard to the delivery of all services under this CONTRACT.

C. *Termination*

1. The COMMISSION and the COUNTY reserve the right to terminate all or part of this CONTRACT at any time upon not less than ten days' written notice to the CONSULTANT.
2. In the event the CONTRACT is terminated by the COMMISSION and the COUNTY without fault on the part of the CONSULTANT, or by the CONSULTANT under 8.B.2, above, the CONSULTANT shall be paid for the services rendered, an amount bearing the same ratio to the total CONTRACT prices as the amount of services completed or partially completed and delivered to the COMMISSION and the COUNTY bears the total amount of services provided for herein, as determined by mutual agreement between the COMMISSION, the COUNTY and the CONSULTANT as the CONTRACT amendment.
3. In the event the services of the CONSULTANT are terminated by the COMMISSION and the COUNTY for fault on the part of the CONSULTANT, the CONSULTANT shall be paid a reasonable value of the services rendered and delivered to the COMMISSION and the COUNTY up to the time of termination. The value of the services will be determined by the COMMISSION and the COUNTY.
4. In the event of the death of any member or partner of the CONSULTANT's firm, the surviving members shall complete the services, unless otherwise mutually agreed upon by the COMMISSION, the COUNTY and the survivors, in which case the CONSULTANT will be paid as set for in Section 9, below.

D. *Subletting or Assignment of Contract*

1. The CONSULTANT shall not sublet or assign any part of this CONTRACT without prior written approval of the COMMISSION and the COUNTY.
2. When the CONSULTANT is authorized to sublet or assign a portion of the services, the CONSULTANT shall perform services amounting to at least one-half of the original CONTRACT amount.
3. Consent to assign, sublet, or otherwise dispose of any portion of the CONTRACT shall not be construed to relieve the CONSULTANT of any responsibility for the fulfillment of the CONTRACT.
4. When the CONSULTANT subcontracts a portion of the services, the subcontract shall provide for the performance of the services to the full scope as contemplated in this CONTRACT and to the same standards and concept as if performed by the CONSULTANT.
5. No subcontracting and assignment of any services under this CONTRACT shall state, imply, intend, or be construed to limit the legal liability of the CONSULTANT or the sub-consultant.

9. Basis of Payment

1. The CONSULTANT will be paid by the COMMISSION and the COUNTY for the completed and approved services rendered under this CONTRACT on the basis and at the CONTRACT price set forth elsewhere in this CONTRACT. Such payment shall be full compensation for services rendered and for all labor, materials and supplies, equipment, and incidentals necessary to complete the services. Compensation in excess of the total CONTRACT amount will not be allowed unless justified and authorized by an approved written CONTRACT amendment. Compensation for improper performance by the CONSULTANT will not be allowed. No payment shall be construed as COMMISSION acceptance of unsatisfactory or defective services or improper materials.
2. Reimbursement for costs will be limited to those which are allowable under 2 CFR 200, Uniform Guidance; by COMMISSION policy; and any other applicable federal law.
3. The CONSULTANT shall submit invoices in the format specified in the CONTRACT AGREEMENT (pages 20-21), not more than once per month, for partial payment for the authorized services completed to date. The final invoice shall be submitted to the COMMISSION within 5-10 days of completion of the services. Final payment of any balance due the CONSULTANT will be made promptly upon its verification by the COMMISSION, upon completion of the required services, and upon receipt of documents or materials required to be returned or furnished to the COMMISSION. Should this CONTRACT include more than one PROJECT, separate invoices shall be submitted for each individual PROJECT.
4. The COMMISSION and the COUNTY has the equitable right to set off against any sum due and payable to the CONSULTANT under this CONTRACT, any

amount the COMMISSION determines the CONSULTANT owes the COMMISSION, arising under this CONTRACT.

