2014 Work Program & Budget
Approved 1/31/2014

East Central Wisconsin
Regional Planning Commission
ECWRPC
Calumet•Menominee•Outagamie•Shawano•Waupaca•Waushara•Winnebago

An Economic Development District and Metropolitan Planning Organization.
Member Counties: Calumet, Menominee, Outagamie, Shawano, Waupaca, Waushara, and Winnebago
MPOs: Fond du Lac, Fox Cities (Appleton TMA), and Oshkosh

RESOLUTION NO. 04-14

ADOPTING THE FINAL 2014 WORK PROGRAM AND BUDGET FOR THE EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

WHEREAS, Article II, Section 2 of the By-laws of the East Central Wisconsin Regional Planning Commission requires the adoption of an annual budget, and;

WHEREAS, the initial 2014 Budget was adopted by the Commission on July 26, 2013, and;

WHEREAS, the Federal Transportation Administration and the Federal Highway Administration through the Wisconsin Department of Transportation, the Economic Development Administration, and Wisconsin Department of Natural Resources have finalized the their respective planning budgets and work program requirements, and;

WHEREAS, final dollar figures and calculations associated with salaries, benefits, and other Commission overhead costs have been reviewed and completed, and;

WHEREAS, The budget and work program considerations have been duly reviewed and recommended to the Commission by its respective Standing Committees, including the Steering Committee, now, therefore,

BE IT RESOLVED BY THE EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

Section 1: That the Commission amend the 2014 Budget and adopt the 2014 Work Program and authorize the officers of the Commission to enter into contracts and agreements as necessary to fund and carry out the intended work program.

Section 2: That the levy rate of 0.000017376 established in July 26, 2013 remains unchanged for the purposes of dues collection in 2014.

Effective Date: January 31, 2014
Submitted By: Steering Committee
Prepared By: Eric W. Fowle, Executive Director

Robert G. Hermes, Chair – Menominee Co.

2014 WORK PROGRAM & BUDGET

Prepared for the

EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

by

EAST CENTRAL PLANNING STAFF

January, 2014

The East Central Wisconsin Regional Planning Commission's CY 2013 planning program is supported by federal and state assistance. Specific funding for this report was provided by the Economic Development Administration, Environmental Protection Agency, the Federal Highway Administration, the Federal Transit Administration, the Wisconsin Department of Transportation and the Wisconsin Department of Natural Resources. The contents of this document do not necessarily reflect the official views or policy of the U.S. Department of Transportation, Federal Highway Administration.

ABSTRACT

TITLE: 2014 ANNUAL WORK PROGRAM & BUDGET

AUTHOR: East Central Planning Staff

SUBJECT: The ECWRPC work program with budget and staffing requirements; programming of all transportation planning projects in the East Central Region; description of the multi-year framework within which the work program is to be accomplished.

DATE: January, 2014

PLANNING AGENCY: East Central Wisconsin Regional Planning Commission

SOURCE OF COPIES: East Central Wisconsin Regional Planning Commission
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This document outlines the work efforts of the East Central Wisconsin Regional Planning Commission for the next year. The document also includes the transportation planning studies that will be undertaken in the East Central Region by the Wisconsin Department of Transportation, local communities, or consultants to them. The Annual Work Program provides the basis for setting the annual commission budget and dues levy and for adopting an annual staffing plan. The work program serves as the basis for funding assistance applications from various federal and state agencies. Funding shares are identified for individual work items taking into account assistance eligibility, sharing formulas and the total grant amount available. Through cooperative review by the FHWA, WisDOT and related state agencies, this work program is accepted by all participating agencies.

TABLE OF CONTENTS

I. Introduction & Prospectus

Introduction & Prospectus 1
Purpose of the Annual Work Program 2
Planning Program Overview 9
Summary of Cost Sharing 9

II. Summary of Budget & Work Program

Proposed 2014 Staffing Plan 13
2014 Salary Adjustments 14
2014 Health Insurance Costs 15
Setting the 2014 Tax Levy 15
Revenue Assumptions 16
Expenditures Summary 18
Summary of Work Element Allocations 18

III. Work Program Descriptions

2014 Work Program Element Summary 23
1100 Element: Planning for Our Future 25
1200 Element: Sustainable & Efficient Community Services & Facilities 28
1300 Element: Mobile & Active Communities 31
1400 Element: Health, Recreation & Heritage Opportunities 47
1500 Element: Economic Growth & Resiliency 54
1600 Element: Natural Resource Management 61
1700 Element: Community Development & Affordable Housing 68
2000 Element: Local Planning & Implementation Assistance 73
3000 Element: GIS Mapping & Visualization Technology 76
5000 Element: Administration & Fringe Benefits 79
6000 Element: Overhead 83

Exhibits

Exhibit 1 - Map of East Central Region 5
Exhibit 2 - Map of RPCs and MPOs 6
Exhibit 3 - Table of Organization (Commissioners) 7
Exhibit 4 - Table of Organization (Staff) 8
Exhibit 5 - 2014 Health Insurance Costs 15
Exhibit 6 - Approved ECWRPC 2014 Levy & Rate History 16
Exhibit 7 - Projected Grant & Program Revenue 17
Exhibit 8 - 2014 ECWRPC Budget Summary 19
Exhibit 9 - 2014 ECWRPC Overhead Budget 20

Appendices

Appendix A - Transportation Program Supplemental Information 85

PART I – INTRODUCTION AND PROSPECTUS

INTRODUCTION & PROSPECTUS

The Annual Work Program schedules the East Central Wisconsin Regional Planning Commission's work activities for the next year and discusses the general framework for planning. It contains three major sections: a prospectus which contains a general description of the agency's activities; a summary of the 2014 budget and work program elements, and; a specific annual work program which describes details of the work activity, budget and staffing requirements for 2014.

The document describes the organizational arrangements, roles and responsibilities of the various agencies involved in the planning process and the decision making process used to prepare, implement and periodically reevaluate the policy and action recommendations. It describes the approach used in developing planning work programs and the management of the planning process. It also addresses the specific requirements of the various federal and state grant programs and outlines how they will be achieved through the scheduled work activities. The annual work program statement of work activities includes:

(1) A brief description of the overall work activity objective;
(2) A description of the technical procedures and activities involved in accomplishing the work;
(3) The estimated cost and source of funds.
(4) The manpower required and the planning organizations that will perform the work.

East Central was created as a regional planning commission by Executive Order No. 41, issued by Governor Patrick J. Lucey and dated June 29, 1972. This action was taken following the submittal of petitions by the ten counties within the East Central region pursuant to SS. 66.945, the existing regional planning enabling statute. The East Central RPC was preceded by two areawide planning agencies: the Fox Valley Council of Governments (FVCOG) which was formed in 1956 and composed of fifteen governmental units in the Appleton-Neenah and Oshkosh urbanized areas; and the Northeastern Wisconsin Regional Planning Commission (NEWRPC), formed in 1962 and composed of nine counties encompassing the Wolf River Basin. With the issuance of HUD's APO and APJ certification requirements in July, 1970, these two agencies were dissolved and replaced by East Central, which was roughly aligned with proposed uniform state administrative districts. The three northernmost counties of NEWRPC were dropped from the region and Calumet, Fond du Lac, Green Lake and Marquette counties were added on the south. Calumet and Fond du Lac counties had ongoing county planning programs prior to their affiliation with East Central.

The existence of different state agency configurations at the time various regional planning agencies were formed, coupled with the fact that the Governor did not adhere to the districting configuration when forming East Central, has resulted in the significant overlapping of jurisdictions. In the past, the East Central region coordinated its planning program through memoranda of agreement with up to three criminal justice planning regions (now a statewide function), two health planning districts (now defunct), three manpower planning districts (now four), two area agencies on aging (now one), two rural conservation and development districts, two community action programs (now three), one water quality management planning area (now defunct), the Wisconsin Rural Housing Cooperative and the State Clearinghouse. Additionally East Central coordinated with three district transportation offices (now two regional offices) and two district natural resource offices. There are varying degrees of formal planning at the local level. County planning is staffed in Calumet and Fond du Lac counties as previously mentioned, and in Green Lake, Shawano, Outagamie and Winnebago counties. The cities of Appleton, Fond du Lac, Kaukauna, Menasha, Neenah, and Oshkosh, and the towns of Menasha and Grand Chute have planning staff. Numerous other communities have contracted with consultants for the preparation of comprehensive development plans.

Basic rationale for the East Central Region as a geographic planning region is twofold. First, the Appleton-Oshkosh-Neenah MSA (metropolitan statistical area including Calumet, Outagamie and Winnebago counties) is a geographic unit that cannot be split. This area has mandatory planning requirements for various federal funding programs above and beyond those for other areas. Exhibits 1 and 2 contain a map of the East Central Region and the four counties containing urban planning areas. Fond du Lac County has been designated an urbanized area effective May 2002. The Metropolitan Planning Organization (MPO) designation was made by the Governor of Wisconsin in December, 2002. The Fox Cities, Oshkosh and Fond du Lac urban areas thus serve as the focus for regional planning in this four county area, along with the urban water quality focus of the Winnebago pool and the lower Fox River. To the west and north, Green Lake, Marquette, Waushara, Waupaca, Shawano and Menominee counties share a common rural character while having a general orientation to the urban counties as trade and employment centers. However, as one goes to the extremes of the rural counties, these ties fade, or are shifted outside the region. The basic orientation for planning in the East Central region recognizes both the diversity and commonality, and tailors program activities accordingly. However, the overall planning framework is consistent throughout the region.

PURPOSE OF THE ANNUAL WORK PROGRAM

Within the statutory provisions of SS. 66.0309 (previously SS. 66.945), East Central's stated purpose is the "function and duty of making (preparing) and adopting a master (comprehensive) plan for the physical development of the region." To carry out this responsibility the Commission retains staff and annually programs work activities and budgets. Staffing and budget are based on the work activities scheduled within the constraints of available revenue. This basic enabling statute is complemented by the new comprehensive planning law (Smart Growth) ss. 66.1001 that specifies the content of the regional comprehensive plan.

The annual work program is a one year statement which itemizes work to be performed. For each program element (e.g. transportation work element), work objectives, work activities and methodology are listed, any previous work is identified, and products resulting from the proposed work and their anticipated impacts are identified. The funding for East Central or another agency's work is identified by source for 2013 and person-days of professional and technical support are also identified. If subcategories are included under a program element or a major work element, a summary of the funding source and person-days is given in table form. Each year, the previous work program and budget is evaluated and a new annual work program is drafted. Exhibits 3 and 4 contain information on the current structure of the Commission and staffing as they relate to the various work program elements.

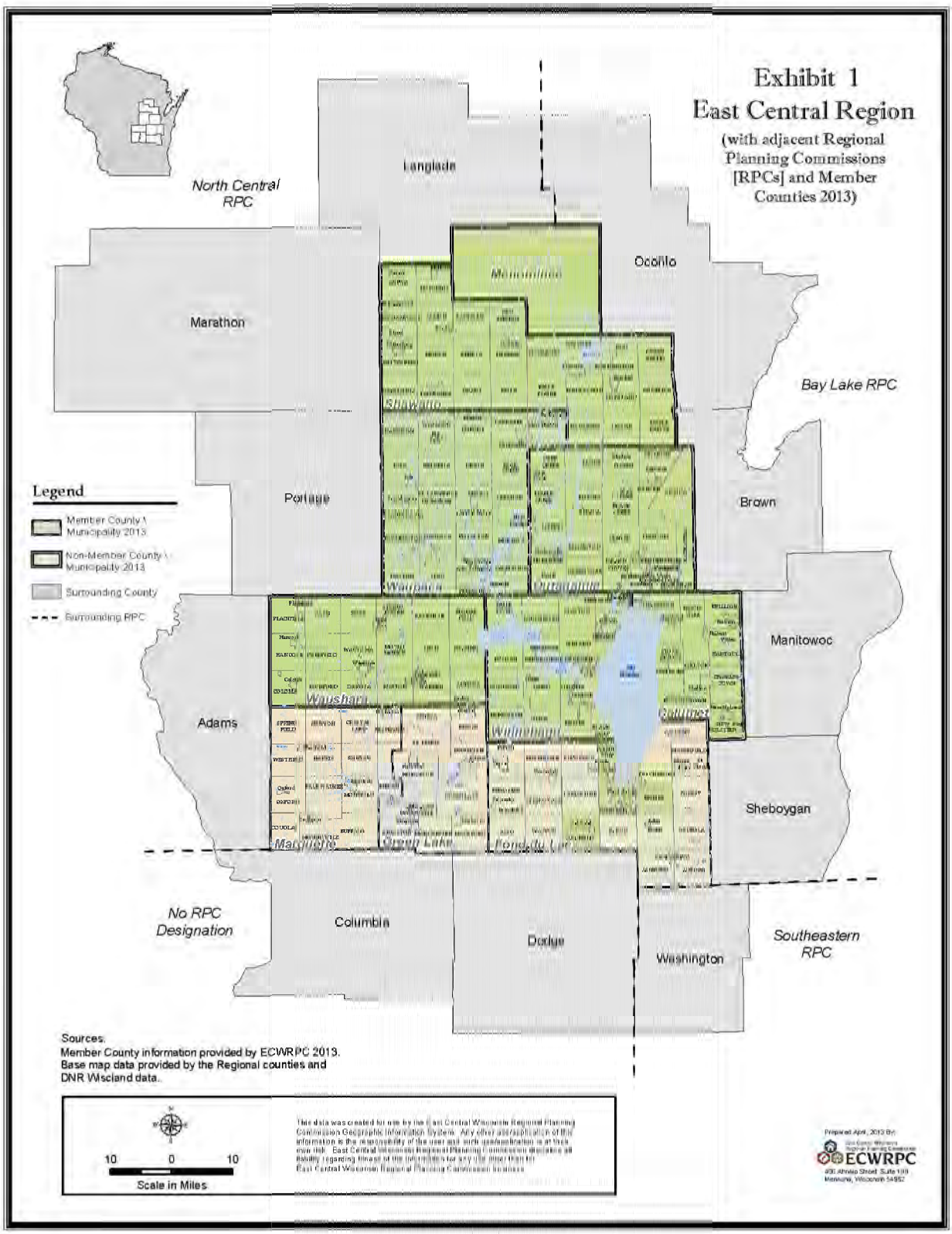
Exhibit 1
East Central Region
(with adjacent Regional Planning Commissions [RPCs] and Member Counties 2013)
Langlade
North Central RPC
Oconto
Marathon
Bay Lake RPC
Portage
Brown
Legend
Member County \ Municipality 2013
Non-Member County \ Municipality 2013
Surrounding County
Surrounding RPC
Manitowoc
Adams
Sheboygan
No RPC Designation
Columbia
Dodge
Washington
Southeastern RPC
Sources:
Member County information provided by ECWRPC 2013.
Base map data provided by the Regional counties and DNR Wiscland data.
10 0 10
Scale in Miles
ECWRPC

EXHIBIT 2
Wisconsin RPCs & MPOs

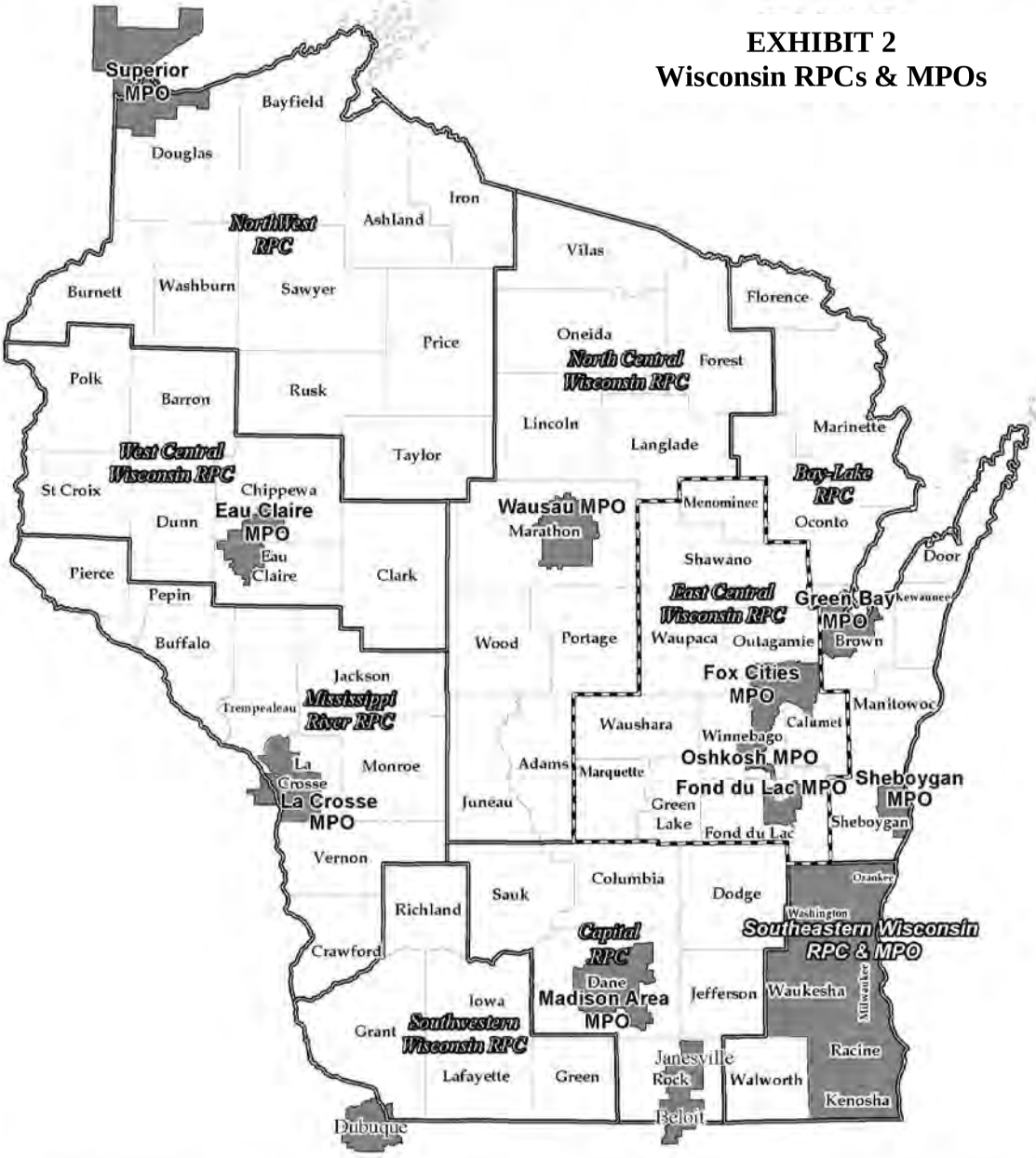

EXHIBIT 3

East Central Wisconsin Regional Planning Commission Board (and Fox Cities and Oshkosh MPO Policy Board)

2014 COMMISSION MEMBERS

Robert Hermes, Chair
Donna Kalata, Vice-Chair
Eric Fowle, Secretary-Treasurer

CALUMET COUNTY
Bill Barribeau
Patrick Laughrin
Merlin Gentz

MENOMINEE COUNTY
Elizabeth Moses
(Alt. Jeremy Johnson)
Ruth Winter
Robert Hermes

OUTAGAMIE COUNTY
Thomas Nelson
Judy Schuette (Peter Stueck, Alt)
Peter Stueck
Tim Hanna
Carl Anthony
Kevin Sturn

SHAWANO COUNTY
Jerry Erdmann
Ken Capelle
Marshal Giese

WAUPACA COUNTY
Dick Koeppen
Gary Barrington
DuWayne Federwitz
Brian Smith

WAUSHARA COUNTY
Donna Kalata
Larry Timm
Neal Strehlow

WINNEBAGO COUNTY
Mark Harris
David Albrecht
Ernie Bellin
Burk Tower, (Mark Rohloff, Perm. Alt.)
Jim Erdman
Ken Robl

EXHIBIT 4

2014 East Central Staffing Table of Organization

Executive Division

Eric W. Fowle, AICP
Executive Director

Walter C. Raith
Assistant Director & MPO Director

Administrative Services Division

Erin Bonnin
Administrative Coordinator

Edalia Haney
Administrative Assistant

Pam Scheibe-Johnson
Controller

Technical Services Division

GIS Program

Mike Zuege
GIS Coordinator

Adam Pfefferle
GIS Specialist II

Tyler DeBruin
GIS Assistant

IT Program

Tim Badtke**
IT Coordinator

Planning Services Division

Transportation (MPO) Planning Program

Dave Moesch**
Associate Planner

Nick Musson**
Associate Planner

Kolin Erickson**
Planner

Environmental Mgt. & SSA Planning Program

Todd Verboomen
Planner

Joe Huffman**
Planner

Community Development Program

Kathy Thunes, P.E.
Principal Planner

Tom Baron*
Associate Planner

Safe Routes to School Program

Melissa Kraemer-Badtke**
Associate Planner

Mike Patza**
SRTS Planner

Dave Kress**
SRTS Planner

Economic Development Program

Katherine Ahlquist
Planner

NR-135 Mine Reclamation Program

Scott Konkle**
Planning Specialist II

* Secondary role in Economic Development Program

** Indicates GIS skills and need for coordination/compliance with GIS Coordinator's data and mapping policies and procedures

PLANNING PROGRAM OVERVIEW

East Central's focus, in accordance with s.66.0309, s.66.1001 and s.16.965, Wis. Stats, is on comprehensive planning. Under the umbrella of comprehensive planning there are a number of distinct, but interrelated, planning programs. These are regional comprehensive planning, transportation planning, community facilities planning, economic development planning and open space and environmental management planning. All the programs are focused on comprehensive planning in that they emphasize land use interrelationships and take into account the environment, the economy and the community. Each of these program elements receives direction from the regional comprehensive plan (regional goals and objectives) and provides feedback to it (objectives, policies, standards and strategies). In addition to the comprehensive program elements, other planning programs address current (local) planning, information systems, and administration respectively.

SUMMARY OF COST SHARING

The East Central Wisconsin Regional Planning Commission receives funds to support the transportation planning program from FHWA, FTA and WisDOT; the economic development program from EDA; and, the sewer service area program and aquatic invasive species coordinator program from WDNR. The funds are allocated among each work element on the basis of the relative benefits to be derived by each funding agency's program, grant program eligibility requirements, and federal and state cost sharing formulas. The NR-135 Non-Metallic Mining Reclamation Program is funded 100 percent through fees derived from permitted mine sites and their operators.

PART II – 2014 WORK PROGRAM & BUDGET SUMMARY

SUMMARY OF BUDGET AND WORK PROGRAM

This section outlines a summary of the work activity, budget and staffing requirements for 2014 which are reflected in Part III of this document. A description of the proposed staffing plan, salary adjustments, health insurance assumptions, setting the 2014 tax levy, and revenue/expenses are illustrated and discussed. Lastly, a summary of work plan elements and staffing are contained in this section.

PROPOSED 2014 STAFFING PLAN

The staffing plan for CY 2014 is proposed to include the following **22** full and part-time professional positions as follows:

Planning Services (15):
Executive Director (1)
Assistant Director (1)
Principal Planner (2)
Associate Planner (5)
Planning Specialist II (1)
Planning Specialist I (0)
Planner (4)

Technical Services (4):
IT Coordinator (1)
GIS Coordinator (1)
GIS Specialist II (1)
GIS Specialist I (0)
GIS Assistant (1)

Administrative Services (3):
Controller* (1)
Financial Specialist (0)
Administrative Coordinator (1)
Administrative Assistant (1)

* Indicates part-time, permanent positions

2014 SALARY ADJUSTMENTS

Salary adjustments made within the context of the Commission's personnel policies, whether for cost of living adjustments to the salary schedule or for considerations of meritorious performance, exclude the Executive Director. Any salary adjustment for the Executive Director must be made by the Steering Committee and the Commission directly. There is no discretion on the part of the Executive Director to apply a salary schedule cost of living adjustment to his own salary or to assign any part of any merit pot to his own salary.

Typically the Commission references the national consumer price index rate when deliberating adjustments to the salary schedule, but this has not always been followed. Within East Central's revised personnel policies, meritorious service can be rewarded by an increase within a position pay range and within the amount of money made available for such increases in the annual budget. Additionally, staff promotions are considered as necessary and are approved outside of the first two salary adjustment components.

In December of 2013, the total salaries were $1,063,303.02. For 2014, a total of 3.02% ($32,163) of the total 2013 salaries was approved for use in 2014 salary adjustments. This includes the following components:

- A 1.5% cost-of-living adjustment component ($13,301, or 1.25% net when promotions are excluded;
- A performance-based meritorious service component of 1.52% of 2013 salaries ($16,165) which includes the Executive Director's compensation.
- Additionally, two planned staff promotions were considered as approved by the Steering Committee for implementation during 2014 which account 0.82% of 2013 total salaries ($8,740). Staff promotions are looked at outside of, and separately from, cost of living and merit increases.

These adjustments will bring the total 2014 salaries to $1,101,509. This results in only a 0.8% overall increase in the salaries element between 2013 and the 2014 budgets.

2014 HEALTH INSURANCE COSTS

Historically, health insurance rates have experienced significant annual increased. Due to this trend, and beginning in 2008, the Commission became be part of a 'deductible-based' program through the State's insurance program which lowered its total premiums. The same program is available to staff for 2014 and for the last several years, the Commission has experienced relatively low annual increases. **Given the make-up and distribution of health insurance amongst staff, the overall increase for providing this benefit for 2014 is $54,571 or 18.2% ($354,164 total cost 2014) as illustrated in Table 5.**

Exhibit 5: ECWRPC 2014 Health Insurance Costs

	Rates per MONTH		Participants		Total Commission Costs (Annual)		
	Family	Single	Family	Single	Family	Single	Total
Lowest Cost Plan:							
Anthem Blue NE	$ 1,673.20	$ 671.90	2	0	$ 40,156.80	$ -	**$ 40,156.80**
Employee Share	*$ -*	*$ -*					
Other Health Plans:							
United Healthcare NE	$ 1,926.20	$ 773.10	2	0	$ 40,243.20	$ -	**$ 40,243.20**
Employee Share (per month)	*$ 249.40*	*$ 100.08*					
Network	*$ 1,797.70*	*$ 721.70*	12	4	$ 241,459.20	$ 32,304.96	**$ 273,764.16**
Employee Share	*$ 120.90*	*$ 48.68*					
Totals			**16**	**4**	**$ 80,400.00**	**$ -**	**$ 354,164.16**
	Network - Annual Employee Contribution				**DIFFERENCE FROM 2013**		**$ 54,570.48**
	$ -	$ -					**18.2%**
	United - Annual Employee Contribution						
	$ 2,992.80	$ 1,200.96					

SETTING THE 2013 TAX LEVY

The establishment of the Commission's levy to its member counties and communities is set forth by state statute, which also limits the levy to an amount no more than 0.003% of the previous year's equalized property valuation. The Commission has lowered the tax levy rate in each of last eleven consecutive years in order to deal with county-level concerns and budget issues. **The 2014 levy rate was approved by the Commission in July, 2013 at 0.0017376%** of equalized real property value minus tax increment district valuations. This formula which the levy is based upon currently utilizes the previous year's (in this case, January 1, 2012) equalized value minus tax increment valuations as a base for establishing the dues assessment. This method provides a known assessment amount and is not be subject to an estimated change in valuation due to only estimates being provided at the time of the Commission's budget adoption. **Using this method, the January 1, 2014 levy amount was $692,764.87, a reduction of -0.01% from the 2013 levy.** The levy rate, levy and breakdown by member unit of government are contained in Exhibit 6.

Exhibit 6: Approved ECWRPC 2014 Levy & Rate History

PARTICIPATING JURISDICTION	2009 TAX LEVY / RATE = 0.000020778	2010 TAX LEVY (RATE = 0.000019185	2011 TAX LEVY (RATE = 0.000018291	2012 TAX LEVY (RATE = 0.000016977	2013 TAX LEVY (RATE = 0.000016959	APPROVED 2014 TAX LEVY (RATE = 0.000017376	% INCREASE / DECREASE 2013-2014	$ INCREASE / DECREASE 2013-2014
CALUMET CO.	$ 62,217.99	$ 59,238.53	$ 57,486.44	$ 54,253.09	$ 55,860.82	$ 55,859.60	0.00%	$ (1.22)
FOND DU LAC CO. (withdrew effective 1982)	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
C. Fond du Lac	$ 49,464.36	$ 47,429.27	$ 47,427.56	$ 45,367.69	$ 44,443.44	$ 44,123.42	-0.72%	$ (320.03)
V. Eden	$ 884.80	$ 875.02	$ 826.73	$ 789.22	$ 777.73	$ 779.62	0.24%	$ 1.89
V. North FdL	$ 3,789.54	$ 3,531.50	$ 3,357.74	$ 3,087.18	$ 3,031.38	$ 3,055.18	0.79%	$ 23.80
V. Oakfield (withdrew effective 2012)	$ 1,003.45	$ 908.36	$ 888.79	n/a	n/a	n/a	n/a	n/a
V. Rosendale (withdrew effective 2009)	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
T. Eden (withdrew effective 2008)	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
T. Empire	$ 5,448.31	$ 5,158.53	$ 5,153.26	$ 4,904.65	$ 4,862.15	$ 4,791.99	-1.44%	$ (70.15)
T. Fond du Lac	$ 5,436.32	$ 5,429.02	$ 5,293.24	$ 4,784.35	$ 4,864.14	$ 5,006.69	2.93%	$ 142.55
T. Friendship	$ 3,208.85	$ 2,998.77	$ 3,204.02	$ 2,796.85	$ 2,808.33	$ 2,780.79	-0.98%	$ (27.54)
T. Lamartine (withdrew effective 2009)	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
T. Oakfield	$ 1,033.35	$ 979.79	$ 981.44	$ 943.49	$ 914.64	$ 935.56	2.29%	$ 20.91
T. Taycheedah (withdrawing effective Jan. 1, 20	$ 8,591.15	n/a	n/a	n/a	n/a	n/a	n/a	n/a
GREEN LAKE CO.	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
MARQUETTE CO. (withdrew effective 2002)	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
MENOMINEE CO.	$ 5,912.63	$ 5,888.57	$ 5,808.99	$ 5,392.24	$ 5,397.07	$ 5,392.63	-0.08%	$ (4.44)
OUTAGAMIE CO.	$ 249,128.81	$ 239,700.52	$ 234,274.91	$ 224,904.98	$ 221,707.63	$ 221,163.38	-0.25%	$ (544.25)
SHAWANO CO.	$ 58,113.47	$ 56,577.75	$ 53,811.62	$ 49,765.97	$ 50,154.47	$ 50,151.90	-0.01%	$ (2.57)
WAUPACA CO.	$ 74,475.68	$ 71,769.25	$ 68,734.21	$ 64,108.67	$ 62,408.75	$ 63,235.97	1.33%	$ 827.22
WAUSHARA CO.	$ 50,245.86	$ 50,243.69	$ 45,858.94	$ 42,600.12	$ 41,375.88	$ 41,442.91	0.16%	$ 67.03
WINNEBAGO CO.	$ 225,267.95	$ 214,783.21	$ 205,680.09	$ 194,211.57	$ 194,215.35	$ 194,045.23	-0.09%	$ (170.12)
TOTALS (MEMBERS)	$ 804,222.52	$ 765,511.80	$ 738,787.97	$ 697,910.07	$ 692,821.78	$ 692,764.87	-0.01%	$ (56.91)

Notes: Beginning in 2005, the Commission changed its policy so that the current year's levy is based on the equalized value from 2 years prior to the budget year (i.e., the 2014 levy is determined by the 2012 equalized value)
The maximum RPC levy rate is established by Wis. State Statutes 66.0309 at .00003

REVENUE ASSUMPTIONS

Besides the tax levy, the Commission receives revenues from a variety of other sources totaling over $2.1 million. These major program revenues, along with the required local match (where applicable) is summarized on Exhibit 7. Local contract work is estimated to be $107,679 for 2014. **In summary, for 2014, each dollar used for match by the Commission leverages $9.63 which is a 23% increase in this ratio as compared to 2013.**

Exhibit 7: Projected 2014 Grant & Program Revenues (excludes levy and contracts)

Source	Funding Entity/Program	2014 Estimated Award Amount	Required Local Share %	Local Share Amount (ECWRPC Levy)	Total Program Cost (min.)
Federal	FHWA - PL (FC&Osh MPOs)	$ 509,590	14.7%	$ 93,373	**$ 602,963**
State	WisDOT- PL (FC&Osh MPOs)	$ 34,025	0%	$ -	**$ 34,025**
Federal	FHWA - Discretionary and PL 2013 carryover	$ 57,000	20%	$ 11,400	**$ 68,400**
Federal	FHWA - PL (Fond du Lac MPO)	$ 99,201	14.8%	$ 18,373	**$ 117,574**
State	WisDOT- PL (Fond du Lac MPO)	$ 6,427	0%	$ -	**$ 6,427**
Federal	FHWA - Regional Program (SPR)	$ 62,373	10.0%	$ 7,797	**$ 70,170**
State	WisDOT - Regional Program (SPR)	$ 7,797	0%	$ -	**$ 7,797**
Federal	RSRTS - 2012-2014	$ 295,613	0%	$ -	**$ 295,613**
Federal	EDA - Economic Development Program Planning Grant (Yr 3 of 3)	$ 61,628	30%	$ 26,412	**$ 88,040**
State	WEDC - EMSI Implementation	$ 22,148	0%		**$ 22,148**
Federal	Department of Defense - Ec. Recovery Grant	$ 837,315		$ 13,587	**$ 850,902**
State	Wisconsin Transformation Grant	$ 50,000	0%	$ -	**$ 50,000**
State	MPO Bike/Ped Plans - WisDOT Transp. Enhancement Grant	$ 40,000	20%	$ 10,000	**$ 50,000**
State	WDNR - NR-121 Sewer Service Area Planning Grant	$ 32,000	50%	$ 32,000	**$ 64,000**
State	WDNR - Aquatic Invasive Species Grant (L. Winnebago West Coordinator)	$ 13,331	38%	$ 8,000	**$ 21,331**
	Totals	**$ 2,128,448**		**$ 220,942**	**$ 2,349,390**

Federal Grant Total	$	1,922,720
State Grant Total	$	205,728
Other Grant Total	$	-
Total	**$**	**2,128,448**

$9.63
Leveraged for every $1 matched by EC

EXPENDITURES SUMMARY

Estimated expenditures are illustrated on Exhibit 8 (Budget Summary) and Exhibit 9 (Overhead), and are based on estimates of salaries and indirect costs (benefits and overhead).

SUMMARY OF WORK ELEMENT ALLOCATIONS

A summary of the work elements and how dollars (staff time) allocations are made is illustrated in Section III. These relate closely to the costs shown in the Budget Summary (Exhibit 8). The allocations and funding amounts are subject to change throughout the course of the year as final projects and funding awards are made.

Exhibit 8: East Central Wisconsin RPC 2014 Budget Summary

Projected Operating Revenues	PRELIM. 2014	2013 ADOPTED	+ or - ($)	+ or - (%)
Intergovernmental Grants	$ 2,128,448	$ 1,363,010	$ 765,438	56.2%
Federal Grants	$ 1,922,720	$ 1,097,742	$ 824,978	75.2%
State Grants	$ 205,728	$ 265,268	$ (59,540)	-22.4%
Other Grants	$ -	$ -	$ -	-
Intergovernmental Charges for Services	$ 939,161	$ 972,138	$ (32,978)	-3.4%
Local districts membership levy	$ 692,765	$ 692,822	$ (57)	0.0%
Local district contracts (secured/expected)	$ 107,679	$ 122,677	$ (14,998)	-12.2%
NR 135 program (Operator fees)	$ 118,972	$ 136,741	$ (17,770)	-13.0%
NR 135 program (WDNR fees)	$ 19,745	$ 19,898	$ (153)	-0.8%
Public Charges for Services	$ 3,100	$ 3,100	$ –	0.0%
Product/Material Sales	$ 1,000	$ 1,000	$ -	0.0%
SEA Review Fees	$ 1,500	$ 1,500	$ -	0.0%
Miscellaneous (interest earned, etc.)	$ 600	$ 600	$ -	0.0%
Total Operating Revenues	$ 3,070,709	$ 2,338,248	$ 732,460	31.3%
Projected Operating Expenses				
Salaries and wages	$ 1,110,200	$ 1,126,570	$ (16,370)	-1.5%
Staff	$ 1,098,200	$ 1,089,478	$ 8,722	0.8%
Paid Internships	$ -	$ 25,092	$ (25,092)	-100.0%
Commissioners (meeting payments)	$ 12,000	$ 12,000	$ -	0.0%
Employee fringe benefits	$ 532,908	$ 493,851	$ 39,057	7.9%
Health Insurance	$ 354,164	$ 299,594	$ 54,570	18.2%
FICA, Wkmn's Comp, Life, WRS, Vac./Sick, etc.	$ 178,744	$ 194,258	$ (15,514)	-8.0%
Direct grant expenses (contracts/programs)	$ 1,129,614	$ 396,289	$ 733,325	185.0%
Program Expenses (1100-2000 Elements, incl. NR-135)	$ 130,000	$ 162,000	$ (32,000)	-19.8%
Pass-through Expense - NR-135 (WDNR Fees)	$ 19,745	$ 19,898	$ (153)	-0.8%
Pass-through Expense - HNTB CUBE Modeling Contract	$ -	$ 25,000	$ (25,000)	-100.0%
Pass-through Expense - U-FIRE / Consultants (Intermodal/VT-TDP)	$ 45,000	$ -	$ 45,000	n/a
Pass-through Expense - Regional SRTS Service Contracts	$ 102,000	$ 158,891	$ (56,891)	-35.8%
Pass-through Expense - WGNHS Contract (final payment)	$ -	$ 7,500	$ (7,500)	-100.0%
Pass-through Expense - Winn. Co. Rural Transp. Stakeholder Surveys	$ 6,965	$ 10,000	$ (3,035)	-30.4%
Pass-through Expense - WEDC EMSI Software	$ 13,000	$ 13,000	$ -	0.0%
Pass-through Expense - Dept. of Defense Subawards, Subcontracts	$ 812,904	$ -	$ 812,904	n/a
Overhead Expenses	$ 287,931	$ 282,984	$ 4,947	1.7%
Meeting expenses & Staff Development	$ 28,500	$ 30,500	$ (2,000)	-6.6%
Supplies	$ 13,300	$ 14,300	$ (1,000)	-7.0%
Office space and equipment-rent & copier increases	$ 161,246	$ 162,487	$ (1,241)	-0.8%
Reference materials, subscriptions and dues	$ 7,750	$ 7,750	$ -	0.0%
Outside printing and publishing	$ 16,300	$ 12,400	$ 3,900	31.5%
Postage (EC costs only)	$ 5,000	$ 5,000	$ -	0.0%
Staff expenses (EC costs only)	$ 8,000	$ 8,000	$ -	0.0%
Insurance, legal, audit	$ 24,186	$ 25,547	$ (1,361)	-5.3%
Interest	$ 5,149			
Depreciation	$ 18,500	$ 17,000	$ 1,500	8.8%
Total Operating Expenses	$ 3,060,653	$ 2,299,694	$ 760,959	33.1%
Projected Surplus / (Deficit)	$ 10,055	$ 38,554	$ (28,499)	-74%
Adjustments for Cash Flow:				
Annual Winnebago Cty debt payment	$ (12,648)			
Difference between capital purchases & depreciation	$ 1,000			
Proposed Debt reduction				

Exhibit 9 - ECWRPC 6000 Work Program Element: 2014 Overhead Budget

Work Program Element / Item	Overhead Item	ESTIMATED 2014 BUDGET	Adopted 2013 Budget	Difference (2014-2013)
6100	**Meeting Expenses**	**$ 28,500**	**$ 30,500**	**$ (2,000)**
6101	Staff Development*	$ 14,000	$ 15,000	**$ (1,000)**
6102	Commissioner's Meeting Exp. (mileage only)**	$ 9,500	$ 9,500	**$ -**
6103	Mini-Conference(s) (incl. printing/postage)	$ 3,500	$ 4,500	**$ (1,000)**
6104	Annual Meeting	$ 1,500	$ 1,500	**$ -**
				$ -
6200	**Supplies**	**$ 13,300**	**$ 14,300**	**$ (1,000)**
6201	General Office & Copier Supplies	$ 10,000	$ 11,000	**$ (1,000)**
6203	GIS Printing/Plotting/Graphics Supplies	$ 2,200	$ 2,200	**$ -**
6204	Computer & IT Supplies (consumables)	$ 1,100	$ 1,100	**$ -**
6300	**Office Space and Equipment**	**$ 161,246**	**$ 162,487**	**$ (1,241)**
6301	Office Rent	$ 94,746	$ 91,987	**$ 2,759**
6302	Utilities & Security Monitoring	$ 8,000	$ 8,000	**$ -**
6304	Office Cleaning	$ 4,500	$ 4,500	**$ -**
6310	Telephone/Internet	$ 7,000	$ 7,000	**$ -**
6320	General Office Furniture/Equipment	$ 1,500	$ 1,500	**$ -**
6340 (1450 asset acct.)	Computer Software Purchases	$ 3,000	$ 3,000	**$ -**
6350	Copier / Postage Meter Rental (not incl. supplies)	$ 14,000	$ 18,000	**$ (4,000)**
6390	Computer Equipment/Network Maintenance (harddrives, mice, etc.)	$ 3,500	$ 3,500	**$ -**
6391	Computer Software Maintenance (incl. MAS90)	$ 25,000	$ 25,000	**$ -**
6400	**Refer. Materials, Subscrip., Dues**	**$ 7,750**	**$ 7,750**	**$ -**
6401	Reference Materials & Books	$ 500	$ 500	**$ -**
6410	Subscriptions (Newspapers, Periodicals)	$ 1,750	$ 1,750	**$ -**
6450	Professional Org. Memberships & Dues	$ 5,500	$ 5,500	**$ -**
6500	**Printing and Publishing**	**$ 16,300**	**$ 12,400**	**$ 3,900**
6501	Newsletter (including printing/postage)	$ 6,500	$ 4,500	**$ 2,000**
6502	Annual Report (including printing/postage)	$ 9,800	$ 7,900	**$ 1,900**
6600	**Postage**	**$ 5,000**	**$ 5,000**	**$ -**
6700	**Staff Expenses***	**$ 8,000**	**$ 8,000**	**$ -**
6701	Agency Car Maintenance & Expenses	$ 2,000	$ 2,000	**$ -**
6702	Employee Vehicle Mileage (not contract or program related)	$ 4,500	$ 4,500	**$ -**
6703	Other Employee Expenses (not contract or program related)	$ 1,500	$ 1,500	**$ -**
6800	**Insurance, Legal and Audit**	**$ 24,186**	**$ 25,547**	**$ (1,361)**
6803	Insurance (not incl. WC and pub. off. bond)	$ 4,606	$ 4,667	**$ (61)**
6820	Legal Counsel / HR Services	$ 2,500	$ 3,500	**$ (1,000)**
6830	Annual Audit	$ 8,900	$ 8,600	**$ 300**
6840	Banking Fees	$ 1,680	$ 2,280	**$ (600)**
6850	Other Professional Services (i.e., marketing, etc.)	$ 6,500	$ 6,500	**$ -**
6900	**Capital Purchases**	**$ 17,500**	**$ 17,500**	**$ -**
6902 (1410 asset acct.)	Capital Purchases, Computers & Equipment	$ 17,500	$ 17,500	**$ -**
	Automobile	$ -	$ -	**$ -**
GRAND TOTAL		**$ 281,782**	**$ 283,484**	**$ (1,702)**
	Direct Overhead Subtotal*	$ 22,000	$ 23,000	**$ (1,000)**
	Indirect Overhead Subtotal	$ 250,282	$ 250,984	**$ (702)**
	Commissioner's Meeting Expense**	$ 9,500	$ 9,500	**$ -**

* Direct Overhead Cost charged to all individual work elements

** Direct Overhead Cost charged to commission levy dollars only

PART III – WORK PROGRAM DESCRIPTIONS

2014 Work Program & Budget Summary

EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

	Person Days	Total Expenditures	EC	State/Fed Grant	Other	Percent EC
1100 Planning for Our Future	63	$ 33,683	$ 33,683	$ -	$ -	100%
1200 Sustainable & Efficient Community Facilities & Services	221	$ 116,597	$ 82,597	$ 32,000	$ 2,000	71%
1300 Mobile & Active Communities	2,228	$ 1,252,547	$ 129,542	$ 1,028,622	$ 40,000	10%
1400 Health, Recreation & Heritage Opportunities	313	$ 161,834	$ 111,834	$ 50,000	$ -	69%
1500 Economic Growth & Resiliency	347	$ 986,110	$ 65,093	$ 921,017	$ -	7%
1600 Natural Resource Management	406	$ 231,889	$ 98,998	$ 13,331	$ 119,560	43%
1700 Community Development & Affordable Housing	133	$ 76,392	$ 76,392	$ -	$ -	100%
2000 Local Planning & Implementation Assistance	208	$ 103,058	$ 3,161	$ -	$ 99,897	3%
3000 GIS Mapping & Visualization Technology	183	$ 82,670	$ 82,670	$ -	$ -	100%
Totals	**4,102**	**$ 3,044,780**	**$ 683,970**	**$ 2,044,970**	**$ 261,457**	**22%**
5000 Administration & Fringe Benefits	1,607	$ 358,972	$ 358,972	$ -	$ -	100%
6000 Agency Overhead	-	$ 281,782	$ 281,782	$ -	$ -	100%
Grand Total (Person Days)	**5,709**					

1100 PROGRAM ELEMENT: PLANNING FOR OUR FUTURE

This program is overseen by the Regional Comprehensive Plan Committee which was created in 2002 to coincide with the initiation of the Commission's *Year 2030 Regional Comprehensive Plan* development process. The *Year 2030 Regional Comprehensive Plan* provides the overall framework for guiding future growth and development in the region and follows the requirements of Wisconsin State Statutes 66.1001 (smart growth). The plan, adopted in April, 2008 now serves as a framework with which to address issues of regional concern and impact. The State Statutes outline the nine elements that are to be contained in the regional comprehensive plan. Of the nine elements, six may be defined as substantive and, for East Central's purpose, and one has been further broken out into two separate elements (7 total): land use; transportation; community facilities; open space and recreation; economic development; housing; and agricultural, natural and cultural resources. The remaining three elements are process based: issues and opportunities; intergovernmental coordination; and plan monitoring and implementation. Responsibility for each element of the regional plan has been assigned to a specific standing committee.

MAJOR WORK ELEMENTS:

1105 - Regional Comprehensive Planning Committee Administration/Coordination
1110 - Technical Assistance
1120 - Regional Comprehensive Plan Promotion & Implementation
1130 - Regional Comprehensive Plan Update

TOTAL FUNDING SOURCES:			TOTAL PERSON DAYS:
ECWRPC:	$	33,683	

The Year 2030 Regional Comprehensive Plan is available for review on the Commission's website - www.eastcentralrpc.org.

PROGRAM TOTAL:	$	33,683	Total	63

1105 MAJOR WORK ELEMENT: REGIONAL COMPREHENSIVE PLANNING COMMITTEE ADMINISTRATION/COORDINATION

OBJECTIVE(S): To support the Commission's designated Standing Committees.

ACTIVITY/METHODOLOGY: Staff will provide support activities for the periodic meetings of the Commission's Regional Comprehensive Planning Committee (RCP). This includes, but is not limited to the preparation of meeting agendas, materials, meeting scheduling, meeting attendance, development of written meeting summaries and other duties and follow-up activities assigned by the Committee.

REGIONAL PLAN RELATIONSHIP: The Regional Comprehensive Planning Committee oversees the Implementation element of the Year 2030 Comprehensive Plan.

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	3,582	
ELEMENT TOTAL:	$	3,582	Total 7

1110 MAJOR WORK ELEMENT: TECHNICAL ASSISTANCE

PROGRAM OBJECTIVE(S): To promote, build awareness, and coordinate the implementation of the Commission's Year 2030 Regional Comprehensive Plan (Wis. Stats. 66.1001) and locally adopted Comprehensive Plans.

ACTIVITY/METHODOLOGY: To solicit and pre-select projects on an annual basis using a consistent set of notification and evaluation procedures. Annual project solicitation requests are mailed out in August and the assessment/selection process is completed in December for the following year's projects.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Goal I-12.1

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	20,902	
ELEMENT TOTAL:	$	20,902	Total 42

1111 WORK ITEM: SHAWANO COUNTY REVIEW LAND USE DECISIONS CONFORMANCE WITH COUNTY COMPREHENSIVE PLAN

OBJECTIVE(S): To promote Comprehensive Planning within the region and to further align local plans with the Regional Plan's vision.

ACTIVITY/METHODOLOGY: Staff will assist **Shawano County** by providing a third party review of previous land use decisions conformance with the County's comprehensive plan.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan.

Goal I-12.1
Strategy I-12.1.1.

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	1,892	
ITEM TOTAL:	$	1,892	Total 2

1112 WORK ITEM: WAUSHARA COUNTY LAND USE COMMITTEE PARTICIPATION (ongoing service since 2010)

OBJECTIVE(S): To promote Comprehensive Planning within the region and to further align local plans with the Regional Plan's vision.

ACTIVITY/METHODOLOGY: Staff will attend regular meetings of the **Waushara County** Land Use Committee in an advisory role to assist its members in reviewing decisions and issues relate to county-wide and local-level comprehensive plan implementation, monitoring, and updating.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation I-12.6.1.2

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	$	3,283		
ITEM TOTAL:	**$**	**3,283**	Total	**5**

1113 WORK ITEM: WAUSHARA COUNTY COMPREHENSIVE PLAN MAP AMENDMENTS (ongoing service since 2010)

OBJECTIVE(S): To promote Comprehensive Planning within the region and to further align local plans with the Regional Plan's vision.

ACTIVITY/METHODOLOGY: Staff will update, as needed, and as resources allow for, Future Land Use Maps for **Waushara County** and its communities.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation I-12.6.1.2

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	$	2,957		
ITEM TOTAL:	**$**	**2,957**	Total	**7**

1114 WORK ITEM: WAUPACA COUNTY EXISTING LAND USE UPDATE FOR COMPREHENISVE PLAN

OBJECTIVE(S): To promote Comprehensive Planning within the region and to further align local plans with the Regional Plan's vision.

ACTIVITY/METHODOLOGY: Staff will work with **Waupaca County** to update its existing land use map.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation I-12.6.1.2

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	$	4,926		
ITEM TOTAL:	**$**	**4,926**	Total	**15**

1115 WORK ITEM: WAUSHARA COUNTY DEMOGRAPHIC UPDATE FOR COMPREHENSIVE PLAN UPDATES

OBJECTIVE(S): To promote Comprehensive Planning within the region and to further align local plans with the Regional Plan's vision.

ACTIVITY/METHODOLOGY: Staff will assist **Waushara County** by providing updated demographic information for the county and municipalities comprehensive plans.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan.

Recommendation I-12.7.1.1

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	$	6,052		
ITEM TOTAL:	**$**	**6,052**	Total	**11**

1116 WORK ITEM: TOWN OF GREENVILLE ANNUAL COMPREHENSIVE PLAN REVIEW PROCESS (Carry over from 2012)

OBJECTIVE(S): To promote Comprehensive Planning within the region and to further align local plans with the Regional Plan's vision.

ACTIVITY/METHODOLOGY: Staff will assist the **Town of Greenville (Outagamie County)** in the review of its existing comprehensive plan document for items that need to be addressed or updated during this forthcoming process.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation I-12.3.1.3

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	$	1,792		
ITEM TOTAL:	**$**	**1,792**	Total	**2**

1120 MAJOR WORK ELEMENT: REGIONAL COMPREHENSIVE PLAN PROMOTION & IMPLEMENTATION

PROGRAM OBJECTIVE(S): To promote and build awareness of the Commission's Year 2030 Regional Comprehensive Plan (Wis. Stats. 66.1001).

ACTIVITY/METHODOLOGY: Staff will facilitate an efficient and standardized approach to the promotion and implementation of the Regional Comprehensive Plan.

1) Presentation of the plan to local groups, at public events, community and county level committee and board meetings

2) Development of an improved website page containing information about the Commission, its programs and tools for county and local units of government.

3) Conduct a review of progress on plan implementation and prioritize activities for 2015.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation I-12.1.1.1

Recommendation I-12.6.2.3

Recommendation I-12.1.2.1

Recommendation I-12.2.1.1

Recommendation I-12.1.2.3

Recommendation I-12.2.2.1 / I-12.2.2.2

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	**$**	**3,434**		
ELEMENT TOTAL:	**$**	**3,434**	**Total:**	**4**

1130 MAJOR WORK ELEMENT: REGIONAL COMPREHENSIVE PLAN UPDATE

OBJECTIVE(S): To update portions of the regional comprehensive plan to better reflect changing priorities within the region and to meet statutory requirements.

ACTIVITY/METHODOLOGY: Staff will facilitate the pre-planning for an update of the Regional Plan through the following activities:

1) Development of a framework for the content of the Regional Plan Update;

2) Development of a budget and cost estimate for updating the plan

3) Discussions with the Regional Comprehensive Plan Committee

REGIONAL PLAN RELATIONSHIP: These activities are associated with the statutorily required comprehensive plan update process.

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	**$**	**5,765**		
ELEMENT TOTAL:	**$**	**5,765**	**Total:**	**10**

1200 PROGRAM ELEMENT: SUSTAINABLE AND EFFICIENT COMMUNITY SERVICES & FACILITIES

This program element implements the requirements of the "Smart Growth" planning legislation for the Community Facilities and Utilities plan element and incorporates the Commission's ongoing NR-121 sewer service area (SSA) planning function. This function is derived from East Central being designated by the WDNR as the 208 Water Quality Management Planning Agency for the region and Its advisory capacity is established through a formal funding agreement with the WDNR. SSAs are the basis for promoting orderly growth and efficient development patterns based on the cost-effectiveness of providing public wastewater collection and treatment. This work program element is overseen by the Commission's Community Facilities Committee (CFC) and consists of the following major work elements:

MAJOR WORK ELEMENTS:

1205 – Community Facilities Committee Administration/Coordination

1210 – Technical Assistance (CF)

1220 – Regional Plan Implementation & Coordination (CF)

1230 – Sewer Service Area Planning

REGIONAL PLAN RELATIONSHIP:

The 1200 Element is directly related to Chapter 7 of the *Year 2030 Regional Comprehensive Plan,* and the NR-121 based Sewer Service Area (SSA) plans. The adopted vision for this element is as follows:

"Efficient, cost effective community facilities are provided, which enhance the quality of life and ensure prosperity and economic stability for all. The emphasis in service provision is on cooperative planning, fostering collaboration, enhancing partnerships, sharing resources and transcending boundaries, as appropriate. In 2030, there are regional opportunities for the sustainable and safe management of solid waste and recycling, collection, processing and disposal activities. A well managed and planned public and private water supply provides for the region's citizens and industry. The region is served by a variety of well-functioning public and private wastewater treatment systems, which are capable of accommodating future growth, while limiting the inherent conflicts caused by both urban and rural development patterns. Adequate, cost effective, environmentally conscientious utility infrastructure exists to support industry and the general population. There are cost effective, efficient, quality emergency and non-emergency services to ensure public safety.

A variety of meaningful educational options and opportunities exist for all students. Children and adults in the region are provided with accessible educational, informational and recreational library services and materials in an economically efficient and timely manner. There is a collaborative regional forum to create and implement a strategic framework for the continuum of care for the health and well being of the residents of the region. Through cooperative efforts, park, open space, and recreational facilities and programs are protected and preserved and there are plans for new facilities. There are community facilities which meet the needs of various groups, including youth, elderly, and minorities, in a balanced and financially responsible manner."

The *Year 2030 Regional Comprehensive Plan* and the various Sewer Service Area Plans spell out more specific issue areas and policies which need to be addressed at a local or regional scale. Details of these issues can be found in one of the comprehensive plan's nine "Plan Guideline" fact sheets contained in Chapter 7:

CF -1: Waste - Garbage & Recycling
CF-2: Public & Private Wastewater Treatment
CF-3: Public & Private Water Supply
CF-4: Electric, Gas, and Telecommunications
CF-5: Public Safety
CF-6: Education & Libraries
CF-7: Health & Childcare
CF-8: Local Parks & Recreational Facilities
CF-9: Wind Energy

FUNDING SOURCES:		PERSON DAYS:	
ECWRPC:	$ 82,597		
Other Sources:	$ 2,000		
EPA-WDNR:	$ 32,000		
PROGRAM TOTAL:	$ 116,597	Total	221

1205 MAJOR WORK ELEMENT: COMMUNITY FACILITIES COMMITTEE ADMINISTRATION/COORDINATION

OBJECTIVE(S): To support the Commission's designated Standing Committees.

ACTIVITY/METHODOLOGY: Staff will provide support activities for the periodic meetings of the Commission's Community Facilities Committee (CFC). This includes, but is not limited to the preparation of meeting agendas, materials, meeting scheduling, meeting attendance, development of written meeting summaries and other duties and follow-up activities assigned by the Committee.

REGIONAL PLAN RELATIONSHIP: The Community Facilities Committee oversees the Community Facilities Element of the Year 2030 Comprehensive Plan.

FUNDING SOURCES		PERSON DAYS	
ECWRPC:	$ 11,571		
ELEMENT TOTAL:	$ 11,571	Total	20

1210 MAJOR WORK ELEMENT: TECHNICAL ASSISTANCE (CF)

OBJECTIVE(S): To provide direct assistance to local units of government in addressing issues specific to community and public facilities (solid waste, recycling, public utility infrastructure – gas, electric, telecommunications, education, library, health and childcare, public safety, stormwater management, wastewater, recreation, cemeteries and public water supply).

ACTIVITY/METHODOLOGY: Provide information related to general community and public facilities planning, and more specific technical assistance with the planning and development of alternative energy sources and ordinances, recycling, public safety, elderly needs and public facility planning. These activities are derived from the annual project solicitation process.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

FUNDING SOURCES		PERSON DAYS	
ECWRPC:	$ 9,988		
ELEMENT TOTAL:	$ 9,988	Total	16

1211 WORK ITEM: CITY OF NEENAH - UPDATE 2008 GREENHOUSE GAS EMISSIONS STUDY

OBJECTIVE(S): To communicate and coordinate various policies and recommendations contained within the Regional Comprehensive Plan's Community Facilities Element.

ACTIVITY/METHODOLOGY: Staff will work with the City of Neenah to update a 2008 greenhouse gas emissions study that will measure emissions from City facilities and operations.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation CF-4.5.1.1
Recommendation CF-4.7.1.3
Recommendation CF-4.4.1.4

FUNDING SOURCES		PERSON DAYS	
ECWRPC:	$ 4,922		
ITEM TOTAL:	$ 4,922	Total	8

1212 WORK ITEM: TOWN OF CLAYTON SERVICE PROVISON ANALYSIS (Carryover from 2013)

OBJECTIVE(S): To communicate and coordinate various policies and recommendations contained within the Regional Comprehensive Plan's Community Facilities Element.

ACTIVITY/METHODOLOGY: Staff will work with the Town of Clayton to assess and illustrate factors and issues associated with the future urbanization of its eastern corridor along USH 76.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation CF-2.1.1.5
Recommendation CF-2.1.1.6
Recommendation CF-2.1.1.8

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	$	5,066		
ITEM TOTAL:	**$**	**5,066**	**Total**	**8**

1220 MAJOR WORK ELEMENT: REGIONAL PLAN IMPLEMENTATION & COORDINATION (C.F.)

OBJECTIVE(S): To implement the vision, goals, strategies and recommendations contained in the adopted Year 2030 Regional Comprehensive Plan's Community Facilities and Land Use elements.

ACTIVITY/METHODOLOGY: Staff will actively participate in a variety of local, regional, and state level committee/partnership efforts in the interests of promoting and implementing the Year 2030 Regional Comprehensive Plan. Activities, projects, and programs will be initiated and worked on to implement the recommendations of the Year 2030 Regional Comprehensive Plan. These items are primarily funded by the Commission levy unless otherwise noted. ALSO PLEASE NOTE THAT WHILE THESE ARE IMPORTANT ACTIVITIES, THEY ARE DEEMED TO BE THE LOWEST PRIORITY FOR COMPLETION IN 2014 AS STAFF TIME IS ROUTINELY CONSUMED BY ACTIVITIES ASSOCIATED WITH OTHER PROGRAMS WHICH ARE TIED TO OUTSIDE FUNDING SOURCES. THEREFORE, SEVERAL OF THESE ACTIVITIES MAY CARRYOVER FOR MULTIPLE YEARS.

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	**$**	**9,415**		
ELEMENT TOTAL:	**$**	**9,415**	**Total**	**16**

1221 WORK ITEM: REGIONAL PLAN COORDINATION (Community Facilities)

OBJECTIVE(S): To communicate and coordinate various policies and recommendations contained within the Regional Comprehensive Plan's Community Facilities Element.

ACTIVITY/METHODOLOGY: Staff will attend and participate in various meetings and workshops with the intent of promoting and implementing the Community Facilities recommendations contained in the Year 2030 Regional Comprehensive Plan. For this work element, these groups include, but are not limited to: ECOS and Association of Associated Recyclers of Wisconsin, and others.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation NR-1.2.1.1

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	$	2,653		
ITEM TOTAL:	**$**	**2,653**	**Total**	**5**

1227 WORK ITEM: ENERGY/COMPOST & JOB PRODUCTION THROUGH FOOD WASTE

OBJECTIVE(S): To support the diversion of food/organic waste, generated by businesses, schools, municipalities, nursing homes and other facilities in Oshkosh, Fox Cities and the surrounding areas, from area landfills to other applications/processes. These applications/processes could include anaerobic digestion at UW-Oshkosh, local and regional composting operations, and processes that reclaim pre-consumer food residuals for human and animal consumption.

ACTIVITY/METHODOLOGY: Staff will continue to facilitate meetings and planning work, maintain a contact list of interested stakeholders (municipalities, businesses, public sector, schools, non-profits, etc.), connect stakeholders and gather information as necessary to further the work of the task force. The task force is comprised of representatives from Outagamie and Waupaca counties, waste management providers, local school districts, municipalities, UW-Oshkosh, FVTC, local businesses, non-profits, CAP Services and others.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation CF-1.1.6.4.

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	$	6,762		
ITEM TOTAL:	**$**	**6,762**	**Total**	**11**

1230 MAJOR WORK ELEMENT: SEWER SERVICE AREA PLANNING

PROGRAM OBJECTIVE(S): To coordinate the various functional area planning programs and activities related to the development and administration of NR-121 Sewer Service Area Plans.

ACTIVITY/METHODOLOGY: East Central will continue its planning and administrative responsibilities as the designated Planning Agency responsible for urban service area planning within the designated Fox Valley Water Quality Management Area and also for the remaining non-designated portion of the ten county region.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation CF-2.1.1.1

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	$	51,623		
Other Sources:	$	2,000		
EPA-WDNR:	$	32,000		
ELEMENT TOTAL:	$	85,623	Total	169

1231 WORK ITEM: OVERALL PLAN PROMOTION, IMPLEMENTATION & PROGRAM ADMINISTRATION

OBJECTIVE(S): To promote and coordinate regional plan recommendations and policies related to community facilities and public/private service provisions. To improve access to, and the effectiveness of, SSA planning concepts and information.

ACTIVITY/METHODOLOGY: Staff will make presentations to local governments and community groups; attend meetings, conferences and workshops which involve or promote SSA plan concepts and issues; perform liaison and review activities with federal, state and local government agencies; and, will maintain and update its webpage and provide links to WDNR webpage's.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation CF-2.1.1.8
Recommendation CF-2.1.1.2
Recommendation CF-2.1.1.4
Recommendation CF-2.1.1.5

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	$	5,513		
EPA-WDNR:	$	5,513		
ITEM TOTAL:	$	11,025	Total	19

1232 WORK ITEM: CONTINUING MANAGEMENT FOR SEWER SERVICE AREA PLANNING (AMENDMENTS & CONFORMANCE REVIEWS)

OBJECTIVE(S): To provide an on-going SSA plan implementation and review process (plan amendments) which provides for an effective means of accommodating unforeseen growth in a cost-effective and environmentally sound manner.

ACTIVITY/METHODOLOGY: Administrative responsibilities will follow adopted procedures and criteria for amending sewer service areas and for reviewing NR-110 Wastewater Facilities Plans, sewer extensions and laterals as specified in the WDNR contract. Provide sewer service area amendment recommendations and on-going implementation and management strategies through the advisory review of subdivision plats, comprehensive plans and other projects.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation CF-2.1.1.2
Recommendation CF-2.1.1.3
Recommendation CF-2.1.1.4
Recommendation CF-2.1.1.5

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	$	7,938		
Review Fees per Res. 20-09	$	2,000		
EPA-WDNR:	$	9,938		
ITEM TOTAL:	$	19,876	Total	40

1233 WORK ITEM: UPDATES OF THE SHERWOOD, FOND DU LAC, OAKFIELD AND EDEN SEWER SERVICE AREA PLANS

OBJECTIVE(S): To provide orderly and efficient growth patterns, minimize the cost of public facilities and services; minimize adverse environmental impacts of sewer development and to promote water quality enhancement and conservation in existing (SSA plan) communities of the region.

ACTIVITY/METHODOLOGY: Staff will submit the Sherwood SSA Plan Update (prepared in 2013) to the WDNR after local and Commission approvals occur. Work will continue on the Fond du Lac SSA Plan Update, but is dependent on the timing of the Fond du Lac Outlying Sewer User's Group (OSG) as they continue to reformulate regional and local sewer service agreements. Work will also be initiated and is expected to be completed on both the Oakfield and Eden SSA Plan Updates. The process shall be consistent with the guidelines contained in Wis. Admin. Code NR121 and with current regional land use policies. Staff will also maintain and update its website with SSA information for the public, which includes a variety of development related statistics.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation CF-2.1.1.1

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	$	38,172		
EPA-WDNR:	$	16,550		
ITEM TOTAL:	$	54,722	Total	110

1300 PROGRAM ELEMENT: MOBILE AND ACTIVE COMMUNITIES

The purpose of this program element is to coordinate, administer and promote federal, state, and regional transportation planning through the Commission's Metropolitan Planning Organization (MPO) designation for the three urbanized areas. The Appleton MPO is designated as a Transportation Management Area (TMA) that now includes monitoring and maintenance as part of a Congestion Management Process (CMP) developed and approved in 2013. In addition, the development and implementation of federal, state and regional highway system plans are coordinated, planned for, and implemented by the Commission in the rural portions of the region. Additional transportation modes are addressed through various programs including public transit, bicycle and pedestrian systems, passenger rail and freight, whether by highway or rail. Where appropriate and practical, specific recommendations from the Commission's *Year 2030 Regional Comprehensive Plan* are addressed, implemented and monitored to further progress on reaching the identified Economic Development vision established within the plan.

The 2014 Work Program's "Mobile & Active Communities" Element is funded partially by the Federal Highway Administration, Federal Transit Administration and the Wisconsin Department of Transportation (WisDOT) through an annual planning grant. This award has a matching funds requirement of at least 10 percent from the Commission unless otherwise noted. A summary of funding sources is provided in the table below. The development of this work program element is coordinated with federal and state transportation and transit agencies through a continuing, comprehensive, cooperative process involving previously executed agreements (Visit the Web Site www.ecwrpc.org). The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation.

MAJOR WORK ELEMENTS:

The Transportation Work Program contains the following Major Work Elements:

1310 - Fox Cities and Oshkosh Urbanized Areas MPOs

1320 - Short-Range Planning - Congestion Management Process **(TMA) (TAP)**

1330 - Regional Transportation Planning

1340 - Fond du Lac Urbanized Area MPO

1380 Regional Safe Routes to School Program

Special Studies/Carry Over

Fox Cities and Oshkosh Bicycle Plan

PL Carry Over $

REGIONAL PLAN RELATIONSHIP:

The 1300 Mobile & Active Communities program element is directly related to Chapter 6 of the *Year 2030 Regional Comprehensive Plan*. The adopted Transportation Vision for the region was set as follows:

"In 2030, the East Central region will have an efficient regional transportation network which provides options for the mobility needs of all people, goods, and services".

The *Year 2030 Regional Comprehensive Plan* spells out more specific issue areas which need to be addressed at a local or regional scale. Details of these issues can be found in one of the chapter's five "Plan Guideline" fact sheets:

T-1: Effects of Sprawl Development on Transportation

T-2: Transportation Funding and Priority Plans and Projects

T-3: Regional Connectivity

T-4: Balance Between Transportation and the Environment

T-5: Alternative Modes of Transportation and Mobility

FUNDING SOURCES:

				PERSON DAYS/HOURS:	
ECWRPC:	**$**	**129,542**	11%		
FHWA-PL/SPR:	**$**	**671,164**	57%		
WisDOT-PL/SPR:	**$**	**48,249**	4%		
FHWA/WisDOT-SRTS	**$**	**295,613**	25%		
FHWA/FTA Disc:	**$**	**-**	0%		
WisDOT BPFP GRANT	**$**	**40,000**	3%		
ECWRPC Carry Over:	**$**	**10,809**			
WisDOT Carry Over:	**$**	**2,787**			
FHWA Disc Carry Over:	**$**	**54,383**			
PROGRAM TOTAL:	**$**	**1,252,547**	100%	**2,228**	**16,710**

1310 MAJOR WORK ELEMENT: FOX CITIES/OSHKOSH METROPOLITAN PLANNING ORGANIZATION

PROGRAM OBJECTIVE(S): East Central staff will prepare and maintain the required plans, reports, studies, models, and data necessary for the operation and management of the Fox Cities and Oshkosh Metropolitan Planning Organization (MPO). The 2014 Work Program is based on the planning requirements as prescribed by Moving Ahead for Progress in the 21st Century (MAP 21). Work program objectives and activities are described in more detail within each work item below.

ACTIVITY/METHODOLOGY: In 2014 East Central will work with WisDOT, FHWA, local governments, advisory committees, other operating agencies and the public to evaluate, monitor and implement the adopted Long-Range Transportation / Land Use Plan (LRTP), for both the Fox Cities and Oshkosh Metropolitan Planning Organization (MPO) areas. Staff will continue the process of developing a 2010 base year for the next major plan update slated for completion by 2015.The proposed schedule for the major LRTP updates follow. **Previous Work:** In 2013 staff updated and the MPO approved the Public Participation Plan. Work continued to review current trends, plans, studies and models as part of the major updates.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to or implement the following strategies recommendations contained within the adopted Regional Plan:

Recommendation T-1.1.2.1
Recommendation T-1.1.5.1
Recommendation T-1.1.6.1

FUNDING SOURCES:

				PERSON DAYS/HOURS:	
ECWRPC:	**$**	**56,678**	**13.4%**		
FHWA-PL:	**$**	**309,310**	**73.2%**		
WisDOT-PL:	**$**	**20,658**	**4.9%**		
FHWA/FTA-Disc:	**$**	**-**	**0.0%**		
ECWRPC Carry Over	**$**	**6,662**	**18.6%**		
WisDOT Carry Over	**$**	**498**	**1.4%**		
FHWA Dis Carry Over	**$**	**28,638**	**80.0%**		
ELEMENT TOTAL:	**$**	**422,444**		**779**	**5,843**

1311 WORK ITEM: PROGRAM SUPPORT AND ADMINISTRATION

OBJECTIVE(S): To develop, maintain, and administer an annual transportation planning work program which meets federal and state planning requirements. MPO Administration objectives include work activities required to maintain and update the Unified Work Program, the annual Transportation Improvement Programs and the MPO Long Range Plans as prescribed by MAP 21. To maintain updated contact information, mailing list, website and other information as a critical element in the Public Participation Plan.

ACTIVITY/METHODOLOGY: This element includes costs associated with the administration and support of MPO activities, including grant administration and reporting, meeting coordination, meeting notice preparation and publication, preparation and distribution of meeting summaries and supporting documents, travel, conference and training attendance, and website maintenance. **PREVIOUS WORK:** Past activities under this work item include administration of previous year's transportation grants and attendance at MPO related meetings and conferences such as the annual MPO Conference, Freight Rail Conference and various training and capacity building workshops.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to or implement the following strategies recommendations contained within the adopted Regional Plan:

Recommendation T-1.2.2.1
Recommendation T-1.2.2.2

FUNDING SOURCES:

				PERSON DAYS/HOURS:	
ECWRPC:	$	3,300	14.7%		
FHWA-PL:	$	18,010	80.0%		
WisDOT-PL:	$	1,215	5.4%		
FHWA/FTA-Disc:	$	-	0.0%		
Other/TBD	$	-	0.0%		
ITEM TOTAL:	**$**	**22,525**		**37**	**278**

1312 WORK ITEM: FOX CITIES/OSHKOSH LONG-RANGE TRANSPORTATION/LAND USE PLAN (LRTP) MAJOR UPDATES

OBJECTIVE(S): To continually monitor, evaluate and update the Public Participation Plans (PPP) the adopted LRTPs and amendments for the urbanized areas based on MAP 21. To maintain and implement transportation plans based on updates and changes to local plans and programs and maintain valid, up to date information that identifies future needs, current priorities and available resources. To work with WisDOT and local governments as part of plan implementation to determine the most effective mix of modal choices and land development practices. A primary objective is to include the citizens of the MPO in the planning process as well as consultation with various environmental management agencies and organizations. MPO staff actively seeks and solicits input and comments from local government, environmental and regulatory agencies, and the public. In 2014 staff will be working with the various stakeholders as part of the major update process for the Long Range Transportation Land use Plans for both the Fox Cities and Oshkosh.

Environmental Justice (EJ) activities includes participation with a number of advocacy groups including health and human services agencies, Goodwill Industries, Advocap and Hispanic Interagency groups of the Fox Valley and Fond du Lac. Outreach activities will continue to solicit comments and participation from all sectors of the population.

ACTIVITY/METHODOLOGY: In 2014 staff will work with MPO communities and WisDOT to prepare future land use and socioeconomic data as the basis for the next major plan update. Work will continue to promote and implement the provisions of the U.S. DOT Environmental Justice directives to ensure that minority, low-income and all other segments of the population have the opportunity to be involved in the planning process. The public will be asked to assist in developing a vision for Northeast Wisconsin to 2045, with the focus on multi modal transportation that provides choices that considers sustainability and healthy lifestyles. East Central will continue to organize, coordinate, and administer a cooperative effort with multiple jurisdictions to secure, develop, and maintain current aerial photography, GIS data, and mapping products for the MPO stakeholders and plan document. **Previous Work** In 2013 MPO staff finalized existing or 2010 land use and socioeconomic data that serves as the basis for the LRTP update. MPO staff completed and the MPO approved the Public Participation Plan that identifies methods and activities designed to solicit public involvement in the planning process. Staff attends various meetings with Hispanic/Latino Interagency groups, Advocacy Coalitions and other multi cultural groups to encourage participation in the planning process.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to or implement the following strategies recommendations contained within the adopted Regional Plan:

Recommendation T-2.3.1.1
Recommendation T-2.3.3.1
Recommendation T-3.4.1.1

FUNDING SOURCES:

				PERSON DAYS/HOURS:	
ECWRPC:	$	34,030	14.7%		
FHWA-PL:	$	185,700	80.0%		
WisDOT-PL:	$	12,395	5.3%		
FHWA/FTA-Disc:	$	-	0.0%		
Other/TBD	$	-	0.0%		
ITEM TOTAL:	**$**	**232,125**		**475**	**3,563**

1313 WORK ITEM: NORTHEAST REGION TRAVEL DEMAND MODEL IMPROVEMENT PROGRAM

OBJECTIVE(S): In 2014 East Central will continue working with WisDOT and other stakeholders to improve the Northeast Region Travel Demand Model. The Northeast Region Model combined the Green Bay, Fox Valley and Fond du Lac Travel Demand models and recently combine the Lake-shore counties from Door to Sheboygan. Work will continue to improve the transit and truck mode for the entire model. The objective is to collect and maintain socio-economic data for use in the travel demand model and other MPO planning and implementation projects.

ACTIVITY/METHODOLOGY: In 2014 MPO staff will work with WisDOT and their consultants to initiate the use of the next generation Northeast Region Model. The new Travel Demand Model (TDM) has been developed in a GEODATABASE that is locationally accurate and compatible with geographic information systems (GIS) that dramatically increases capabilities for analysis and illustrations. Ongoing activities include updating and maintaining data for use in transportation modeling programs. Work will continue in 2014 to prepare scenarios that can be reviewed and compared relative to development patterns and densities. Staff will continue to work through the Model User Group that includes WisDOT, Brown County Planning and Bay-Lake Regional Planning to improve modeling capabilities statewide. **PREVIOUS WORK:** Past activities under this work item include working with WisDOT on the various generations of travel demand models. Model development includes the review manipulation of various years of aerial photography and demographic, land use and traffic data for use in model development. Phase I of the Northeast Region Model was completed and operational in late 2008. In 2010 work continued on Phase II of the Northeast Region Model that added Door, Kewaunee, Manitowoc and Sheboygan counties to the model. The current version of the Northeast Region Model was finalized and approved by WisDOT in late 2011.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to or implement the following strategies recommendations contained within the adopted Regional Plan:

Recommendation T-4.1.2.1
Recommendation T-5.1.3.1
Recommendation T-1.3.8.5

FUNDING SOURCES:

ECWRPC	$	2,198	14.7%
FHWA-PL:	$	12,000	80.0%
WisDOT-PL:	$	801	5.3%
ECWRPC Carry Over	$	766	12.1%
WisDOT Carry Over	$	498	7.9%
FHWA Dis Carry Over	$	5,056	80.0%
ITEM TOTAL:	**$**	**21,319**	

PERSON DAYS/HOURS:

25	**188**

1314 WORK ITEM: FREIGHT MODEL IMPROVEMENT/MULTIMODAL FREIGHT PLANNING

OBJECTIVE(S): To enhance freight planning activities based on priorities to prepare regional, state and national freight plans and programs. East Central will continue work with WisDOT to evaluate and improve the truck/freight mode split component in the Northeast Travel Demand Model. While the travel model estimates volumes of single unit and combination truck trips, freight information to verify and calibrate the assignments in the model are very sparse. The project objective would be working with WisDOT and other stakeholders including CFIRE, the Mid-America Freight Coalition to gather and organize freight travel information and compare the data to travel model output.

ACTIVITY/METHODOLOGY: East Central will work closely with WisDOT and their consultants to consider methods and variables that can be used to calibrate the freight component of the travel model. Travel model development coordination will require constant communication with WisDOT Urban Planning, Forecasting and Regional staff, and MPO model user work groups. In addition to further studies recommended in the LRTPs, the models will continue to be used for analysis and traffic forecast for WisDOT and local governments. Ongoing activities to compile, organize, and geo-reference updated aerial photography and GIS data with a regional coordinate system.

PREVIOUS WORK: Staff worked to run, review, test and comment on the freight component of the Northeast Region Model in-house during 2013. East Central worked with UW-Madison CFIRE staff to prepare a peer review and report regarding the NE Region Truck Model that includes recommendations for future improvements. Staff worked with the WisDOT and their consultant to separate the single unit truck from the combination truck in the model assignment. This will allow for refined analysis of the heavy truck or semi traffic in the region that accounts for the majority of freight movements.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to or implement the following strategies recommendations contained within the adopted Regional Plan:

Recommendation T-3.2.5.1
Recommendation T-3.2.6.1
Recommendation T-3.2.7.1

FUNDING SOURCES

ECWRPC:	$	17,150	14.7%
FHWA-PL:	$	93,600	80.0%
WisDOT-PL:	$	6,247	5.3%
ECWRPC Carry Over	$	5,896	20.0%
WisDOT Carry Over	$	-	0.0%
FHWA Dis Carry Over	$	23,582	80.0%
ITEM TOTAL:	**$**	**146,475**	

PERSON DAYS/HOURS:

242	**1,815**

1320 MAJOR WORK ELEMENT: SHORT-RANGE TRANSPORTATION SYSTEM MANAGEMENT (TSM) and CONGESTION MANAGEMENT PROCESS (CMP)

PROGRAM OBJECTIVE(S): Work with local governments to provide Transportation System Management (TSM) assistance, emphasizing a more efficient use of the existing transportation system. Work with local governments and WisDOT to prepare and assist with studies needed to program, design and implement transportation improvements that contributes to the wider national objectives of energy conservation, improved air quality; and increased social and environmental considerations including accessibility to minorities, disadvantaged and handicapped groups.

ACTIVITY/METHODOLOGY: Staff activities include the assessment of a wide range of transportation issues faced by local governments. Staff provides technical assistance through the Transportation System Management (TSM) program (Sub-elements 1321, 1323, 1325 and 1326). Short Range Transportation and Operation Planning does not include the Transportation Improvement Program (TIP 1322) or Specialized Transit Planning (1324).

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to or implement the following strategies or recommendations contained within the adopted Regional Plan:

FUNDING SOURCES:

					PERSON DAYS/HOURS:	
	ECWRPC:	**$**	**46,695**	**15.5%**		
Recommendation T-2.2.4.1	**FHWA-PL:**	**$**	**200,280**	**66.7%**		
Recommendation T-2.2.2.1	**WisDOT-PL:**	**$**	**13,367**	**4.5%**		
Recommendation T-2.2.5.1	**FHWA/FTA-Disc:**	**$**	**-**	**0.0%**		
Recommendation T-2.3.1.1	**WisDOT BPFP GRANT**	**$**	**40,000**	**13.3%**		
Recommendation T-2.7.3.1	**ECWRPC Carry Over**	**$**	**2,649**	**12.1%**		
	WisDOT Carry Over	**$**	**1,722**	**7.9%**		
	FHWA Dis Carry Over	**$**	**17,485**	**80.0%**		
	ELEMENT TOTAL:	**$**	**322,198**		**605**	**4,538**

1321 WORK ITEM: SHORT-RANGE STREET AND HIGHWAY PLANNING - Congestion Management Process (CMP)

OBJECTIVE(S): To maintain an ongoing program of traffic operations and highway improvement project assistance that contributes to the safety and improved operation of the street and highway system in the Oshkosh and Fox Cities Urbanized Areas. A primary objective will be to assist WisDOT by promoting and incorporating the goals and objectives in the Wisconsin Strategic Highway Safety Plan into the planning process. To provide continuing assistance in implementing the recommendations developed in Oshkosh and Fox Cities plans and TIPs. To assist in the development of a comprehensive pavement management system, that includes all jurisdictions in the urbanized areas. To work with local jurisdictions and WisDOT to collect local road information for the urbanized areas for inclusion in WisDOT's Wisconsin Information System for Local Roads (WISLR).

To work with local jurisdictions and WisDOT to initiate planning activities to improve traffic operations, safety and security. Work continues to integrate transportation planning with emergency management and all hazards planning activities.

ACTIVITY/METHODOLOGY: The Appleton MPO Area is designated as a TMA and staff will be working with WisDOT and FHWA to maintain and improve the Congestion Management Process document that includes many of the Short Range Planning Elements and system improvement activities. East Central will work with WisDOT to better refine performance measures that can be used to evaluate and plan for improvements to the system. Work will continue to offer technical support to local governments in the collection of pavement rating data for inclusion in WisDOT's WISLR system, and assist in training, as deemed necessary. Staff will continue to assist communities with MUTCD sign standards and planning based on current requirements and guidance. Staff will continue the evaluation of the functionally classified system and consider changes based on evolving traffic patterns and land use. Work to develop strategies to measure and monitor traffic operations and level of service based on CMP performance measures. Technical assistance will continue to be provided to WisDOT and local governments within the MPO as needed for transportation studies and small scale projects including, but not limited to traffic forecast and model testing.

PREVIOUS WORK: In 2013 MPO staff prepared and the MPO approved a Congestion Management Process document for the Appleton TMA Area. Past activities under this work item include the provision of assistance with pavement management using the PASER method and using WISLR. In 2013 staff provided technical assistance to a number of local governments evaluating their local road systems. Staff continued work with WisDOT, Calumet County, Outagamie County, the towns of Harrison and Buchanan to develop to complete a long term plan for the WIS 441 and CTH KK area and the southeast portion of the Fox Cities. The WIS 441/CTH KK study will provide alternatives considered in the LRTP update.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to or implement the following strategies or recommendations contained within the adopted Regional Plan:

FUNDING SOURCES:

					PERSON DAYS/HOURS:	
	ECWRPC:	$	10.076	14.7%		
Recommendation T-1.3.1.1	FHWA-PL:	$	55,000	80.0%		
Recommendation T-1.3.6.1	WisDOT-PL:	$	3,671	5.3%		
	ECWRPC Carry Over	$	1,670	12.1%		
	WisDOT Carry Over	$	1,085	7.9%		
	FHWA Dis Carry Over	$	11,021	80.0%		
	ITEM TOTAL:	**$**	**82,523**		**137**	**1,028**

1322 WORK ITEM: TRANSPORTATION IMPROVEMENT PROGRAM (TIP), FOX CITIES AND OSHKOSH MPO's

OBJECTIVE(S): To prepare the annual *Transportation Improvement Program (TIP)*. To prepare a transportation capital improvement program that identifies all projects using federal funding and all other projects that significantly impact the operation of the transportation system. To actively solicit eligible candidate transportation projects from local governments to prioritize and prepare a logical program to efficiently utilize STP-Urban funds and improve the traffic operations on the system. A primary objective of the TIP process is to provide appropriate public notification of TIP requirements and the ability to identify and comment on projects.