5. The CONSULTANT and any sub-consultants shall maintain all documents and evidence pertaining to costs incurred under this CONTRACT for inspection by the COMMISSION and the COMMISSION's audit team, Wisconsin Department of Transportation, and the Federal Highway Administration during normal business hours in respective offices for a period of three years following the final CONTRACT payment.
6. If, in the CONSULTANT's opinion, orders or instructions given by the COMMISSION and the COUNTY would require the discarding or redoing of services which were based upon earlier direction or approvals or instruction given by the COMMISSION and the COUNTY would involve services not within the scope of services, the CONSULTANT must notify the COMMISSION in writing if it desires extra compensation or a time extension. The COMMISSION and the COUNTY will review the CONSULTANT's submittal and, if acceptable, approve a CONTRACT amendment.
7. The CONSULTANT shall pay subcontracts within ten (10) business days of receipt of a payment from the COMMISSION for services performed within the scope of this CONTRACT.
8. All invoices are to be paid by the COMMISSION within thirty (30) days, unless otherwise negotiated.
9. The CONSULTANT shall submit monthly the following documents to the COMMISSION and the COUNTY including documentation of project activities completed by a subconsultant within 5-10 days of the month's end:
 - a. Letterhead expressing the balance due,
 - b. Invoice, including details of hours worked by staff member per task
 - c. Progress Report: Summary of services provided and progress through the projected timeline, and
 - d. Itemized detailed receipts for travel, meals, etc.
10. All invoices for payment shall be submitted to:
Melissa Kraemer Badtke
mbadtke@ecwrpc.org , and to
Sara Otting, CPA
sotting@ecwrpc.org

10. Separate Bank/Fund Accounts

1. The CONSULTANT is not required to establish a separate bank account but may do so. The CONSULTANT, however, must maintain accounting records to adequately identify the source and application of Program funds. Other considerations, such as Federal Deposit Insurance Corporation coverage, shall be in accordance with the provisions of 2 CFR Part 200.

11. Audits

1. The CONSULTANT agrees to comply with audit requirements as specified in 2

CFR Part 200.

2. The CONSULTANT shall ensure audits are properly performed, and furnish the required data collection forms and audit reporting packages to the Federal Audit Clearinghouse (FAC). The CONSULTANT shall upload audit reports into the FAC through the Internet Data Entry System (IDES) at <https://harvester.census.gov/fac/collect/ddeindex.html#>.
3. The CONSULTANT shall provide any audit with findings related to this award, with copies of the reporting package (including corrective action plans), management letters issued by an auditor, and audit working papers, to the COMMISSION and the COUNTY.
4. The COMMISSION and the COUNTY will seek to issue a management decision to the CONSULTANT within six months of receipt of an audit report with findings, and the CONSULTANT shall take timely and corrective action to comply with the management decision.
5. The COMMISSION and the COUNTY reserves the right to conduct an independent follow-up audit.

12. Miscellaneous Provisions

A. *Ownership of Documents*

All materials, guides, written instructions, plans, documents, correspondence, forms, computer files, databases, electronic mail messages, work product, or other information of any type created by the CONSULTANT under this CONTRACT are works created for hire and shall become the property of the COMMISSION and the COUNTY upon final payment to CONSULTANT within 30 days of CONSULTANT'S receipt of payment. Ownership shall not extend to CONSULTANT'S underlying means and methods used to create work product. Additionally, any images, graphics, photographs, etc. contained within CONSULTANT'S work product thereto belonging to CONSULTANT shall remain the property of CONSULTANT unless otherwise indicated in the Scope of Work. All project documents provided to the CONSULTANT by the COMMISSION and the COUNTY or by any third party which pertains to this CONTRACT are property of the COMMISSION and the COUNTY.

1. Upon demand by the COMMISSION and the COUNTY, all project documents shall be delivered to the COMMISSION and the COUNTY. Project documents may be used without restriction by the COMMISSION and the COUNTY for any purpose. Any such use shall be without compensation or liability to the CONSULTANT. The COMMISSION and the COUNTY have all rights to copyright or otherwise protect the project documents which are the property of the COMMISSION and the COUNTY. CONSULTANT reserves the right to use work product created during the term of this Agreement for advertising and marketing purposes.
2. All files (including electronic files) developed by the CONSULTANT must be provided back to the COMMISSION and the COUNTY prior to the final invoice being sent to the COMMISSION and the COUNTY.