ACTIVITY/METHODOLOGY: TIPs will be prepared containing a four year programming element. In 2014 STP-Urban candidate projects will be reviewed and selected for construction years 2014 and 2018. Requests will be made for submittal of a five-year Capital Improvement Program to demonstrate the community's fiscal commitment and financial capacity to carry out projects submitted for federal funding. Highway projects eligible for funding will be evaluated and prioritized according to need-related objective criteria. The projects are then reviewed and approved by the MPO TACs and the Commission's Transportation Committee prior to consideration by the full Commission and submittal to WisDOT, FHWA, and FTA. **PREVIOUS WORK**: In 2013 a stand-alone TIP was developed for the new Appleton TMA that includes additional information based on the designation requirements under MAP-21. Past activities under this work item included the Appleton and Oshkosh Urbanized Areas in the same document.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to or implement the following strategies or recommendations contained within the adopted Regional Plan:

Recommendation T-1.3.1.1
Recommendation T-1.3.4.1

FUNDING SOURCES:

ECWRPC:	$	6,464	14.7%
FHWA-PL:	$	35,280	80.0%
WisDOT-PL:	$	2,354	5.3%
FHWA/FTA-Disc:	$	-	0.0%
Other/TBD	$	-	0.0%

PERSON DAYS/HOURS:

ITEM TOTAL: $ 44,098 — **94** — **705**

1323 WORK ITEM: MULTI-MODAL/TRANSPORTATION ALTERNATIVES PROGRAM (TAP)

OBJECTIVE(S): To encourage, promote, and accommodate bicyclists and pedestrians as safe and efficient modes of transportation. To work cooperatively with WisDOT, MPO communities and the various stakeholders to initiate and implement a Complete Streets program and other initiatives to promote physical activity and healthy lifestyles. To work cooperatively with stakeholders to link the various transportation modes and provide the most energy/cost effective means for the transport of people, goods and services. In the Oshkosh and Fox Cities Urbanized Areas work will continue to evaluate the movement and volume of freight. Staff will continue to promote the redevelopment of multimodal freight facilities to serve the area, primarily road to rail connections. Other efforts will include highway park and ride facilities, air freight and passenger multimodal linkages or terminals.

ACTIVITY/METHODOLOGY: MPO staff will work with WisDOT, local jurisdictions, stakeholders, interest groups and the public to improve the TAP competitive grant process based on guidance and lessons learned in 2013. Staff continues to provide technical assistance to communities, rail lines, trucking interest and other transportation providers, including coordinating and hosting meetings, preparing data, and providing information to identify potential facilities and the potential reuse of corridors resulting from recommendations and implementation of additional modes. East Central will continue to maintain an ongoing inventory and analysis of existing bicycle routes and usage, destinations, road conditions and other hazards, bicycle and pedestrian crash data. Staff will work with local governments to integrate local bicycle, pedestrian and SRTS plans with MPO, regional and state plans. **PREVIOUS WORK:** In 2013 MPO staff worked to develop a TAP program, competitive project solicitation process for the TMA Area as prescribed by MAP 21. Past activities under this work item include assisting communities in the development of funding applications for SRTS planning, the development of bicycle and pedestrian plans, and the development of trail linkages.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to or implement the following strategies or recommendations contained within the adopted Regional Plan:

Recommendation T-2.2.5.1
Recommendation T-2.3.1.1
Recommendation T-2.2.4.1

FUNDING SOURCES:

ECWRPC:	$	5,039	14.7%
FHWA-PL:	$	27,500	80.0%
WisDOT-PL:	$	1,836	5.3%
FHWA/FTA-Disc:	$	-	0.0%
Other/TBD	$	-	0.0%

PERSON DAYS/HOURS:

ITEM TOTAL: $ 34,374 — **67** — **503**

1324 WORK ITEM: TRANSIT AND SPECIALIZED TRANSPORTATION DEVELOPMENT AND COORDINATION/SAFETY AND SECURITY

OBJECTIVE(S): To work with the urban transit systems to develop transit operating and capital improvement programs which efficiently and effectively serve the Fox Cities and Oshkosh Urbanized Areas; to prepare, and assist in the preparation of, service coordination studies and elderly and disabled transportation plans which meet federal transit accessibility regulations and promote coordination between transit and other federal and state-funded specialized transportation services; work closely with health and human services (HSS) and other human resource agencies to coordinate and prepare studies which contribute to transit efficiency and effectiveness; and to provide assistance with implementation activities.

ACTIVITY/METHODOLOGY: Staff will be working with WisDOT, FTA and Valley Transit to complete planning requirements for coordination in the TMA area including a process for a competitive grants program for 5310 funding as prescribed by MAP 21. Work will continue to coordinate existing transportation programs and to assist in the application for special program funding. Work will also continue on a regional approach to planning with transit and transportation providers, public safety and health and human services agencies to better coordinate transportation services. Work continues to implement the TDP recommendations and prepare locally developed human service/public transportation coordination plans. Further study would include working with the travel demand model to test alternative transit routes and services. **PREVIOUS WORK:** The Commission completed the Transit Development Plans for Valley Transit, Oshkosh Transit and Fond du Lac Transit and continues work with the various stakeholders to implement and evaluate plan recommendations.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to or implement the following strategies recommendations contained within the adopted Regional Plan:

Recommendation T-1.2.12.1
Recommendation T-1.2.12.2

FUNDING SOURCES:

ECWRPC:	$	10.077	14.7%
FHWA-PL:	$	55,000	80.0%
WisDOT-PL:	$	3,671	5.3%
ECWRPC Carry Over	$	979	12.1%
WisDOT Carry Over	$	637	7.9%
FHWA Dis Carry Over	$	6,464	80.0%

PERSON DAYS/HOURS:

ITEM TOTAL $ 76,828 — **140** — **1,050**

1325 WORK ITEM: TRANSPORTATION ALTERNATIVES (TA) ACTIVITIES IN THE FOX RIVER CORRIDOR

OBJECTIVE(S): To assist local communities and government agencies to enhance multi-modal transportation opportunities and connections that improves access to portions of the Upper Fox, Lake Winnebago, and Lower Fox Rive system. Another objective is to better coordinate the bridge operation and navigation schedules for the Lake Winnebago and Lower Fox River corridor throughout the Fox Cities and Oshkosh to minimize traffic delays during openings. Continue to prepare studies, site plans and participate in other planning activities upon request from Fox River/Lake Winnebago Pool communities for various land acquisition, historic preservation and structure rehabilitation projects associated with water-based, trail, or rail oriented transportation modes. The urban portion of the Fox River corridor is part of a larger effort to establish the Fox-Wisconsin River National Heritage Area recognizing the importance of the river in the past and future development of the region.

ACTIVITY/METHODOLOGY: As part of a larger National Heritage Area designation (pending). planning project staff will continue to coordinate and assist with short and long term planning associated with developing a multi modal transportation corridor that includes navigation on the Fox River and Lake Winnebago system within the MPO areas. The Fox-Wisconsin River Heritage Corridor Plan will include proposed bicycle and pedestrian facilities and connections to other systems along this important river corridor. The plan will include the annual cost attributed to the safe operation of the waterway and provide a list and cost estimate for short/long term safety enhancements. Staff will work with WisDOT and communities on project development and the formulation of a list of stakeholders as initiatives are prioritized.

PREVIOUS WORK: In 2013 staff worked with the Fox Wisconsin Heritage Corridor group, to include waterborne freight and containerized cargo, as part of an international design competition for the lock system. Additional funding was leveraged and secured to initiate the update of the 1997 Fox-Wisconsin Heritage Parkway Plan and numerous meetings were held with communities along the corridor to gather input and assess opportunities for trail linkages along the Upper and Lower Fox River corridors.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to or implement the following strategies recommendations contained within the adopted Regional Plan:

Recommendation T-1.1.6.1
Recommendation T-1.2.13.1
Recommendation T-3.1.1.1

FUNDING SOURCES:

ECWRPC:	$	1.008	14.7%
FHWA-PL:	$	5,500	80.0%
WisDOT-PL:	$	367	5.3%
FHWA/FTA-Disc:	$	-	0.0%
Other/TBD	$	-	0.0%

PERSON DAYS/HOURS:

ITEM TOTAL: $ 6,875 **15** **113**

1326 WORK ITEM: TRANSPORTATION PLANNING PROMOTING SUSTAINABILITY, LIVABILITY, ENERGY CONSERVATION AND MINIMIZING ENVIRONMENTAL IMPACTS

OBJECTIVE(S): To develop transportation plans and programs that promote sustainability concepts with a direct impact on reducing energy consumption and the associated environmental impacts. Continue to monitor federal and state environmental mitigation guidance, standards and regulations as they evolve. East Central will continue to promote and assist with land use practices that are consistent with transportation efficiency objectives . Staff will partner with health and human services agencies and advocacy groups to link alternative modes of transportation to healthy lifestyles and sustainability.

ACTIVITY/METHODOLOGY: Work to implement recommendations including the promotion of alternative modes and energies to reduce single occupant vehicle trips through programs for car pooling, van pooling, work trip busing or other alternatives including pedestrian and bicycle. Work with local communities, public and private partners to promote and develop facilities for walking and biking, including, but not limited to, the Safe Routes to School (SRTS) program. Many of these activities will be monitored and measured in collaboration with WisDOT using FHWA supported travel demand air quality and system evaluation systems. **PREVIOUS WORK:** In 2013 air quality analysis was included in the Congestion Management Process performance measures. Past activities under this work item include participation in webinars showcasing recycling materials for transportation projects.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to or implement the following strategies recommendations contained within the adopted Regional Plan:

Recommendation T-5.2.3.1
Recommendation T-5.2.5.1
Recommendation T-4.4.2.1

27,500.00

FUNDING SOURCES:

ECWRPC:	$	4,032	14.7%
FHWA-PL:	$	22,000	80.0%
WisDOT-PL:	$	1,469	5.3%
FHWA/FTA-Disc:	$	-	0.0%
Other/TBD	$	-	0.0%

PERSON DAYS/HOURS:

ITEM TOTAL: $ 27,500 **54** **405**

1328 WORK ITEM: FOX CITIES AND OSHKOSH BICYCLE AND PEDESTRIAN PLAN

OBJECTIVE(S): To work with the public, bicycle and pedestrian stakeholders and local officials to prepare a long range Bicycle and Pedestrian Plan for the Fox Cities and Oshkosh Urbanized Area. An objective is to identify and plan for critical connections between communities and established routes or facilities. An objective is to work with healthy lifestyle and sustainability advocates to promote transportation choices and benefits.

ACTIVITY/METHODOLOGY: Work with WisDOT, the Bicycle Pedestrian Plan Advisory Committee and Sub-Committees to review, evaluate and incorporate existing facilities and plans in the Fox Cities and Oshkosh into the document and mapping. Staff has prepared a Public Participation Plan that identifies how all segments of the population will be notified about the planning process. The study will include an analysis of existing conditions including public perceptions and comments, as well as an evaluation of system-wide accessibility and connections to transit and other modes. **Project Administration and Reporting will be Managed by WisDOT Northeast Region based on an approved BPFP Municipal Agreement**

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to following recommendations contained within the adopted Regional Plan:

Recommendation T-5.5.1.1:
Recommendation T-5.5.1.2:

FUNDING SOURCES: BPFP GRANT

ECWRPC :	$	10,000	20.0%
FHWA-PL:	$	-	0.0%
WisDOT-BPFP Grant:	$	40,000	80.0%
FHWA/FTA-Disc:	$	-	0.0%
			0.0%

PERSON DAYS/HOURS:

ITEM TOTAL: $ 50,000 **98** **735**

1330 MAJOR WORK ELEMENT: REGIONAL MULTIMODAL TRANSPORTATION PLANNING

PROGRAM OBJECTIVE(S): To assist WisDOT, Counties, local jurisdictions and other operating agencies in providing a safe and efficient transportation system that includes all modes of travel. To work with WisDOT and local government and the public to promote and encourage improvements based on the policies of Connections 2030, the State Rail Plan and other transportation planning initiatives.

ACTIVITY/METHODOLOGY: Coordinate regional transportation planning activities with WisDOT, local jurisdictions and the public. To promote and assist WisDOT with rural transportation initiatives and programs including WISLR, locally adopted specialized transportation coordination plans and SRTS planning activities. Work with WisDOT, local jurisdictions and freight stakeholders to evaluate the freight system to better assess current and future needs.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation T-1.2.1.1
Recommendation T-1.2.2.1

FUNDING SOURCES:

				PERSON DAYS/HOURS:	
ECWRPC:	**$**	**7,797**	10.0%		
FHWA-SPR:	**$**	**62,373**	80.0%		
WisDOT-SPR:	**$**	**7,797**	10.0%		
FHWA/FTA -Disc:	**$**	**-**	0.0%		
Other/TBD	**$**	**-**	0.0%		
ELEMENT TOTAL:	**$**	**77,967**		**139**	**1,043**

1331 WORK ITEM: REGIONAL TRANSPORTATION STUDIES

OBJECTIVE(S): To assist counties and communities in the region address transportation needs, problems or issues which are expressed by the region's citizens and elected representatives and which promote state interests. To coordinate fully with WisDOT's initiatives including *Connections 2030* and the Wisconsin Information System for Local Roads (WISLR). East Central will continue to work with the objective of promoting and developing best management practices using WISLR. Continue to provide counties, communities and the public with studies and information addressing regional transportation system needs and opportunities.

ACTIVITY/METHODOLOGY: Efforts include the implementation of locally adopted primary recommendations for the USH 10 corridor from the Fox Cities to Stevens Point, the USH 45 corridor from USH 10 to USH 8, the STH 21 corridor from Oshkosh to Omro and beyond, , STH 15, STH 23, and STH 76. Ongoing corridor plan development will continue for STH 47 and the USH 10/STH 114 corridors. East Central will continue to work with WisDOT and local communities to adequately plan for the long term preservation of these highway corridors as they relate to Connections 2030 and other WisDOT initiatives. **PREVIOUS WORK:** Past activities under this work item include the development of corridor plans for USH 10, STH 23, STH 15, STH 21 and USH 45 and work on the STH 47 and USH 10/114 corridor studies. Worked with WisDOT and UW-Madison CFIRE as part of the Northeast Wisconsin Freight Study that led to the addition of a Regional Freight Mobility Planning component.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation T-3.1.1.1
Recommendation T-3.4.3.1
Recommendation T-5.5.1.2

FUNDING SOURCES:

				PERSON DAYS/HOURS:	
ECWRPC:	$	2.233	10.0%		
FHWA-SPR:	$	17,866	80.0%		
WisDOT-SPR:	$	2,233	10.0%		
FHWA/FTA -Disc:			0.0%		
Other/TBD			0.0%		
ITEM TOTAL:	**$**	**22,333**		**41**	**308**

1332 WORK ITEM: TECHNICAL ASSISTANCE (Subtotal of below activities)

OBJECTIVE(S): To assist operating agencies and local governments in the development of solutions to critical transportation problems. To assist with the implementation of plans and programs developed in accordance with East Central's regional transportation policies. Provide technical assistance to local governments requesting guidance in the analysis of transportation system problems including highway, transit, specialized transit services, rail, air, bicycle and other modes.

A primary objective will be to assist WisDOT by promoting and incorporating the goals and objectives in the Wisconsin Strategic Highway Safety Plan into the planning process.

ACTIVITY/METHODOLOGY: Technical assistance is provided to the requesting entities in response to issues which arise, in a fast informal manner. Emphasis is placed on meeting the requirements for locally adopted transportation coordination plans for elderly and disabled populations. Other regional work efforts include WISLR pavement management programs, rail developments and access control, and on state plans and programs such as the Connections 2030, Transportation Economic Assistance (TEA), and rural public transportation programs and initiatives. **In 2014, the Commission will work with selected entities on various transportation issues as part of the annual Technical Assistance program.**

Annually the Commission solicits Technical Assistance Projects from member communities that are prioritized and selected for any given year. Technical assistance projects for the upcoming year are selected and finalized in October.

PREVIOUS WORK: During 2013 the Commission assisted local jurisdictions with various traffic studies, intersection design, and access control issues.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to or implement the following strategies recommendations contained within the adopted Regional Plan:

Recommendation T-3.4.1.1

Recommendation T-3.1.3.1
Recommendation T-1.3.10.2

FUNDING SOURCES:

				PERSON DAYS/HOURS:	
ECWRPC:	$	2,891	10.0%		
FHWA-SPR:	$	23,126	80.0%		
WisDOT-SPR:	$	2,891	10.0%		
FHWA/FTA -Disc:	$	-	0.0%		
Other / TBD:	$	-	0.0%		
ITEM TOTAL:	**$**	**28,908**		**51**	**383**

1332 - A14 City of Berlin Bike/Pedestrian Components

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level transportation project.

ACTIVITY/METHODOLOGY: Staff will assist the City of Berlin (Waushara County) with the preparation of information and support processes for a Bicycle/Pedestrian Plan.

FUNDING SOURCES:				PERSON DAYS/HOURS:	
ECWRPC:	$	279	10.0%		
FHWA-SPR:	$	2,234	80.0%		
WisDOT-SPR:	$	279	10.0%		
FHWA/FTA -Disc:	$	-	0.0%		
Other / TBD:	$	-	0.0%		
ITEM TOTAL:	**$**	**2,792**		**5**	**38**

1332 - B14 CE Trail Pedestrian and Bicycle Trail Connections/Analysis

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level transportation project.

ACTIVITY/METHODOLOGY: Staff will assist **Outagamie County** and communities along the CE Trail with addressing pedestrian and bicycle connections and safety issues with this regional facility.

FUNDING SOURCES:				PERSON DAYS/HOURS:	
ECWRPC:	$	305	10.0%		
FHWA-SPR:	$	2,436	80.0%		
WisDOT-SPR:	$	305	10.0%		
FHWA/FTA -Disc:	$	-	0.0%		
Other / TBD:	$	-	0.0%		
ITEM TOTAL:	**$**	**3,045**		**6**	**45**

1332 - C14 Village of Gresham - GIS Mapping/Inventory of Street Signage

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level transportation project.

ACTIVITY/METHODOLOGY: **Commission staff will inventory and prepare data and analysis for street signs within the Village of Gresham (Shawano County). This will assist in meeting future sign replacement requirements and to generally improve management of Village assets.**

FUNDING SOURCES:				PERSON DAYS/HOURS:	
ECWRPC:	$	209	10.0%		
FHWA-SPR:	$	1,674	80.0%		
WisDOT-SPR:	$	209	10.0%		
FHWA/FTA -Disc:	$	-	0.0%		
Other / TBD:	$	-	0.0%		
ITEM TOTAL:	**$**	**2,093**		**4**	**30**

1332 - D14 Town of Menasha - Bicycle and Pedestrian Plan

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level transportation project.

ACTIVITY/METHODOLOGY: Staff will assist the **Town of Menasha (Winnebago County)** with the development of information and processes which create a formal Bicycle and Pedestrian Plan.

FUNDING SOURCES:				PERSON DAYS/HOURS:	
ECWRPC:	$	373	10.0%		
FHWA-SPR:	$	2,983	80.0%		
WisDOT-SPR:	$	373	10.0%		
FHWA/FTA -Disc:	$	-	0.0%		
Other / TBD:	$	-	0.0%		
ITEM TOTAL:	**$**	**3,729**		**8**	**60**

1332 - E14 City of Kaukauna - Downtown Streetscape Visioning

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level transportation project.

ACTIVITY/METHODOLOGY: Staff will assist the **City of Kaukauna (Outagamie County)** with a public visioning session for its downtown area (south of the Fox River) generally along 2nd and 3rd Streets. Street reconstruction projects and integration with the Fox-Wisconsin Heritage Parkway are key drivers of this project. A final report will be prepared for use by the City to document the process, vision and potential strategies for redevelopment activities.

FUNDING SOURCES:				**PERSON DAYS/HOURS:**	
ECWRPC:	$	470	10.0%		
FHWA-SPR:	$	3,762	80.0%		
WisDOT-SPR:	$	470	10.0%		
FHWA/FTA -Disc:	$	-	0.0%		
Other / TBD:	$	-	0.0%		
ITEM TOTAL:	**$**	**4,703**		**8**	**60**

1332 - F14 City of Wautoma - Hwy 21 Traffic Forecast/Downtown Issues

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level transportation project.

ACTIVITY/METHODOLOGY: Staff will develop and review traffic forecasts as needed to assist the **City of Wautoma (Waushara County)** in addressing ongoing traffic issues associated with Highway 21.

FUNDING SOURCES:				**PERSON DAYS/HOURS:**	
ECWRPC:	$	241	10.0%		
FHWA-SPR:	$	1,924	80.0%		
WisDOT-SPR:	$	241	10.0%		
FHWA/FTA -Disc:	$	-	0.0%		
Other / TBD:	$	-	0.0%		
				3	**23**
ITEM TOTAL:	**$**	**2,405**			

1332 - G14 Town of Dayton - CTH K Reconstruction

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level transportation project.

ACTIVITY/METHODOLOGY: Staff will assist the **Town of Dayton and Waupaca County** on resolving design issues associated with CTH K and its proposed re-construction.

FUNDING SOURCES:				**PERSON DAYS/HOURS:**	
ECWRPC:	$	241	10.0%		
FHWA-SPR:	$	1,924	80.0%		
WisDOT-SPR:	$	241	10.0%		
FHWA/FTA -Disc:	$	-	0.0%		
Other / TBD:	$	-	0.0%		
ITEM TOTAL:	**$**	**2,405**		**3**	**23**

1332 - H14 Town of Friendship - Railroad Overpass at CTH N

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level transportation project.

ACTIVITY/METHODOLOGY: Staff will continue to assist the **Town of Friendship** (Fond du Lac County)with addressing regional freight and transportation issues associated with CTH N.

FUNDING SOURCES:				**PERSON DAYS/HOURS:**	
ECWRPC:	$	241	10.0%		
FHWA-SPR:	$	1,924	80.0%		
WisDOT-SPR:	$	241	10.0%		
FHWA/FTA -Disc:	$	-	0.0%		
Other / TBD:	$	-	0.0%		
ITEM TOTAL:	**$**	**2,405**		**3**	**23**

1332 - I14 Town of Empire - GIS Inventory/Sign Replacement

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level transportation project.

ACTIVITY/METHODOLOGY: Commission staff will inventory and prepare data and analysis for street signs within the **Town of Empire** (Fond du Lac County) This will assist in meeting future sign replacement requirements and to generally improve management of Village assets.

FUNDING SOURCES:				**PERSON DAYS/HOURS:**	
ECWRPC:	$	301	10.0%		
FHWA-SPR:	$	2,410	80.0%		
WisDOT-SPR:	$	301	10.0%		
FHWA/FTA -Disc:	$	-	0.0%		
Other / TBD:	$	-	0.0%		
ITEM TOTAL:	**$**	**3,012**		**6**	**45**

1332 - H14 City of Waupaca - Bike/Ped Plan Visioning Session/Route Identification

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level transportation project.

ACTIVITY/METHODOLOGY: Staff will assist the **City of Waupaca (Waupaca County)** in the development of a public visioning session to guide the creation of key bicycle and pedestrian routes that should be targeted for improvement.

FUNDING SOURCES:				**PERSON DAYS/HOURS:**	
ECWRPC:	$	232	10.0%		
FHWA-SPR:	$	1,856	80.0%		
WisDOT-SPR:	$	232	10.0%		
FHWA/FTA -Disc:	$	-	0.0%		
Other / TBD:	$	-	0.0%		
ITEM TOTAL:	**$**	**2,320**		**5**	**38**

1333 WORK ITEM: **REGIONAL COMPREHENSIVE PLANNING**

OBJECTIVE(S): East Central's Regional Comprehensive Plan was completed in 2008. The primary objective is to integrate state, regional and local plans so that a consistent vision for the transportation In system is identified. East Central will continue work with the various jurisdictions as they prepare and implement their comprehensive plans to ensure consistency with state and regional plans. In 2014 staff will focus on regional freight planning and will be assisting member counties and communities on identifying ways to improve the freight system.

ACTIVITY/METHODOLOGY: In 2014 work will continue to prioritize and implement recommendations and strategies identified in the Regional Comprehensive Plan. The issues pertaining to region-wide transportation include: regional trails, rural highway deficiencies and pavement ratings, intermodal facilities and their connections to broader markets, rural functional classification, rural transit (Locally Adopted Transportation Coordination Plans) programs, and other planning initiatives including rail, water, trucking, and air freight transportation. In 2013 East Central will be working with freight rail stakeholders to discuss issues and opportunities to improve rail service to communities and impacted businesses. Specifically East Central will be working with Calumet County, WisDOT and other stakeholders to stabilize, reestablish and improve rail service in the County and region. **PREVIOUS WORK:** In 2008, the Commission completed the development and adoption of its comprehensive plan. In 2013staff worked with the various standing Committees to monitor and discuss priority projects in the Comprehensive Plan. State and Federal level transportation plans were formally integrated into this document and specific recommendations for transportation planning activities and infrastructure improvements were stated. Work continues to incorporate recommendations into locally developed plans.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to or implement the following strategies recommendations contained within the adopted Regional Plan:

Recommendation T-2.2.1.1

Recommendation T-2.2.5.1

Recommendation T-2.3.3.1

FUNDING SOURCES:				**PERSON DAYS/HOURS:**	
ECWRPC:	$	2,673	10.0%		
FHWA-SPR:	$	21,381	80.0%		
WisDOT-SPR:	$	2,673	10.0%		
FHWA/FTA -Disc:			0.0%		
Other/TBD:			0.0%		
ITEM TOTAL:	**$**	**26,726**		**47**	**353**

1340 MAJOR WORK ELEMENT: FOND DU LAC METROPOLITAN PLANNING ORGANIZATION

PROGRAM OBJECTIVE(S): **Through a contractual agreement for staffing with the City of Fond du Lac, the Federal Highway Administration and the Wisconsin Department of Transportation; East Central staff will prepare and maintain the required plans, reports, studies, models, and data necessary for the development and management of the Fond du Lac Metropolitan Planning Organization (MPO). The objective is to meet all the planning requirements associated with "Moving Ahead for Progress in the 21st Century (MAP-21)" and the prior Safe, Accountable, Flexible, Efficient Transportation Equity Act; A Legacy for Users (SAFETEA-LU).**

ACTIVITY/METHODOLOGY: **Develop and maintain a Unified Work Program, a Public Participation Plan (PPP), a Transportation Improvement Program (TIP) and a Long-Range Transportation/Land Use Plan (LRTP) to serve as a guide for future transportation and land use development in the Fond du Lac Metropolitan Planning Organization (MPO) area. Work with FHWA/WisDOT and other stakeholders to insure plans and programs meet federal, state and local planning requirements.**

REGIONAL PLAN RELATIONSHIP: **These activities are specifically related to or implement the following strategies or recommendations contained within the adopted Regional Plan:**

Recommendation T-1.1.2.1
Recommendation T-1.1.5.1
Recommendation T-1.1.6.1
Recommendation T-1.3.1.1

FUNDING SOURCES:

				PERSON DAYS/HOURS:	
ECWRPC	**$**	**18,372**	**13.7%**		
FHWA-PL:	**$**	**99,201**	**73.9%**		
WisDOT-PL:	**$**	**6,427**	**4.8%**		
FHWA/FTA -Disc:	**$**	**-**	**0.0%**		
Other / TBD:	**$**	**-**	**0.0%**		
ECWRPC Carry Over	**$**	**1,498**	**14.5%**		
WisDOT Carry Over	**$**	**567**	**5.5%**		
FHWA Dis Carry Over	**$**	**8,260**	**80.0%**		
ELEMENT TOTAL:	**$**	**134,325**		**245**	**1,838**

1341 WORK ITEM: FOND DU LAC MPO PROGRAM SUPPORT AND ADMINISTRATION

OBJECTIVE(S): To develop, maintain, implement and administer an annual transportation planning work program which meets federal and state planning requirements. To maintain updated contact information, mailing list, an MPO website and other information as a critical element in the public involvement process and plan.

ACTIVITY/METHODOLOGY: Activities include planning and technical support of the Metropolitan Planning Organization, for grant administration/reporting, meeting coordination, meeting notice preparation and publication, preparation and distribution of meeting summaries and supporting documents, travel, conference and training attendance. **PREVIOUS WORK:** Past activities under this work item include administration of previous year's transportation grants and attendance at MPO related meetings and conferences such as the annual MPO Conference, Freight Rail Conference, etc. and various technical forums and workshops.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to or implement the following strategies recommendations contained within the adopted Regional Plan:

Recommendation T-1.2.2.1

Recommendation T-1.2.2.2

FUNDING SOURCES:

				PERSON DAYS/HOURS:	
ECWRPC	$	2,094	14.8%		
FHWA-PL:	$	11,300	80.0%		
WisDOT-PL:	$	731	5.2%		
FHWA/FTA -Disc:	$	-	0.0%		
Other/TBD	$	-	0.0%		
ITEM TOTAL:	**$**	**14,125**		**17**	**128**

1342 WORK ITEM: FOND DU LAC MPO LONG-RANGE TRANSPORTATION PLAN IMPLEMENTATION AND MAJOR UPDATE

OBJECTIVE(S): In 2014 staff will work with the Fond du Lac MPO to prepare the 10 Year major update to the adopted in the LRTP. The MPO will continue to monitor current socioeconomic trends and work to develop a 2010 base year in using census data, traffic counts and 2010 land use. The objective is to maintain long range transportation plans based on updates and changes to local plans and programs and maintain valid, up to date information that identifies future needs, current priorities and available resources. Transportation modes will be continually evaluated in the context of land use development patterns as compared to the preferred 2035 plan adopted by the Fond du Lac MPO. Staff will work with WisDOT, local governments and other stakeholders as part of plan implementation.

ACTIVITY/METHODOLOGY: In 2014 MPO staff will continue to prepare future land use that will be illustrated and documented in the major LRTP update. Staff will maintain a regular meeting schedule to reevaluate methods used to monitor and track the projects in the plan and discuss implementation status. Activities include improving internet access to the TIP,LRTP and status of obligated and significant projects. Staff will continue to work with MPO communities as comprehensive plans are developed or updated to ensure consistency with State and Regional programs and projects. Staff will develop additional strategies to avoid, minimize or mitigate environmental disruption by land use and transportation projects based on proposed plan consultation with environmental organizations and agencies. Staff will continue to promote and implement the provisions of the U.S. DOT Environmental Justice in terms of the transportation system and impacts of projects to minority and low-income populations. In 2014 staff will continue to use the Public Participation Plan as a guide to invite all segments of the population to participate in the planning process. EJ Activities includes the collection of 2010 socioeconomic data to locate and evaluate minority and disadvantaged populations relative to the transportation system plans and projects.

PREVIOUS WORK:P In 2013 the MPO updated and approved the Public Participation Plan and prepared existing land use and socio economic data that will provide the basis for the Plan update. Past activities under this work item include the development of a Public Participation Plan and adoption of LRTP that included public information meetings and outreach to federal and state environmental regulatory and protection agencies. Staff attends numerous local and regional meetings to monitor implementation and plan recommendations.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to or implement the following strategies recommendations contained within the adopted Regional Plan:

Recommendation T-2.3.1.1
Recommendation T-2.3.3.1
Recommendation T-3.1.1.1

FUNDING SOURCES:

ECWRPC	$	9,262	14.8%
FHWA-PL:	$	50,000	80.0%
WisDOT-PL:	$	3,238	5.2%
FHWA/FTA -Disc:	$	-	0.0%
Other / TBD	$	-	0.0%

PERSON DAYS/HOURS:

ITEM TOTAL:	**$**	**62,500**	**124**	**930**

1343 WORK ITEM: FOND DU LAC MPO SHORT RANGE PLANNING AND MULTIMODAL COORDINATION/TRANSPORTATION ALTERNATIVES PROGRAM (TAP)

OBJECTIVE(S): To encourage, promote, and accommodate bicyclists and pedestrians as safe and efficient modes of transportation. A primary objective will be to assist WisDOT by promoting and incorporating the goals and objectives in the Wisconsin Strategic Highway Safety Plan into the planning process. To work cooperatively with stakeholders to link the various transportation modes and provide the most energy/cost effective means for the transport of people, goods and services. In the Fond du Lac Urbanized Area work will continue to evaluate the movement and volume of freight. Staff will continue to promote the redevelopment of multimodal freight facilities to serve the area, primarily road to rail connections. Other efforts will include highway park and ride facilities, air freight and passenger multimodal linkages or terminals. Work with local governments to integrate local bicycle and pedestrian plans with MPO, regional and state plans. As part of SAFETEA-LU staff will be assisting WisDOT with the implementation of the Safe Routes to School program.

ACTIVITY/METHODOLOGY: Provide technical assistance to communities, rail lines, trucking interest and other transportation providers, including coordinating and hosting meetings, preparing data, and providing information to identify potential facilities and the potential reuse of corridors resulting from recommendations and implementation of additional modes. East Central will continue to maintain an ongoing inventory and analysis of existing bicycle routes and usage, destinations, road conditions and other hazards, bicycle and pedestrian crash data. Appropriate consideration will be given to the provisions of the U.S. DOT Environmental Justice directives on the effects of projects on minority and low-income populations. Staff will work with local governments to integrate local bicycle, pedestrian and SRTS plans with MPO, regional and state plans. **NOTE:** Under MAP-21 multi modal provisions are grouped into a single category of "Transportation Alternatives Program" (TAP) that are included under this element. **PREVIOUS WORK:** In 2013 MPO staff worked with the Fond du Lac Area stakeholders to develop a draft Bicycle and Pedestrian Plan for the Urbanized Area. Past activities have included providing assistance in dealing with rail / street crossing issues, reviewing area development and park plans and pedestrian/bicycle mobility issues.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to or implement the following strategies recommendations contained within the adopted Regional Plan:

Recommendation T-2.2.5.1
Recommendation T-2.3.1.1
Recommendation T-2.4.1.1

FUNDING SOURCES:

ECWRPC	$	1,946	11.1%
FHWA-PL:	$	10,500	59.9%
WisDOT-PL:	$	679	3.9%
ECWRPC Carry Over	$	528	12.0%
WisDOT Carry Over	$	355	8.0%
FHWA Dis Carry Over	$	3,533	80.0%

PERSON DAYS/HOURS:

ITEM TOTAL:	**$**	**17,541**	**28**	**210**

1344 WORK ITEM: FOND DU LAC MPO TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

OBJECTIVE(S): To prepare the annual *Transportation Improvement Program (TIP)* for the Fond du Lac Urbanized Area. To prepare a transportation capital improvement program that identifies all projects using federal funding and all other projects that significantly impact the operation of the transportation system. To actively solicit eligible candidate transportation projects from local governments to prioritize and prepare a logical program to efficiently utilize STP-Urban funds and improve the system in the short term. Provide appropriate public notification of TIP requirements and the ability to identify and comment on projects.

ACTIVITY/METHODOLOGY: A 2014-2018 TIP will be prepared containing a four year programming element. In 2014 STP-Urban candidate projects will be reviewed and reaffirmed for construction years 2014 and 2018. Requests will be made for submittal of a five-year Capital Improvement Program to demonstrate the community's fiscal commitment and financial capacity to carry out projects submitted for federal funding. Highway projects eligible for funding will be evaluated and prioritized according to need-related objective criteria. The projects are then reviewed and approved by the MPO Technical Advisory Committee prior to consideration/approval by the Fond du Lac Policy Board and submittal to WisDOT, FHWA, and FTA. **PREVIOUS WORK:** Past activities under this work item include the development of the 2012 and 2013 TIPs, required plan amendments, and reporting activities.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to or implement the following strategies recommendations contained within the adopted Regional Plan:

Recommendation T-1.3.1.1
Recommendation T-1.3.4.1

FUNDING SOURCES:

ECWRPC	$	3,251	14.8%
FHWA-PL:	$	17,550	80.0%
WisDOT-PL:	$	1,136	5.2%
FHWA/FTA -Disc:	$	-	0.0%
Other/TBD:	$	-	0.0%

PERSON DAYS/HOURS:

ITEM TOTAL: $ 21,937 — **46** — **345**

1345 WORK ITEM: FOND DU LAC TRANSIT AND SPECIALIZED TRANSPORTATION DEVELOPMENT AND COORDINATION

OBJECTIVE(S): To work with Fond du Lac Transit and other transportation providers to develop transit operating and capital improvement programs which efficiently and effectively serve the Fond du Lac Urbanized Area; to prepare, and assist in the preparation of, service coordination studies and elderly and disabled transportation plans which meet federal transit accessibility regulations and promote coordination between transit and other federal and state-funded specialized transportation services including the various health and human services agencies; to prepare other studies which contribute to transit efficiency and effectiveness; and to provide assistance with implementation activities. Work on issues of safety and security with regard to the transit systems.

ACTIVITY/METHODOLOGY: Staff will continue to coordinate existing transportation programs and will assist in the application for special program funding. Work will also continue on a regional approach to implementation of Intelligent Transportation Systems (ITS) planning with transit providers, public safety agencies, etc. in the region, including but not limited to the application of transit modeling components for system evaluation. Efforts including coordination between public works, public safety, and transit, as well as between jurisdictions are underway and will continue. Staff will also work with Fond du Lac Area Transit to implement recommendations in their TDP. **PREVIOUS WORK:** Past activities under this work item include the completion of the Fond du lac Area Transit TDP and continued work with FDLAT, providing technical assistance as part of the annual TIP and reporting process.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to or implement the following strategies recommendations contained within the adopted Regional Plan:

Recommendation T-1.2.12.1
Recommendation T-1.2.12.2

FUNDING SOURCES:

ECWRPC	$	808	9.9%
FHWA-PL:	$	4,395	54.1%
WisDOT-PL:	$	290	3.6%
ECWRPC Carry Over	$	316	12.0%
WisDOT Carry Over	$	212	8.0%
FHWA Dis Carry Over	$	2,110	80.0%

PERSON DAYS/HOURS:

ITEM TOTAL: $ 8,131 — **13** — **98**

1346 WORK ITEM: FOND DU LAC MPO TRAVEL MODEL IMPROVEMENT PROGRAM

OBJECTIVE(S): In 2014 staff will continue working with WisDOT and their consultants to update and calibrate the Northeast Region Travel Demand Model to a year 2010 base year that coincides with the census. The Northeast Region Model includes Green Bay, the Fox Cities, Oshkosh and Fond du Lac and work continues to improve the transit and truck mode for the entire model. The objective is to collect and maintain socio-economic data for use in the travel demand model and other MPO planning and implementation projects. The work effort will assist in the long range plan scenario testing and provide a powerful tool for the major plan update that will continue through 2014.

ACTIVITY/METHODOLOGY: In 2014 MPO staff will work with WisDOT and their consultants to initiate the use of the next generation Northeast Region Model. The new Travel Demand Model (TDM) has been developed in a GEODATA BASE that is locationally accurate and compatible with geographic information systems (GIS) that dramatically increases capabilities for analysis and illustrations. Ongoing activities include updating and maintaining data for use in transportation modeling programs. Work will continue in 2014 to prepare scenarios that can be reviewed and compared relative to development patterns and densities. **PREVIOUS WORK:** Past activities under this work item include working with WisDOT on the various generations of travel demand models. Model development includes the review manipulation of various years of aerial photography and demographic, land use and traffic data for use in model development. Phase I of the Northeast Region Model was completed and operational in late 2008. In 2010 work continued on Phase II of the Northeast Region Model that added Door, Kewaunee, Manitowoc and Sheboygan counties to the model. The current version of the Northeast Region Model was finalized and approved by WisDOT in late 2011.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to or implement the following strategies recommendations contained within the adopted Regional Plan:

Recommendation T-4.1.2.1
Recommendation T-5.1.3.1
Recommendation T-1.3.8.5

FUNDING SOURCES:

ECWRPC	$	1,011	14.8%
FHWA-PL:	$	5,456	80.0%
WisDOT-PL:	$	353	5.2%
FHWA/FTA -Disc:	$	-	0.0%
Other/TBD:	$	-	0.0%

PERSON DAYS/HOURS:

ITEM TOTAL: $ 6,820 — **17** — **128**

1347 WORK ITEM: FREIGHT MODEL IMPROVEMENT /FREIGHT PLANNING

OBJECTIVE(S): East Central will continue work with WisDOT to evaluate and improve the truck/freight mode split component in the travel model. While the travel model estimates volumes of single unit and combination truck trips, freight information to verify and calibrate the assignments in the model are very sparse. The project objective would be working with WisDOT, CFIRE, a Freight Advisory Committee and other stakeholders to gather and organize freight travel information and compare the data to travel model output. .East Central will continue to organize, coordinate, and administer a cooperative effort with multiple jurisdictions to secure, develop, and maintain current aerial photography, GIS data, and mapping products for the rapidly developing areas of the region which will support and assist in the analysis of local or regional transportation issues.

ACTIVITY/METHODOLOGY: East Central will work closely with WisDOT staff and their consultants to develop advanced techniques that can be used to improve the freight component of the travel model. Travel model development coordination will require constant communication with WisDOT Urban Planning, Forecasting and Regional staff, and MPO model user work groups. In addition to further studies recommended in the LRTPs, the models will continue to be used for analysis and traffic forecast for WisDOT and local governments.

PREVIOUS WORK Work continues through Model User Groups with various stakeholders including WisDOT, Brown County Planning and Bay Lake Regional Planning to improve modeling capabilities statewide. Other activities under this work item included freight stakeholder meetings and forums to request participation from the freight community.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or

Recommendation T-3.2.5.1

Recommendation T-3.2.6.1

Recommendation T-3.2.7.1

FUNDING SOURCES:

ECWRPC	$	-	0%
WisDOT-PL:	$	-	0%
FHWA/FTA - Disc:	$	-	0%
ECWRPC Carry Over	$	654	20%
			0%
WisDOT Carry Over	$	-	
FHWA Dis Carry Over	$	2,617	80%
ITEM TOTAL:	**$**	**3,271**	

PERSON DAYS / HOURS:

-	**-**

1380 MAJOR WORK ELEMENT: REGIONAL SAFE ROUTES TO SCHOOL COORDINATOR PROGRAM

PROGRAM OBJECTIVE(S): This is a new program, initiated in August, 2009 and allows staff to work with WisDOT, local municipalities (including law enforcement, health professionals, planners, etc.), school districts, health professionals, bicycle advocates, local businesses and non-profit agencies on the development of a Regional SRTS Program. All communities within the East Central Region will be invited to participate in the SRTS Program. Staff will coordinate and develop a Regional SRTS Baseline Report and Strategic Plan, website, and electronic newsletter. Staff will work with local SRTS program to assist in the development of a SRTS program, assist in the development of a SRTS plan, and assist with the implementation of recommendations made in the SRTS Plan. Staff will also provide resources, incentives, and assist with activities related to International Walk to School Day (October) and Bike Safety Month (May).

ACTIVITY/METHODOLOGY: Coordinate and develop a Regional Safe Routes to School Program that includes the following activities: coordinate and develop a Regional Safe Routes to School Baseline Report and Strategic Plan and, Regional SRTS Website, Regional SRTS Electronic Newsletter, host SRTS workshops, and develop a media campaign/outreach for SRTS Programs. Staff will work with local communities and school districts to start a SRTS program, develop a SRTS Plan, and to assist in the implementation activities identified in their SRTS Plan. Staff will also assist with activities for International Walk to School Day, Bike Safety Day, Walking School Bus Program.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation T-5.5.1.1

Recommendation T-5.5.11.1

FUNDING SOURCES:

ECWRPC	**$**	**-**	**0.0%**
FHWA	**$**	**-**	**0.0%**
FHWA/WisDOT-SRTS:	**$**	**295,613**	**100.0%**
FHWA/FTA -Disc:	**$**	**-**	**0.0%**
ELEMENT TOTAL:	**$**	**295,613**	

PERSON DAYS/HOURS:

460	**3,450**

1381 WORK ITEM: REGIONAL SAFE

OBJECTIVE(S): To work with regional stakeholders and WisDOT in the develop of a Regional SRTS Program. Staff will provide guidance, resources, and empower local SRTS programs to implement education, encouragement, enforcement, and evaluation programs.