13. Contingent Fees

1. The CONSULTANT represents that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT, to solicit or secure this CONTRACT, and that the CONSULTANT has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the CONSULTANT, any fee, commission, percentage, brokerage fee, gift or any other consideration, contingent upon or resulting from the award or making of this CONTRACT. For breach or violation of this representation the COMMISSION and the COUNTY shall have the right to terminate this CONTRACT without liability, or in its discretion to deduct from the agreement price or consideration, otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

14. Legal Relations

1. The CONSULTANT shall become familiar with, and shall at all times observe and comply with all applicable federal, state, and local laws, ordinances, and regulations.
2. In carrying out the provisions of this CONTRACT, or in exercising any power or authority granted to the COMMISSION, the COUNTY, Wisconsin DEPARTMENT OF TRANSPORTATION or FEDERAL HIGHWAY ADMINISTRATION (FHWA) thereby, there shall be no personal liability upon the authorized representatives of the COMMISSION, Wisconsin DEPARTMENT OF TRANSPORTATION or FHWA, it being understood that in such matters they act as agents and representatives of these agencies.
3. The CONSULTANT shall be responsible for any and all damages to property or persons to the extent arising out of negligent act, error and/or omission in the CONSULTANT's performance of the services under this CONTRACT.
4. The CONSULTANT shall indemnify and hold harmless the COMMISSION, the COUNTY, Wisconsin DEPARTMENT OF TRANSPORTATION, and FHWA and all of their officers, agendas, and employees on account of any damages to persons or property to the extent resulting from negligence of the CONSULTANT or for noncompliance with any applicable federal, state, or local laws.

15. Nondiscrimination in Employment

1. In connection with the performance of services under this CONTRACT, the CONSULTANT agrees not to discriminate against any employee or applicant for employment because of age, race, handicap, sex, physical condition, development disability as defined in sec. 51.01(5) Wis. Stats., sexual orientation as defined in sec. 111.32(13m) Wis. Stats., or national origin. This provision includes, but is not limited to, employment, upgrading, demotion, transfer, recruitment, recruitment advertising, layoff, termination, rates of pay, other forms of compensation, selection for training including apprenticeship.
2. CONSULTANT agrees to take affirmative action to ensure equal employment opportunities. The CONSULTANT agrees to post in conspicuous places, available for employees and applicants, notices setting forth the provisions of

the nondiscrimination clause

16. Equal Employment Opportunity

1. The CONSULTANT will, in all solicitations or advertisements for employees placed by or on behalf of the CONSULTANT, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.
2. The COMMISSION and the COUNTY are Sub-Recipients of WisDOT federal aid funds, hereinafter referred to as the “Sub-Recipients.” The sub-recipients assure that no person shall on the grounds of race, color, national origin, or sex as provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 (P.L. 100.259), and subsequent acts be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. The Sub-Recipients further assure every effort will be made to ensure non-discrimination in all of its programs and activities, whether those programs and activities are federally funded or not.

The Civil Rights Restoration Act of 1987 broadened the scope of Title VI coverage by expanding the definition of terms “programs or activities” to include all programs or activities of Federal Aid recipients, sub-recipients, and contracts/consultants, whether such programs and activities are federal assisted or not (Public Law 100259 [S.557] March 22, 1988.).

In the event that the Sub-Recipients (the COMMISSION and the COUNTY) distribute federal aids funds to an additional sub-recipient, the Sub-Recipients will include Title VI language in all written agreements and will monitor the additional sub-recipient for compliance. The Sub-Recipients have an authorized Title VI Coordinator with the authority and responsibility for initiating and monitoring Sub-Recipient Title VI activities, preparing reports and other responsibilities as required by 23 Code of Federal Regulations (CFR) 200 and 49 Code of Federal Regulation 21.