ACTIVITY/METHODOLOGY: Coordinate and develop a Regional Safe Routes to School Program that includes the following activities: coordinate and develop a Regional Safe Routes to School Baseline Plan and Strategic Plan, local SRTS Action Plans, Regional SRTS Website, Regional SRTS Electronic Newsletter, host SRTS workshops, and develop a media campaign/outreach for SRTS Programs. Ongoing programs for 2014 include the implementation of the Youth Engagement Program for Middle Schools. Additional costs for materials, printing, conference attendance and miscellaneous meeting and travel expenses are included in this category. **PREVIOUS WORK:** Staff hosted three Regional Stakeholder meetings, nine Regional SRTS Advisory Committee meetings, worked with local school districts with developing local SRTS task forces, gathering parent and student surveys, and conducting bike and walk audits. Staff also assisted local communities and school districts with SRTS Events including International Walk to School Day and Bike Safety Month. Staff also presented the Regional SRTS Program and how to work with your MPO at the SRTS National Conference.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation T-5.5.1.1

Recommendation T-5.5.11.1

FUNDING SOURCES:

ECWRPC	$	-	0.0%
FHWA-PL:			0.0%
WisDOT-SRTS:	$	188,160	100.0%
FHWA/FTA -Disc:	$	-	0.0%
SRTS Carry Over	$	-	0.0%
ELEMENT TOTAL:	**$**	**188,160**	

PERSON DAYS/HOURS:

460	**3,450**

1383 WORK ITEM: REGIONAL SAFE ROUTES TO SCHOOL EVENTS

OBJECTIVE(S): To work with local communities and school districts to provide incentives and staff assistance for walking and biking events.

ACTIVITY/METHODOLOGY: Staff will work with local communities and school districts to assist with their back to school night activities, walk to school day event, bike safety day activities, Fire Up Your Feet Program, Frequent Walker Program, Walking School Bus Program/Cycle Train, Bike Fleets, and a Summer Bicycling Program and their bike rodeo and their walking school bus programs. **PREVIOUS WORK:** Staff worked with communities and schools for their back to school night activities, International Walk to School Day event, bike safety day activities, bike rodeos and their walking school bus programs. In 2013 the following schools have had walking school bus programs: Fond du Lac - 4 walking school buses; Green Lake - 1 walking school bus; Shawano - 1 walking school bus; Oshkosh -1 walking school bus

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation T-5.5.1.1

Recommendation T-5.5.11.1

** Per the Commission's Competitive Bid Policy (Resolution 34-10), Section III (C), a contract expressly approved as a line item in the adopted Annual Work Program/Budget can be executed by the Executive Director, so long as proper procedures for soliciting bids is followed (see Section III (C) and Section V of the Competitive Bid Policy). IN THIS CASE, A $62,500 IN PROGRAM INCENTIVES ARE EXPECTED.*

FUNDING SOURCES:

ECWRPC	$	-	0.0%
FHWA-PL:	$	-	0.0%
WisDOT-SRTS:	$	71,543	100.0%
FHWA/FTA -Disc:	$	-	0.0%
SRTS Carry Over	$	-	0.0%
ITEM TOTAL:	**$**	**71,543**	

PERSON DAYS/HOURS:

-	**-**

1384 WORK ITEM: MEDIA CAMPAIGN

OBJECTIVE(S): To continue to develop a more media focused campaign which would include branded materials, assistance with increased media coverage and PSA use, and development of a social media campaign.

ACTIVITY/METHODOLOGY: Staff will work with local communities and school districts and the consultant to get more of the local SRTS stories in the media (i.e. in the newspaper and the TV). Development of Public Service Announcements for the Regional SRTS Program. **PREVIOUS WORK:** Staff has worked with their consultant to develop social media sites for the regional program. Staff and their consultant have also worked with the media to get local stories in the newspapers, especially for events such as walk to school day and bike safety day. Staff worked with the PR consultant to develop and evaluation document which includes when the story was ran, where it was ran, and the potential number of households it reached.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation T-5.5.1.1

Recommendation T-5.5.11.1

**Per Contract 1384-2013-001 (as of May, 2013)*

FUNDING SOURCES:

ECWRPC	$	-	0.0%
FHWA-PL:	$	-	0.0%
WisDOT-SRTS:	$	12,305	100.0%
FHWA/FTA -Disc:	$	-	0.0%
SRTS Carry Over	$	-	0.0%
ITEM TOTAL:	**$**	**12,305**	

PERSON DAYS/HOURS:

-	**-**

1390 WORK ITEM: WORKSHOPS

OBJECTIVE(S): The regional program started in October 2009 with 41 schools in 9 school districts and now include over 120 schools in 26 school districts. With the program's growth the 10 counties covered by the East Central RPC now make up approximately 35% of the communities that have ongoing SRTS Programs in Wisconsin. The regional program has allowed

ACTIVITY/METHODOLOGY: Staff will work to expand the Regional SRTS Program by continuing to do outreach to local SRTS coalitions through workshops. Workshops could include but are not limited to the following potential speakers: Madison Police Department Cycle Train Program; Enforcement for SRTS Course, School Siting, Person Safety, Teens Go Green Program. **PREVIOUS WORK:** Staff hosted three Regional Stakeholder meetings, six Regional SRTS Advisory Committee meetings, worked with local school districts with developing local SRTS task

REGIONAL PLAN RELATIONSHIP: These

Recommendation T-5.5.1.1

Recommendation T-5.5.1.1

** Per the Commission's Competitive Bid Policy (Resolution 34-10), Section III (C), a contract expressly approved as a line item in the adopted Annual Work Program/Budget can be executed by the Executive Director, so long as proper procedures for soliciting bids is followed (see Section III (C) and Section V of the Competitive Bid Policy). IN THIS CASE, A $5,000 CONTRACT IS EXPECTED FOR VARIOUS CONSULTANTS TO PRESENT BEST PRACTICES TO LOCAL STAKEHOLDERS.*

FUNDING SOURCES:

				PERSON
ECWRPC	$	-	0.0%	
FHWA-PL:	$	-	0.0%	
WisDOT-SRTS:	$	8,605	100.0%	
FHWA/FTA -Disc:	$	-	0.0%	
SRTS Carry Over	$	-	0.0%	
ITEM TOTAL:	**$**	**8,605**		**-** **-**

1391 WORK ITEM: EVIDENCE BASED

OBJECTIVE(S): To work with schools and local SRTS task forces to develop an evaluation and research program for the Regional SRTS program.

ACTIVITY/METHODOLOGY: Staff will develop evaluation and research of SRTS programs and projects within the East Central Region. **PREVIOUS WORK:** Staff has developed a School Recognition Program to evaluate how schools are doing with SRTS.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation T-5.5.1.1

Recommendation T-5.5.11.1

** Per the Commission's Competitive Bid Policy (Resolution 34-10), Section III (C), a contract expressly approved as a line item in the adopted Annual Work Program/Budget can be executed by the Executive Director, so long as proper procedures for soliciting bids is followed (see Section III (C) and Section V of the Competitive Bid Policy). IN THIS CASE, A $15,000 RESEARCH CONTRACT IS EXPECTED.*

FUNDING SOURCES:

				PERSON DAYS/HOURS:
ECWRPC	$	-	0.0%	
FHWA-PL:	$	-	0.0%	
WisDOT-SRTS:	$	15,000	100.0%	
FHWA/FTA -Disc:	$	-	0.0%	
SRTS Carry Over	$	-	0.0%	
ITEM TOTAL:	**$**	**15,000**		**-** **-**

1400 PROGRAM ELEMENT: HEALTH, RECREATION & HERITAGE OPPORTUNITIES

The Health, Recreation & Heritage Opportunities work program element encompasses planning activities associated with meeting the open space and recreational needs of the region as a whole, as well as plans for individual governmental jurisdictions as identified in the *Year 2030 Regional Comprehensive Plan*. Funding for this element is derived mainly from the Commission's tax levy, as many recreational issues are regional in nature. The Commission has long supported local assistance in this area and it is expected that the need will continue due its close relationship with the future economic development of the region, particularly the Fox Cities, Oshkosh, and Fond du Lac urbanized areas. The major program categories are listed below and reiterated in the work program activity table on the following pages. The work plan elements are designed to serve the short and long term open space and recreational needs of a growing and diverse population and include:

MAJOR WORK ELEMENTS:

1405 - Open Space & Environmental Management Committee Administration/Coordination

1410 - Technical Assistance

1430 - Regional Plan Implementation & Coordination

1440 - Fox-Wisconsin Heritage Parkway

1450 - Transform Wisconsin Grant

REGIONAL PLAN RELATIONSHIP:

The 1400 Program is directly related to Chapters 8, 9 and 10 of the *Year 2030 Regional Comprehensive Plan.* The adopted vision for these elements are as follows:

"In 2030, agriculture is an important feature of the economy and lifestyle of the East Central region. Development pressures have been diverted away from prime farmland and ample, un-fragmented agricultural districts exist. Farming is practiced on the most productive soils. A variety of farm types and sizes are operating successfully. The region's farming community supplies both local and global markets. Citizens, local officials, and farmers are aware of and continuously address interrelated economic and land use issues. The viable and stable farm economy, in terms of farm income and prosperity, reflects concerted efforts by the private and public sectors to balance free market forces and government programs for land conservation".

"In the year 2030, the region is recognized as a leader in the state for preservation of its cultural resources. It provides public access to resource protection tools and the political advocacy necessary to ensure protection for, and appreciation of, our diverse ethnic heritage, both historic and prehistoric."

The *Year 2030 Regional Comprehensive Plan* spells out more specific issue areas which need to be addressed at a local or regional scale. Details of these issues can be found in Chapters 8, 9, and 10 in the form of twelve separate "Plan Guideline" fact sheets:

AG-1: Preservation and Protection of Agricultural lands
AG-2: Development of Sustainable Farming Opportunities
AG-3: Government Support Mechanisms for Agriculture
AG-4: Importance of Education in Agriculture's Future
NR-5: Regional Open Space and Recreation

CR-1: Preservation of Indigenous and Ethnic Cultural Heritage
CR-2: Access to Cultural Resource Protection Tools
CR-3: Cultural Resource Educational Opportunities
CR-4: Communication and Interaction
CR-5: Historic Building and Archaeological Site Inventories

TOTAL FUNDING SOURCES:		TOTAL PERSON DAYS:
ECWRPC:	$111,834	
TRANSFORM WISCONSIN GRANT:	$50,000	
PROGRAM TOTAL:	$161,834	313

1405 MAJOR WORK ELEMENT: OPEN SPACE & ENVIRONMENTAL MANAGEMENT COMMITTEE ADMINISTRATION/COORDINATION

OBJECTIVE(S): To support the Commission's designated Standing Committees.

ACTIVITY/METHODOLOGY: Staff will provide support activities for the periodic meetings of the Commission's Open Space & Environment Committee. This includes, but is not limited to the preparation of meeting agendas, materials, meeting scheduling, meeting attendance, development of written meeting summaries and other duties and follow-up activities assigned by the Committee.

FUNDING SOURCES		PERSON DAYS
ECWRPC:	$ 5,539	
ELEMENT TOTAL:	$ 5,539	9

1410 MAJOR WORK ELEMENT: TECHNICAL ASSISTANCE (AG/OP/CUL/REC)

OBJECTIVE(S): Provide direct assistance to local units of government in addressing issues specific to recreation, open space, trail development, and the promotion of the conservation subdivision planning concept,

ACTIVITY/METHODOLOGY: Staff acts as a resource to provide information and technical design assistance to local communities in the following areas: county/local park facility planning and concept design; recreational needs or opportunities studies; design assistance with innovative subdivisions and conservation subdivisions.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies or recommendations contained within the adopted Regional Plan:

Strategy CF-8.3.2

FUNDING SOURCES		PERSON DAYS
ECWRPC:	$ 93,749	
ELEMENT TOTAL:	$ 93,749	167

1411 WORK ITEM: CALUMET COUNTY MASTER TRAILS MAP

OBJECTIVE(S): To assist communities and counties in meeting their needs for the development of site-specific park and recreation facility plans or master plans.

ACTIVITY/METHODOLOGY: Specifically, staff will assist **Calumet County** in the development of a comprehensive GIS of existing and proposed/planned recreational trails for the County.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	2,876	
ITEM TOTAL:	**$**	**2,876**	**5**

1412 WORK ITEM: TOWN OF RUSHFORD - FOX-WISCONSIN HERITAGE PARKWAY INFORMATIONAL PROGRAM

OBJECTIVE(S): To assist communities and counties in meeting their needs for the development of site-specific park and recreation facility plans or master plans.

ACTIVITY/METHODOLOGY: Staff will coordinate and attend a public meeting of the **Town of Rushford (Winnebago County)** to present information about the ongoing Fox-Wisconsin Heritage Parkway planning effort.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	522	
ITEM TOTAL:	**$**	**522**	**1**

1413 WORK ITEM: CALUMET COUNTY 441 AREA REGIONAL PARK FACILITY SITING (continued from 2012, ongoing)

OBJECTIVE(S): To assist communities and counties in meeting their needs for the development of site-specific park and recreation facility plans or master plans.

ACTIVITY/METHODOLOGY: Staff will assist the **Calumet County** in the development of an analysis and alternatives for the creation of a regional park facility in the southeast 441 area of the Fox Cities.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Strategy CF-8.3.2

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	2,241	
ITEM TOTAL:	**$**	**2,241**	**4**

1414 WORK ITEM: PARK AND OPEN SPACE PLAN UPDATE - VILLAGE OF BIG FALLS

OBJECTIVE(S): To assist communities and counties in meeting their needs for the development of site-specific park and recreation facility plans or master plans.

ACTIVITY/METHODOLOGY: Staff will assist the **Village of Big Falls (Waupaca County)** in preparing and updating its comprehensive recreation and open space plan. Meetings with staff will determine local needs and priorities. Analyses of demographic information, existing facilities, needs, and project lists for use in priority setting will be prepared by staff. Upon adoption, East Central will be responsible for final plan preparation, mapping, and printing.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Strategy CF-8.3.2

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	5,703	
ITEM TOTAL:	**$**	**5,703**	**10**

1415 WORK ITEM: SHAWANO COUNTY BIKE THE BARN QUILT ROUTE MAPPING (Phase II)

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level project.

ACTIVITY/METHODOLOGY: Staff will work with members of **Shawano County** and SPOKES to develop specific bike route maps for the Barn Quilt effort present within the County.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	2,202	
ITEM TOTAL:	**$**	**2,202**	**5**

1416 WORK ITEM: CITY OF APPLETON/RIVERVIEW GARDENS TRAIL CONNECTION

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level project.

ACTIVITY/METHODOLOGY: Staff will assist Riverview Gardens staff, City of Appleton Parks Department, and the Fox River Navigation Authority on developing a feasible route for a connecting trail that the public can utilize. Maps, graphics, and funding sources will be identified.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	3,149	
ITEM TOTAL:	**$**	**3,149**	**6**

1417 WORK ITEM: TOWN OF COLOMA - PLEASANT LAKE PARK SITE PLAN

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level project.

ACTIVITY/METHODOLOGY: Staff will work with the **Town of Coloma, (Waushara County)** to help develop a general site plan for Pleasant Lake Park . Staff will utilize GIS to provide graphics and aerial photos as well as possible environmental data in the parks location.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	2,826	
ITEM TOTAL:	**$**	**2,826**	**5**

1418 WORK ITEM: PARK AND OPEN SPACE PLAN UPDATE - CITY OF CLINTONVILLE (carryover from 2013)

OBJECTIVE(S): To assist communities and counties in meeting eligibility requirements for participation in matching funding programs for park acquisition and development available through the Department of Natural Resources' Stewardship Program. To work with interested counties and individual municipalities to prepare and update comprehensive recreation and open space plans. It is common for one county plan and one or two community plans to be completed in a typical year.

ACTIVITY/METHODOLOGY: Staff will assist the **City of Clintonville (Waupaca County)** in preparing and updating comprehensive recreation and open space plans. The City will provide an updated inventory of existing facilities and other information needed to prepare such plans. Meetings with staff will determine local needs and priorities. Analyses of demographic information, existing facilities, needs, and project lists for use in priority setting will be prepared by staff. Upon adoption, East Central will be responsible for final plan preparation, mapping, and printing.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation CF-8.3.2.2

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	5,853	
ITEM TOTAL:	**$**	**5,853**	**10**

1419 WORK ITEM: OUTAGAMIE COUNTY PARK NEEDS STUDY

OBJECTIVE(S): To assist communities and counties in meeting their needs for the development of site-specific park and recreation facility plans or master plans.

ACTIVITY/METHODOLOGY: Staff will assist **Outagamie County** in the development of a series of reports that will show analysis, comparative statistics and financial benefits for the justification for a new park. This will in turn give the County recommendations and findings on what to spend its acquired funding on. Meetings will be facilitated by a steering committee which will determine local needs and priorities. Analyses of demographic information, existing facilities, needs, and project lists for use in priority setting will be prepared by staff. East Central will be responsible for final report preparation, mapping, and printing.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	10,520	
ITEM TOTAL:	**$**	**10,520**	**19**

1420 WORK ITEM: City OF NEW HOLSTEIN - KIWANIS PARK PRAIRIE BROCHURE

OBJECTIVE(S): To assist communities and counties in meeting their needs for the development of site-specific park and recreation facility plans or master plans.

ACTIVITY/METHODOLOGY: Staff will assist **the City of New Holstein, Calumet County,** in the development of an educational brochure for Kiwanis Park. Graphics and mapping of the site will be prepared by staff and upon adoption, East Central will be responsible for delivering final files for an outside printing source.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	2,876	
ITEM TOTAL:	**$**	**2,876**	**5**

1421 WORK ITEM: VILLAGE OF BLACK CREEK, SEEBALD PARK IMPROVEMENT PLAN

OBJECTIVE(S): To assist communities and counties in meeting their needs for the development of site-specific park and recreation facility plans or master plans.

ACTIVITY/METHODOLOGY: Staff will assist **the Village of Black Creek, Outagamie County,** in the development of an analysis and concept plan for Seebald Park.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	2,926	
ITEM TOTAL:	**$**	**2,926**	**5**

1422 WORK ITEM: PARK AND OPEN SPACE PLAN UPDATE - TOWN OF GREENVILLE

OBJECTIVE(S): To assist communities and counties in meeting eligibility requirements for participation in matching FUNDING programs for park acquisition and development available through the Department of Natural Resources' Stewardship Program. To work with interested counties and individual municipalities to prepare and update comprehensive recreation and open space plans.

ACTIVITY/METHODOLOGY: Staff will assist the **Town of Greenville (Outagamie County)** in preparing and updating comprehensive recreation and open space plans. Meetings with staff will determine local needs and priorities. Analyses of demographic information, existing facilities, needs, and project lists for use in priority setting will be prepared by staff. Upon adoption, East Central will be responsible for final plan preparation, mapping, and printing.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation CF-8.3.2.2

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	10,670	
ITEM TOTAL:	**$**	**10,670**	**19**

1423 WORK ITEM: PARK AND OPEN SPACE PLAN UPDATE - CITY OF NEENAH (continued from 2013)

OBJECTIVE(S): To assist communities and counties in meeting eligibility requirements for participation in matching FUNDING programs for park acquisition and development available through the Department of Natural Resources' Stewardship Program. To work with interested counties and individual municipalities to prepare and update comprehensive recreation and open space plans.

ACTIVITY/METHODOLOGY: Staff will assist the **City of Neenah Winnebago County)** in preparing and updating comprehensive recreation and open space plans. . Meetings with staff will determine local needs and priorities. Analyses of demographic information, existing facilities, needs, and project lists for use in priority setting will be prepared by staff. Upon adoption, East Central will be responsible for final plan preparation, mapping, and printing.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation CF-8.3.2.2

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	5,853	
ITEM TOTAL:	**$**	**5,853**	**10**

1424 WORK ITEM: PARK AND OPEN SPACE PLAN UPDATE - VILLAGE OF HORTONVILLE

OBJECTIVE(S): To assist communities and counties in meeting eligibility requirements for participation in matching funding programs for park acquisition and development available through the Department of Natural Resources' Stewardship Program. To work with interested counties and individual municipalities to prepare and update comprehensive recreation and open space plans. It is common for one county plan and one or two community plans to be completed in a typical year.

ACTIVITY/METHODOLOGY: Staff will assist the **Village of Hortonville (Outagamie County)** in preparing and updating comprehensive recreation and open space plans. Analyses of demographic information, existing facilities, needs, and project lists for use in priority setting will be prepared by staff. Upon adoption, East Central will be responsible for final plan preparation, mapping, and printing.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation CF-8.3.2.2

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	10,670	
ITEM TOTAL:	**$**	**10,670**	**19**

1425 WORK ITEM: PARK AND OPEN SPACE PLAN UPDATE - SHAWANO COUNTY (continued from 2013)

OBJECTIVE(S): To assist communities and counties in meeting eligibility requirements for participation in matching FUNDING programs for park acquisition and development available through the Department of Natural Resources' Stewardship Program. To work with interested counties and individual municipalities to prepare and update comprehensive recreation and open space plans.

ACTIVITY/METHODOLOGY: Staff will assist **Shawano County** in preparing and updating comprehensive recreation and open space plans. Meetings with staff will determine local needs and priorities. Analyses of demographic information, existing facilities, needs, and project lists for use in priority setting will be prepared by staff. Upon adoption, East Central will be responsible for final plan preparation, mapping, and printing.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation CF-8.3.2.2

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	5,853	
ITEM TOTAL:	**$**	**5,853**	**10**

1426 WORK ITEM: PARK AND OPEN SPACE PLAN UPDATE - TOWN/VILLAGE OF HARRISON

OBJECTIVE(S): To assist communities and counties in meeting eligibility requirements for participation in matching FUNDING programs for park acquisition and development available through the Department of Natural Resources' Stewardship Program. To work with interested counties and individual municipalities to prepare and update comprehensive recreation and open space plans.

ACTIVITY/METHODOLOGY: Staff will assist the **Town and Village of Harrison (Calumet County)** in preparing and updating comprehensive recreation and open space plans. Meetings with staff will determine local needs and priorities. Analyses of demographic information, existing facilities, needs, and project lists for use in priority setting will be prepared by staff. Upon adoption, East Central will be responsible for final plan preparation, mapping, and printing.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation CF-8.3.2.2

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	10,670	
ITEM TOTAL:	**$**	**10,670**	**19**

1427 WORK ITEM: PARK SITE NEEDS ASSESMENT STUDY - JEFFERSON PARK, CITY OF MENASHA (continued from 2013)

OBJECTIVE(S): To assist communities and counties in meeting eligibility requirements for participation in matching FUNDING programs for park acquisition and development available through the Department of Natural Resources' Stewardship Program. To work with interested counties and individual municipalities to prepare and update comprehensive recreation and open space plans. It is common for one county plan and one or two community plans to be completed in a typical year.

ACTIVITY/METHODOLOGY: Staff will assist the **City of Menasha (Winnebago County)** in formulating public information meetings while also reviewing and offering recommendations on the draft site master park plan for Jefferson Park. Specifically the removal of the Army Reserve buildings on the 2.5 acre plat of land and possible the aquatic center as well.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation CF-8.3.2.2

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	2,776	
ITEM TOTAL:	**$**	**2,776**	**5**

1428 WORK ITEM: INTERURBAN TRAIL PLAN (FOX RIVER/SOLOMON TRAIL CONNECTION) (continued from 2013)

OBJECTIVE(S): To assist communities and counties in meeting their needs for the development of site-specific park and recreation facility plans or master plans.

ACTIVITY/METHODOLOGY: Staff will assist **Calumet County** in the development of an analysis and concept plan for local trail connections between the Solomon Trail, Fox River Trail and other features within the County.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Strategy CF-8.3.2

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	2,926	
ITEM TOTAL:	**$**	**2,926**	**5**

1429 WORK ITEM: WAUSHARA COUNTY FARMLAND PRESERVATION PLAN UPDATE (continued from 2013)

OBJECTIVE(S): To assist communities and counties in meeting their needs for the development of state required Farmland Preservation Plans.

ACTIVITY/METHODOLOGY: Staff will assist **Waushara County** in its update of its Farmland Preservation Plan by providing GIS mapping data and services as well as socio-economic data as needed.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	2,637	
ITEM TOTAL:	**$**	**2,637**	**5**

1430 MAJOR WORK ELEMENT: REGIONAL PLAN COORDINATION & IMPLEMENTATION

OBJECTIVE(S): To implement the vision, goals, strategies and recommendations contained in the adopted Year 2030 Regional Comprehensive Plan's Agriculture, Open Space, Cultural Resources, and Recreation element.

ACTIVITY/METHODOLOGY: Staff will actively participate in a variety of local, regional, and state level committee/partnership efforts in the interests of promoting and implementing the Year 2030 Regional Comprehensive Plan. Activities, projects, and programs will be initiated and worked on to implement the recommendations of the Year 2030 Regional Comprehensive Plan. These items are primarily funded by the Commission levy unless otherwise noted. ALSO PLEASE NOTE THAT WHILE THESE ARE IMPORTANT ACTIVITIES, THEY ARE DEEMED TO BE THE LOWEST PRIORITY FOR COMPLETION IN 2013 AS STAFF TIME IS ROUTINELY CONSUMED BY ACTIVITIES ASSOCIATED WITH OTHER PROGRAMS WHICH ARE TIED TO OUTSIDE FUNDING SOURCES. THEREFORE, SEVERAL OF THESE ACTIVITIES MAY CARRYOVER FOR MULTIPLE YEARS.

FUNDING SOURCES			PERSON DAYS
ECWRPC:	**$**	**3,383**	
ELEMENT TOTAL:	**$**	**3,383**	**7**

1431 WORK ITEM: REGIONAL PLAN COORDINATION & IMPLEMENTATION (OPEN SPACE, RECREATION, AGRICULTURE, CULTURAL)

OBJECTIVE(S): To communicate and coordinate various policies and recommendations contained within the Regional Comprehensive Plan's Agriculture, Open Space, Cultural Resources, and Recreation Elements.

ACTIVITY/METHODOLOGY: Staff will attend and participate in various meetings and workshops with the intent of promoting and implementing the Year 2030 Regional Comprehensive Plan. This may include working with groups such as the Friends of the Fox, Fox Cities Greenways, and others. Staff will also continue to assist the National Park Service with Ice Age Trail related implementation activities.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation NR-1.2.1.1

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	1,071	
ITEM TOTAL:	**$**	**1,071**	**2**

1432 WORK ITEM: WINNEBAGO COUNTY CHIP/RETHINK PROGRAM INVOLVEMENT (ongoing since 2011)

OBJECTIVE(S): To work with the CHIP/ReThink committee to provide Winnebago County with information and inventories that encourages the use of recreational opportunities within Winnebago County.

ACTIVITY/METHODOLOGY: Staff will continue to serve on and work with the Winnebago County CHIP/ReThink Committee to promote recreational opportunities and to encourage residents and visitors to use the facilities as part of a healthy lifestyle. The Committee will also continue to develop a comprehensive plan assessment system that will identify missed opportunities in a community that would foster a healthier community.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Goal CF-8.1
Recommendation CF-8.1.2.1
Strategy CF-8.1.3
Goal CF-8.2
Goal CF-8.4
Goal CF-8.5

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	2,312	
ITEM TOTAL:	**$**	**2,312**	**5**

1440 MAJOR WORK ELEMENT: FOX-WISCONSIN HERITAGE PARKWAY (ongoing since 2009)

OBJECTIVE(S): To develop an updated 'framework plan' for the development of the Fox Wisconsin Heritage Parkway Plan for use by communities, economic development and tourism entities, as well as the state and federal governments.

ACTIVITY/METHODOLOGY: Staff will work with a variety of partners to implement the Fox-Wisconsin Heritage Parkway Concept which was initiated in 1997. Under the funding arrangement, the Commission continues a 1-1/2 year effort to prepare an updated parkway plan, actively implement plan recommendations applicable to the communities of the Upper and Lower Fox Rivers and foster 'National Heritage Area' designation through the National Park Service. Additional work will include board representation on the FWHP Non-profit Board

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Strategy CF-8.6.2

FUNDING SOURCES			PERSON DAYS
ECWRPC:	**$**	**9,163**	
ITEM TOTAL:	**$**	**9,163**	**19**

1442 WORK ITEM: ACTION PLAN IMPLEMENTATION & TECHNICAL ASSISTANCE

OBJECTIVE(S): To provide local units of government, residents, businesses, and organizations with information that can aid in the local and regional planning, promotion, and geotourism development along the FWHP.

ACTIVITY/METHODOLOGY: Staff will provide assistance to select communities within the Upper and Lower Fox River portion of the Heritage Parkway to better align local plans, or implement planning for the development of opportunity sites identified n the FWHP Action Plan. Public presentations will also be given to town, village, city and county entities to further inform them of the FWHP project. Additional time will be used to assist in seeking grants for the FWHP, some of which may result in additional contract work for the Commission.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation ED-4.1.2.1
Strategy CF-8.6.2
Goal NR-4.5
Goal NR-4.8
Goal NR-5.1
Goal NR-5.2
Goal NR-5.3
Goal NR-5.4

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	5,484	
ITEM TOTAL:	**$**	**5,484**	**11**

1443 WORK ITEM: FWHP BOARD INVOLVEMENT

OBJECTIVE(S): To provide local units of government, residents, businesses, and organizations with information that can aid in the local and regional planning, promotion, and geotourism development along the FWHP.

ACTIVITY/METHODOLOGY: Staff will serve as Board member for the non-profit FWHP Board. As a Board member of the FWHP, staff will play a lead role in planning for and providing support to conservation and economic development activities along the FWHP. Regular meetings, project coordination and minor expense/material costs are expected in 2013.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation ED-4.1.2.1
Strategy CF-8.6.2
Goal NR-4.5
Goal NR-4.8
Goal NR-5.1
Goal NR-5.2
Goal NR-5.3
Goal NR-5.4

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	3,679	
ITEM TOTAL:	**$**	**3,679**	**8**

1450 MAJOR WORK ELEMENT: WISCONSIN TRANSFORMATION GRANT (ongoing since 2012)

OBJECTIVE(S): To create and enhance recreational opportunities in the Shawano area by updating recreational use agreement language, expanding open gym times, and creating active school environments.

ACTIVITY/METHODOLOGY: Staff will develop, coordinate, and implement work plan developed by ECWRPC and Transform WI staff.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Goal NR-5.3
Goal NR-5.4
Strategy NR-5.3.1
Strategy NR-5.3.2
Recommendation NR-5.3.2.3

FUNDING SOURCES			PERSON DAYS
ECWRPC:	**$**	**-**	
Transform Wisconsin	**$**	**50,000**	
ITEM TOTAL:	**$**	**50,000**	**111**

1500 PROGRAM: ECONOMIC GROWTH & RESILIENCY

The primary focus of this program element is to coordinate and promote the federal Economic Development Administration's (EDA's) programs with public and private stakeholders throughout the region in a manner which is consistent with EDA's identified mission. East Central also coordinates and communicates with State of Wisconsin economic development agencies and programs, including the Department of Commerce, thereby furthering economic sustainability through focused efforts. Where appropriate and practical, specific recommendations from the Commission's *Year 2030 Regional Comprehensive Plan, 2008 Comprehensive Economic Development Strategy (CEDS 5-year update) and subsequent CEDS annual reports,* are addressed, implemented and monitored to further progress on reaching the identified Economic Development vision established within the plan.

This program is funded partially by the Economic Development Administration (EDA) through a 3-year planning grant award that began in 2012. This award has a matching funds requirement of 50% unless otherwise noted. As this is a three year program, many of the individual activities have notations as to the timeframe in which they are expected to occur. For the purposes of this document however, only a single year's worth of EDA funding is illustrated and it is assumed that the same amounts will be available for each of the three years. Staff allocations to projects are expected to remain similar, the latter years' activities will be subject to review and updating during the Commission's annual work program process.

SUMMARY OF ACTIVITIES:

The Work Program contains the following elements and work items:

1505: Program Administration & Support

1510: Regional Plan & CEDS Implementation & Monitoring

1520: Economic Development Technical Assistance

1540: Comprehensive Economic Development Strategy (CEDS)

1550: Oshkosh Region Defense Industry Diversification Initiative

REGIONAL PLAN RELATIONSHIP:

The 1500 Economic Development Program is directly related to Chapter 4 of the *Year 2030 Regional Comprehensive Plan*, *the 2013 Comprehensive Economic Development Strategy (CEDS) (5-year update) and subsequent CEDS Annual Reports*. The adopted economic development vision, for the 2013 CEDS 5-Year Update, is as follows:

"The East Central Region conducts collaborative economic development efforts to be globally competitive, attracting new and diverse residents, businesses and investments. The region cultivates and promotes a unique culture that includes a high quality of life, preservation of natural resources, an educated and skilled workforce, and strong civic engagement."

The *Year 2030 Regional Comprehensive Plan, 2013 CEDS 5-Year Update*, and subsequent CEDS annual reports spell out more specific issue areas which need to be addressed at a local or regional scale. Details of these issues can be found in Chapter 3, "A Plan for Action" of the 2013 CEDS 5-Year Update, or one of the comprehensive plan's five "Plan Guideline" fact sheets contained in Chapter 4.

Year 2030 Comprehensive Plan:	2013 CEDS 5-Year Update:
ED-1: The Changing Regional Economy	Goal 1: A Supportive Regional Business Climate
ED-2: Workforce and the Regional Economy	Goal 2: Entrepreneurship and Innovation
ED-3: Economic Impacts of Community Development	Goal 3: Education and Workforce Development
ED-4: Economic Impacts of Recreational and Natural Resources	Goal 4: Economic Impacts of Infrastructure
ED-5: Buying Food Locally	Goal 5: Economic Benefits of Recreation and Natural Resources
	Goal 6: Quality of Life and Livability

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	65,093	
WEDC:	$	22,148	
EDA:	$	61,554	
DEPT. OF DEFENSE:	$	837,315	
Note: 2012-2014 EDA Planning Grant provides a total of $184,884, or $61,614 per year. Local matching funds at the 30% rate equates to a minimum of $26,425 per year.			
PROGRAM TOTAL:	**$**	**986,110**	**347**

1505 MAJOR WORK ELEMENT: PROGRAM ADMINISTRATION & SUPPORT (2012-2014)

OBJECTIVE(S): To participate in, coordinate, and share information regarding various local and regional efforts so as to provide a presence for the Economic Development Administration. To develop and administer aspects of the planning grant funds received from EDA.

ACTIVITY/METHODOLOGY: Staff will continue to prepare and submit applications and grant reporting documents as required for EDA 3-year planning grant administration, including a new 2015-2017 3-year planning grant application. Staff will attend EDA Quarterly Conference calls and inform the Economic Development Standing Committee of new EDA programs and activities. Staff will attend workshops and conferences, charging to this work program number, as deemed necessary to promote regional economic development activities and to foster new projects as required.

REGIONAL PLAN/CEDS RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan and/or CEDS document:

Recommendation ED-1.1.1.1
Recommendation ED-1.1.1.2
CEDS Principle 1-Activity C

FUNDING SOURCES			PERSON DAYS
ECWRPC	$	3,853	
EDA	$	8,991	
ELEMENT TOTAL:	**$**	**12,844**	**25**

1510 MAJOR WORK ELEMENT: REGIONAL PLAN & CEDS IMPLEMENTATION & MONITORING (2012-2014)

OBJECTIVE(S): To provide oversight, review, and coordination activities which directly or indirectly serve to implement the vision, goals, strategies and recommendations contained in the adopted Year 2030 Regional Comprehensive Plan, the 2013 Comprehensive Economic Development Strategy (CEDS 5-year update) and subsequent CEDS Annual Reports.

ACTIVITY/METHODOLOGY: Staff will periodically attend meetings and review draft federal, state, or local rules, regulations, or plans so as to achieve consistency with the Regional Plan, particularly the Economic Development component. Staff will coordinate or attend as necessary, meetings and workshops related to reviewing or resolving, multi-jurisdictional issues, or promoting/implementing regional goals.

REGIONAL PLAN/CEDS RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan and/or CEDS document:

Recommendation ED-1.1.2.1
Recommendation ED-1.1.2.2
Recommendation ED-1.1.2.3
Recommendation ED-1.1.2.4
CEDS Principle 1-Activities A & B

FUNDING SOURCES			PERSON DAYS
ECWRPC	$	13,763	
WEDC	$	22,148	
EDA	$	32,114	
ELEMENT TOTAL:	$	68,025	132

1511 WORK ITEM: DEVELOP & UTILIZE SOCIAL MEDIA TO IMPROVE MARKETING OF ECONOMIC DEVELOPMENT PROGRAM AND ENHANCE ECONOMIC DEVELOPMENT WEBSITE

OBJECTIVE(S): Utilize readily available social media tools to market the commission's EDA program, coordinate economic development initiatives and organizations, and promote the availability of socioeconomic data and economic research and studies. Restructure the Commission's economic development website to maintain up-to-date information on grants, loans, and other funding sources, as well as links to economic development organizations and pertinent socioeconomic data sources. Focus on resources for 1) communities & 2) businesses.

ACTIVITY/METHODOLOGY: Research and utilize Facebook, Twitter, LinkedIn and or other social media tools. Once fully implemented, utilization of these tools will become a regular function of the Economic Development Staff's responsibilities, much like updating the website and/or utilizing email is currently. Inventory existing grant and loan program websites and economic development organizations, many of which are already listed within the CEDS. In addition, research additional funding sources not already inventoried in the CEDS. Lastly, as part of the commission's State Data Center Affiliation, put links to various data sources.

REGIONAL PLAN/CEDS RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan and/or CEDS document:

Recommendation ED-1.3.1.3
Recommendation ED-1.3.2.1
Recommendation ED-5.1.2.1.4
Recommendation ED-5.1.3.1.3
CEDS Principal 1 - Activity D
CEDS Principal 7 - Activity C

FUNDING SOURCES			PERSON DAYS
ECWRPC	$	975	
EDA	$	2,275	
ITEM TOTAL:	$	3,250	8

1512 WORK ITEM: NEWREP COORDINATION AND ADMINISTRATION

OBJECTIVE(S): To support the efforts of the Northeast Wisconsin Regional Economic Partnership (NEWREP), a non-profit regional collaborative effort.

ACTIVITY/METHODOLOGY: As a non-dues paying member of NEWREP, provide "in-kind" match through the provision of support services, project services and administration of NEWREP's finances.

REGIONAL PLAN/CEDS RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan and/or CEDS document:

Recommendation ED-1.2.2.1
Recommendation ED-1.3.4.1
CEDS Principal 1 - Activity C

FUNDING SOURCES			
ECWRPC	$	1,982	
EDA	$	4,625	
ITEM TOTAL:	$	6,607	15

1513 WORK ITEM: FOX CITIES REGIONAL PARTNERSHIP SUPPORT ACTIVITIES

OBJECTIVE(S): To support the economic development efforts of the Fox Cities Chamber of Commerce, specifically through their newly formed economic development arm, the Fox Cities Regional Partnership. To provide oversight, review, and coordination activities to the Partnership which support its Ignite Fox Cities initiative. These activities will directly or indirectly serve to implement the vision, goals, strategies and recommendations contained in the adopted Year 2030 Regional Comprehensive Plan and 2013 Comprehensive Economic Development Strategy (CEDS).

ACTIVITY/METHODOLOGY: Staff will attend meetings, provide marketing data or GIS services to promote and implement the Fox Cities Chambers' regional goals. GIS services will include supplemental regional mapping to compliment the Fox Cities Regional Partnership's Ready to Build site readiness initiative.

REGIONAL PLAN/CEDS RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan and/or CEDS document:

Recommendation ED-1.2.2.1
Recommendation ED-1.3.4.1
Recommendation ED-5.1.2.1.4
Recommendation ED-5.1.3.1.3
CEDS Principle 1-ACTIVITIES C, D & E
CEDS Principle 7-ACTIVITY C

FUNDING SOURCES			PERSON DAYS
ECWRPC	$	1,660	
EDA	$	3,873	
ITEM TOTAL:	$	5,533	13

1514 WORK ITEM: GLOBAL TRADE STRATEGY IMPLEMENTATION

OBJECTIVE(S): Staff will implement the goals and objectives identified in the "Northeast Wisconsin Global Trade Strategy" report by being part of the Global New North Taskforce and Stakeholder Committees. Staff will specifically focus on goal number five by actively promoting infrastructure and policy initiatives at the local and state level that would benefit global trade in Northeast Wisconsin. The Global New North Taskforce and Stakeholder Committees leverage knowledge from multiple public and private sector entities and are critical for increasing exports in the East Central region.

ACTIVITY/METHODOLOGY: Global New North work will implement goals and objectives identified in the "Northeast Wisconsin Global Trade Strategy" report developed by East Central staff in 2012 as an EDA funded project. Major goal areas include 1) Increase capacity of economic development professionals to better assist companies seeking to expand into global markets. 2) Develop a strategy framework to identify, prioritize and engage companies that could benefit from services aimed at encouraging global trade. 3) Track, document and publicize impact of the global trade outreach initiative. 4) Create a clearinghouse of data driven, internal market opportunity analysis for Wisconsin industries, products and businesses. 5) Actively promote infrastructure and policy initiatives at the local and state level that would benefit global trade in Northeast Wisconsin.

REGIONAL PLAN/CEDS RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan and/or CEDS document:

Recommendation ED-1.2.2.1
Recommendation ED-1.2.2.2
Recommendation ED-1.2.4.1
Recommendation ED-1.7.1.1
CEDS Principle 1-Activities C
CEDS Principle 7-Activities A, B & C

FUNDING SOURCES			PERSON DAYS
ECWRPC	$	1,924	
EDA	$	4,489	
ITEM TOTAL:	**$**	**6,413**	**14**

1515 WORK ITEM: YET TO BE IDENTIFIED IMPLEMENTATION AND MONITORING ACTIVITIES RECOMMENDED IN CEDS / REGIONAL COMP PLAN

OBJECTIVE(S): To provide oversight, review, and coordination activities which directly or indirectly serve to implement the vision, goals, strategies and recommendations contained in the adopted Year 2030 Regional Comprehensive Plan and 2013 Comprehensive Economic Development Strategy (CEDS).

ACTIVITY/METHODOLOGY: Staff will periodically attend meetings and review draft federal, state, or local rules, regulations, or plans so as to achieve consistency with the Regional Plan, particularly the Economic Development component. Staff will coordinate or attend as necessary, meetings and workshops related to reviewing or resolving, multi-jurisdictional issues, or promoting/implementing regional goals. Staff will consider using the 2013 CEDS Update as an amendment to the 2030 Regional Comprehensive Plan's Economic Development Chapter.

REGIONAL PLAN/CEDS RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan and/or CEDS document:

Recommendation ED-1.1.4.1
Recommendation ED-1.2.2.1
Recommendation ED-1.2.2.2

CEDS Principle 1-Activities A & C
CEDS Principle 7-ACTIVITY C

FUNDING SOURCES			PERSON DAYS
ECWRPC	$	5,942	
EDA	$	13,866	
ITEM TOTAL:	**$**	**19,808**	**50**

1516 WORK ITEM: WEDC PARTNERSHIP AGREEMENT/EMSI ANALYST PROGRAM

OBJECTIVE(S): To utilize the EMSI Analyst program as an economic development tool by providing economic data to requesting economic development entities or municipalities in the East Central Region.

ACTIVITY/METHODOLOGY: Research successful projects created by other users. Apply this knowledge to fulfill local requests for data and information. Promote EMSI Analyst via ECWRPC newsletters, website, and social media.

REGIONAL PLAN/CEDS RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan and/or CEDS document:

Recommendation ED-1.2.1.4
Recommendation ED-1.2.2.1
Recommendation ED-1.3.1.3

CEDS Principle 1- Activities C & D

FUNDING SOURCES			PERSON DAYS
ECWRPC	$	-	
WEDC	$	22,148	
NOTE: $13,084 is a pass through to EMSI for annual software cost.			
ITEM TOTAL:	**$**	**22,148**	**22**

1517 WORK ITEM: (NEW) SUPPORT & PARTICIPATION IN LOCAL, REGIONAL AND STATE ECONOMIC DEVELOPMENT ORGANIZATIONS

OBJECTIVE(S): To participate in, coordinate and continue active membership in local, regional and state economic development activities and organizations. Share information regarding various local and regional efforts so as to provide a presence for the Economic Development Administration.

ACTIVITY/METHODOLOGY: Staff will continue to serve as a liaison with the region's EDR, serve as active members of other regional, county, local and state economic development groups / committees and associated working groups and task forces. Staff will improve internal and external communication across these organizations with the public through media press releases and the Commission's website, newsletter and mini-conferences.

REGIONAL PLAN/CEDS RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan and/or CEDS document:

Recommendation ED-1.2.2.1
Recommendation ED-1.2.2.2
Recommendation ED-1.3.4.1
Recommendation ED-2.1.1.2
Recommendation ED-2.2.1.1
Recommendation ED-2.2.1.2
CEDS Principle 1-Activity C

FUNDING SOURCES			PERSON DAYS
ECWRPC	$	1,280	
EDA	$	2,986	
ELEMENT TOTAL:	**$**	**4,266**	**10**

1520 MAJOR WORK ELEMENT: ECONOMIC DEVELOPMENT TECHNICAL ASSISTANCE (2014)

OBJECTIVE(S): To assist regional, county, and local economic development efforts and activities. To promote the use of applicable EDA programs and funding sources as necessary.

ACTIVITY/METHODOLOGY: Staff will provide assistance to communities, organizations, and other regional, county, and local economic development entities in order to foster economic development projects. Activities may include the coordination of, or attendance, at meetings; provision of socioeconomic data and information to communities; assistance with grant applications, and coordination of projects with respect to potential EDA funding.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan and/or CEDS document:

Recommendation ED-5.1.1.2

CEDS Principle 1-Activity E

FUNDING SOURCES			PERSON DAYS
ECWRPC	$	29,311	
EDA	$	14,339	
ELEMENT TOTAL:	**$**	**43,650**	**91**

1521 WORK ITEM: MAINTAIN/UPDATE THE "FARM FRESH ATLAS" MAP (ongoing since 2008)

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level or regional economic development project.

ACTIVITY/METHODOLOGY: Work with **Glacierland RC&D** and other individuals/entities to annually update the Northeast Wisconsin Farm Fresh Atlas mapping and graphics. This highly colorful brochure/map was developed to further promote the numerous existing local agricultural enterprises of Northeastern Wisconsin.

REGIONAL PLAN/CEDS RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan and/or CEDS document:

Recommendation ED-5.1.1.2
Recommendation ED-5.3.1.1
CEDS Principle 1-Activities C, D & E

FUNDING SOURCES			PERSON DAYS
ECWRPC	$	845	
EDA	$	-	
ITEM TOTAL:	**$**	**845**	**2**

1522 WORK ITEM: CITY OF WAUPACA ECONOMIC DEVELOPMENT STRATEGY/WORK PROGRAM DEVELOPMENT

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level or regional economic development project.

ACTIVITY/METHODOLOGY: Staff will work with the City of Waupaca staff, the Waupaca County EDC and WEDC to assist in the development of an economic development work plan/strategy for the City. Attendance at, and presentations to, the City Council and document review will be the primary activities associated with this project.

REGIONAL PLAN/CEDS RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan and/or CEDS document:

Recommendation ED-1.1.3
Recommendation ED-1.5.1.2
CEDS Principle 1-Activities C, D & E

FUNDING SOURCES			PERSON DAYS
ECWRPC	$	2,972	
EDA	$	-	
ITEM TOTAL:	**$**	**2,972**	**5**

1523 WORK ITEM: USH 41 CORRIDOR ECONOMIC STRATEGY EVALUATION & DEVELOPMENT

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level or regional economic development project.

ACTIVITY/METHODOLOGY: Working with local, county and regional economic development organizations and staff, this effort will initially consist of the collection and assessment of all locally developed economic development goals and strategies (contained in comprehensive plans, economic development plans, etc.) for communities located along the USH 41 corridor (including STH 441) within Calumet, Outagamie, Winnebago and Fond du Lac Counties. One or more meetings of these entities will be coordinated in order to further discussions and initiatives that might be focused on the future designated interstate highway.

REGIONAL PLAN/CEDS RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan and/or CEDS document:

Recommendation ED-1.2.2.1
Recommendation ED-1.2.2.2
CEDS Principle 1-Activities C

FUNDING SOURCES			PERSON DAYS
ECWRPC	$	866	
EDA	$	2,020	
ITEM TOTAL:	**$**	**2,886**	**7**

1524 WORK ITEM: ESRI BUSINESS ANALYST SERVICES

OBJECTIVE(S): Utilize ESRI Business Analyst as an Economic Development tool for member counties and communities.

ACTIVITY/METHODOLOGY: Research successful projects created by other users. Apply this knowledge to create templates for potential ECWRPC regional level projects and to fulfill local requests for data and information. Promote ESRI Business Analyst via ECWRPC newsletters, website, and social media.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan and/or CEDS document:

Recommendation ED-1.3.1.3
Recommendation ED-1.3.2.1
Recommendation ED-3.1.1.1
CEDS Principle 1 - Activities E & F

FUNDING SOURCES			PERSON DAYS
ECWRPC	$	1,681	
EDA	$	3,923	
ITEM TOTAL:	**$**	**5,604**	**13**

1525 WORK ITEM: THE CEDARS AT KIMBERLY MASTER PLAN (PHASE II DESIGN & MARKETING)

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level or regional economic development project.

ACTIVITY/METHODOLOGY: Staff will continue to assist the Village of Kimberly in the development and review of final Master Plan concepts and designs, as well as future site marketing efforts in order to fulfill the vision of full re-development of the former New Page Mill site. The development of specific urban design plans, illustrations, and materials which will be utilized to coordinate development and marketing of the site will be prepared working with the Village and its development partners.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan and/or CEDS document:

Recommendation ED-3.3.1.2
Recommendation ED-3.4.1.1
Recommendation ED-3.4.1.2
CEDS Principle 1-Activities E
CEDS Principle 7-Activity C

FUNDING SOURCES			PERSON DAYS
ECWRPC	$	4,548	
EDA	$	-	
ITEM TOTAL:	**$**	**4,548**	**8**

1526 WORK ITEM: MENOMINEE COUNTY ECONOMIC DEVELOPMENT PROMOTION ASSISTANCE

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level or regional economic development project.

ACTIVITY/METHODOLOGY: Work with Menominee County and Menominee Tribe staff to facilitate the use of MIEDA as a joint Tribe and County Economic Development entity.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan and/or CEDS document:

Recommendation ED-1.3.1.2
CEDS Principle 1-Activities C & E

FUNDING SOURCES			PERSON DAYS
ECWRPC	$	4,093	
EDA	$	-	
ITEM TOTAL:	**$**	**4,093**	**6**

1527 WORK ITEM: VILLAGE OF KIMBERLY GRANT ASSISTANCE

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level or regional economic development project.

ACTIVITY/METHODOLOGY: Staff will assist the Village of Kimberly in the application of one or more grants to the WEDC (or other entities) which will defray the local costs for planning and infrastructure associated with The Cedars at Kimberly redevelopment project.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan and/or CEDS document:

Recommendation ED-4.4.1.3
CEDS Principle 1-Activities C, D & E
CEDS Principle 7-Activity B

FUNDING SOURCES			PERSON DAYS
ECWRPC	$	3,202	
EDA	$	-	
ITEM TOTAL:	**$**	**3,202**	**6**

1528 WORK ITEM: VILLAGE OF BLACK CREEK MAIN STREET REVITALIZATION & REDEVELOPMENT

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level or regional economic development project.

ACTIVITY/METHODOLOGY: Work with **Village of Black Creek (Outagamie County)** staff to revitalize the Main Street and encourage development. In particular, special attention will be given to blighted storefronts, vacant parcels, and other impediments to downtown revitalization.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan and/or CEDS document:

Recommendation ED-3.4.1.2
CEDS Principle 1-Activities E & F
CEDS Principle 7-Activity B

FUNDING SOURCES			PERSON DAYS
ECWRPC	$	399	
EDA	$	931	
ITEM TOTAL:	**$**	**1,330**	**3**

1530 WORK ITEM: FOX-WISCONSIN HERITAGE PARKWAY SITE DEVELOPMENT MARKETING MAP

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level or regional economic development project.

ACTIVITY/METHODOLOGY: Staff will work with local and regional economic development entities to prepare a map/marketing devices for specific, available, development sites located along the Fox-Wisconsin Heritage Parkway's riverfront areas. Initial work will consist of the development of a map for Fox Cities area with future work planned for the Oshkosh area.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan and/or CEDS document:

Recommendation ED-4.4.1.1
CEDS Principle 1-Activities D & E
CEDS Principle 3-Activity A

FUNDING SOURCES			PERSON DAYS
ECWRPC	$	7,506	
EDA	$	-	
ITEM TOTAL:	**$**	**7,506**	**16**

1532 WORK ITEM: YET TO BE IDENTIFIED TECHNICAL ASSISTANCE PROJECTS

OBJECTIVE(S): To assist regional, county, and local economic development efforts and activities. To promote the use of applicable EDA programs and funding sources as necessary.

ACTIVITY/METHODOLOGY: Staff will provide assistance to communities, organizations, and other regional, county, and local economic development entities in order to foster economic development projects. Activities may include the coordination of, or attendance, at meetings; provision of data and information to communities; participation in public presentations and workshops, assistance with grant applications, and coordination of projects with respect to potential EDA funding.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan and/or CEDS document:

Recommendation ED-1.1.1.2
Recommendation ED-2.2.1.1
CEDS Principle 1-Activities C, D & E
CEDS Principle 7-Activities A, B & C

FUNDING SOURCES			PERSON DAYS
ECWRPC	$	3,199	
EDA	$	7,465	
ITEM TOTAL:	**$**	**10,664**	**25**

1540 MAJOR WORK ELEMENT: COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDS) (2012-2014)

OBJECTIVE(S): Per the requirements of the EDA grant, annually update the CEDS to maintain the region's eligibility as an Economic Development District for East Central Wisconsin and to provide socio-economic information to communities, organizations, and the private sector.

ACTIVITY/METHODOLOGY: Staff will complete the 2014 CEDS Annual Report for the Commission's and EDA's consideration. The CEDS contains socio-economic data, a description of Commission projects and work efforts, and the results of the annually distributed regional project inventory questionnaire. The plan is updated with the assistance and guidance of the CEDS Strategy Committee (See Appendix B for current membership). Once approved and published, the 2014 CEDS Annual Report will be distributed throughout the region.

REGIONAL PLAN/CEDS RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan and/or CEDS document:

Recommendation ED-1.1.2.1
Recommendation ED-1.1.2.2
Recommendation ED-1.1.2.3
Recommendation ED-1.1.2.4
Recommendation ED-1.1.3.1
CEDS Principle 1-Activity B

FUNDING SOURCES			PERSON DAYS
ECWRPC	**$**	**2,619**	
EDA	**$**	**6,110**	
ITEM TOTAL:	**$**	**8,729**	**21**

1550 MAJOR WORK ELEMENT: OSHKOSH REGION DEFENSE INDUSTRY DIVERSIFICATION INITIATIVE (ORDIDI)

OBJECTIVE(S): The overall project goal is to undertake a regional effort to respond to the defense layoffs announced by the Oshkosh Corporation (OC) mainly affecting Winnebago, Fond du Lac, Outagamie and Waupaca Counties.

ACTIVITY/METHODOLOGY: Staff will continue to prepare and submit DoD-OEA grant reporting documents as required and will support the project's following objectives:

1. Align current economic development plans and update them with diversification strategies
2. Promote the growth of new and existing businesses in targeted industries through workforce and supply chain initiatives
3. Map the regional defense industry supply chain and provide technical assistance to Oshkosh Corporation suppliers in order to re-engage them in other industry sectors
4. Identify emerging aerospace industry opportunities for the region and build upon advanced manufacturing assets

REGIONAL PLAN/CEDS RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan and/or CEDS document:

Recommendation ED-1.2.2.1
Recommendation ED-1.2.2.2
Recommendation ED-1.5.1.2
Recommendation ED-1.6.1.1
Recommendation ED-1.7.1.1
Recommendation ED-1.8.1.1
Recommendation ED-2.2.1.1
Recommendation ED-2.2.1.2
CEDS Principle 1-Activity C
CEDS Principle 4-Activity A

FUNDING SOURCES			PERSON DAYS
ECWRPC	$	15,547	
Dept. of Defense	$	837,315	
ITEM TOTAL:	$	852,862	78

** Per the Commission's Competitive Bid Policy (Resolution 34-10), Section III (C), a contract expressly approved as a line item in the adopted Annual Work Program/Budget can be executed by the Executive Director, so long as proper procedures for soliciting bids is followed (see Section III (C) and Section V of the Competitive Bid Policy). IN THIS CASE, approx. $494,414 will be passed through via individual contracts with consultants and $290,284 will be direct sub-awards to the City of Oshkosh and UW-Oshkosh.*

1600 PROGRAM ELEMENT: NATURAL RESOURCE MANAGEMENT

The major goals of this functional planning element are to ensure that the region's natural resources and unique environmental features are identified and managed as an integral part of planning and development throughout the region. These features need to be considered so that valuable resources and their ecological services contribute to, or enhance the economic life of the region. The *Year 2030 Regional Comprehensive Plan* guides planning activities under the element. Funding for this element is derived mainly from the Commission's tax levy, as many environmental and natural resource issues are regional in nature. The Commission has long supported local assistance in this area and it is expected that the need will continue as the region continues to develop and grow, thereby impacting these resources. The various elements and activities included in this section are:

MAJOR WORK ELEMENTS:

1605 – Open Space & Env. Mgt. Committee Coord/Admin.
1610 – Technical Assistance

1620 - Mineral Resource Planning & Management (including NR-135)

1630 - Niagara Escarpment Management

1640 - Regional Aquatic Invasive Species Coordinator

1650 - Regional Plan Coordination & Implementation

REGIONAL PLAN RELATIONSHIP:
The 1600 Natural Resource Management Program is directly related to Chapters 9 and 11 of the *Year 2030 Regional Comprehensive Plan.* The adopted vision for this element is as follows:

"In 2030, the importance of natural resources, including their link to the regional economy, quality of life, and cost effective service provision is recognized. Natural resource planning is sustainable, consistent and coordinated in order to protect and build a strong sense of ecological place. The Winnebago Pool Lakes and the Fox/Wolf River systems are recognized as the backbone of the region's ecological resources. Geologic resources that are significant from an aesthetic, scientific, cultural, historic, educational, or commercial extraction purpose, have been identified, inventoried, preserved and protected to meet the development and societal needs of the region. The region has proactively addressed public access, recreation, open space, and trail facilities in order to meet the needs of its citizens; enhance the quality of life and environment; realize tax savings and other economic benefits; and to maintain and improve the region's tourism economy"

"The region is comprised of well-defined urban and rural spaces which improve the individual's perception of 'sense of place', while communities within the region have maintained their individual character and identity. Within the region, surface water resources are planned for in a watershed-based manner that embraces and encourages the use of 'green infrastructure' concepts. The proactive protection of natural features not only contributes to water quality, but also to the long term sustainability and economic benefit of the region".

The *Year 2030 Regional Comprehensive Plan* spells out more specific issue areas which need to be addressed at a local or regional scale. Details of these issues can be found in one of the comprehensive plan's five separate "Plan Guideline" fact sheets contained in Chapters 9 and 11:

NR-1: Geologic Resources and Non-Metallic Mining
NR-2: Groundwater and Water Supply
NR-3: Water Quality, Flooding and Watershed Management
NR-4: Wildlife Habitat, Forests, and Ecological Resources
LU-2: Community & Regional Character

TOTAL FUNDING SOURCES:		TOTAL PERSON DAYS:
ECWRPC:	**$ 98,998**	
WDNR:	**$ 13,331**	
NR-135 Operator Fees:	**$ 119,560**	
PROGRAM TOTAL:	**$ 231,889**	**406**

1605 MAJOR WORK ELEMENT: OPEN SPACE & ENVIRONMENTAL MANAGEMENT COMMITTEE COORDINATION

OBJECTIVE(S): Support the activities of the Open Space & Environmental Management Committee

ACTIVITY/METHODOLOGY: Staff will provide support activities for the periodic meetings of the Commission's Open Space & Environment Committee. This includes, but is not limited to the preparation of meeting agendas, materials, meeting scheduling, meeting attendance, development of written meeting summaries and other duties and follow-up activities assigned by the Committee.

FUNDING SOURCES		PERSON DAYS
ECWRPC:	**$ 5,008**	
ELEMENT TOTAL:	**$ 5,008**	**8**

1610 MAJOR WORK ELEMENT: TECHNICAL ASSISTANCE (ENVIRONMENTAL)

OBJECTIVE(S): Provide direct assistance to local units of government in addressing issues specific to environmental management.

ACTIVITY/METHODOLOGY: Provide short-term expertise and assistance to local communities on general environmental planning issues through specialized projects on more specific topics such as environmental corridors, non-metallic mining, wetlands, floodplains, etc.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to implementing the overall vision of the Regional Comprehensive Plan by affecting change at the local level.

FUNDING SOURCES		PERSON DAYS
ECWRPC:	**$ 26,535**	
ELEMENT TOTAL:	**$ 26,535**	**45**

1611 WORK ITEM: TOWN OF MATTESON (WAUPACA COUNTY) WELL WATER TESTING INFORMATIONAL PROGRAM

OBJECTIVE(S): Provide direct assistance to local units of government in addressing issues specific to environmental management.

ACTIVITY/METHODOLOGY: Staff will assist the **Town of Matteson (Waupaca County)** in providing information at a public forum regarding well water testing programs and benefits.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Goal NR-2.5
Recommendation NR-2.5.1.1
Strategy NR-2.5.2
Recommendation NR-2.5.2.3

FUNDING SOURCES		PERSON DAYS
ECWRPC	$ 3,558	
ITEM TOTAL:	**$ 3,558**	**6**

1612 WORK ITEM: CALUMET COUNTY / MANITOWOC RIVER WATERSHED GREEN INFRASTRUCTURE PLANNING

OBJECTIVE(S): Provide direct assistance to local units of government in addressing issues specific to environmental management.

ACTIVITY/METHODOLOGY: Staff will coordinate with the WDNR, Calumet County, LNRP, and the involved MCDs to provide potential regional solutions such as utilizing green infrastructure upstream to address flooding issues within the Manitowoc River Watershed.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Goal NR-3.6
Strategy NR-3.6.1
Recommendation NR-3.6.1.2
Strategy NR-3.6.2
Recommendation NR-3.6.2.1

FUNDING SOURCES		PERSON DAYS
ECWRPC	$ 9,986	
ITEM TOTAL:	**$ 9,986**	**16**

1613 WORK ITEM: WAUPACA COUNTY MINING ORDINANCE RE-WRITE COMMITTEE

OBJECTIVE(S): Provide direct assistance to local units of government in addressing issues specific to environmental management.

ACTIVITY/METHODOLOGY: Staff will assist Waupaca County in the development of new regulations that oversee the operations of existing and future non-metallic mining sites. Staff will attend and participate in regular meetings and provide leadership in the development and examination of regulatory approaches and solutions with respect to the siting, expansion and operations of sand, gravel and stone quarries within the County.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

FUNDING SOURCES		PERSON DAYS
ECWRPC	$ 5,464	
ITEM TOTAL:	**$ 5,464**	**10**

1614 WORK ITEM: CALUMET COUNTY / QUARRY DE-WATER IMPACTS RESEARCH

OBJECTIVE(S): Provide direct assistance to local units of government in addressing issues specific to environmental management.

ACTIVITY/METHODOLOGY: Staff will assist Calumet County in the development and review of information pertaining the potential impacts (if any) of de-watering activities associated with the County's non-metallic mining sites. Staff will engage with other colleagues, conduct research, and document findings which will be provided to the County's Resource Management Department.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

FUNDING SOURCES		PERSON DAYS
ECWRPC	$ 5,064	
ITEM TOTAL:	**$ 5,064**	**10**

1615 WORK ITEM: TOWN OF GREENVILLE LAND STEWARDSHIP COMMITTEE SUPPORT

OBJECTIVE(S): Provide direct assistance to local units of government in addressing issues specific to environmental management.

ACTIVITY/METHODOLOGY: Staff will continue to assist the Town of Greenville Stewardship Committee in the implementation of the Town's Land Stewardship Strategy. This will occur through attendance at meetings and provide support for localized activities and initiatives.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

FUNDING SOURCES		PERSON DAYS
ECWRPC	$ 2,463	
ITEM TOTAL:	**$ 2,463**	**3**

1620 MAJOR WORK ELEMENT: MINERAL RESOURCE PLANNING AND MANAGEMENT

OBJECTIVE(S): Staff will conduct work in the following three areas in order to implement specific programs, regional plan recommendations, and requested technical assistance as it pertains to non-metallic mining and mine reclamation.

ACTIVITY/METHODOLOGY: Staff works with towns and counties to encourage the identification, protection, preservation and planning for the development of geologic resources to insure and adequate supply is always available with the region.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Goal NR-1.2
Goal NR-1.3
Goal NR-1.4
Goal NR-1.5
Goal NR-1.6
Goal NR-1.7
Goal NR-1.8

FUNDING SOURCES		PERSON DAYS
ECWRPC:	**$ -**	
2014 Operator Fees	**$ 119,560**	
$17,660 is a pass-through to expense to WDNR for their annual fees.		
ELEMENT TOTAL:	**$ 119,560**	**224**

1621 WORK ITEM: NR-135 REGIONAL NON-METALLIC MINING RECLAMATION PROGRAM ADMINISTRATION

OBJECTIVE(S): Administer four separate county-adopted ordinances relating to the reclamation of existing and future non-metallic mining sites as required under Wisconsin Administrative Code, NR-135. This work element is part of an ongoing formal intergovernmental agreement established in 2001 between East Central and Calumet, Outagamie, Winnebago, Waupaca, and Shawano counties involving the oversight and administration of the non-metallic mining reclamation program per the provisions of NR-135 and county adopted Non-Metallic Mining Reclamation ordinances. Calumet County opted out of the program at the end of 2013.

ACTIVITY/METHODOLOGY: Staff reviews and issues reclamation permits and monitors them for compliance; develops program information, tracking reports and maintains financial procedures, and; provides education to existing site owners/operators. Staff also works with the counties and communities to review and suggest changes to zoning and conditional use provisions regarding operations. Site inspections are routinely conducted and reports and permits updated as necessary. The annual 'per unreclaimed acre' permit fee is established at $30.00 per acre for 2014 (as applied to 3,330 acres across 189 permitted sites).

FUNDING SOURCES		PERSON DAYS
ECWRPC:		
2014 Operator Fees		
ELEMENT TOTAL:		

1622 WORK ITEM: ABANDONED MINES INVENTORY AND ASSESSMENT (continued from 2008)

OBJECTIVE(S): To address environmental and land use issues such as potential threats for groundwater contamination, safety, and rural aesthetics. In some cases, these sites may provide additional needed mineral resources for use in development and construction. This work item builds off of issues identified by counties related to the implementation of the NR-135 Non-Metallic Mining Reclamation Program (see work item #1620) regarding abandoned mine sites.

ACTIVITY/METHODOLOGY: Staff has been slowly examining and collecting information from the region's counties and communities on the number and location of existing inactive (abandoned) non-metallic mine sites. The sites are now mapped and certain characteristics identified. Work in 2014 will consist of an evaluation to assist in better prioritizing sites and methods for potential restoration. An assessment of current state laws and programs related to inactive mines will be conducted and information pertaining to methods or examples of program development, funding, and implementation would be generated.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation NR-1.3.2.4

FUNDING SOURCES		PERSON DAYS
ECWRPC:	$ 5,214	
ITEM TOTAL:	**$ 5,214**	**10**

1623 WORK ITEM: WINNEBAGO COUNTY EXTRACTION ORDINANCE INSPECTIONS (ongoing since 2011)

OBJECTIVE(S): Provide direct assistance to local units of government in addressing issues specific to environmental management.

ACTIVITY/METHODOLOGY: Staff will assist **Winnebago County** in the monitoring and enforcement of its current zoning ordinance provisions for extraction (mine) sites. Site inspections and evaluations will be conducted as needed on existing permitted sites. Written information and recommendations, if required, will be provided to County Zoning staff and additional support will be provided within the range costs illustrated. These inspections will conducted at the same time as traditional NR-135 program inspections, thereby increasing efficiencies and directly reducing workload for the County's Planning and Zoning Department staff.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

FUNDING SOURCES		PERSON DAYS
ECWRPC	$ 4,468	
ITEM TOTAL:	**$ 4,468**	**9**

1624 WORK ITEM: NON-METALLIC MINING COMPREHENSIVE PLAN TEMPLATE

OBJECTIVE(S): Provide direct assistance to local units of government in addressing issues specific to environmental management.

ACTIVITY/METHODOLOGY: Staff work to develop a template for local units of government to use and consider when addressing non-metallic mining issues in the context of their Comprehensive Plan. Additional information and analyses, as well as an improved decision-making picture can be developed when applying a regional perspective.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

FUNDING SOURCES		PERSON DAYS
ECWRPC	$ 5,114	
ITEM TOTAL:	**$ 5,114**	**10**

1630 WORK ITEM: NIAGARA ESCARPMENT MANAGEMENT (ongoing since 2001)

OBJECTIVE(S): To continue a leadership role in building awareness for, and protecting the Niagara Escarpment as a feature of international geologic significance.

ACTIVITY/METHODOLOGY: Attend meetings and develop/implement projects associated with the protection, conservation and management of the Niagara Escarpment.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation NR-1.1.1.1
Recommendation NR-1.1.2.2
Recommendation T-2.2.1.1 (6)

FUNDING SOURCES		PERSON DAYS
ECWRPC:	$ 23,489	
ITEM TOTAL:	$ 23,489	32

1631 WORK ITEM: NIAGARA ESCARPMENT RESOURCE NETWORK PARTICIPATION

OBJECTIVE(S): To provide local units of government, residents, businesses, and organizations with information that can aid in the local and regional planning, promotion, and geotourism development along Wisconsin's Niagara Escarpment corridor.

ACTIVITY/METHODOLOGY: The Executive Director will continue to serve as a Co-Chair of the non-profit Niagara Escarpment Resource Network (NERN) which was made a formal program of the Lakeshore Natural Resource Partnership (LNRP) in 2010. NERN was a coalition-based regional forum 'founded' by the Commission in 2000. East Central now serves as a Board member of the LNRP and continues to play a lead role in planning for and providing support to conservation and economic development activities along the Niagara Escarpment Corridor. Regular meetings, project coordination and minor expense/material costs are expected in 2014. A majority of work on this item is done on the employee's own time, however; a connection of this effort to the agency is beneficial for various reasons.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation NR-1.1.1.1
Recommendation NR-1.1.2.2
Recommendation T-2.2.1.1 (6)

FUNDING SOURCES		PERSON DAYS
ECWRPC:	$ 10,055	
ITEM TOTAL:	$ 10,055	12

1632 WORK ITEM: NIAGARA ESCARPMENT GREENWAY PLAN

OBJECTIVE(S): To provide local units of government with information that can aid in the local planning and development of an end-to-end hiking trail along the Niagara Escarpment Corridor.

ACTIVITY/METHODOLOGY: Staff will complete work with on the conceptual 'greenway' plan for the Niagara Escarpment corridor which will identify high priority conservation areas and broad hiking trail route alternatives for future consideration by counties and local communities. This project was initiated in late 2010 with the assistance of the National Park Service and the Niagara Escarpment Resource Network.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation NR-1.1.1.1
Recommendation T-5.5.2.1 (6)

FUNDING SOURCES		
ECWRPC:	$ 13,434	
ITEM TOTAL:	$ 13,434	20

1640 MAJOR WORK ELEMENT: WEST WINNEBAGO REGIONAL AQUATIC INVASIVE SPECIES COORDINATOR POSITION (Year 3 of 3)

OBJECTIVE(S): Protect the Lake Winnebago System from the invasion or expansion of new or existing aquatic invasive species.

ACTIVITY/METHODOLOGY: Complete implementation of the third and final year of a three year program (2011-13) grant from the Wisconsin Dept. of Natural Resources through a contract extension. East Central will act as a regional Aquatic Invasive Species Coordinator (AISC) for two thirds of Lake Winnebago and the associated Winnebago Pool Lakes system. AISC will provide a regional approach to educate, monitor and control the spread of aquatic invasive species to and from the Winnebago Pool Lakes. The AISC will cover areas along the west, south, and southeast shoreline of Lake Winnebago; Little Lake Butte des Morts, Lake Butte des Morts, Lake Winneconne, and Lake Poygan. The AISC will also cover areas upstream along the Wolf River to Partridge Lake; the Fox River to the City of Omro; and, down the Lower Fox River to the Rapid Croche Lock/Dam. Educational outreach efforts will be extended to include Rush Lake (Winnebago County) and will cover the Wolf River Wildlife Area, Lower Wolf River Bottomlands Natural Resources Area, the Poygan Marsh, and the Eldorado Wildlife Area.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies and recommendations contained within the adopted Regional Plan:

Goal NR-4.6: Create and promote more comprehensive efforts on controlling exotic and invasive species

FUNDING SOURCES		PERSON DAYS
WDNR	$ 13,331	
ECWRPC:	$ 8,000	
ELEMENT TOTAL:	$ 21,331	38

1650 MAJOR WORK ELEMENT: REGIONAL PLAN COORDINATION AND IMPLEMENTATION (ENV)

OBJECTIVE(S): To implement the vision, goals, strategies and recommendations contained in the adopted Year 2030 Regional Comprehensive Plan's Agriculture, Natural Resources, and Recreation elements.

ACTIVITY/METHODOLOGY: Staff will actively participate in a variety of local, regional, and state level committee/partnership efforts in the interests of promoting and implementing the Year 2030 Regional Comprehensive Plan. Activities, projects, and programs will be initiated and worked on to implement the recommendations of the Year 2030 Regional Comprehensive Plan. These items are primarily funded by the Commission levy unless otherwise noted. ALSO PLEASE NOTE THAT WHILE THESE ARE IMPORTANT ACTIVITIES, THEY ARE DEEMED TO BE THE LOWEST PRIORITY FOR COMPLETION IN 2014 AS STAFF TIME IS ROUTINELY CONSUMED BY ACTIVITIES ASSOCIATED WITH OTHER PROGRAMS WHICH ARE TIED TO OUTSIDE FUNDING SOURCES. THEREFORE, SEVERAL OF THESE ACTIVITIES MAY CARRYOVER FOR MULTIPLE YEARS.

FUNDING SOURCES		PERSON DAYS
ECWRPC:	$ 35,966	
ELEMENT TOTAL:	$ 35,966	59

1651 WORK ITEM: REGIONAL ENVIRONMENTALLY SENSITIVE AREA (ESA) MAPPING

OBJECTIVE(S): To provide local units of government with information that can aid in the development of policies and regulations which preserve and protect the region's surface waters, stormwater management capacity, and wildlife habitat

ACTIVITY/METHODOLOGY: The Commission will begin identifying and mapping on its GIS system, a full regional coverage of all defined Environmentally Sensitive Area (ESA) components as prescribed by existing NR-121 Sewer Service Area Plan Policies.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Goal NR-4.1
Strategy NR-4.1.1
Recommendation NR-4.1.1.1

FUNDING SOURCES		PERSON DAYS
ECWRPC:	$ 10,794	
ITEM TOTAL:	$ 10,794	22

1652 WORK ITEM: WEIGH IN ON THE WINNEBAGO WATERWAYS PARTICIPATION (PHASE II GRANT)

OBJECTIVE(S): To provide local units of government with information that can aid in the development of policies and regulations which preserve and protect the region's surface waters, stormwater management capacity, and wildlife habitat

ACTIVITY/METHODOLOGY: The Commission will participate in the Weigh in onThe Winnebago Waterways Steering Team throughout the Winnebago Lakes Council's WDNR Phase II grant. Staff will provide regional planning perspectives and will assist with data collection and technical assistance where needed.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Goal NR-3.2
Strategy NR-3.2.2
Recommendation NR-3.2.2.1
Goal NR-4.1
Strategy NR-4.1.1
Recommendation NR-4.1.1.1

FUNDING SOURCES		PERSON DAYS
ECWRPC:	$ 7,767	
ITEM TOTAL:	**$ 7,767**	**12**

1653 WORK ITEM: LOWER FOX RIVER TOTAL MAXIMUM DAILY LOAD (TMDL) COLLABORATION

OBJECTIVE(S): To provide local units of government with information that can aid in the development of policies and regulations which preserve and protect the region's surface waters, stormwater management capacity, and wildlife habitat

ACTIVITY/METHODOLOGY: The Commission will continue to work with the WDNR, Bay Lakes RPC, the Lower Fox River Dischargers Association and the Fox/Wolf Watershed Alliance to improve water quality of the Fox and Wolf River Watersheds including Lake Winnebago and the Lower Fox River through a combination of TMDL permit limits, Adaptive Management practices, and Phosphorus Trading.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Goal NR-3.1
Strategy NR-3.1.3
Recommendation NR-3.1.3.1
Strategy NR-3.1.3.2
Recommendation NR-3.1.3.2

FUNDING SOURCES		PERSON DAYS
ECWRPC:	$ 7,617	
ITEM TOTAL:	**$ 7,617**	**12**

1654 WORK ITEM: STATE URBAN FORESTRY COUNCIL ASSISTANCE ON THE STORMWATER VALUE OF TREES

OBJECTIVE(S): To provide local units of government with information that can aid in the development of policies and regulations which preserve and protect the region's surface waters, stormwater management capacity, and wildlife habitat

ACTIVITY/METHODOLOGY: Staff will work with representatives of the State's Urban Forestry Committee to research and evaluate the benefits of trees for addressing stormwater volume/quality concerns within our communities. This information will be used to generate policy discussion at the state and local level as to opportunities for new/improved best practices.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

FUNDING SOURCES		PERSON DAYS
ECWRPC:	$ 2,813	
ITEM TOTAL:	**$ 2,813**	**3**

1655 WORK ITEM: WDNR ENDANGERED RESOURCES REVIEW CERTIFICATION / SERVICES

OBJECTIVE(S): To provide local units of government with services that can help meet state and federal requirements for development projects that may impact endangered species.

ACTIVITY/METHODOLOGY: The Commission (as a Certified Endangered Resources (ER) Reviewer) will be able to provide faster certified ER review letters detailing the rare species, high-quality natural communities, and other endangered resources likely to be impacted by a specific proposed project.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Goal NR-4.1
Strategy NR-4.1.3
Recommendation NR-4.1.3.1

FUNDING SOURCES		PERSON DAYS
ECWRPC:	$ 4,412	
ITEM TOTAL:	**$ 4,412**	**7**

1656 WORK ITEM: AIS REGIONAL PROGRAM DEVELOPMENT

OBJECTIVE(S): Provide a regional approach to contain and control the spread of AIS throughout the region.

ACTIVITY/METHODOLOGY: Staff will work with a variety of stakeholders to control AIS throughout the region by a combination of educational, control, policy and monitor activities. The Commission will also continue to coordinate discussions with WDNR staff and RC&D staff to explore ways of developing regional AIS program that are sustainable which are not dependent on State funding resources.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation NR-1.1.1.1
Recommendation T-5.5.2.1 (6)

FUNDING SOURCES

ECWRPC:	$	2,563	
ITEM TOTAL:	**$**	**2,563**	**3**

1700 PROGRAM ELEMENT: COMMUNITY DEVELOPMENT & AFFORDABLE HOUSING

This program element addresses the requirements of the *Year 2030 Regional Comprehensive Plan's* Land Use and Housing elements. It incorporates the Commission's ongoing efforts to help address regional land use and housing issues which has a strong relationship with the regional economic development strategy for the region. Access to an adequate supply of decent, safe, affordable housing promotes economic development by contributing to the region's quality of life through providing an adequate supply of workforce housing and providing choice for households of all types, income, age, cultures and mobility status. The integration of other land uses as they relate to housing is imperative as the *Regional Plan* calls for an improved mix of land uses so as to improve walkability and decrease energy usage. This element relates closely to the Commission's Economic Development (1500) Element and, as such, some of the Technical Assistance related to housing may be deemed as being eligible for partial EDA funding. The following two work elements exist under this section:

MAJOR WORK ELEMENTS:

1705 – Technical Assistance

1720 - Regional Plan Implementation & Coordination

REGIONAL PLAN RELATIONSHIP:

The 1700 Community Development & Affordable Housing Program is directly related to Chapters 7 and 11 of the *Year 2030 Regional Comprehensive Plan*. The adopted visions for these element are as follows:

Housing: "In 2030 in the East Central Wisconsin region, a dynamic housing market fosters community and neighborhood cohesion. Varied types of quality housing are integrated with community facilities and various transportation alternatives. This housing market meets the needs of urban and rural households of all types, ages, income, cultures and mobility status."

Land Use: "In 2030 in the East Central Wisconsin region, efficient regional land use patterns foster healthy communities, individual community identity, and respect the natural environment."

The *Year 2030 Regional Comprehensive Plan* spells out more specific issue areas and policies which need to be addressed at a local or regional scale. Details of these issues can be found in one of the comprehensive plan's eight "Plan Guideline" fact sheets contained in Chapters 7 and 11:

H-1: Affordable Housing
H-2: Housing Choice
H-3: Housing Preservation
H-4: Coordination & Cooperation

LU-1 Land Consumption & Development Choices
LU-2: Regional & Community Character
LU-3: Balancing Community Interests & Property Rights
LU-4: Regional & Local Sustainability

TOTAL FUNDING SOURCES:

ECWRPC: $ 76,392

PROGRAM TOTAL: $ 76,392

TOTAL PERSON DAYS:

133

1705 MAJOR WORK ELEMENT: TECHNICAL ASSISTANCE (Community Development & Affordable Housing)

OBJECTIVE(S): To assist communities and counties in identifying housing needs within their communities. To help identify and support coordinated efforts to maximize resources to meet housing needs in the most efficient way possible in order to promote the quality of life and housing stock within the region.

ACTIVITY/METHODOLOGY: Staff will provide limited assistance in the development or delivery of land use and housing related data, prepare short studies, or become involved in a local project upon request.

FUNDING SOURCES

ECWRPC: $ 53,210

ELEMENT TOTAL: $ 53,210

PERSON DAYS

Total 100

1706 WORK ITEM: TOWN OF BRILLION - ZONING MAP - USE INVENTORY/HISTORY

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level project.

ACTIVITY/METHODOLOGY: Staff will work with the **Town of Brillion (Calumet County)** to develop an inventory of land use and zoning histories of specific properties within the community in order to assist in administration of the ordinance.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Strategy I-12.6.2

FUNDING SOURCES

ECWRPC: $ 3,183

ITEM TOTAL: $ 3,183

PERSON DAYS

Total 5

1707 WORK ITEM: TOWN OF GREENVILLE - EVERGLADE SWAMP NEIGHBORHOOD/WATERSHED PLAN

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level project.

ACTIVITY/METHODOLOGY: Staff will assist the **Town of Greenville (Outagamie County)** in the development of a neighborhood plan that includes watershed-based planning concepts which will reduce impacts to the Everglade Swamp area as compared to traditional development patterns.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation NR-3.1.4.1
Recommendation NR-3.4.1.1
Recommendation LU-2.2.2.1

FUNDING SOURCES

ECWRPC: $ 8,088

ITEM TOTAL: $ 8,088

PERSON DAYS

Total 14

1708 WORK ITEM: CITY OF WAUPACA - ZONING MAP EDITING TO REMOVE SPLIT PARCELS (carry over from 2012)

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level project.

ACTIVITY/METHODOLOGY: Staff will work with the **City of Waupaca (Waupaca County)** to edit its zoning map to remove parcels that have more than one zoning category.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Goal I-12.2
Strategy I-12.2.1

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	$	1,910		
ITEM TOTAL:	**$**	**1,910**	**Total**	**5**

1709 WORK ITEM: CITY OF OSHKOSH RIVERFRONT VISIONING

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level project.

ACTIVITY/METHODOLOGY: Staff will assist the **City of Oshkosh (Winnebago County)** in conducting a public visioning session for the Fox River Corridor within the City.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation ED-4.1.2.1
Recommendation CF-8.6.2.2
Recommendation CF-8.6.2.1
Recommendation LU-2.1.3.2

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	$	6,168		
ITEM TOTAL:	**$**	**6,168**	**Total**	**15**

1710 WORK ITEM: CALUMET COUNTY - RIVER HISTORY AND ITS RECREATIONAL VALUE

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level project.

ACTIVITY/METHODOLOGY: Staff will assist **Calumet County** in developing a history of Lake Winnebago and other water resources to assist in measuring recreational value in terms of economic and social impact.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Goal ED-4.1
Recommendation CF-8.6.2.1
Recommendation NR-4.5.1.1

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	$	2,212		
ITEM TOTAL:	**$**	**2,212**	**Total**	**5**

1711 WORK ITEM: TOWN OF MENASHA - SUSTAINABILITY ZONING OVERLAY (carry over from 2012)

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level project.

ACTIVITY/METHODOLOGY: Staff will assist the **Town of Menasha (Winnebago County)** in the development of an overlay zoning category that would require/consider elements of green design.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Goal LU-4.3
Strategy LU-4.3.1
Strategy LU-4.3.2

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	$	3,058		
ITEM TOTAL:	**$**	**3,058**	**Total**	**5**

1712 WORK ITEM: WAUPACA COUNTY - ATCP 51 LIVESTOCK SITING ORDINANCE (continuation from 2011)

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level project.

ACTIVITY/METHODOLOGY: Staff will assist **Waupaca County** in an update of existing zoning ordinances to ensure compliance with ATCP Livestock Siting Standards.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation AG-1.2.4.1
Recommendation AG-2.1.1.1

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	$	1,642		
ITEM TOTAL:	**$**	**1,642**	**Total**	**2**

1713 WORK ITEM: CITY OF WAUPACA - MAIN STREET & DOWNTOWN VISIONING SESSIONS

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level project.

ACTIVITY/METHODOLOGY: Staff will work with the **City of Waupaca (Waupaca County)** to conduct a series of visioning exercises for Main Street and the Downtown environs as a pre-cursor to a major street re-construction project.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation ED-3.4.1.2

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	$	6,656		
ITEM TOTAL:	**$**	**6,656**	**Total**	**13**

1714 WORK ITEM: CITY OF WAUPACA - FORM-BASED ZONING CODE ASSISTANCE

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level project.