3. The CONSULTANT will comply with all provisions of Executive Order 11246, “Equal Opportunity” as amended by Executive Order 11375, and as supplemented in the Department of Labor regulations (41 CFR Part 60).
4. The CONSULTANT will furnish all information and reports required by Executive Order 11246 and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to its books, records, and accounts by the COMMISSION, the COUNTY, WISDOT, FHWA, and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
5. The CONSULTANT will include the provisions of this section, “Equal Employment Opportunity” in every subcontract.

17. Errors and Omissions

1. The CONSULTANT shall be responsible for the accuracy of the services

performed under this CONTRACT, and shall promptly make necessary revisions or corrections to its services resulting from its negligent acts, its errors or its omissions without additional compensation. The CONSULTANT shall give immediate attention to these revisions or corrections to prevent or minimize delay to the PROJECT. The CONSULTANT shall be responsible to the COMMISSION and the COUNTY for any losses to or costs to repair or remedy as a result of the CONSULTANT's negligent acts, errors, or omissions.

2. CONSULTANT represents that the services to be provided under this CONTRACT will be executed in a workmanlike manner, consistent with professional standards of comparable work in this field.

18. Conflict of Interest

1. The CONSULTANT represents that neither it nor any of its affiliates has any financial or personal interest that would conflict in any manner with the performance of the Services under this CONTRACT, and that neither it nor any of its affiliates will acquire directly or indirectly any such interest.
2. The CONSULTANT represents that it will not employ for any services included under the provisions of this CONTRACT any person who is employed by the COMMISSION and the COUNTY at the time of execution or during the life of this contract without prior written approval from the COMMISSION and the COUNTY.
3. The CONSULTANT represents that it will immediately notify the COMMISSION and the COUNTY if an actual or potential conflict of interest arises or becomes known to the CONSULTANT. Upon receipt of such notification, the COMMISSION and the COUNTY will review and written approval is required for the CONSULTANT to continue to perform work under this CONTRACT.

19. Certification Regarding Debarment

1. The CONSULTANT certifies (by entering into this CONTRACT) that it and its principals (1) are not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency; (2) have not been convicted of or had a civil judgment rendered against them within the previous three years; (3) are not indicted or otherwise criminally or civilly charged by a government entity; and (4) have not had one or more public transactions terminated for cause or default within the previous three years.
2. The CONSULTANT agrees that it will not knowingly enter into any transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this transaction unless authorized by the COMMISSION and the COUNTY.

20. Insurance Requirements

1. The CONSULTANT shall procure and maintain for the life of the CONTRACT the following types and amounts of insurance from an insurance company(ies) authorized to do business in the State of Wisconsin.

1. Comprehensive General Liability - \$1,000,000 combined single limits per occurrence.
2. Auto Liability - \$300,000 combined single limits per occurrence.
3. Worker's Compensation – coverage satisfying statutory provisions of Chapter 102, Wis. Stats.; not less than \$100,000 employer's liability.

21. Certification Regarding Lobbying

1. The CONSULTANT certifies (by entering into this CONTRACT) that no federal appropriated funds have been paid or will be paid, by or on behalf of the CONSULTANT, to any person for influencing or attempting to influence an officer or employee of any agency, Member of Congress, officer or employee of Congress, or employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.
2. The CONSULTANT agrees to comply with the requirements of 31 U.S.C. § 1352, "Limitation on use of appropriated funds to influence certain Federal contracting and financial transactions." Appropriated funds cannot be used to pay any person to influence or attempt to influence employees of any agency or Congress. Links to the requirements referenced above as well as the full listing of all National Policy Requirements are provided on the FHWA/DOT website at www.FHWA/DOT.gov.