ACTIVITY/METHODOLOGY: Staff will assist the **City of Waupaca (Waupaca County)** in development of a form-based zoning code.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan.

Goal I-12.2

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	$	2,312		
ITEM TOTAL:	**$**	**2,312**	**Total**	**5**

1715 WORK ITEM: CITY OF OSHKOSH - NEIGHBORHOOD QUALITY OF LIFE ANALYSIS

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level project.

ACTIVITY/METHODOLOGY: Staff will work with the **City of Oshkosh (Winnebago County)** staff to develop information and a public process to analyze the quality of life in a selected neighborhood

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan.

Goal LU-2.2
Strategy ED-3.4.1

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	$	7,904		
ITEM TOTAL:	**$**	**7,904**	**Total**	**13**

1716 WORK ITEM: WINNEBAGO COUNTY - ZONING ORDINANCE ADMINISTRATION FOR EXTRACTION ACTIVITIES

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level project.

ACTIVITY/METHODOLOGY: Staff will assist **Winnebago County** by administering Chapter 20 - Non-Metallic Mining Reclamation Ordinance provisions while on-site at NR-135 program inspections. Staff will work with Winnebago County Zoning staff to address problems or concerns with sites as needed.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies / recommendations contained within the adopted Regional Plan.

Goal NR-1.5
Strategy NR-1.5.1

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	$	5,214		
ITEM TOTAL:	**$**	**5,214**	**Total**	**10**

1717 WORK ITEM: CITY OF NEW HOLSTEIN - TECUMSEH SITE REDEVELOPMENT VISIONING

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level project.

ACTIVITY/METHODOLOGY: Staff will assist the **City of New Holstein (Calumet County)** in developing a public vision a master plan for the former Tecumseh manufacturing site.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies / recommendations contained within the adopted Regional Plan.

Goal LU-1.13

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	$	4,863		
ITEM TOTAL:	**$**	**4,863**	**Total**	**8**

1720 MAJOR WORK ELEMENT: REGIONAL PLAN IMPLEMENTATION & COORDINATION (Community Development & Affordable Housing)

OBJECTIVE(S): To implement the vision, goals, strategies and recommendations contained in the adopted *Year 2030 Regional Comprehensive Plan*'s Land Use and Housing Elements.

ACTIVITY/METHODOLOGY: Staff will actively participate in a variety of local, regional, and state level committee/partnership efforts in the interests of promoting and implementing the Year 2030 Regional Comprehensive Plan. Activities, projects, and programs will be initiated and worked on to implement the recommendations of the Year 2030 Regional Comprehensive Plan. These items are primarily funded by the Commission levy unless otherwise noted. ALSO PLEASE NOTE THAT WHILE THESE ARE IMPORTANT ACTIVITIES, THEY ARE DEEMED TO BE THE LOWEST PRIORITY FOR COMPLETION IN 2012 AS STAFF TIME IS ROUTINELY CONSUMED BY ACTIVITIES ASSOCIATED WITH OTHER PROGRAMS WHICH ARE TIED TO OUTSIDE FUNDING SOURCES. THEREFORE, SEVERAL OF THESE ACTIVITIES MAY CARRYOVER FOR MULTIPLE YEARS.

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	**$**	**23,182**		
ELEMENT TOTAL:	**$**	**23,182**		**33**

1721 WORK ITEM: REGIONAL PLAN COORDINATION (HSNG. & LAND USE)

OBJECTIVE(S): To communicate and coordinate various policies and recommendations contained within the Regional Comprehensive Plan's Land Use and Housing Elements.

ACTIVITY/METHODOLOGY: Staff will attend and participate in various meetings and workshops with the intent of promoting and implementing the Year 2030 Regional Comprehensive Plan. For this work element, these groups include, but are not limited to: Fox Cities Housing Coalition and the Winnebagoland Housing Coalition.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation H-1.2.1.1
Recommendation H-1.4.3.1

FUNDING SOURCES			PERSON DAYS	
ECWRPC:	$	1,293		
ITEM TOTAL:	**$**	**1,293**		**2**

1722 WORK ITEM: LIVABLE & HEALTHY COMMUNITIES INITIATIVE

OBJECTIVE(S): To communicate and coordinate various policies and recommendations contained within the Regional Comprehensive Plan, particularly the Land Use and Housing Elements.

ACTIVITY/METHODOLOGY: Staff will work key partners to advance the "Livable & Healthy Communities Initiative" that was developed by staff in 2013. This concept is intended to serve as an "umbrella" for nearly all of the Commission's activities and program/project responsibilities. It will serve as a framework to better address issues identified in the Regional Comprehensive Plan and will foster better communication and action by all units of government to respond to regional and local land use-related needs. Specifically, staff will finalize the "hexagon" model of the concept, and will create a document which formalizes and explains the concept and how it is intended to apply to the Commission's work activities as well as how it will be useful by communities. Furthermore, the new framework will provide the basis for which to develop a more meaningful process by which to update the Commission's 2008 Comprehensive Plan..

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Goal CF-7.1

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	10,858	
ITEM TOTAL:	**$**	**10,858**	**20**

1723 WORK ITEM: REGIONAL FOOD SYSTEM PLANNING / FOOD HUB DEVELOPMENT

OBJECTIVE(S): To communicate and coordinate various policies and recommendations contained within the Regional Comprehensive Plan's Land Use and Housing Elements.

ACTIVITY/METHODOLOGY: Working with partners such as Riverview Gardens, The Community Farm Incubator Program, Community Garden Partnership and others, staff will begin to address regional food system issues in the areas of food production, distribution, consumption, and waste. Initial activities will focus on the preparation of base information and GIS-based mapping data to better define the region's food system and foodshed. A short report will be provided that can further guide activities and roles in this area. The second task will include collaboration with partners to develop the North East Regional Food Hub - a virtual 'market access' concept which will allow for increased access to locally grown food by major and minor consumers. This project can benefit from the Commission's knowledge of the food system and ability to generate data and maps .

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation AG-2.2.3.1
Recommendation AG-2.2.3.2
Recommendation AG-3.1.2.3

Recommendation AG-4.1.2.3

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	4,605	
ITEM TOTAL:	**$**	**4,605**	**5**

1724 WORK ITEM: NEIGHBORHOOD PARTNERS INITIATIVE

OBJECTIVE(S): To communicate and coordinate various policies and recommendations contained within the Regional Comprehensive Plan's Land Use and Housing Elements.

ACTIVITY/METHODOLOGY: In 2013 East Central participated in a number of meetings which resulted in the creation of a formal partnership under the non-profit Sustainable Fox Valley organization called Neighborhood Partners. With initial funding from the Community Foundation of the Fox Valley ($50,000), this partnership includes East Central, the Community Gardens Partnership, Habitat for Humanity, the City of Appleton, and one of its newly formed neighborhoods - The Historic Central District (lying north of downtown Appleton. The Neighborhood Partners meet monthly to discuss projects focused around this neighborhood that improve sustainability, energy efficiency, local food production, and neighborhood identify and livability. The intent is to develop a repeatable model for other communities and neighborhoods to follow as well as to provide continued support for such efforts by brining in new partners.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation CF-7.1.4.1
Recommendation CF-7.1.4.3
Recommendation CF-7.1.5.1

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	6,426	
ITEM TOTAL:	**$**	**6,426**	**6**

2000 PROGRAM ELEMENT: LOCAL PLANNING & IMPLEMENTATION ASSISTANCE

The objective of this program is to provide planning and development assistance services, under contract, to local units of government in the region in a manner that promotes, encourages and implements more orderly and efficient growth and development methods through an organized, efficient, and publicly accessible planning process. A secondary objective is to improve decision-making capabilities to address regional and community growth and development issues. If a technical assistance request is likely to expand beyond the typical three days allotted, or requires substantial effort, then the local community contracts with East Central and bears the entire cost of the project.

Technical assistance projects for 2014 are noted in the 2100 element, however; other projects may be listed in the individual 1100-1700 work program elements for projects which fall under those categories. Contracts for planning assistance are negotiated between East Central and the member community or county, based on a scope of services outlining the work effort and methodologies to be used in the project. Contracts are then approved by the appropriate Committee and the full Commission, or solely by the Steering Committee.

MAJOR WORK ELEMENTS:	TOTAL PROGRAM FUNDING:		TOTAL PERSON DAYS:
2100 - Technical Assistance			
	ECWRPC:	$ 3,161	
2300 - Contract Services			
	VARIOUS SOURCES:	$ 99,897	
	PROGRAM TOTAL	$ 103,058	208

2101 WORK ITEM: TECHNICAL ASSISTANCE - TO BE DETERMINED

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level project.

ACTIVITY/METHODOLOGY: Provide immediate general services and responses to inquires, problems or concerns regarding planning related matters that were not received during 2014. This time is allocated beyond that for other approved technical assistance projects.

FUNDING SOURCES		PERSON DAYS
ECWRPC:	$ 3,161	
ELEMENT TOTAL:	$ 3,161	7

2300 MAJOR WORK ELEMENT: CONTRACT SERVICES

OBJECTIVE(S): To provide longer-term, more in-depth administrative and planning services to local counties, communities, and organizations on specific planning projects.

ACTIVITY/METHODOLOGY: Staff will work on the following specific contract planning projects during the 2014 calendar year.

FUNDING SOURCES		PERSON DAYS
ECWRPC:	$ -	
COMMITTED FROM VARIOUS ENTITIES:	$ 99,897	
ELEMENT TOTAL:	$ 99,897	201

2382 WORK ITEM: CITY OF OSHKOSH CDBG GRANT ADMINISTRATION (carry over from 2013)

OBJECTIVE(S): To provide longer-term, more in-depth administrative and planning services to local counties, communities, and organizations on specific planning projects.

ACTIVITY/METHODOLOGY: Staff will provide the **City of Oshkosh (Winnebago County)** with grant administration services for previously awarded Wisconsin Dept. of Commerce CDGB grant for stormwater infrastructure in 2010. Staff will complete activities in the first quarter of 2014. The figure used here is only an estimate to complete the contract.

FUNDING SOURCES		PERSON DAYS
ECWRPC:	$ -	
City of Oshkosh	$ 3,000	
ITEM TOTAL:	$ 3,000	5

2385 OUTAGAMIE COUNTY 85.21 SPECIALIZED TRANSPORTATION PROGRAM ADMINISTRATION (ongoing contract since 2006)

OBJECTIVE(S): To provide longer-term, more in-depth administrative and planning services to local counties, communities, and organizations on specific planning projects.

ACTIVITY/METHODOLOGY: Staff will provide administrative oversight of **Outagamie County's** 85.21 Specialized Transportation Program. This program provides coordination for elderly and disabled transportation activities which are derived from federal transit plans and accessibility regulations. Staff will work with county-level health and human service agencies as needed for this program. A contract will be developed for approval and the figure used here is only an estimate.

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	-	
Outagamie County:	$	5,815	
ITEM TOTAL:	**$**	**5,815**	**12**

2391 WORK ITEM: WINNEBAGO COUNTY SPECIALIZED TRANSPORTATION STUDY (carryover from 2013)

OBJECTIVE(S): To address service gaps and barriers and improved specialized transportation services throughout Winnebago County.

ACTIVITY/METHODOLOGY: Staff will provide recommendations to address service gaps and barriers and improved specialized transportation services throughout Winnebago County. The final recommendations will be presented at a County Specialized Transportation Summit.

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	-	
WisDOT	$	1,540	
Winnebago County	$	460	
ITEM TOTAL:	**$**	**2,000**	**4**

2393 - WORK ITEM: VILLAGE OF HORTONVILLE COMPREHENSIVE PLAN UPDATE (carryover from 2013)

OBJECTIVE(S): To provide longer-term, more in-depth administrative and planning services to local counties, communities, and organizations on specific planning projects.

ACTIVITY/METHODOLOGY: Staff will develop an update of the Village's current Comprehensive Plan so that it meets the State's "smart growth' requirements spelled out in Wis. Stats. 66.1001. This plan will be completed within the 1st quarter of 2014.

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	-	
Village of Hortonville	$	5,750	
ITEM TOTAL:	**$**	**5,750**	**8**

2396 WORK ITEM: OUTAGAMIE COUNTY CDBG EMERGENCY ASSISTANCE PROGRAM GRANT ADMINISTRATION (carryover from 2013)

OBJECTIVE(S): To provide longer-term, more in-depth administrative and planning services to local counties, communities, and organizations on specific planning projects.

ACTIVITY/METHODOLOGY: The Commission will administer the $500,000 CDBG-EAP grant under contract with Outagamie County which facilitates assistance to LMI homeowners for repairs associated with the August, 2013 tornados/severe storms. Commission staff will act as a Case File Manager for every CDBG-EAP applicant, will work with Outagamie Emergency Management staff to facilitate the CDBG-EAP Housing Committee, prepare and submit quarterly and final reports and will assist the County in tracking financial awards and drawdowns following State and Federal guidelines.

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	-	
Outagamie County	$	23,332	
ITEM TOTAL:	**$**	**23,332**	**53**

TBD - WORK ITEM: MENOMINEE TRIBE TRANSIT DEVELOPMENT PLAN

OBJECTIVE(S): To provide longer term, more in-depth administrative and planning services to local counties, communities, and organizations on specific planning projects.

ACTIVITY/METHODOLOGY: Upon finalizing a contract, the Commission will develop a Transit Development Plan meeting all state and federal requirements for the Menominee Tribal Transit Authority. A final report document will be prepared, adopted and distributed through this public process. A contract will be developed for approval and the figure used here is only an estimate.

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	-	
Menominee Tribe	$	25,000	
ITEM TOTAL:	**$**	**25,000**	**55**

TBD - WORK ITEM: WAUSHARA COUNTY ALL-HAZARD MITIGATION PLAN UPDATE

OBJECTIVE(S): To provide longer-term, more in-depth administrative and planning services to local counties, communities, and organizations on specific planning projects.

ACTIVITY/METHODOLOGY: Upon receipt of a state grant, Waushara County intends to contract with East Central to perform an update to its current All-Hazard Mitigation Plan. This document improves emergency preparedness for natural and man-made disasters and provide proactive recommendations for communities and the county to follow. A contract will be developed for approval and the figure used here is only an estimate.

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	-	
Waushara County	$	30,000	
ITEM TOTAL:	**$**	**30,000**	**57**

TBD - FOX RIVER NAVIGATION SYSTEM AUTHORITY MARKETING MATERIALS

OBJECTIVE(S): To provide longer-term, more in-depth administrative and planning services to local counties, communities, and organizations on specific planning projects.

ACTIVITY/METHODOLOGY: Upon contract and scope of services development, the Commission will develop and layout marketing materials and content as required by the Fox River Navigation System Authority. The figure provided is a rough estimate of work only and will be refined at a later date.

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	-	
FRNSA	$	5,000	
ITEM TOTAL:	**$**	**5,000**	**7**

3000 PROGRAM ELEMENT: GIS MAPPING & VISUALIZATION TECHNOLOGY

The Geographic Information System (GIS) element is designed to support all elements of the agency's planning program as well as coordination, promotion and participation of GIS activities within the state and region. The majority of GIS staff time, other than coordination, is scheduled into the various work efforts of the Commission's listed programs and activities. The following major work elements are contained in this section:

MAJOR WORK ELEMENTS:

3005 – Technical Assistance (GIS)

3020 – Information Processing and Data Center

3030 - Regional Land Information System (RLIS)

REGIONAL PLAN RELATIONSHIP:

The 3000 Program is directly related to Chapter 12 of the *Year 2030 Regional Comprehensive Plan*. The main goal relating to this element is as follows:

GOAL I-12.6: Retain a leading role in the development and distribution of Geographic Information Systems (GIS) mapping data.

TOTAL FUNDING SOURCES			TOTAL PERSON DAYS:
ECWRPC:	**$**	**82,670**	
PROGRAM TOTAL	**$**	**82,670**	**183**

3005 MAJOR WORK ELEMENT: TECHNICAL ASSISTANCE (GIS)

OBJECTIVE(S): To assist member counties and communities in the collection, maintenance and development of GIS data and map compilations which improve their ability to make land use related decisions and implement programs.

ACTIVITY/METHODOLOGY: Staff will assist communities that request technical assistance during the annual project solicitation process.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies / recommendations contained within the adopted Regional Plan:

Goal I-12.6:

FUNDING SOURCES			PERSON DAYS
ECWRPC:	**$**	**13,798**	
ELEMENT TOTAL:	**$**	**13,798**	**28**

3006 WORK ITEM: GIS TRAINING FOR CITY OF BERLIN POLICE DEPARTMENT

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level project.

ACTIVITY/METHODOLOGY: Staff will provide training to select officers and staff within the **Berlin Police Department (Waushara County)** on the basics of GIS and functionality within the public safety realm.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Strategy I-12.6.2

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	2,565	
ELEMENT TOTAL:	**$**	**2,565**	**5**

3007 WORK ITEM: GPS COORDINATE MAPPING OF RIVERVIEW GARDENS TRAIL SYSTEM

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level project.

ACTIVITY/METHODOLOGY: Staff will obtain point data on existing trails and facilities within the Riverview Gardens **(City of Appleton, Outagamie County)** complex to assist in further restoration, gardening and recreational use efforts.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Goal CF-7.1
Recommendation CF-7.1.2.1

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	1,171	
ELEMENT TOTAL:	**$**	**1,171**	**3**

3008 WORK ITEM: COUNTY / STATE LAND INFORMATION COUNCILS PARTICIPATION (ongoing since 2011)

OBJECTIVE(S): To provide limited assistance to complete or substantially progress a local-level project. Assigned to councils per 2009 Wisconsin ACT 316 to act as an Ad Hoc or other voting member.

ACTIVITY/METHODOLOGY: Staff will attend regular meetings of various **County Land Information Councils** to share information, report on Commission and local level GIS projects, and to assist where necessary in coordinating the county's needs with respect to GIS data development and maintenance. Currently, the GIS Coordinator sits on the following Committees: Shawano, Waupaca, and Waushara,(3)(Advisory -Ad Hoc), Calumet and Winnebago (2)(Voting-Appointed).

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation I12.6.2.2

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	10,062	
ITEM TOTAL:	**$**	**10,062**	**20**

3020 MAJOR WORK ELEMENT: GIS INFORMATION PROCESSING AND DATA CENTER

OBJECTIVE(S): To collect, maintain, develop and process data and information and to present this information in appropriate formats to support planning and operational functions of the Commission or to respond to requests from sources outside the Commission.

ACTIVITY/METHODOLOGY: Staff will collect and process information for use in maps, charts, tables, or reports, which satisfy Commission program needs and outside requests. Staff will provide information aerial photos or maps on requests. Staff will provide information, aerial photos or maps on request from communities, counties or outside sources. The information used is compiled from data received in printed publications, computer files, the internet, or as the result of internal studies.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the adopted Regional Plan:

Recommendation I-12.6.1.4
Recommendation I-12.6.1.5

FUNDING SOURCES			PERSON DAYS
ECWRPC:	**$**	**23,702**	
ELEMENT TOTAL:	**$**	**23,702**	**55**

3030 MAJOR WORK ELEMENT: REGIONAL LAND INFORMATION SYSTEM (RLIS)

OBJECTIVE(S): To continue to develop and maintain a Regional Land Information System. This program includes use of East Central's Geographic Information System for the development and production of consistent regional-level maps and analyses for use in local and regional planning activities.

ACTIVITY/METHODOLOGY: Staff will continue to develop themes for the Regional Land Information System by processing and archiving files into a consistent format by building the system with data created by the GIS Staff. The work activities of this element involve using the GIS system to produce map products to support Commission activities. It includes processing data from cooperators such as the counties and other governmental agencies.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the

Recommendation I-12.6.1.2

FUNDING SOURCES			PERSON DAYS
ECWRPC:	**$**	**21,326**	
ELEMENT TOTAL:	**$**	**21,326**	**50**

3040 MAJOR WORK ELEMENT: WISCONSIN REGIONAL ORTHOPHOTOGRAPHY CONSORTIUM

OBJECTIVE(S): The goal of the consortium is to build and sustain a multi-participant program to acquire digital orthoimagery and elevation data throughout Wisconsin.

ACTIVITY/METHODOLOGY: Staff will attend meetings to share information, report on local level imagery projects, and to assist where necessary in coordinating the county's needs with respect to GIS data development and maintenance.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the

Recommendation I-12.6.1.2

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	14,942	
ELEMENT TOTAL:	$	14,942	30

3050 MAJOR WORK ELEMENT: WISCONSIN LAND INFORMATION ASSOCIATION ACTIVITIES

OBJECTIVE(S): The purpose of the Wisconsin Land Information Association is to foster the understanding, development, operation and maintenance of a network of statewide land information systems.

ACTIVITY/METHODOLOGY: Staff will attend regular WLIA meetings to gather and share information on state-wide activities.

REGIONAL PLAN RELATIONSHIP: These activities are specifically related to and/or implement the following strategies/recommendations contained within the

Recommendation I-12.6.2.2

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	8,902	
ELEMENT TOTAL:	$	8,902	20

5000 PROGRAM ELEMENT: ADMINISTRATION & FRINGE BENEFITS

The administration program activities are carried out on a continuing basis in support of the Commission's overall 2010 Planning Work Program. These include commissioners' activities, general administration, program review (work plan), public information, planning library, and staff development, administrative services, and fringe benefits. The categories of the Administration element include:

5100 – General Administration
5200 – Staff Development
5900 – Fringe Benefits

	TOTAL FUNDING SOURCES:	TOTAL PERSON DAYS:
	ECWRPC: **$ 358,972**	
	This is an indirect cost attributable to all direct salaries program costs regardless of funding source.	
	PROGRAM TOTAL: **$ 358,972**	**1,607**

The entire 5000 program category is treated as indirect costs within the context of the agency's cost allocation plan. Details of budget allocations for various administrative and overhead costs are listed in the 6000 Program Element.

5100 MAJOR WORK ELEMENT: GENERAL ADMINISTRATION

PROGRAM OBJECTIVE(S): To maintain efficient administration and operation of the agency. To maintain effective communication with the Commission and its committees.

ACTIVITY/METHODOLOGY: Includes the preparation of applications for funding assistance and requisition, progress, completion and annual reports related thereto; consideration of personnel matters

FUNDING SOURCES	PERSON DAYS
ECWRPC: **$ 160,593**	
This is an indirect cost attributable to all direct salaries program costs regardless of funding source.	
ELEMENT TOTAL: **$ 160,593**	**845**

5110 WORK ITEM: AGENCY MANAGEMENT

PROGRAM OBJECTIVE(S): To maintain efficient administration and operation of the agency and its staff.

ACTIVITY/METHODOLOGY: Includes the preparation and monitoring of the annual planning work program, budget and staffing plan in compliance with all federal or state grant requirements; staff oversight and annual performance evaluations; preparation of work proposals and grant applications; preparation/review of Commission documents; preparation for and attendance at Commission related meetings, including AWRPC. **Time will also be spent promoting the agency under its new brand to current non-member counties to seek their eventual membership in the Commission.**

FUNDING SOURCES	PERSON DAYS
ECWRPC: $ 15,920	
This is an indirect cost attributable to all direct salaries program costs regardless of funding source.	
ITEM TOTAL: **$ 15,920**	**49**

5120 WORK ITEM: GIS MANAGEMENT

PROGRAM OBJECTIVE(S): To provide agency-wide management of the GIS department and staff in support of Commission programs and needs.

ACTIVITY/METHODOLOGY: Includes the preparation and monitoring of all Commission GIS projects; annual planning of the work program, budget and staffing plan; staff oversight and annual performance evaluations; preparation of work proposals and grant applications; graphic design preparation/review of Commission documents; preparation for and attendance at Commission and GIS related meetings.

FUNDING SOURCES

ECWRPC: $ 1,997

This is an indirect cost attributable to all direct salaries program costs regardless of funding source.

PERSON DAYS

ITEM TOTAL: $ 1,997 **10**

5130 WORK ITEM: FINANCIAL MANAGEMENT AND ACCOUNTING SERVICES

PROGRAM OBJECTIVE(S): To provide financial management support for Commission activities and programs.

ACTIVITY/METHODOLOGY: Staff will maintain accurate accounting for all Commission finances in conformance with generally accepted accounting procedures and with specific requirements of various federal or state grants. The annual audit process is contracted out and costs are contained in the 6000 Overhead Element.

FUNDING SOURCES

ECWRPC: $ 40,350

This is an indirect cost attributable to all direct salaries program costs regardless of funding source.

PERSON DAYS

ITEM TOTAL: $ 40,350 **187**

5140 WORK ITEM: INFORMATION TECHNOLOGY MANAGEMENT

PROGRAM OBJECTIVE(S): To provide technical support and Information Systems direction for the Commission's planning program work activities. Includes the maintenance and enhancement of computer hardware and software and technical support.

ACTIVITY/METHODOLOGY: Staff will be responsible for purchasing/configuration of GIS computers, update network infrastructure and disaster recovery plans, performing general research, management and support of current network and computer equipment, IP telephony, software, and supplies; monitoring server logs and support a routine program for workstation and server backup procedures including offsite storage and rotation; document contacts, procedures, and general network information; research new technologies and recommend implementation methods ;train and assist all staff; maintain and update the IT Plan; update, maintain, and upgrade the Commission's website.

FUNDING SOURCES

ECWRPC: $ 46,663

This is an indirect cost attributable to all direct salaries program costs regardless of funding source.

PERSON DAYS

ITEM TOTAL: $ 46,663 **226**

5150 WORK ITEM: ADMINISTRATIVE SERVICES

PROGRAM OBJECTIVE(S): To provide support for Commission activities.

ACTIVITY/METHODOLOGY: Staff will provide administrative services such as reception, secretarial, and document production in support of Commission activities.

FUNDING SOURCES

ECWRPC: $ 55,663

This is an indirect cost attributable to all direct salaries program costs regardless of funding source.

PERSON DAYS

ITEM TOTAL: $ 55,663 **373**

5200 MAJOR WORK ELEMENT: STAFF DEVELOPMENT

PROGRAM OBJECTIVE(S): **To provide opportunities for staff members to attend conferences and short courses in furtherance of their professional and technical capabilities which can assist furthering the vision set forth in the regional comprehensive plan. To provide work opportunities to students with a planning concentration giving them exposure to "real world" problems and their feasible solutions.**

ACTIVITY/METHODOLOGY: **Includes attendance at conferences, training workshops and short courses. Attendance by designated staff personnel at conferences of APA, the American Planning Association, including the Wisconsin Chapter (WAPA). Training of staff in Microsoft Office computer applications. Participation by staff members in various UW Extension short courses or other training seminars and conferences sponsored by WDOD, WDNR, WDOT, EPA, FHWA or other entities as appropriate.**

FUNDING SOURCES			PERSON DAYS
ECWRPC:	**$**	**20,274**	
This is an indirect cost attributable to all direct salaries program costs regardless of funding source.			
ELEMENT TOTAL:	**$**	**20,274**	**99**

5900 MAJOR WORK ELEMENT: FRINGE BENEFITS

PROGRAM OBJECTIVE(S): **To provide and monitor indirect costs attributable to all direct salaries program costs regardless of funding source for days related to vacation, holiday and sick leave, and costs associated with various employee benefits.**

ACTIVITY/METHODOLOGY: **Monthly tracking and analysis of days associated with fringe benefits.**

FUNDING SOURCES			PERSON DAYS
ECWRPC:	**$**	**178,105**	
This is an indirect cost attributable to all direct salaries program costs regardless of funding source.			
ELEMENT TOTAL:	**$**	**178,105**	**663**

5904 BENEFIT ITEM: FLEXIBLE SPENDING ACCOUNT

PROGRAM OBJECTIVE(S): To provide pre-tax income savings to employees while offering increased flexibility for meeting medical costs.

ACTIVITY/METHODOLOGY: The Commission enrolled in an FSA administered through AFLAC beginning January, 2009.

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	600	
ITEM TOTAL:	**$**	**600**	**N/A**

5905 BENEFIT ITEM: CELL PHONE ALLOWANCE

PROGRAM OBJECTIVE(S): To provide reimbursement for business use of personal cell-phones for key agency management positions.

ACTIVITY/METHODOLOGY: The Commission will reimburse the Executive Director and Assistant Director on a per month for business use of personal cell-phones per existing agreements with proper documentation.

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	1,560	
ITEM TOTAL:	**$**	**1,560**	**N/A**

5906 BENEFIT ITEM: EMPLOYEE ASSISTANCE PROGRAM

PROGRAM OBJECTIVE(S): To provide confidential employee assistance in both personal and agency matters.

ACTIVITY/METHODOLOGY: The Commission pays for and provides referral to the Employee Assistance Program (EAP). This program can be used either by the Commission to resolve personnel issues or by the employee and their family in a confidential manner at no cost to the employee.

FUNDING SOURCES			PERSON DAYS
ECWRPC:	$	920	
ITEM TOTAL:	**$**	**920**	**N/A**

6000 PROGRAM ELEMENT: AGENCY OVERHEAD

The overhead costs for Commission's daily operations throughout the year are estimated and shown on the subsequent budget table. These items include various expenses which are, for the most part considered when calculating the Commission's indirect salary rate.

FUNDING SOURCES:			PERSON DAYS:
ECWRPC:	$	281,782	
PROGRAM TOTAL:	$	281,782	N/A

Appendix A – Transportation Program Supplemental Information

ECWRPC Regional and MPO 2014 Transportation Work Program & 2013 Funding Carry Over Summary

	Work Elements	Budget	FHWA/FTA Dollars	FHWA/FTA %	WisDOT Dollars	WisDOT %	MPO/Local Dollars	MPO/Local %
	Fox Cities/Oshkosh MPO Program							
1311	Program Administration / Support (PL)	$ 22,525	$ 18,010	80.0%	$ 1,215	5.3%	$ 3,300	14.7%
1312	Long-Range Transportation Planning (PL)	$ 232,125	$ 185,700	80.0%	$ 12,395	5.3%	$ 34,030	14.7%
1313	Travel Demand Model Improvement Program	$ 14,999	$ 12,000	80.0%	$ 801	5.3%	$ 2,198	14.7%
	2013 Travel Model Improvement Carry Over	$ 6,320	$ 5,056	80.0%	$ 498	7.9%	$ 766	12.1%
1321 , 1323,	Short Range /Congestion Management Process (TMA) (TAP)	$ 137,496	$ 110,000	80.0%	$ 7,342	5.3%	$ 20,154	14.7%
1325,1326	2013 - 1321 Shortrange Carry Over	$ 13,776	$ 11,021	80.0%	$ 1,085	7.9%	$ 1,670	12.1%
TDM 1314	Demand Model Development/Multimodal Freight Planning	$ 116,997	$ 93,600	80.0%	$ 6,247	5.3%	$ 17,150	14.7%
	2013 TDM Freight Planning Carry Over (Discretionary) *	$ 29,478	$ 23,582	80.0%	$ -	0.0%	$ 5,896	20.0%
1322	Transportation Improvement Program (PL)	$ 44,098	$ 35,280	80.0%	$ 2,354	5.3%	$ 6,464	14.7%
1324	Transit Planning (PL-Transit) (TMA Coord. Plans)	$ 68,748	$ 55,000	80.0%	$ 3,671	5.3%	$ 10,077	14.7%
	2013 Transit Planning Carry Over	$ 8,080	$ 6,464	80.0%	$ 637	7.9%	$ 979	12.1%
	Total Fox Cities/Oshkosh 2014 MPO Program Not Including Carry Over	$ 636,988	$ 509,590	80.0%	$ 34,025	5.3%	$ 93,373	14.7%
	Total Fox Cities/Oshkosh 2014 MPO Program Includinge Carry Over	$ 694,642	$ 555,713	80.0%	$ 36,245	5.2%	$ 102,684	14.8%
	Total Fox Cities/Oshkosh 2013 Carry Over	$ 57,654	$ 46,123	80.0%	$ 2,220	3.8%	$ 9,311	16.1%
	1330 Regional Transportation Program (SPR)	$ 77,967	$ 62,373	80.0%	$ 7,797	10.0%	$ 7,797	10.0%
	Fond du Lac MPO Program							
1341	Program Administration / Support (PL)	$ 14,125	$ 11,300	80.0%	$ 731	5.2%	$ 2,094	14.8%
1342	Long Range Transportation Planning (PL)	$ 62,500	$ 50,000	80.0%	$ 3,238	5.2%	$ 9,262	14.8%
1343	Short Range / Multi-Modal Transportation Planning (PL)	$ 13,125	$ 10,500	80.0%	$ 679	5.2%	$ 1,946	14.8%
	2013 Shortrange Carryover	$ 4,416	$ 3,533	80.0%	$ 355	8.0%	$ 528	12.0%
1344	Transportation Improvement Program (PL)	$ 21,937	$ 17,550	80.0%	$ 1,136	5.2%	$ 3,251	14.8%
1345	Transit Planning (PL-Transit)	$ 5,493	$ 4,395	80.0%	$ 290	5.3%	$ 808	14.7%
	2013 Transit Planning Carry Over	$ 2,638	$ 2,110	80.0%	$ 212	8.0%	$ 316	12.0%
1346	Northeast Region Model Improvement Program (PL)	$ 6,820	$ 5,456	80.0%	$ 353	5.2%	$ 1,011	14.8%
1347	2013 TDM Freight Planning Carryover (Discretionary) *	$ 3,271	$ 2,617	80.0%	$ -	0.0%	$ 654	20.0%
	Total Fond du Lac MPO Program Not Including Carry Over	$ 124,000	$ 99,201	80.0%	$ 6,427	5.2%	$ 18,372	14.8%
	Total Fond du Lac MPO Program Including Carry Over	$ 134,325	$ 107,461	80.0%	$ 6,994	5.2%	$ 19,870	14.8%
	Total Fond du Lac MPO 2013 Carry Over	$ 10,325	$ 8,260	80.0%	$ 567	5.5%	$ 1,498	14.5%
	Total ECWRPC and MPO Work Program Not Including Carry Over	$ 838,955	$ 671,164	80.0%	$ 48,249	5.8%	$ 119,542	14.2%
	Total ECWRPC and MPO Work Program Including Carry Over	$ 906,934	$ 725,547	80.0%	$ 51,035	5.6%	$ 130,351	14.4%
	Total 2013 Carry Over	$ 67,979	$ 54,383	80.0%	$ 2,786	4.1%	$ 10,809	15.9%

* 2013 Discretionary Carry Over Funds 80/20 - Federal/Local

Fox Cities (Appleton) and Oshkosh Metropolitan Planning Organization 2014 Meeting Schedule
MPO Standing Transportation Committee (TC), MPO Technical Advisory Committee (TAC)
ECWRPC, Fox Cities (Appleton) and Oshkosh MPO Policy Board (PB)

Fox Cities and Oshkosh Bicycle and Pedestrian Plan (BP)
Long Range Transportation Plan (LRTP) Implementation - Special Studies
Public Participation Plan (PPP) Evaluation/Monitoring
Annual Transportation Improvement Program (TIP)
2015 Unified Transportation Work Program (WP)
* Special meetings of the TAC will be held as needed to address transportation issues

Date	Time	Tentative Primary Meeting Subjects	Committee
Tuesday, January 14th	1:30 P.M.	LRTP Update/BP Update/TIP/2014 WP Amendment	TC
Friday, January 31st	10:00 A.M.	Staff and TC Committee Reports/BP/WP/TIP Action/LRTP	PB
Tuesday, January 28th	9:00 A.M.	Wisconsin MPOs Quarterly Directors Meeting	MPO Staff
Wednesday, April 2nd	10:00 A.M.	Review and discussion LRTP update /BP Update/TIP	TAC
Tuesday, April 8th	1:30 P.M.	LRTP update /BP Update/TIP	TC
Tuesday, April 22nd	9:00 A.M.	Wisconsin MPOs Quarterly Directors Meeting	MPO Staff
Friday, April 25th	10:00 A.M.	Staff and TC Committee Reports/BP/WP/TIP Action/LRTP	PB
TBD	TBD	WisDOT/FHWA/MPO WP Mid-Year Review meeting	Staff
Open Date *	TBD	If Needed	TAC
Tuesday, July 15th	1:30 P.M.	LRTP status update/TIP/work program/BP Status	TC
Tuesday, July 22nd	9:00 A.M.	Wisconsin MPOs Quarterly Directors Meeting	MPO Staff
Friday, July 25th	10:00 A.M.	Staff and TC Committee Reports/BP/WP/TIP Action/LRTP	PB
TBD	All Day	MPO/WisDOT/FHWA Conference	Staff
Wednesday, October 8th	10:00 A.M.	Review and discussion LRTP update /BP Update/TIP	TAC
Tuesday, October 14th	1:30 P.M.	2015 WP/LRTP Update/BP/TIP	TC
Tuesday, October 28th	10:00 A.M.	Wisconsin MPOs Quarterly Directors Meeting	MPO Staff
Friday, October 31st	10:00 A.M.	2015 WP Action/LRTP Update/BP/TIP	PB
Last Updated 9-9-13			

Fond du Lac Metropolitan Planning Organization (MPO) 2014 Meeting Schedule
MPO Policy Board (PB) and MPO Technical Advisory Committee (TAC)

ACRONYMS
Long Range Transportation Plan (LRTP)
Transportation Improvement Program (TIP)
Transit Development Plan (TDP)
Unified Transportation Work Program (WP)
*Special meetings of the TAC and PB can be held as needed to address transportation issues

Date	Time	Tentative Primary Meeting Subjects	Committee
Tuesday, January 28th	9:00 A.M.	Wisconsin MPOs Quarterly Directors Meeting	MPO Staff
Wednesday, February 12th	10:00 A.M.	Review Discuss LRTP update schedule/TIP	PB/TAC
Tuesday, April 22nd	9:00 A.M.	Wisconsin MPOs Quarterly Directors Meeting	MPO Staff
Wednesday, May 14th	10:00 A.M.	Review and discussion of LRTP update status/public review 2013 - 2015 LRTP update schedule/planning activity update/ membership update	PB
TBD	TBD	WisDOT/FHWA/MPO WP Review Meeting	MPO Staff
Wednesday, June 11th	10:00 A.M.	LRTP Future Land Use Scenarios/TIP Candidate Project listing review	TAC
Wednesday, July 9th	10:00 A.M.	TIP/LRTP/Special Studies /2015 WP Review Discussion	PB
Tuesday, July 22nd	9:00 A.M.	Wisconsin MPOs Quarterly Directors Meeting	MPO Staff
TBD	All Day	MPO/WisDOT/FHWA Conference	Staff
Wednesday, September 10th	10:00 A.M.	2015 WP/ LRTP Update/TIP Project Review Discussion	TAC
Wednesday, October 8th	10:00 A.M.	2015 WP ACTION, TIP Project Review Discussion LRTP Update and Discussion	PB
Tuesday, October 28th	TBD	Wisconsin MPOs Quarterly Directors Meeting	MPO Staff
Wednesday, November 12th	10:00 A.M.	LRTP timeline evaluation/study updates/2015 WP Priorities	PB/TAC

Last Updated 9-6-13

Appleton (Fox Cities) TMA
MPO Long Range Plan Update
2013 - 2015

	January-13	February-13	March-13	April-13	May-13	June-13	July-13	August-13	September-13	October-13	November-13	December-13	January-14	February-14	March-14	April-14	May-14	June-14	July-14	August-14	September-14	October-14	November-14	December-14	January-15	February-15	March-15	April-15	May-15	June-15	July-15	August-15	September-15	October-15	November-15	December-15
LRTP timeline evaluation and revision																																				
Data collection and preparation: gap analysis, transportation and land use inventories, implementation status of adopted plan, performance indicators, scenarios, etc.																																				
Technical Advisory Committee - Wednesday, January 9, 2013 10:00 am - Data review/LRTP update/Congestion Management Process (CMP)																																				
Commission Transportation Committee - Tuesday, January 15, 2013 1:30 pm - Data review/LRTP updates																																				
Commission meeting/Policy Board - Friday, January 25, 2013 9:00 am - Data review/LRTP updates																																				
Existing needs/deficiencies analysis (projects to be modeled and not modeled)																																				
Technical Advisory Committee - Wednesday, July 10, 2013 10:00 am - Performance Measures/CMP/LRTP																																				
Commission Transportation Committee - Tuesday, July 16, 2013 1:30 pm - Performance Measures/Draft CMP Chapters																																				
Commission meeting/Policy Board - Friday, July 26, 2013 9:00 am - LRTP/CMP Update																																				
Modeling: existing conditions/future scenarios/analysis and refinement																																				
Technical Advisory Committee - Wednesday, October 2, 2013 10:00 am - TIP amendments and adoption/LRTP Update Draft CMP																																				
Commission Transportation Committee - Tuesday, October 8, 2013 1:30 pm - TIP amendments and adoption/LRTP Draft CMP Document																																				
Commission meeting/Policy Board - Friday, October 25, 2013 9:00 am - TIP amendments and adoption/CMP Approval/Work Program Approval																																				
Annual TIP development/adoption/submittal																																				
Annual work program development and submittal																																				
Technical Advisory Committee - Wednesday, January 8, 2014 10:00 am - modeling updates and scenarios																																				
Commission Transportation Committee - Tuesday, January 14, 2014 1:30 pm - modeling updates and scenarios																																				
Commission meeting/Policy Board - Friday, January 31, 2014 9:00 am - modeling updates and scenarios																																				
Financial Plan/Fiscal Constraint																																				
Technical Advisory Committee - Wednesday, April 2, 2014 10:00 am - financial plan and fiscal constraint discussion/LRTP Update																																				
Commission Transportation Committee - Tuesday, April 8, 2014 1:30 pm - LRTP Status financial plan and fiscal constraint discussion																																				
Commission meeting/Policy Board - Friday, April 25, 2014 9:00 am - financial plan and fiscal constraint																																				
LRTP timeline evaluation and revision																																				
Technical Advisory Committee - Wednesday, July 9, 2014 10:00 am - LRTP Update/Status																																				
Commission Transportation Committee - Tuesday, July 15, 2014 1:30 pm - LRTP Update/Status																																				
Commission meeting/Policy Board - Friday, July 25, 2014 9:00 am - LRTP Update/TIP																																				
Plan Alternatives																																				
Technical Advisory Committee - Wednesday, October 8, 2014 10:00 am - TIP amendments and adoption/plan alternatives																																				
Commission Transportation Committee - Tuesday, October 14, 2014 1:30 pm - TIP amendments and adoption/plan alternatives																																				
Commission meeting/Policy Board - Friday, October 31, 2014 9:00 am - TIP amendments and adoption/plan alternatives																																				
Annual TIP development/adoption/submittal																																				
Annual work program development and submittal																																				
LRTP timeline evaluation and revision																																				
Technical Advisory Committee - Wednesday, January 7, 2015 10:00 am - plan alternatives																																				
Commission Transportation Committee - Tuesday, January 13, 2015 1:30 pm - plan alternatives																																				
Commission meeting/Policy Board - Friday, January 30, 2015 9:00 am - plan alternatives																																				
Conformity - interagency consultation, analysis, and determination																																				
Technical Advisory Committee - Wednesday, April 8, 2015 10:00 am - conformity																																				
Commission Transportation Committee - Tuesday, April 14, 2015 1:30 pm - conformity																																				
Commission meeting/Policy Board - Friday, April 24, 2015 9:00 am - conformity																																				
LRTP timeline evaluation and revision																																				
Final draft plan development																																				
Technical Advisory Committee - Wednesday, July 8, 2015 10:00 am - review of draft plan																																				
Commission Transportation Committee - Tuesday, July 14, 2015 1:30 pm - review of draft plan																																				
Commission meeting/Policy Board - Friday, July 31, 2015 9:00 am - review of draft plan																																				
Public comment/Interactive Web Site/public information meetings																																				
Technical Advisory Committee - Wednesday, October 7, 2015 10:00 am - review of draft plan																																				
Commission Transportation Committee - Tuesday, October 13, 2015 1:30 pm - review of draft plan																																				
Commission meeting/Policy Board - Friday, October 30, 2015 9:00 am - TIP amendments/LRTP adoption																																				
Annual TIP development/adoption/submittal																																				
Annual work program development and submittal																																				
Plan production and distribution																																				

ECWRPC 2014 Transportation Work Program Planning Factors

Metropolitan Planning Organizations (MPOs) are required to consider seven (7) broad planning factors in the development of transportation plans and programs.	
1) Support the economic vitality of the metropolitan planning area, especially by enabling global competitiveness, productivity and efficiency.	
Fox Cities/Oshkosh/Fond du Lac MPO Program	
1311/1341 - Program Administration/Support (PL)	LRTP development and administration, grant administration and reporting
1312/1342 - Long-Range Transportation Planning (PL)	Implementation of the recommendation in the LRTP and TIP. Work with MPO communities as comprehensive plans are developed or updated to reflect those changes in the LRTP. Compile and update socioeconomic for the next major plan update.
1313/1346 - Travel Model Improvement Program	Work will continue to improve the transit and truck mode for the entire model. The objective is to collect and maintain socio-economic data for use in the travel demand model and other MPO planning and implementation projects.
1314/1347 - Freight Modeling/Freight Planning	Work with WisDOT and Freight stakeholders to gather and organize freight travel information and compare the data to travel model output. Organize, coordinate, and administer a cooperative effort with multiple jurisdictions to secure, develop, and maintain current aerial photography, GIS data, and mapping products for the rapidly developing areas of the region which will support and assist in the analysis of local or regional transportation issues.
1321, 1323, 1325, 1326/1343 - Short Range/Multi-Modal Transportation Planning (PL)	To maintain an ongoing program of traffic operations and highway improvement project assistance that contributes to the safety and improved operation of the street and highway system in the MPO area.
1322/1344 - Transportation Improvement Program (PL)	Prepare and maintain an annual TIP
1324/1345/1329 - Transit Planning (PL-Transit)	Work with the transit systems to develop transit operating and capital improvement programs which efficiently and effectively serve the MPO area.
1330 - Regional Transportation Program (SPR)	To assist WisDOT, Counties, local jurisdictions and other operating agencies in providing a safe and efficient transportation system that includes all modes of transportation.
1380 - Regional Safe Routes to School Program	Work with local communities and school districts within the three urbanized areas: Fox Cities (Appleton), Oshkosh, and Fond du Lac to develop or expand their SRTS Program. provide resources, incentives, and assist with activities for International Walk to School Day and Bike to School.
2) Increase the safety and security of the transportation system for motorized and non-motorized users.	
Fox Cities/Oshkosh/Fond du Lac MPO Program	
1311/1341 - Program Administration/Support (PL)	LRTP development and administration
1312/1342 - Long-Range Transportation Planning (PL)	Work with WisDOT and local governments as part of the plan implementation to determine the most effective mix of modal choices and land development practices.
1313/1346 - Travel Model Improvement Program	
1314 - Freight Modeling/Freight Planning	

1321, 1323, 1325, 1326/1343 - Short Range/Multi-Modal Transportation Planning (PL)	To maintain an ongoing program of traffic operations and highway improvement project assistance that contributes to the safety and improved operation of the street and highway system in the MPO area. To encourage, promote, and accommodate bicyclists and pedestrians as safe and efficient modes of transportation.
1322/1344 - Transportation Improvement Program (PL)	To actively solicit eligible candidate transportation projects from local governments to prioritize and prepare a logical program to efficiently utilize STP-Urban funds and improve the traffic operation on the system.
1324/1345/1329 - Transit Planning (PL-Transit)	Work with the transit systems to develop transit operating and capital improvement programs which efficiently and effectively serve the MPO area.
1330 - Regional Transportation Program (SPR)	To assist WisDOT, Counties, local jurisdictions and other operating agencies in providing a safe and efficient transportation system that includes all modes of transportation.
1380 - Regional Safe Routes to School Program	Work with local communities and school districts within the three urbanized areas: Fox Cities (Appleton), Oshkosh, and Fond du Lac to develop or expand their SRTS Program. provide resources, incentives, and assist with activities for International Walk to School Day and Bike to School.
3) Increase the accessibility and mobility options available to people and for freight.	
Fox Cities/Oshkosh/Fond du Lac MPO Program	
1311/1341 - Program Administration/Support (PL)	LRTP development and administration
1312/1342 - Long-Range Transportation Planning (PL)	Work with WisDOT and local governments as part of the plan implementation to determine the most effective mix of modal choices and land development practices. Continue to improve the transit and truck mode for the entire travel demand model.
1313/1346 - Travel Model Improvement Program	
1314 - Freight Modeling /Freight Planning	Work with WisDOT and Freight stakeholders to gather and organize freight travel information and compare the data to travel model output. Organize, coordinate, and administer a cooperative effort with multiple jurisdictions to secure, develop, and maintain current aerial photography, GIS data, and mapping products for the rapidly developing areas of the region which will support and assist in the analysis of local or regional transportation issues.
1321, 1323, 1325, 1326/1343 - Short Range/Multi-Modal Transportation Planning (PL)	To maintain an ongoing program of traffic operations and highway improvement project assistance that contributes to the safety and improved operation of the street and highway system in the MPO area. To encourage, promote, and accommodate bicyclists and pedestrians as safe and efficient modes of transportation. Enhance multi-modal transportation opportunities and connections that improve access.
1322/1344 - Transportation Improvement Program (PL)	
1324/1345/1329 - Transit Planning (PL-Transit)	Utilize the transit mode of the travel demand model to analyze route alternatives and improvements in coordination.
1330 - Regional Transportation Program (SPR)	To assist WisDOT, Counties, local jurisdictions and other operating agencies in providing a safe and efficient transportation system that includes all modes of transportation. Evaluate the freight system to better assess current and future needs.