22. Disadvantaged Business Utilization

1. The CONSULTANT agrees to ensure that Disadvantaged Business as defined in 49 CFR Part 26 have the maximum opportunity to participate in the performance of any subcontracts finances in whole or in part with federal funds provided under this agreement. In this regard, CONSULTANT shall take all necessary and reasonable steps in accordance with 49 CFR Part 26 to ensure that Disadvantaged Businesses have the maximum opportunity to compete for and perform subcontracts. The CONSULTANT shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of contracts. Failure to carry out the requirements of this provision shall constitute a breach of contract and may result in termination of the CONTRACT by the COMMISSION and the COUNTY or other such remedy as the COMMISSION and the COUNTY deem appropriate.
2. The CONSULTANT shall identify by name, the disadvantaged business whose utilization is intended to satisfy this provision, the items of services involved, and the dollar amounts of such items of service.
3. The CONSULTANT shall maintain records and document its performance under this item.

23. National Policy Requirements

1. **Debarment and Suspension**
The CONSULTANT agrees to comply with 2 CFR Parts 180, “OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Non-procurement),” and 1125, “Department of Defense Non-procurement Debarment and Suspension.” The CONSULTANT also agrees to communicate the requirement to comply with Parts 180 and 1125 to entities and persons at the next lower tier with whom the recipient enters into transactions that are “covered transactions” under Parts 180 and 1125.
2. **Drug-Free Workplace**
The CONSULTANT agrees to comply with Subpart B, “Requirements for Recipients Other Than Individuals,” of 32 CFR Part 26, “Governmentwide Requirements for Drug- Free Workplace (Financial Assistance).”
3. **Hatch Act**
The CONSULTANT is advised that its employees may be subject to the Hatch Act (5 U.S.C. § 1501-1508). If doubt exists in particular cases, the CONSULTANT should seek legal counsel.
4. **Universal Identifier Requirements and Central Contractor Registration**
The CONSULTANT agrees to comply with the requirements of 2 CFR Part 25, as amended, “Universal Identifier and Central Contractor Registration.” The System for Award Management (SAM) has replaced the CCR system.
5. **Trafficking Victims Protection Act of 2000**
The CONSULTANT agrees to comply with the requirements of 2 CFR Part 175, “Award Term for Trafficking in Persons.”
6. **Reporting Sub-award and Executive Compensation Information**
The CONSULTANT agrees to comply with the requirements of 2 CFR Part 170, “Reporting Sub-award and Executive Compensation Information.”

RESOLUTION NO. 31-24

AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH CPCS, INC. AND GREEN BAY METROPOLITAN PLANNING ORGANIZATION (BROWN COUNTY) FOR THE INTERMODAL FREIGHT FACILITY STUDY – PHASE 2 PROJECT

WHEREAS, the East Central Wisconsin Regional Planning Commission is the designated Appleton (Fox Cities) Metropolitan Planning Organization (MPO) and Oshkosh Metropolitan Planning Organization, and;

WHEREAS, Brown County is designated as the Green Bay Metropolitan Planning Organization, and;

WHEREAS, Metropolitan Planning Organizations are required to carry out a continuous, cooperative, and comprehensive (3-C) transportation planning process, and;

WHEREAS, the East Central Wisconsin Regional Planning Commission, as the designated Metropolitan Planning Organization for the Appleton (Fox Cities) and the Oshkosh MPO, and Brown County as the applied for and was awarded the FRIIP grant in partnership with the Green Bay MPO (Brown County), and;

WHEREAS, the 2024 Work Program and Budget approved by the East Central Wisconsin Regional Planning Commission Board included an element to “continue to work with Green Bay MPO, WisDOT staff, and other partner organizations to hire a consultant for Phase II - Northeast Wisconsin Intermodal Freight Facility Feasibility Phase II study and implementation”, and;

WHEREAS, in the 2023 Appleton (Fox Cities) Transportation Management Area Certification Review there is a recommendation for the Appleton (Fox Cities) MPO to continue to support the Northeast Region on Freight related activities, and work with the Green Bay MPO and partner Organizations to develop Phase 2 of the Northeast Wisconsin Intermodal Freight Facility Project, and;