1380 - Regional Safe Routes to School Program	Work with local communities and school districts within the three urbanized areas: Fox Cities (Appleton), Oshkosh, and Fond du Lac to develop or expand their SRTS Program. provide resources, incentives, and assist with activities for International Walk to School Day and Bike
4) Protect and enhance the environment, promote energy conservation, and improve the quality of life.	
Fox Cities/Oshkosh/Fond du Lac MPO Program	
1311/1341 - Program Administration/Support (PL)	LRTP development and administration
1312/1342 - Long-Range Transportation Planning (PL)	Work with WisDOT and local governments as part of the plan implementation to determine the most effective mix of modal choices and land development practices.
1313/1346 - Travel Model Improvement Program	
1314/1347 - Freight Modeling/Freight Planning	
1321, 1323, 1325, 1326/1343 - Short Range/Multi-Modal Transportation Planning (PL)	To maintain an ongoing program of traffic operations and highway improvement project assistance that contributes to the safety and improved operation of the street and highway system in the MPO area. To encourage, promote, and accommodate bicyclists and pedestrians as safe and efficient modes of transportation. Implement a Complete Streets program and other initiatives to promote physical activity and healthy lifestyles.
1322/1344 - Transportation Improvement Program (PL)	
1324/1345/1329 - Transit Planning (PL-Transit)	Work with the transit systems to develop transit operating and capital improvement programs which efficiently and effectively serve the MPO area.
1330 - Regional Transportation Program (SPR)	To assist WisDOT, Counties, local jurisdictions and other operating agencies in providing a safe and efficient transportation system that includes all modes of transportation.
1380 - Regional Safe Routes to School Program	Work with local communities and school districts within the three urbanized areas: Fox Cities (Appleton), Oshkosh, and Fond du Lac to develop or expand their SRTS Program. provide resources, incentives, and assist with activities for International Walk to School Day and Bike to School.
5) Enhance integration and connectivity of the transportation system, across and between modes, for people and freight.	
Fox Cities/Oshkosh/Fond du Lac MPO Program	
1311/1341 - Program Administration/Support (PL)	LRTP development and administration
1312/1342 - Long-Range Transportation Planning (PL)	Work with WisDOT and local governments as part of the plan implementation to determine the most effective mix of modal choices and land development practices. Continue to
1313/1346 - Travel Model Improvement Program	Work will continue to improve the transit and truck mode for the entire model. The objective is to collect and maintain socio-economic data for use in the travel demand model and other MPO planning and implementation projects.
1314 - Freight Modeling /Freight Planning	Work with WisDOT and Freight stakeholders to gather and organize freight travel information and compare the data to travel model output. Organize, coordinate, and administer a cooperative effort with multiple jurisdictions to secure, develop, and maintain current aerial photography, GIS data, and mapping products for the rapidly developing areas of the region which will support and assist in the analysis of local or regional transportation issues.

1321, 1323, 1325, 1326/1343 - Short Range/Multi-Modal Transportation Planning (PL)	To maintain an ongoing program of traffic operations and highway improvement project assistance that contributes to the safety and improved operation of the street and highway system in the MPO area. To encourage, promote, and accommodate bicyclists and pedestrians as safe and efficient modes of transportation.
1322/1344 - Transportation Improvement Program (PL)	To actively solicit eligible candidate transportation projects from local governments to prioritize and prepare a logical program to efficiently utilize STP-Urban funds and improve the traffic operation on the system.
1324/1345/1329 - Transit Planning (PL-Transit)	Utilize the transit mode of the travel demand model to analyze route alternatives and improvements in coordination.
1330 - Regional Transportation Program (SPR)	To assist WisDOT, Counties, local jurisdictions and other operating agencies in providing a safe and efficient transportation system that includes all modes of transportation. Evaluate the freight system to better assess current and future needs.
1380 - Regional Safe Routes to School Program	Work with local communities and school districts within the three urbanized areas: Fox Cities (Appleton), Oshkosh, and Fond du Lac to develop or expand their SRTS Program. Provide resources, incentives, and assist with activities for International Walk to School Day and Bike to School.
6) Promote efficient system management and operation	
Fox Cities/Oshkosh/Fond du Lac MPO Program	
1311/1341 - Program Administration/Support (PL)	LRTP development and administration
1312/1342 - Long-Range Transportation Planning (PL)	Work with WisDOT and local governments as part of the plan implementation to determine the most effective mix of modal choices and land development practices. Continue to improve the transit and truck mode for the entire travel demand model.
1313/1346 - Travel Model Improvement Program	Work will continue to improve the transit and truck mode for the entire model. The objective is to collect and maintain socio-economic data for use in the travel demand model and other MPO planning and implementation projects.
1314 - Freight Modeling /Freight Planning	Work with WisDOT and Freight stakeholders to gather and organize freight travel information and compare the data to travel model output. Organize, coordinate, and administer a cooperative effort with multiple jurisdictions to secure, develop, and maintain current aerial photography, GIS data, and mapping products for the rapidly developing areas of the region which will support and assist in the analysis of local or regional transportation issues.
1321, 1323, 1325, 1326/1343 - Short Range/Multi-Modal Transportation Planning (PL)	To maintain an ongoing program of traffic operations and highway improvement project assistance that contributes to the safety and improved operation of the street and highway system in the MPO area. To encourage, promote, and accommodate bicyclists and pedestrians as safe and efficient modes of transportation. Promote sustainability concepts with a direct impact on reducing energy consumption and the associated environmental impacts.

1322/1344 - Transportation Improvement Program (PL)	To actively solicit eligible candidate transportation projects from local governments to prioritize and prepare a logical program to efficiently utilize STP-Urban funds and improve the traffic operation on the system.
1324/1345/1329 - Transit Planning (PL-Transit)	Utilize the transit mode of the travel demand model to analyze route alternatives and improvements in coordination.
1330 - Regional Transportation Program (SPR)	To assist WisDOT, Counties, local jurisdictions and other operating agencies in providing a safe and efficient transportation system that includes all modes of transportation. Evaluate the freight system to better assess current and future needs. Promote and aid communities in developing best management practices using WISLR
1380 - Regional Safe Routes to School Program	Work with local communities and school districts within the three urbanized areas: Fox Cities (Appleton), Oshkosh, and Fond du Lac to develop or expand their SRTS Program. Provide resources, incentives, and assist with activities for International Walk to School Day and Bike to School.
7) Emphasize the efficient preservation of the existing transportations system.	
Fox Cities/Oshkosh/Fond du Lac MPO Program	
1311/1341 - Program Administration/Support (PL)	LRTP development and administration
1312/1342 - Long-Range Transportation Planning (PL)	Work with WisDOT and local governments as part of the plan implementation to determine the most effective mix of modal choices and land development practices. Continue to improve the transit and truck mode for the entire travel demand model.
1313/1346 - Travel Model Improvement Program	
1314 - Freight Modeling/Freight Planning	
1321, 1323, 1325, 1326/1343 - Short Range/Multi-Modal Transportation Planning (PL)	To maintain an ongoing program of traffic operations and highway improvement project assistance that contributes to the safety and improved operation of the street and highway system in the MPO area.
1322/1344 - Transportation Improvement Program (PL)	
1324/1345/1329 - Transit Planning (PL-Transit)	Work with the transit systems to develop transit operating and capital improvement programs which efficiently and effectively serve the MPO area.
1330 - Regional Transportation Program (SPR)	Promote and aid communities in developing best management practices using WISLR
1380 - Regional Safe Routes to School Program	

RESOLUTION NO. 20-13

ADOPTION OF THE PUBLIC PARTICIPATION PLAN FOR THE FOX CITIES AND OSHKOSH METROPOLITAN PLANNING ORGANIZATIONS (MPO)

WHEREAS, East Central Wisconsin Regional Planning Commission is the designated Metropolitan Planning Organization (MPO) for the Fox Cities and Oshkosh Urbanized Areas, and charged with conducting cooperative, comprehensive and continuing urban transportation planning as prescribed by federal and state law; and

WHEREAS, a public participation plan must be developed by the MPO in consultation with stakeholders to meet the requirements of the Moving Ahead for Progress in the 21st Century Act (MAP-21); and

WHEREAS, the public participation plan identifies the methods, techniques and strategies that will be used or considered to solicit input and participation from the public during the development of long range plans and transportation improvement programs; and

WHEREAS, the public participation plan establishes measures, milestones, benchmarks and goals to determine if the amount of public participation is reasonable when compared to minority, low income and general populations in the MPO areas; and

WHEREAS, the public participation plan will be monitored and reviewed on a regular basis to insure that all citizens and stakeholders interested in transportation planning and programming have ample opportunities to provide input and participate in the process; and

WHEREAS, a 45 day public comment period was provided including two consecutive public notices in the newspaper of record announcing the availability of the Public Participation Plan; and

WHEREAS, no additional comments were received by U.S. Mail, the MPO Web Site, telephone or other communication. **Now, Therefore:**

BE IT RESOLVED BY THE EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION ADOPT THE PUBLIC PARTICIPATION PLAN FOR THE FOX CITIES AND OSHKOSH METROPOLITAN PLANNING ORGANIZATIONS:

Effective Date: July 26, 2013
Submitted By: Transportation Committee
Prepared By: David Moesch, Associate Transportation Planner

Robert G. Hermes, Chair – Menominee Co.

RESOLUTION NO. 04-13

ADOPTION OF THE PUBLIC PARTICIPATION PLAN FOR THE FOND DU LAC METROPOLITAN PLANNING ORGANIZATION (MPO)

WHEREAS, the City of Fond du Lac is the designated Metropolitan Planning Organization (MPO) for the Fond du Lac Urbanized Area, and charged with conducting cooperative, comprehensive and continuing urban transportation planning as prescribed by federal and state law; and

WHEREAS, a public participation plan must be developed by the MPO in consultation with stakeholders to meet the requirements of the Moving Ahead for Progress in the 21st Century Act (MAP-21); and

WHEREAS, the public participation plan identifies the methods, techniques and strategies that will be used or considered to solicit input and participation from the public during the development of long range plans and transportation improvement programs; and

WHEREAS, the public participation plan establishes measures, milestones, benchmarks and goals to determine if the amount of public participation is reasonable when compared to minority, low income and general populations in the MPO areas; and

WHEREAS, the public participation plan will be monitored and reviewed on a regular basis to insure that all citizens and stakeholders interested in transportation planning and programming have ample opportunities to provide input and participate in the process; and

WHEREAS, a 45 day public comment period was provided including two consecutive public notices in the newspaper of record announcing the availability of the Public Participation Plan; and

WHEREAS, no additional comments were received by U.S. Mail, the MPO Web Site, telephone or other communication. **Now, Therefore:**

BE IT RESOLVED THAT THE FOND DU LAC METROPOLITAN PLANNING ORGANIZATION ADOPT THE PUBLIC PARTICIPATION PLAN FOR THE FOND DU LAC URBANIZED AREAS:

Effective Date: May 8, 2013
Submitted By: MPO Staff
Prepared By: David J. Moesch, Associate Transportation Planner

Allen Buechel

Mr. Allen Buechel, Chair, Policy Board
Fond du Lac Metropolitan Planning Organization

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Mr. Wayne Rollin, Vice Chair, Policy Board
Fond du Lac Metropolitan Planning Organization

CHAPTER VII

PROGRAM-SPECIFIC GUIDANCE FOR METROPOLITAN TRANSPORTATION PLANNING ORGANIZATIONS

This chapter describes the procedures that metropolitan planning organizations (MPOs) should follow in order to comply with the Department of Transportation's (DOT) Title VI regulations.

1. GUIDANCE ON CONDUCTING METROPOLITAN TRANSPORTATION PLANNING. In order to integrate, into metropolitan planning activities, considerations expressed in the DOT Order on Environmental Justice, MPOs should have an analytic basis in place for certifying their compliance with Title VI. Examples of this analysis can include:

a. A demographic profile of the metropolitan area that includes identification of the locations of socioeconomic groups, including low-income and minority populations as covered by the Executive Order on Environmental Justice and Title VI.

MPO Staff develops demographic profiles that identify the location of various socioeconomic groups, including minority populations under Title VI.

b. A metropolitan transportation planning process that identifies the needs of low-income and minority populations.

The adopted public participation plans and planning process specifically addresses outreach to minority populations. MPO staff routinely attends meetings including Hispanic/Latino/Hmong Interagency Groups and Advocacy Coalitions supporting low-income populations to incorporate their participation into MPO plans and programs.

c. An analytical process that identifies the benefits and burdens of metropolitan transportation system investments for different socioeconomic groups, identifying imbalances and responding to the analyses produced.

The data is used in the planning process to evaluate the impact a project may have on various socioeconomic groups. Each project identified relative to the cumulative and secondary impacts to various socioeconomic groups and the environment.

2. REPORTING REQUIREMENTS. Those MPOs that are direct recipients of Federal Transit Administration (FTA) shall report to FTA consistent with the reporting procedures in Chapter II part 4. Other MPOs should report to their direct recipient, the State Departments of Transportation (State DOTs), consistent with reporting procedures established by the State DOT.

ECWRPC is not a Direct Recipient

RESOLUTION NO. 11-09

ADOPTING A TITLE VI NON-DISCRIMINATION AGREEMENT BETWEEN THE EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION AND THE WISCONSIN DEPARTMENT OF TRANSPORTATION

WHEREAS, the Commission is a Sub-Recipient of Wisconsin Department of Transportation federal aid funds and must assure that all of the requirements provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 are met, so that no person shall, on the grounds of race, color, national origin, or sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, and

WHEREAS, the Sub Recipient further assures every effort will be made to ensure non-discrimination in all of its programs and activities, whether those programs or activities are federally funded or not, and

WHEREAS, the Sub-Recipient will by this Resolution establish a Title VI Coordinator position 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, and

WHEREAS, pursuant to 23 CFR 200, the Commission shall appoint a Title VI Coordinator and within 20 days of signing the agreement provide WisDOT with a copy of the Sub-Recipient's organizational chart illustrating the level and placement of the Title VI Coordinator, now therefore

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

Section 1: That the Commission adopts the Title VI Non-Discrimination agreement with the Wisconsin Department of Transportation and creates the position of Title VI Coordinator responsible for initiating and monitoring the Sub-Recipients Title VI Programs and activities.

Effective Date: July 31, 2009
Submitted By: Steering Committee
Prepared By: Walt Raith, Assistant Director

Dick Koeppen, Chair

Exhibit 7

East Central Wisconsin Regional Planning Commission

Metropolitan Planning Organization

Transportation Planning Agreements

Fox Cities MPO
Fox Cities (Appleton-Neenah) Urbanized Area

Oshkosh MPO
Oshkosh Urbanized Area

Fond du Lac MPO
Fond du Lac Urbanized Area

COOPERATIVE AGREEMENT FOR CONTINUING TRANSPORTATION PLANNING FOR THE APPLETON, WISCONSIN METROPOLITAN AREA
between
STATE OF WISCONSIN, DEPARTMENT OF TRANSPORTATION
and the
APPLETON METROPOLITAN PLANNING ORGANIZATION
and the
VALLEY TRANSIT SYSTEM
(Transit Operator)

This Cooperative Agreement is made and entered into between the State of Wisconsin Department of Transportation (hereinafter referred to as "WisDOT"), the East Central Wisconsin Regional Planning Commission, acting as the Appleton Metropolitan Planning Organization (hereinafter referred to as "MPO"), and the Valley Transit System, the operator of publicly owned transit services (herein referred to as "Transit Operator").

RECITALS

WHEREAS, various federal grants and aids are available to WisDOT and/or the MPO, and various state grants and aids are available to the MPO for carrying out urban transportation planning activities; and

WHEREAS, WisDOT is authorized by sec. 85.02, Wis. Stats. to direct, undertake and expend state and federal aid for planning, promotion and protection activities for all transportation modes; and

WHEREAS, the Governor of Wisconsin and local communities within the Appleton Metropolitan Planning Area (hereinafter referred to as "Planning Area"), through their authorized representatives, have jointly designated the MPO to carry out urban transportation planning activities for the Planning Area; and

WHEREAS, the Transit Operator provides mass transportation services within the Appleton Urbanized Area; and

WHEREAS, the Transit Operator is the designated recipient in the Urbanized Area for federal transit operating aids under Section 5307 of the Federal Transit Act, as amended; and

WHEREAS, urban transportation planning activities come under the jurisdiction of the U.S. Department of Transportation (hereinafter referred to as "USDOT") and are subject to the metropolitan planning requirements of 23 U.S.C. 134 and section 5303 of the Federal Transit Act, as amended; and

WHEREAS, metropolitan planning area boundaries for purposes of the federal planning provisions have been determined by agreement between the MPO and the Governor;

NOW THEREFORE, in consideration of these premises, and of their mutual and dependent needs, the parties hereto contract and agree as follows:

Article I: Statement of Purpose

WisDOT and the MPO, in cooperation with the Transit Operator (Valley Transit System), shall cooperatively undertake a continuing, comprehensive, and cooperative transportation planning and programming process for the metropolitan planning area in accordance with state and local goals for urban planning, the provisions of 23 USC. 134, 49 USC. 5303, and 23 CFR 450, as amended, and in accordance with the provisions of this Agreement.

Article II: Overall Responsibilities

A. **MPO** shall be responsible for and shall be considered the lead agency in conducting the following transportation planning and programming activities pursuant to 23 CFR 450:

1. Formulating, approving and periodically updating/amending a multimodal long-range transportation plan for the Planning Area, which shall conform to all applicable federal requirements and work program content and schedules;

2. Working in cooperation with the Transit Operator to prepare and update a short-range (3-10 year) Transit Development Plan (TDP), which plan shall include, but not be limited to, transit system policies and service demands, transit service modifications and extensions, transit fares, transit system capital facilities needs, and data collection studies utilizing different survey instruments for planning purposes;

3. Formulating and approving the short-range Transportation Improvement Program (TIP) for the Planning Area which shall cover a period of not less than 4 years and may include projects outside the Planning Area for information only;

4. Formulating and annually approving the urban transportation planning work program, which shall identify all transportation-related planning activities to be funded with state and federal financial aids and technical assistance in accordance with the provisions of this Agreement and the time schedule adopted by WisDOT;

5. Providing a forum for cooperative transportation planning and decision-making, and establishing a public involvement process that ensures opportunities for early and continuing involvement of local governmental units, transit operator, and the general public in the review and evaluation of all transportation plans and programs;

6. Considering and implementing WisDOT planning guidance to the fullest extent consistent with local and regional goals;

7. Making data, assumptions, criteria, methodology and analyses available to WisDOT and other participants in a timely manner;

8. Providing WisDOT with copies of all transportation plans and programs and all resolutions concerning their adoption, endorsement or amendment;

9. Providing WisDOT with an annual self-certification that the MPOs' transportation planning process conforms to all applicable federal requirements pursuant to 23 CFR 450; and

10. Complying with ADA plan certification procedures as required in 49 CFR 37. 139.

B. **WisDOT** shall be responsible for and shall be considered the lead agency in conducting the following transportation planning and programming activities:

1. Informing the MPO relative to the availability, or anticipated availability, of state and federal financial aids and technical assistance for urban transportation planning activities;

2. Providing information relative to the availability, or anticipated availability, of state and federal financial aids for urban transportation improvements and services that fall under local programming jurisdiction;

3. Providing information relative to the proposed programming of state and federal financial aids for urban transportation improvements and services, which fall under state jurisdiction;

4. Informing the MPO relative to federal or state statutes, policies, regulations and guidelines, which bear upon urban transportation planning and programming activities and contractual arrangements;

5. Developing strategies and guidance for plan and work program scoping to reflect federal and state planning requirements and goals;

6. Coordinating the development of the schedule and procedures for annual submittal and interagency review and approval of the urban transportation planning work program;

7. Developing and issuing statewide guidance for the preparation of metropolitan transportation system plans and transportation improvement programs;

8. Providing technical support and data and information collected or maintained by WisDOT that is pertinent to the transportation planning work to be performed by the MPO under this Agreement;

9. Endorsing the MPO transportation plan, in a timely manner, for use as a guide in statewide planning and programming activities;

10. Approving the MPO TIP on behalf of the governor;

11. Developing the statewide transportation plan and the Statewide Transportation Improvement Program (STIP), pursuant to the provisions of 23 USC 135;

12. Coordinating and reconciling MPO transportation plans and programs with statewide plans and programs as necessary to ensure connectivity within transportation systems, in consultation with the MPO; and

13. Monitoring MPO's transportation planning process to ensure compatibility with state and USDOT programs and objectives and to certify compliance with applicable federal requirements.

C. The **Transit Operator** shall be responsible for and shall be considered the lead agency in conducting the following transportation planning and programming activities:

1. Coordination of mid-range (5-10 year) and long-range transit planning and programming (e.g., Transit Development Plan) with other transportation planning and programming, with cooperation and technical assistance from the MPO;

2. Providing information relative to the proposed programming of federal, state and local funds for urban transit system improvements and services that fall under the Transit Operator jurisdiction that involves the quarterly reporting and submittal of transit system service and operating performance data;

3. Preparing and submitting applications for state and federal mass transportation capital and operating assistance grants and administering approved grants;

4. Conducting preliminary engineering and final design studies relating to mass transportation capital facilities, including but not limited to transit stations, shelters, bus stop signs, garages, maintenance buildings, operator buildings, and rolling stock;

5. Conducting detailed operational planning necessary to establish or modify transit routes, schedules, fares, stop locations, transfer points, vehicle assignments, and other operating procedures in accord with the proposals contained in the TDP;

6. Preparing and updating paratransit service plans in conformance with the Americans with Disabilities Act of 1990.

7. Endorsing the MPO transportation plan in a timely manner, for use as a guide in local transit planning and programming activities;

8. Conducting transit marketing planning, including but not limited to the conduct of market surveys, the design of user information materials, and the development of transit promotion programs;

9. Conducting transit management planning, including but not limited to activities related to personnel procedures and training programs, maintenance policies, fare collection and handling procedures, and accounting practices;

10. Collecting data to meet the requirements of 49 USC 5335; and

11. Collecting data to meet the requirements of Wisconsin Administrative Code Trans 3, 4, and 8.

Article III: Scope of Work and Geographic Area

A. The cooperative urban transportation planning process shall be carried out in accordance with a unified planning work program (hereinafter referred to as the "Planning Work Program") approved by the MPO, WisDOT and USDOT, in consultation with appropriate transportation providers, and made a part of this Agreement which shall constitute the scope of work to be performed under this Agreement.

The Planning Work Program shall set forth a description of the specific urban transportation planning activities and products to be completed each calendar year, the corresponding staff and budgetary requirements, and the allocation of the total costs between the participating agencies. Responsibility for the following planning activities shall be identified in the Planning Work Program, where applicable:

1. Preparing technical and other reports to assure documentation of the development, refinement and reappraisal of the transportation plan; and

2. Conducting detailed corridor or subarea studies to evaluate major transportation investment alternatives and their social, economic and environmental impacts pursuant to 23 CFR 450.

B. Upon adoption of the Planning Work Program by the MPO and approval by WisDOT and by USDOT funding agencies, WisDOT shall, in writing, authorize the MPO to proceed with the Planning Work Program in accordance with the terms and conditions of such approval.

The Planning Work Program may be amended during the course of the year upon written request of the MPO and subject to (1) the written concurrence of WisDOT and USDOT and (2) the availability of funding, if applicable.

C. The cooperative urban transportation planning process to be conducted under this Agreement and governed by the provisions of 23 CFR 450 shall encompass the metropolitan planning area, as determined by agreement between the Governor and MPO.

Article IV: Organization and Administration

A. The governing body of the MPO shall appoint and maintain such policy, citizen and/or technical advisory committees as deemed appropriate to effectively carry out the

comprehensive urban transportation planning process under this Agreement. WisDOT and the Transit Operator shall be represented on such policy and technical advisory committees.

B. MPO may enter into such institutional arrangements, service contracts or agency Agreements as it deems necessary to carry out the scope of work under this Agreement with the understanding that the MPO shall remain accountable for completion of planning products in accordance with the Planning Work Program. All such contracts, subcontracts, Agreements or other written understandings for services shall conform to the appropriate provisions of 49 CFR 18 (common rule) as supplemented by 23 CFR 420.119 issued by the Federal Highway Administration (FHWA); Federal Transit Administration (FTA) Circular 4220l.E and any changes or revisions thereto; and other applicable guidance the FTA, FHWA or USDOT may issue.

C. When consultants are to be employed in accomplishing work under this Agreement, all parties providing funding or technical support for such work shall have the right to review and advise on basic study methods and procedures and to review and approve subcontracts.

Article V: Inspection of Work

WisDOT and USDOT shall, at all times during the effective period of this Agreement, be accorded proper facilities for inspection of the urban transportation planning work activities and shall, in accordance with Article XI, have access to all data, information, records and documents pertaining to the work under this Agreement.

Article VI: Work Product

A. WisDOT, the MPO and the Transit Operator shall give each other and applicable USDOT agencies the opportunity to review and comment on their respective reports produced under this Agreement prior to publication of the final report.

B. All reports and documents published by all parties under this Agreement shall give credit to all other parties and to participating USDOT agencies.

C. WisDOT and USDOT shall have the royalty-free nonexclusive and irrevocable right to reproduce, publish, distribute, or otherwise use, and to authorize others to use, the work produced under this Agreement for government purposes.

Article VII: Prohibited Interest

A. No member, officer or employee of the MPO or any state or local public body during his or her tenure or for one year thereafter may have or acquire any interest whatsoever, direct or indirect, in this Agreement or proceeds thereof or any benefit arising therefrom.

B. No member of or delegate to the Congress of the United States of America may have or acquire any interest whatsoever, direct or indirect, in this Agreement or proceeds thereof or any benefit arising therefrom.

Article VIII: Funding and Payment

A. Funding levels and financial responsibilities for the continuing urban transportation planning process shall be negotiated annually in conjunction with the preparation, review and approval of the Planning Work Program, and shall consider such factors as the availability of federal planning monies and state and local matching funds, statewide allocation formulas developed in cooperation with MPOs, and the relative benefits to participating agencies.

B. Upon adoption of the Planning Work Program by MPO and approval by WisDOT and by USDOT funding agencies, the Planning Work Program shall be deemed to constitute a part of this Agreement with respect to the scope of work and funding arrangements. Specific terms or conditions governing the financial aspects of the Planning Work Program will be set forth in WisDOT's annual authorization letter.

C. All costs incurred during the progress of the urban transportation planning work activities under this Agreement shall be shared by the MPO and the other participating agencies on the basis of the cost allocation schedule set forth in the approved Planning Work Program.

WisDOT's share of program costs, together with any USDOT share, which is administered by WisDOT, will be made available to the MPO following the receipt of a properly executed invoice and a detailed status of expenditures report in a format compatible with the approved Planning Work Program.

Progress reports containing a narrative and financial account of the work accomplished to date shall be furnished by MPO at no greater than a quarterly interval. These reports shall be due 30 days after the end of the first, second and third quarters, and 60 days after the final quarter.

WisDOT may withhold or delay approval of invoices if the MPO fails to submit progress reports or scheduled products in a timely and satisfactory manner. WisDOT shall provide reimbursement to the MPO within 30 days so as to comply with federal planning requirements for the timely payment for all submitted and approved progress reports, finished products, and invoices.

Article IX: Cost Principles

A. Allowable Costs. Actual costs incurred by MPO under this Agreement shall be eligible for reimbursement provided the costs are:

1. Verifiable from the MPO's records;

2. Not included as match funds as prescribed by federal law or regulation for any other federally assisted program;

3. Necessary and reasonable for proper and efficient accomplishment of the approved Planning Work Program;

4. In conformance with the standards for allowability of costs set forth in Office of Management and Budget (OMB) Circular A-87, revised, and with applicable guidelines. regulations or federal Agreement provisions issued by FHWA or FTA.

5. Not paid by the federal government under another assistance agreement unless authorized to be used as match funds under the other federal agreement and the laws and regulations governing such agreement; and

6. Provided for in the approved Planning Work Program budget.

No contributions where costs are not incurred, such as volunteer services or donated property, may be accepted as the non-federal share.

B. Indirect Costs. Expenditures charged on an indirect basis shall be supported by an indirect cost allocation plan and or indirect cost proposal. Such plans and/or proposals will be negotiated and approved by the cognizant federal agency prior to recovering any indirect costs included under this Agreement.

Article X: Property Utilization and Management

The MPO shall comply with the property management standards as set forth in 49 CPR 18.31, 18.32 and 18.33, as amended, and, if applicable, OMB Circular A-102, Attachment M, as amended.

Article XI: Records and Audits

A. The MPO shall, for the program of continuing, comprehensive transportation planning and programming activities maintain an accounting system that adequately accounts for all funds provided for, accruing to, or otherwise received from the federal, state and local units of government, or any other quasi-public or private source under this Agreement.

B. All eligible costs, including paid services and expenses contributed by MPO, shall be charged to the approved Planning Work Program by the MPO and shall be supported by properly executed payrolls, time records, invoices, contracts, or vouchers evidencing in proper detail the nature and propriety of the charges. All accounting records and other evidence pertaining to the costs incurred by the MPO under this Agreement shall be maintained by the MPO and shall be clearly identified and readily accessible. WisDOT and USDOT shall have authority to audit, review, examine copy and transcribe any pertinent data, information, records or documents relating to this Agreement at any reasonable time. The MPO shall retain all records and documents applicable to this Agreement for a period of not less than three (3) years after final payment is made to WisDOT by the federal funding agencies.

C. The MPO shall have a single, organization-wide financial and compliance audit performed by a qualified, independent auditor if required to do so under federal laws and regulations. (See OMB Circular A-133, Subpart B.). This audit shall be performed in accordance with OMB Circular A-133, and state single, organization-wide audit guidelines issued by the Wisconsin Department of Administration (DOA). A copy of the audit shall be furnished to WisDOT.

Article XII: Certification Regarding Lobbying

A. The MPO certifies, by signing this Agreement, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, 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. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

B. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 USC 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

C. The MPO also agrees by signing this Agreement that it shall require that the language of this certification be included in all lower tier subcontracts, which exceed $100,000 and that all such subrecipients shall certify and disclose accordingly.

Article XIII: Effective Date and Duration of Agreement

A. This Agreement shall become effective upon execution by WisDOT, the MPO. and the Transit Operator and shall remain in force until terminated under provisions of Article XIV, or until superseded by a new agreement.

B. This Agreement may be amended from time-to-time as facts or circumstances warrant or as may be required by OMB and/or state laws, administrative regulations, departmental orders, or guidelines having the full force and effect of law.

C. This Agreement supersedes any previous cooperative agreement for urban transportation planning.

Article XIV: Termination Of Agreement

WisDOT, the MPO or the Transit Operator may terminate this Agreement by giving sixty (60) days written notice of such termination to the other parties. In the event of termination, the MPO will be entitled to receive just and equitable compensation for any satisfactory work completed under this Agreement to the effective date of such termination.

IN WITNESS WHEREOF, the parties have hereto caused this Agreement to be executed by their proper officers and representatives.

APPLETON METROPOLITAN PLANNING ORGANIZATION

By Merlin Gentz Date August 1, 2006
Merlin Gentz, Chairman

STATE OF WISCONSIN, DEPARTMENT OF TRANSPORTATION

By Frank J. Busalacchi Date 2/26/07
Frank Busalacchi, Secretary

TRANSIT OPERATOR (VALLEY TRANSIT SYSTEM)

By Timothy Hanna Date 8/1/06
Timothy Hanna, Mayor, City of Appleton

COOPERATIVE AGREEMENT FOR CONTINUING TRANSPORTATION PLANNING FOR THE OSHKOSH, WISCONSIN METROPOLITAN AREA
between
STATE OF WISCONSIN, DEPARTMENT OF TRANSPORTATION
and the
OSHKOSH METROPOLITAN PLANNING ORGANIZATION
and the
OSHKOSH TRANSIT SYSTEM
(Transit Operator)

This Cooperative Agreement is made and entered into between the State of Wisconsin Department of Transportation (hereinafter referred to as "WisDOT"), the East Central Wisconsin Regional Planning Commission, acting as the Oshkosh Metropolitan Planning Organization (hereinafter referred to as "MPO"), and the Oshkosh Transit System, the operator of publicly owned transit services (herein referred to as "Transit Operator").

RECITALS

WHEREAS, various federal grants and aids are available to WisDOT and/or the MPO, and various state grants and aids are available to the MPO for carrying out urban transportation planning activities; and

WHEREAS, WisDOT is authorized by sec. 85.02, Wis. Stats. to direct, undertake and expend state and federal aid for planning, promotion and protection activities for all transportation modes; and

WHEREAS, the Governor of Wisconsin and local communities within the Oshkosh Metropolitan Planning Area (hereinafter referred to as "Planning Area"), through their authorized representatives, have jointly designated the MPO to carry out urban transportation planning activities for the Planning Area; and

WHEREAS, the Transit Operator provides mass transportation services within the Oshkosh Urbanized Area; and

WHEREAS, the Transit Operator is the designated recipient in the Urbanized Area for federal transit operating aids under Section 5307 of the Federal Transit Act, as amended; and

WHEREAS, urban transportation planning activities come under the jurisdiction of the U.S. Department of Transportation (hereinafter referred to as "USDOT") and are subject to the metropolitan planning requirements of 23 U.S.C. 134 and section 5303 of the Federal Transit Act, as amended; and

WHEREAS, metropolitan planning area boundaries for purposes of the federal planning provisions have been determined by agreement between the MPO and the Governor;

NOW THEREFORE, in consideration of these premises, and of their mutual and dependent needs, the parties hereto contract and agree as follows:

Article I: Statement of Purpose

WisDOT and the MPO, in cooperation with the Transit Operator (Oshkosh Transit System), shall cooperatively undertake a continuing, comprehensive, and cooperative transportation planning and programming process for the metropolitan planning area in accordance with state and local goals for urban planning, the provisions of 23 USC. 134, 49 USC. 5303, and 23 CFR 450, as amended, and in accordance with the provisions of this Agreement.

Article II: Overall Responsibilities

A. **MPO** shall be responsible for and shall be considered the lead agency in conducting the following transportation planning and programming activities pursuant to 23 CFR 450:

1. Formulating, approving and periodically updating/amending a multimodal long-range transportation plan for the Planning Area, which shall conform to all applicable federal requirements and work program content and schedules;

2. Preparing and updating a short-range (3-10 year) Transit Development Plan (TDP), which plan shall include, but not be limited to, transit system policies and service demands, transit service modifications and extensions, transit fares, transit system capital facilities needs, and data collection studies utilizing different survey instruments for planning purposes;

3. Formulating and approving the short-range Transportation Improvement Program (TIP) for the Planning Area which shall cover a period of not less than 4 years and may include projects outside the Planning Area for information only;

4. Formulating and annually approving the urban transportation planning work program, which shall identify all transportation-related planning activities to be funded with state and federal financial aids and technical assistance in accordance with the provisions of this Agreement and the time schedule adopted by WisDOT;

5. Providing a forum for cooperative transportation planning and decision-making, and establishing a public involvement process that ensures opportunities for early and continuing involvement of local governmental units, transit operator, and the general public in the review and evaluation of all transportation plans and programs;

6. Considering and implementing WisDOT planning guidance to the fullest extent consistent with local and regional goals;

7. Making data, assumptions, criteria, methodology and analyses available to WisDOT and other participants in a timely manner;

8. Providing WisDOT with copies of all transportation plans and programs and all resolutions concerning their adoption, endorsement or amendment;

9. Providing WisDOT with an annual self-certification that the MPOs' transportation planning process conforms to all applicable federal requirements pursuant to 23 CFR 450; and

10. Complying with ADA plan certification procedures as required in 49 CFR 37. 139.

B. **WisDOT** shall be responsible for and shall be considered the lead agency in conducting the following transportation planning and programming activities:

1. Informing the MPO relative to the availability, or anticipated availability, of state and federal financial aids and technical assistance for urban transportation planning activities;

2. Providing information relative to the availability, or anticipated availability, of state and federal financial aids for urban transportation improvements and services that fall under local programming jurisdiction;

3. Providing information relative to the proposed programming of state and federal financial aids for urban transportation improvements and services, which fall under state jurisdiction;

4. Informing the MPO relative to federal or state statutes, policies, regulations and guidelines, which bear upon urban transportation planning and programming activities and contractual arrangements;

5. Developing strategies and guidance for plan and work program scoping to reflect federal and state planning requirements and goals;

6. Coordinating the development of the schedule and procedures for annual submittal and interagency review and approval of the urban transportation planning work program;

7. Developing and issuing statewide guidance for the preparation of metropolitan transportation system plans and transportation improvement programs;

8. Providing technical support and data and information collected or maintained by WisDOT that is pertinent to the transportation planning work to be performed by the MPO under this Agreement;

9. Endorsing the MPO transportation plan, in a timely manner, for use as a guide in statewide planning and programming activities;

10. Approving the MPO TIP on behalf of the governor;

11. Developing the statewide transportation plan and the Statewide Transportation Improvement Program (STIP), pursuant to the provisions of 23 USC 135;

12. Coordinating and reconciling MPO transportation plans and programs with statewide plans and programs as necessary to ensure connectivity within transportation systems, in consultation with the MPO; and

13. Monitoring MPO's transportation planning process to ensure compatibility with state and USDOT programs and objectives and to certify compliance with applicable federal requirements.