WHEREAS, a Request for Proposals was released the week of January 8th, 2024, with one qualified consultant responding, and;

WHEREAS, required approvals have been received to proceed despite only one respondent, due to a prior solicitation which also yielded no responses, and;

NOW THEREFORE, BE IT RESOLVED BY THE EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

Section 1: That the Commission, as the designated Appleton (Fox Cities) MPO, authorizes the Executive Director to negotiate the terms of the contract, not to exceed the amount of \$179,909.92, of which \$79,954.96 will be East Central WI Regional Planning Commission’s responsibility and \$99,954.96 will be Brown County’s responsibility.

Section 2: That the Executive Director is authorized to enter into a contract with CPCS, Inc. and Green Bay Metropolitan Planning Organization (Brown County), which is attached hereto and made a part hereof.

Effective Date: May 23, 2024
Submitted by: Executive Committee
Prepared By: Melissa Kraemer Badtke, ECWRPC Executive Director

Alice Connors, Vice Chair
East Central WI Regional Planning Commission

Attest: Melissa Kraemer Badtke, Exe Director
East Central WI Regional Planning Commission

Approval Date

TO: Executive Committee
FROM: Rachel Roth, GIS Analyst I
DATE: May 15, 2024
RE: Resolution 32-24: Approval of the 2023 East Central Wisconsin Region State of the System Report

The East Central Wisconsin State of the System Report is updated on an annual basis by East Central Wisconsin Regional Planning Commission transportation and GIS staff. The report is designed to evaluate the status of the transportation system and track the progress of performance measures through datasets and maps for Calendar Year 2023. This is the second year of updating the report.

Staff collected and analyzed data for the report to monitor six components of the transportation system for the seven member-county region:

- the roadway network,
- the transit system,
- the bicycle and pedestrian network,
- the Safe Routes to School program,
- airports, and
- freight.

A link to the draft report can be found here: <https://www.ecwrpc.org/wp-content/uploads/2024/05/DRAFT-ECWRPC-State-of-the-System-2023.pdf> .

Staff Recommendation: Staff recommends approval of the 2023 East Central Wisconsin Region State of the System Report from the Executive Committee – Resolution 32-24.

RESOLUTION NO 32-24

APPROVAL OF THE 2023 EAST CENTRAL WISCONSIN REGION STATE OF THE SYSTEM REPORT

WHEREAS, the East Central Wisconsin Regional Planning Commission is the official planning agency for Calumet County, Fond du Lac County, Menominee County, Outagamie County, Shawano County, Waupaca County, and Winnebago County, and;

WHEREAS, the U.S. Department of Transportation, the Wisconsin Department of Transportation, and the East Central Wisconsin Regional Planning Commission established a series of performance measures under the Fixing America’s Surface Transportation (FAST) Act, and;

WHEREAS, the Bipartisan Infrastructure Law (BIL), signed into law on November 15, 2021 supersedes the FAST Act, and;

WHEREAS, the purpose of the annual East Central Wisconsin Region State of the System Report is to track the progress of established performance measures through datasets and maps, and;

WHEREAS, the 2023 and 2024 Unified Work Program and Budgets of the East Central Wisconsin Regional Planning Commission outline the delivery of the 2023 State of the System Report, and;

WHEREAS, the 2023 State of the System Report is completed to reflect the progress of the aforementioned performance measures and the transportation network, and;

NOW THEREFORE BE IT RESOLVED BY THE EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION:

SECTION 1. That the Commission, as the official planning agency for the East Central Wisconsin Region, approves the 2023 East Central Wisconsin Region State of the System Report.

Effective Date: May 23, 2024
Submitted by: Executive Committee
Prepared By: Rachel Roth, GIS Analyst I

Alice Connors, Vice Chair
East Central WI Regional Planning Commission

Attest: Melissa Kraemer Badtke, Exe Director
East Central WI Regional Planning Commission

Approval Date