C. The **Transit Operator** shall be responsible for and shall be considered the lead agency in conducting the following transportation planning and programming activities:

1. Coordination of mid-range (3-10 year) and long-range transit planning and programming (e.g., Transit Development Plan) with other transportation planning and programming, with cooperation and technical assistance from the MPO;

2. Providing information relative to the proposed programming of federal, state and local funds for urban transit system improvements and services that fall under the Transit Operator jurisdiction that involves the quarterly reporting and submittal of transit system service and operating performance data;

3. Preparing and submitting applications for state and federal mass transportation capital and operating assistance grants and administering approved grants;

4. Conducting preliminary engineering and final design studies relating to mass transportation capital facilities, including but not limited to transit stations, shelters, bus stop signs, garages, maintenance buildings, operator buildings, and rolling stock;

5. Conducting detailed operational planning necessary to establish or modify transit routes, schedules, fares, stop locations, transfer points, vehicle assignments, and other operating procedures in accord with the proposals contained in the TDP;

6. Preparing and updating paratransit service plans in conformance with the Americans with Disabilities Act of 1990.

7. Endorsing the MPO transportation plan in a timely manner, for use as a guide in local transit planning and programming activities;

8. Conducting transit marketing planning, including but not limited to the conduct of market surveys, the design of user information materials, and the development of transit promotion programs;

9. Conducting transit management planning, including but not limited to activities related to personnel procedures and training programs, maintenance policies, fare collection and handling procedures, and accounting practices;

10. Collecting data to meet the requirements of 49 USC 5335; and

11. Collecting data to meet the requirements of Wisconsin Administrative Code Trans 3, 4, and 8.

Article III: Scope of Work and Geographic Area

A. The cooperative urban transportation planning process shall be carried out in accordance with a unified planning work program (hereinafter referred to as the "Planning Work Program") approved by the MPO, WisDOT and USDOT, in consultation with appropriate transportation providers, and made a part of this Agreement which shall constitute the scope of work to be performed under this Agreement.

The Planning Work Program shall set forth a description of the specific urban transportation planning activities and products to be completed each calendar year, the corresponding staff and budgetary requirements, and the allocation of the total costs between the participating agencies. Responsibility for the following planning activities shall be identified in the Planning Work Program, where applicable:

1. Preparing technical and other reports to assure documentation of the development, refinement and reappraisal of the transportation plan; and

2. Conducting detailed corridor or subarea studies to evaluate major transportation investment alternatives and their social, economic and environmental impacts pursuant to 23 CFR 450.

B. Upon adoption of the Planning Work Program by the MPO and approval by WisDOT and by USDOT funding agencies, WisDOT shall, in writing, authorize the MPO to proceed with the Planning Work Program in accordance with the terms and conditions of such approval.

The Planning Work Program may be amended during the course of the year upon written request of the MPO and subject to (1) the written concurrence of WisDOT and USDOT and (2) the availability of funding, if applicable.

C. The cooperative urban transportation planning process to be conducted under this Agreement and governed by the provisions of 23 CFR 450 shall encompass the metropolitan planning area, as determined by agreement between the Governor and MPO.

Article IV: Organization and Administration

A. The governing body of the MPO shall appoint and maintain such policy, citizen and/or technical advisory committees as deemed appropriate to effectively carry out the

comprehensive urban transportation planning process under this Agreement. WisDOT and the Transit Operator shall be represented on such policy and technical advisory committees.

B. MPO may enter into such institutional arrangements, service contracts or agency Agreements as it deems necessary to carry out the scope of work under this Agreement with the understanding that the MPO shall remain accountable for completion of planning products in accordance with the Planning Work Program. All such contracts, subcontracts, Agreements or other written understandings for services shall conform to the appropriate provisions of 49 CFR 18 (common rule) as supplemented by 23 CFR 420.119 issued by the Federal Highway Administration (FHWA); Federal Transit Administration (FTA) Circular 4220l.E and any changes or revisions thereto; and other applicable guidance the FTA, FHWA or USDOT may issue.

C. When consultants are to be employed in accomplishing work under this Agreement, all parties providing funding or technical support for such work shall have the right to review and advise on basic study methods and procedures and to review and approve subcontracts.

Article V: Inspection of Work

WisDOT and USDOT shall, at all times during the effective period of this Agreement, be accorded proper facilities for inspection of the urban transportation planning work activities and shall, in accordance with Article XI, have access to all data, information, records and documents pertaining to the work under this Agreement.

Article VI: Work Product

A. WisDOT, the MPO and the Transit Operator shall give each other and applicable USDOT agencies the opportunity to review and comment on their respective reports produced under this Agreement prior to publication of the final report.

B. All reports and documents published by all parties under this Agreement shall give credit to all other parties and to participating USDOT agencies.

C. WisDOT and USDOT shall have the royalty-free nonexclusive and irrevocable right to reproduce, publish, distribute, or otherwise use, and to authorize others to use, the work produced under this Agreement for government purposes.

Article VII: Prohibited Interest

A. No member, officer or employee of the MPO or any state or local public body during his or her tenure or for one year thereafter may have or acquire any interest whatsoever, direct or indirect, in this Agreement or proceeds thereof or any benefit arising therefrom.

B. No member of or delegate to the Congress of the United States of America may have or acquire any interest whatsoever, direct or indirect, in this Agreement or proceeds thereof or any benefit arising therefrom.

Article VIII: Funding and Payment

A. Funding levels and financial responsibilities for the continuing urban transportation planning process shall be negotiated annually in conjunction with the preparation, review and approval of the Planning Work Program, and shall consider such factors as the availability of federal planning monies and state and local matching funds, statewide allocation formulas developed in cooperation with MPOs, and the relative benefits to participating agencies.

B. Upon adoption of the Planning Work Program by MPO and approval by WisDOT and by USDOT funding agencies, the Planning Work Program shall be deemed to constitute a part of this Agreement with respect to the scope of work and funding arrangements. Specific terms or conditions governing the financial aspects of the Planning Work Program will be set forth in WisDOT's annual authorization letter.

C. All costs incurred during the progress of the urban transportation planning work activities under this Agreement shall be shared by the MPO and the other participating agencies on the basis of the cost allocation schedule set forth in the approved Planning Work Program.

WisDOT's share of program costs, together with any USDOT share, which is administered by WisDOT, will be made available to the MPO following the receipt of a properly executed invoice and a detailed status of expenditures report in a format compatible with the approved Planning Work Program.

Progress reports containing a narrative and financial account of the work accomplished to date shall be furnished by MPO at no greater than a quarterly interval. These reports shall be due 30 days after the end of the first, second and third quarters, and 60 days after the final quarter.

WisDOT may withhold or delay approval of invoices if the MPO fails to submit progress reports or scheduled products in a timely and satisfactory manner. WisDOT shall provide reimbursement to the MPO within 30 days so as to comply with federal planning requirements for the timely payment for all submitted and approved progress reports, finished products, and invoices.

Article IX: Cost Principles

A. Allowable Costs. Actual costs incurred by MPO under this Agreement shall be eligible for reimbursement provided the costs are:

1. Verifiable from the MPO's records;

2. Not included as match funds as prescribed by federal law or regulation for any other federally assisted program;

3. Necessary and reasonable for proper and efficient accomplishment of the approved Planning Work Program;

4. In conformance with the standards for allowability of costs set forth in Office of Management and Budget (OMB) Circular A-87, revised, and with applicable guidelines. regulations or federal Agreement provisions issued by FHWA or FTA.

5. Not paid by the federal government under another assistance agreement unless authorized to be used as match funds under the other federal agreement and the laws and regulations governing such agreement; and

6. Provided for in the approved Planning Work Program budget.

No contributions where costs are not incurred, such as volunteer services or donated property, may be accepted as the non-federal share.

B. Indirect Costs. Expenditures charged on an indirect basis shall be supported by an indirect cost allocation plan and or indirect cost proposal. Such plans and/or proposals will be negotiated and approved by the cognizant federal agency prior to recovering any indirect costs included under this Agreement.

Article X: Property Utilization and Management

The MPO shall comply with the property management standards as set forth in 49 CPR 18.31, 18.32 and 18.33, as amended, and, if applicable, OMB Circular A-102, Attachment M, as amended.

Article XI: Records and Audits

A. The MPO shall, for the program of continuing, comprehensive transportation planning and programming activities maintain an accounting system that adequately accounts for all funds provided for, accruing to, or otherwise received from the federal, state and local units of government, or any other quasi-public or private source under this Agreement.

B. All eligible costs, including paid services and expenses contributed by MPO, shall be charged to the approved Planning Work Program by the MPO and shall be supported by properly executed payrolls, time records, invoices, contracts, or vouchers evidencing in proper detail the nature and propriety of the charges. All accounting records and other evidence pertaining to the costs incurred by the MPO under this Agreement shall be maintained by the MPO and shall be clearly identified and readily accessible. WisDOT and USDOT shall have authority to audit, review, examine copy and transcribe any pertinent data, information, records or documents relating to this Agreement at any reasonable time. The MPO shall retain all records and documents applicable to this Agreement for a period of not less than three (3) years after final payment is made to WisDOT by the federal funding agencies.

C. The MPO shall have a single, organization-wide financial and compliance audit performed by a qualified, independent auditor if required to do so under federal laws and regulations. (See OMB Circular A-133, Subpart B.). This audit shall be performed in accordance with OMB Circular A-133, and state single, organization-wide audit guidelines issued by the Wisconsin Department of Administration (DOA). A copy of the audit shall be furnished to WisDOT.

Article XII: Certification Regarding Lobbying

A. The MPO certifies, by signing this Agreement, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, 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. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

B. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 USC 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

C. The MPO also agrees by signing this Agreement that it shall require that the language of this certification be included in all lower tier subcontracts, which exceed $100,000 and that all such subrecipients shall certify and disclose accordingly.

Article XIII: Effective Date and Duration of Agreement

A. This Agreement shall become effective upon execution by WisDOT, the MPO. and the Transit Operator and shall remain in force until terminated under provisions of Article XIV, or until superseded by a new agreement.

B. This Agreement may be amended from time-to-time as facts or circumstances warrant or as may be required by OMB and/or state laws, administrative regulations, departmental orders, or guidelines having the full force and effect of law.

C. This Agreement supersedes any previous cooperative agreement for urban transportation planning.

Article XIV: Termination Of Agreement

WisDOT, the MPO or the Transit Operator may terminate this Agreement by giving sixty (60) days written notice of such termination to the other parties. In the event of termination, the MPO will be entitled to receive just and equitable compensation for any satisfactory work completed under this Agreement to the effective date of such termination.

IN WITNESS WHEREOF, the parties have hereto caused this Agreement to be executed by their proper officers and representatives.

OSHKOSH METROPOLITAN PLANNING ORGANIZATION

By Merlin Gentz Date August 1, 2006
Merlin Gentz, Chair
East Central Wisconsin Regional Planning Commission

STATE OF WISCONSIN, DEPARTMENT OF TRANSPORTATION

By Frank J. Busalacchi Date 2/26/07
Frank Busalacchi, Secretary

TRANSIT OPERATOR (OSHKOSH TRANSIT SYSTEM)

By [signature] Date 7-31-06
Richard A. Wollangk, City Manager
City of Oshkosh

COOPERATIVE AGREEMENT FOR CONTINUING TRANSPORTATION PLANNING FOR THE FOND DU LAC, WISCONSIN METROPOLITAN AREA
between
STATE OF WISCONSIN, DEPARTMENT OF TRANSPORTATION
and the
FOND DU LAC METROPOLITAN PLANNING ORGANIZATION
and the
FOND DU LAC AREA TRANSIT SYSTEM
(Transit Operator)

This Cooperative Agreement is made and entered into between the State of Wisconsin Department of Transportation (hereinafter referred to as "WisDOT"), the City of Fond du Lac, acting as the Fond du Lac Metropolitan Planning Organization (hereinafter referred to as "MPO"), and the Fond du Lac Area Transit System, the operator of publicly owned transit services (herein referred to as "Transit Operator").

RECITALS

WHEREAS, various federal grants and aids are available to WisDOT and/or the MPO, and various state grants and aids are available to the MPO for carrying out urban transportation planning activities; and

WHEREAS, WisDOT is authorized by sec. 85.02, Wis. Stats. to direct, undertake and expend state and federal aid for planning, promotion and protection activities for all transportation modes; and

WHEREAS, the Governor of Wisconsin and local communities within the Fond du Lac Metropolitan Planning Area (hereinafter referred to as "Planning Area"), through their authorized representatives, have jointly designated the MPO to carry out urban transportation planning activities for the Planning Area; and

WHEREAS, the Transit Operator provides mass transportation services within the Fond du Lac Urbanized Area; and

WHEREAS, the Transit Operator is the designated recipient in the Urbanized Area for federal transit operating aids under Section 5307 of the Federal Transit Act, as amended; and

WHEREAS, urban transportation planning activities come under the jurisdiction of the U.S. Department of Transportation (hereinafter referred to as "USDOT") and are subject to the metropolitan planning requirements of 23 U.S.C. 134 and section 5303 of the Federal Transit Act, as amended; and

WHEREAS, metropolitan planning area boundaries for purposes of the federal planning provisions have been determined by agreement between the MPO and the Governor;

NOW THEREFORE, in consideration of these premises, and of their mutual and dependent needs, the parties hereto contract and agree as follows:

Article I: Statement of Purpose

WisDOT and the MPO, in cooperation with the Transit Operator (Fond du Lac Area Transit System), shall cooperatively undertake a continuing, comprehensive, and cooperative transportation planning and programming process for the metropolitan planning area in accordance with state and local goals for urban planning, the provisions of 23 USC. 134, 49 USC. 5303, and 23 CFR 450, as amended, and in accordance with the provisions of this Agreement.

Article II: Overall Responsibilities

A. **MPO** shall be responsible for and shall be considered the lead agency in conducting the following transportation planning and programming activities pursuant to 23 CFR 450:

1. Formulating, approving and periodically updating/amending a multimodal long-range transportation plan for the Planning Area, which shall conform to all applicable federal requirements and work program content and schedules;

2. Preparing and updating a short-range (0-5 year) Transit Development Plan (TDP), which plan shall include, but not be limited to, transit system policies and service demands, transit service modifications and extensions, transit fares, transit system capital facilities needs, and data collection studies utilizing different survey instruments for planning purposes;

3. Formulating and approving the short-range Transportation Improvement Program (TIP) for the Planning Area which shall cover a period of not less than 4 years and may include projects outside the Planning Area for information only;

4. Formulating and annually approving the urban transportation planning work program, which shall identify all transportation-related planning activities to be funded with state and federal financial aids and technical assistance in accordance with the provisions of this Agreement and the time schedule adopted by WisDOT;

5. Providing a forum for cooperative transportation planning and decision-making, and establishing a public involvement process that ensures opportunities for early and continuing involvement of local governmental units, transit operator, and the general public in the review and evaluation of all transportation plans and programs;

6. Considering and implementing WisDOT planning guidance to the fullest extent consistent with local and regional goals;

7. Making data, assumptions, criteria, methodology and analyses available to WisDOT and other participants in a timely manner;

8. Providing WisDOT with copies of all transportation plans and programs and all resolutions concerning their adoption, endorsement or amendment;

9. Providing WisDOT with an annual self-certification that the MPOs' transportation planning process conforms to all applicable federal requirements pursuant to 23 CFR 450; and

10. Complying with ADA plan certification procedures as required in 49 CFR 37. 139.

B. **WisDOT** shall be responsible for and shall be considered the lead agency in conducting the following transportation planning and programming activities:

1. Informing the MPO relative to the availability, or anticipated availability, of state and federal financial aids and technical assistance for urban transportation planning activities;

2. Providing information relative to the availability, or anticipated availability, of state and federal financial aids for urban transportation improvements and services that fall under local programming jurisdiction;

3. Providing information relative to the proposed programming of state and federal financial aids for urban transportation improvements and services, which fall under state jurisdiction;

4. Informing the MPO relative to federal or state statutes, policies, regulations and guidelines, which bear upon urban transportation planning and programming activities and contractual arrangements;

5. Developing strategies and guidance for plan and work program scoping to reflect federal and state planning requirements and goals;

6. Coordinating the development of the schedule and procedures for annual submittal and interagency review and approval of the urban transportation planning work program;

7. Developing and issuing statewide guidance for the preparation of metropolitan transportation system plans and transportation improvement programs;

8. Providing technical support and data and information collected or maintained by WisDOT that is pertinent to the transportation planning work to be performed by the MPO under this Agreement;

9. Endorsing the MPO transportation plan, in a timely manner, for use as a guide in statewide planning and programming activities;

10. Approving the MPO TIP on behalf of the governor;

11. Developing the statewide transportation plan and the Statewide Transportation Improvement Program (STIP), pursuant to the provisions of 23 USC 135;

12. Coordinating and reconciling MPO transportation plans and programs with statewide plans and programs as necessary to ensure connectivity within transportation systems, in consultation with the MPO; and

13. Monitoring MPO's transportation planning process to ensure compatibility with state and USDOT programs and objectives and to certify compliance with applicable federal requirements.

C. The **Transit Operator** shall be responsible for and shall be considered the lead agency in conducting the following transportation planning and programming activities:

1. Coordination of mid-range (5-10 year) and long-range transit planning and programming (e.g., Transit Development Plan) with other transportation planning and programming, with cooperation and technical assistance from the MPO;

2. Providing information relative to the proposed programming of federal, state and local funds for urban transit system improvements and services that fall under the Transit Operator jurisdiction that involves the quarterly reporting and submittal of transit system service and operating performance data;

3. Preparing and submitting applications for state and federal mass transportation capital and operating assistance grants and administering approved grants;

4. Conducting preliminary engineering and final design studies relating to mass transportation capital facilities, including but not limited to transit stations, shelters, bus stop signs, garages, maintenance buildings, operator buildings, and rolling stock;

5. Conducting detailed operational planning necessary to establish or modify transit routes, schedules, fares, stop locations, transfer points, vehicle assignments, and other operating procedures in accord with the proposals contained in the TDP;

6. Preparing and updating paratransit service plans in conformance with the Americans with Disabilities Act of 1990.

7. Endorsing the MPO transportation plan in a timely manner, for use as a guide in local transit planning and programming activities;

8. Conducting transit marketing planning, including but not limited to the conduct of market surveys, the design of user information materials, and the development of transit promotion programs;

9. Conducting transit management planning, including but not limited to activities related to personnel procedures and training programs, maintenance policies, fare collection and handling procedures, and accounting practices;

10. Collecting data to meet the requirements of 49 USC 5335; and

11. Collecting data to meet the requirements of Wisconsin Administrative Code Trans 3, 4, and 8.

Article III: Scope of Work and Geographic Area

A. The cooperative urban transportation planning process shall be carried out in accordance with a unified planning work program (hereinafter referred to as the "Planning Work Program") approved by the MPO, WisDOT and USDOT, in consultation with appropriate transportation providers, and made a part of this Agreement which shall constitute the scope of work to be performed under this Agreement.

The Planning Work Program shall set forth a description of the specific urban transportation planning activities and products to be completed each calendar year, the corresponding staff and budgetary requirements, and the allocation of the total costs between the participating agencies. Responsibility for the following planning activities shall be identified in the Planning Work Program, where applicable:

1. Preparing technical and other reports to assure documentation of the development, refinement and reappraisal of the transportation plan; and

2. Conducting detailed corridor or subarea studies to evaluate major transportation investment alternatives and their social, economic and environmental impacts pursuant to 23 CFR 450.

B. Upon adoption of the Planning Work Program by the MPO and approval by WisDOT and by USDOT funding agencies, WisDOT shall, in writing, authorize the MPO to proceed with the Planning Work Program in accordance with the terms and conditions of such approval.

The Planning Work Program may be amended during the course of the year upon written request of the MPO and subject to (1) the written concurrence of WisDOT and USDOT and (2) the availability of funding, if applicable.

C. The cooperative urban transportation planning process to be conducted under this Agreement and governed by the provisions of 23 CFR 450 shall encompass the metropolitan planning area, as determined by agreement between the Governor and MPO.

Article IV: Organization and Administration

A. The governing body of the MPO shall appoint and maintain such policy, citizen and/or technical advisory committees as deemed appropriate to effectively carry out the

comprehensive urban transportation planning process under this Agreement. WisDOT and the Transit Operator shall be represented on such policy and technical advisory committees.

B. MPO may enter into such institutional arrangements, service contracts or agency Agreements as it deems necessary to carry out the scope of work under this Agreement with the understanding that the MPO shall remain accountable for completion of planning products in accordance with the Planning Work Program. All such contracts, subcontracts, Agreements or other written understandings for services shall conform to the appropriate provisions of 49 CFR 18 (common rule) as supplemented by 23 CFR 420.119 issued by the Federal Highway Administration (FHWA); Federal Transit Administration (FTA) Circular 4220l.E and any changes or revisions thereto; and other applicable guidance the FTA, FHWA or USDOT may issue.

C. When consultants are to be employed in accomplishing work under this Agreement, all parties providing funding or technical support for such work shall have the right to review and advise on basic study methods and procedures and to review and approve subcontracts.

Article V: Inspection of Work

WisDOT and USDOT shall, at all times during the effective period of this Agreement, be accorded proper facilities for inspection of the urban transportation planning work activities and shall, in accordance with Article XI, have access to all data, information, records and documents pertaining to the work under this Agreement.

Article VI: Work Product

A. WisDOT, the MPO and the Transit Operator shall give each other and applicable USDOT agencies the opportunity to review and comment on their respective reports produced under this Agreement prior to publication of the final report.

B. All reports and documents published by all parties under this Agreement shall give credit to all other parties and to participating USDOT agencies.

C. WisDOT and USDOT shall have the royalty-free nonexclusive and irrevocable right to reproduce, publish, distribute, or otherwise use, and to authorize others to use, the work produced under this Agreement for government purposes.

Article VII: Prohibited Interest

A. No member, officer or employee of the MPO or any state or local public body during his or her tenure or for one year thereafter may have or acquire any interest whatsoever, direct or indirect, in this Agreement or proceeds thereof or any benefit arising therefrom.

B. No member of or delegate to the Congress of the United States of America may have or acquire any interest whatsoever, direct or indirect, in this Agreement or proceeds thereof or any benefit arising therefrom.

Article VIII: Funding and Payment

A. Funding levels and financial responsibilities for the continuing urban transportation planning process shall be negotiated annually in conjunction with the preparation, review and approval of the Planning Work Program, and shall consider such factors as the availability of federal planning monies and state and local matching funds, statewide allocation formulas developed in cooperation with MPOs, and the relative benefits to participating agencies.

B. Upon adoption of the Planning Work Program by MPO and approval by WisDOT and by USDOT funding agencies, the Planning Work Program shall be deemed to constitute a part of this Agreement with respect to the scope of work and funding arrangements. Specific terms or conditions governing the financial aspects of the Planning Work Program will be set forth in WisDOT's annual authorization letter.

C. All costs incurred during the progress of the urban transportation planning work activities under this Agreement shall be shared by the MPO and the other participating agencies on the basis of the cost allocation schedule set forth in the approved Planning Work Program.

WisDOT's share of program costs, together with any USDOT share, which is administered by WisDOT, will be made available to the MPO following the receipt of a properly executed invoice and a detailed status of expenditures report in a format compatible with the approved Planning Work Program.

Progress reports containing a narrative and financial account of the work accomplished to date shall be furnished by MPO at no greater than a quarterly interval. These reports shall be due 30 days after the end of the first, second and third quarters, and 60 days after the final quarter.

WisDOT may withhold or delay approval of invoices if the MPO fails to submit progress reports or scheduled products in a timely and satisfactory manner. WisDOT shall provide reimbursement to the MPO within 30 days so as to comply with federal planning requirements for the timely payment for all submitted and approved progress reports, finished products, and invoices.

Article IX: Cost Principles

A. Allowable Costs. Actual costs incurred by MPO under this Agreement shall be eligible for reimbursement provided the costs are:

1. Verifiable from the MPO's records;

2. Not included as match funds as prescribed by federal law or regulation for any other federally assisted program;

3. Necessary and reasonable for proper and efficient accomplishment of the approved Planning Work Program;

4. In conformance with the standards for allowability of costs set forth in Office of Management and Budget (OMB) Circular A-87, revised, and with applicable guidelines. regulations or federal Agreement provisions issued by FHWA or FTA.

5. Not paid by the federal government under another assistance agreement unless authorized to be used as match funds under the other federal agreement and the laws and regulations governing such agreement; and

6. Provided for in the approved Planning Work Program budget.

No contributions where costs are not incurred, such as volunteer services or donated property, may be accepted as the non-federal share.

B. Indirect Costs. Expenditures charged on an indirect basis shall be supported by an indirect cost allocation plan and or indirect cost proposal. Such plans and/or proposals will be negotiated and approved by the cognizant federal agency prior to recovering any indirect costs included under this Agreement.

Article X: Property Utilization and Management

The MPO shall comply with the property management standards as set forth in 49 CPR 18.31, 18.32 and 18.33, as amended, and, if applicable, OMB Circular A-102, Attachment M, as amended.

Article XI: Records and Audits

A. The MPO shall, for the program of continuing, comprehensive transportation planning and programming activities maintain an accounting system that adequately accounts for all funds provided for, accruing to, or otherwise received from the federal, state and local units of government, or any other quasi-public or private source under this Agreement.

B. All eligible costs, including paid services and expenses contributed by MPO, shall be charged to the approved Planning Work Program by the MPO and shall be supported by properly executed payrolls, time records, invoices, contracts, or vouchers evidencing in proper detail the nature and propriety of the charges. All accounting records and other evidence pertaining to the costs incurred by the MPO under this Agreement shall be maintained by the MPO and shall be clearly identified and readily accessible. WisDOT and USDOT shall have authority to audit, review, examine copy and transcribe any pertinent data, information, records or documents relating to this Agreement at any reasonable time. The MPO shall retain all records and documents applicable to this Agreement for a period of not less than three (3) years after final payment is made to WisDOT by the federal funding agencies.

C. The MPO shall have a single, organization-wide financial and compliance audit performed by a qualified, independent auditor if required to do so under federal laws and regulations. (See OMB Circular A-133, Subpart B.). This audit shall be performed in accordance with OMB Circular A-133, and state single, organization-wide audit guidelines issued by the Wisconsin Department of Administration (DOA). A copy of the audit shall be furnished to WisDOT.

Article XII: Certification Regarding Lobbying

A. The MPO certifies, by signing this Agreement, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, 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. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

B. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 USC 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

C. The MPO also agrees by signing this Agreement that it shall require that the language of this certification be included in all lower tier subcontracts, which exceed $100,000 and that all such subrecipients shall certify and disclose accordingly.

Article XIII: Effective Date and Duration of Agreement

A. This Agreement shall become effective upon execution by WisDOT, the MPO. and the Transit Operator and shall remain in force until terminated under provisions of Article XIV, or until superseded by a new agreement.

B. This Agreement may be amended from time-to-time as facts or circumstances warrant or as may be required by OMB and/or state laws, administrative regulations, departmental orders, or guidelines having the full force and effect of law.

C. This Agreement supersedes any previous cooperative agreement for urban transportation planning.

Article XIV: Termination Of Agreement

WisDOT, the MPO or the Transit Operator may terminate this Agreement by giving sixty (60) days written notice of such termination to the other parties. In the event of termination, the MPO will be entitled to receive just and equitable compensation for any satisfactory work completed under this Agreement to the effective date of such termination.

IN WITNESS WHEREOF, the parties have hereto caused this Agreement to be executed by their proper officers and representatives.

FOND DU LAC METROPOLITAN PLANNING ORGANIZATION

By _____ Date 7/13/06
Allen Buechel, Chair

STATE OF WISCONSIN, DEPARTMENT OF TRANSPORTATION

By _____ Date 2/27/06
Frank Busalacchi, Secretary

TRANSIT OPERATOR (FOND DU LAC AREA TRANSIT SYSTEM)

By _____ Date 7/13/06
Tom Herre, City Manager

East Central Wisconsin Regional Planning Commission

Cost Allocation Plan

2013

Purpose

The purpose of this Cost Allocation Plan is to summarize the methods and procedures that this organization will use to allocate costs to various programs, grants, contracts and agreements.

OMB Circular A-87, "Cost Principles for State, Local, and Tribal Governments," establishes the principles for determining costs of grants, contracts and other agreements with the Federal Government. East Central's Cost Allocation Plan is based on the simplified method described in OMB Circular A-87. The simplified method treats all allowable costs as direct costs except general administration and general expenses.

Direct costs are those that can be identified specifically with a particular final cost objective. Indirect costs are those that have been incurred for common or joint objectives and cannot be readily identified with a particular final cost objective.

Only costs that are allowable, in accordance with the Cost Principles, will be allocated to benefiting programs by East Central.

Methodology

This proposal is based on East Central's actual costs reconcilable to the audited financial statements for its calendar year ending December 31, 2012. The general approach of East Central in allocating costs to particular grants and contracts is as follows:

A. All allowable direct costs are charged directly to programs, grants, activity, etc.

B. Allowable fringe benefits including compensated absence time, FICA, Unemployment Insurance, Worker's Compensation, health insurance, life & disability, and other fringe benefits are pooled and allocated to programs, grants, etc. using direct labor as the base.

C. All other allowable general and administrative costs are pooled and allocated to programs, grants, etc. using direct labor as the base.

Note--Actual costs from the prior calendar year are used for the indirect rate calculation on a provisional basis. Upon completion of the annual single audit (typically early second quarter), a final rate for the current year is determined. Current year's costs to programs, grants, etc. are then utilized to calculate the final rate.

Allocation of Costs

The following information summarizes the procedures that have been used by East Central:

A. Compensation for Personal Services - Documented with timesheets showing time distribution for all employees and allocated based on time spent on each program or grant. Salaries and wages are charged directly to the program for which work has been done. NOTE-Paid intern's labor dollars are burdened with only relevant fringe benefits (FICA/Medicare and Unemployment Insurance) and allowable general and administrative expenses (overhead).

B. Insurance - Insurance needed for a particular program is charged directly to the program requiring the coverage. Other insurance coverage that benefits all programs is allocated to the overhead category.

C. Professional Services Costs (such as consultants) -Costs that benefit all programs are charged directly to the program requiring the service.

D. Audit Costs –Annual audit fees will be allocated to the overhead category.

E. Postage - Allocated based on usage. Postage expenses are charged directly to programs to the extent possible. Costs that benefit all programs will be allocated to the overhead category.

F. Printing – Allocated based on usage. Copier expenses are charged directly to programs to the extent possible. Costs that benefit all programs will be allocated to the overhead category.

G. Program Supplies - Expenses are charged directly to programs to the extent possible. Costs that benefit all programs will be allocated to the overhead category.

H. Equipment/Depreciation – East Central depreciates equipment when the initial acquisition cost exceeds $500. Items below $500 are reflected in the supplies category and expensed in the current year. Costs that benefit all programs will be allocated to the overhead category.

I. Training/Conferences/Seminars –Costs that benefit one program will be charged directly to the program. Costs that benefit all programs will be allocated to the overhead category.

J. Travel Costs - All travel costs (local and out-of-town) are charged directly to the program for which the travel was incurred. Travel costs that benefit all programs will be allocated to the overhead category.

K. Vehicle Costs (Vehicle lease payments, vehicle maintenance costs associated with leased and owned vehicles, gas, repairs, insurance) - Allocated to the program benefiting from the vehicle costs, using the federal mileage reimbursement rate. Vehicle costs that benefit all programs will be allocated to the overhead category.

L. Facilities Expenses (includes Rent, Utilities, Maintenance) - Facilities costs related to general and administrative activities are allocated to the overhead category.

M. Other costs (including membership dues, licenses, fees, etc.) – Expenses are charged directly to programs that benefit from the service. Expenses that benefit all programs will be allocated to the overhead category.

N. Unallowable Costs – Costs that are unallowable in accordance with OMB Circular A-87 including alcoholic beverages, bad debts, contributions, entertainment, fines & penalties, promotional material are not included in the calculation of the indirect rate.

Indirect Salary Narrative

Executive Director charges for time spent on support to the Commissioners, financial review, personnel matters, and project management.

Assistant Director charges for time spent on support to the Commissioners, financial review, personnel matters, and project management.

Controller charges for time spent on financial management, procurement, employee benefit administration, and contract administration.

GIS Coordinator charges for time spent on coordination of regional GIS projects, data collection/manipulation, and archive administration.

IT Coordinator charges for time spent on support of the network and staff, procurement, and web maintenance.

Administrative Staff charges for time spent on support of staff, preparation of materials for the Commissioners, and report preparation and production.

Exhibit 1: Table of Organization

Executive Division

Eric W. Fowle, AICP
Executive Director

Walter C. Raith
Assistant Director & MPO Director

Administrative Division

Vicky Johnson
Administrative Coordinator

Edalia Haney
Administrative Assistant

Pam Scheibe-Johnson
Controller

Technical Services Division

GIS Program

Mike Zuege
GIS Coordinator

Adam Pfefferle*
GIS Specialist II

TBD
GIS Assistant

IT Program

Tim Badtke**
IT Coordinator

Planning Services Division

Transportation (MPO) Planning Program

Jason Kakatsch
Principal Planner

Dave Moesch**
Associate Planner

Nick Musson**
Planner

Env. Mgt. & SSA Planning Program

Todd Verboomen
Planner

Joe Huffman**
Planner

Community Development Program

Kathy Thunes, P.E.
Principal Planner

Tom Baron*
Associate Planner

Student Interns

3 part-time Positions TBD

Safe Routes to School Program

Melissa Kraemer-Badtke
Associate Planner

Mike Patza**
Planner

Dave Kress**
Planner

Economic Development Program

Katherine Ahlquist
Planner

NR-135 Mine Reclamation Program

Scott Konkle**
Planning Specialist II

Open Space And Recreation Program

Trish Nau**
Principal Planner

* Secondary role in Economic Development Program

** Indicates GIS skills and need for coordination/compliance with GIS Coordinator's data policies and procedures

CERTIFICATE OF INDIRECT COSTS

This is to certify that I have reviewed the indirect cost rate proposal prepared and submitted herewith and to the best of my knowledge and belief:

(1) All costs included in this proposal, dated April 26, 2013, to establish indirect cost billing rates for 2013 are allowable in accordance with the requirements of the Federal award(s) to which they apply and OMB Circular A-87, "Cost Principles for State, Local, and Indian Tribal Governments." This proposal does not include any costs which are unallowable as identified in the applicable federal cost principles.

(2) All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the agreements to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently and the Federal Government will be notified of any accounting changes that would affect the predetermined rate.

(3) **The indirect cost rate calculated within the proposal is 146.86%** which is calculated using an indirect cost rate base of direct salaries and wages. The calculations were based on actual costs from fiscal year 2012, to obtain a federal indirect cost billing rate for fiscal year 2013.

I declare to the best of my knowledge that the foregoing is true and correct.

Governmental Unit: _____

Signature: _____

Name of Official: _____

Title: _____

Date of Execution: _____

LOBBYING CERTIFICATE

This is to certify that I have reviewed the indirect cost rate proposal prepared and maintained herewith and to the best of my knowledge and belief:

As the official having the authority to negotiate indirect cost rates on behalf of East Central Wisconsin Regional Planning Commission, I hereby certify that the Organization has complied with the federal requirements and standards on lobbying costs as set forth in OMB Circular A-87, "Cost Principles for State, Local, and Tribal Governments," in the development of the indirect cost billing rate for the fiscal year ending December 31, 2013, based on actual costs from fiscal year 2012.

I declare to the best of my knowledge that the foregoing is true and correct.

Governmental Unit: East Central Wisconsin Regional Planning Commission

Signature: _____

Name of Official: Robert Hermes

Title: Commission Chair

Date of Execution: April 26, 2013

APPENDIX A – ECWRPC TECHNICAL ADVISORY COMMITTEES

TRANSPORTATION TECHNICAL ADVISORY COMMITTEE POOL

- Sandra Beaupre, Director, WisDOT, Bureau of Planning, Madison
- Jerry Bougie, Planner, Winnebago County
- Darryn Burich, Community Development Dept., Oshkosh
- Grant Bystol, Highway Commissioner, Shawano County
- Tom Dahlke, Highway Commissioner, Waushara County
- Allen Davis, Director of Community Development, City of Oshkosh
- George Dearborn, Director of Community Development, Town of Menasha
- Travis Parrish, Administrator, Village/T. Harrison
- Al Geurts, Highway Commissioner, Outagamie County
- Lynn Gilles, Fond du Lac Transit
- Angela Gorall, Administrator/Clerk, Town of Buchanan
- Chris Haese, Director of Community Development, City of Neenah
- Matt Halada, WisDOT, Northeast Region
- Michael Hardy, City of Appleton
- Karen Harkness, Planning Director, City of Appleton
- Mike Hendrick, Planning Director, Outagamie County
- Julie Schmelzer, Planning Director, Calumet County
- Sean Hutchison, Clerk Administrator, Village of Combined Locks
- Robert Jakel, Director of Community Development, Kaukauna
- David Johnson, Assistant Planning Director, Outagamie County
- Gerry Kaiser, Public Works, Neenah
- Greg Keil, Director of Community Development, City of Menasha
- Bob Kesler, Town of Harrison
- Mark Lahay, City of Appleton
- Marty Lenss, Manager, Outagamie County Airport
- James March, Administrator, Town of Grand Chute
- Thomas Marquardt, P.E., Dept. of Public Works, Town of Grand Chute
- Jill Michaelson, WisDOT – Northeast Region
- Peter Moll, Manager, Wittman Field, Oshkosh
- Mark Mommaerts, Planner, Village/Town of Harrison
- John Nordbo, Urban Planning, WisDOT, Madison
- Mary Robb, WisDOT – Urban Planning
- Mike Ottery, Highway Commissioner, Calumet County
- David Patek, Director of Public Works, Oshkosh
- Alexis Kuklenski, Federal Highway Administration (FHWA)
- Mark Radtke, Director of Public Works, Menasha
- Donna Reed, Director of Planning, Federal Highway Administration (FHWA)
- Mark Rohloff, City Manager, Oshkosh
- Wayne Rollin, Director of Community Development, City of Fond du Lac
- Marisol Simon, Federal Highway Administration (FHWA)
- Mike Simon, McMahon & Associates
- Jordan Skiff, Director of Public Works, City of Fond du Lac
- Rick Stautz, Director of Public Works, City of Shawano
- Dean Steingraber, Highway Commissioner, Waupaca County
- Chris Strong, Manager, Oshkosh Transit System
- John Sundelius, Director of Public Works, City of Kaukauna
- Paula Van De Hey, Director of Public Works, City of Appleton
- Roy Van Gheem, Public Works Director, Little Chute
- Dave Vander Velden, Public Works, Village of Kimberly
- David Vickman, City of Oshkosh
- Ben M. Warrington, Highway Commissioner, Menominee County
- Deborah Wetter, Manager, Valley Transit
- Larry Wettering, Director of Public Works, City of Neenah
- Ernest Winters, Highway Commissioner, Winnebago County

TRANSPORTATION POLICY ADVISORY COMMITTEE POOL

Fox Cities Urbanized Area

- Bill Barribeau, Chairman, Calumet County
- Adam Boardman, Director, Bureau of Transit/Local Roads/Rails/Harbors, WisDOT
- Will Dorsey, Region Director, WisDOT Northeast Region
- Timothy Hanna, Mayor, City of Appleton
- Mark Harris, Winnebago County Executive
- Alexis Kuklenski, Federal Highway Administration (FHWA)
- Chuck Kuen, President, Village of Kimberly
- Randy Leiker, Chairman, Tow of Greenville
- Bruce Matzke, Division Admin., Federal Highway Administration (FHWA)
- Mark McAndrews, Chairman, Town of Buchanan
- Dwight McComb, Federal Highway Administration (FHWA)
- Don Merkes, Mayor, City of Menasha

- Jill Michaelson, WisDOT – Northeast Region
- Tom Nelson, Outagamie County Executive
- John Neumeier, President, Village of Combined Locks
- Brad Rettler, Chairman, Town of Vandenbroek
- Eugene Rosin, Mayor, City of Kaukauna
- Chuck Rundquist, Chairman, Fox Cities Transit Commission
- George Scherck, Mayor, City of Neenah
- Bob Schmeichel, Chairman, Town of Neenah
- David Schowalter, Chairman, Town of Grand Chute
- Jeffrey Sturgell, Administrator, Town of Menasha
- Mike Vanden Berg, President, Village of Little Chute
- Dale Youngquist, Chairman, Town of Menasha

Oshkosh Urbanized Area

- Glen Barthels, Chairman, Town of Nekimi
- Sandra Beaupre, Director, WisDOT, Bureau of Planning, Madison
- Tim Blake, Chairman, Town of Algoma
- Jim Erdman, Chairman Town of Oshkosh
- Burk Tower, Mayor, City of Oshkosh
- Frank Frassetto, Chairman, Town of Black Wolf
- Matt Halada, WisDOT, Northeast Region
- Mark Harris, Winnebago County Executive
- Dwight McComb, Federal Highway Administration (FHWA)
- John Nordbo, Urban Planning, WisDOT, Madison
- Donna Reed, Director of Planning, Federal Highway Administration (FHWA)
- Mark Rohloff, City Manager, Oshkosh

Fond du Lac Urbanized Area (Commission serves as staff only)

Policy Board (Voting Members):

- Allen Buechel, Fond du Lac County (Chair)
- Wayne Rollin, City of Fond du Lac (Vice Chair)
- Matt Halada, WisDOT, Northeast Region
- Chuck Hornung, Administrator, Village of North Fond du Lac
- Jim Sable, Council President
- Joseph Moore, City Manager, City of Fond du Lac
- Tom Janke, Alternate, Fond du Lac County
- Rob Vande Zande, City of Fond du Lac
- James Pierquet, Town of Empire (rep. all towns)
- Jordan Skiff, City of Fond du Lac

(Non-Voting members)

- Curt Holman, Canadian National Railroad
- Alexis Kuklenski, Federal Highway Administration (FHWA)
- Dwight McComb, FHWA
- Jill Michaelson, WisDOT – Northeast Region
- Mary Robb, WisDOT, Central Office
- Walt Raith, ECWRPC

Technical Advisory Committee

- Lynn Gilles, City of Fond du Lac, FDLAT
- Jerry Guelig, Town of Taycheedah
- Matt Halada, WisDOT, Northeast Region
- Curt Holman, Canadian National Railroad
- Chuck Hornung, Administrator, Village of North Fond du Lac
- Tom Janke, Fond du Lac County Highway
- Norbert C. Kolell, Town of Empire
- Harold Manske, Town of Fond du Lac
- Dwight McComb, FHWA
- Charles McCourt, Town of Friendship
- Mary Robb, WisDOT, Central Office
- Lee F. Perrizo, Fond du Lac County Airport
- James Pierquet, Town of Empire
- Wayne Rollin, City of Fond du Lac
- Jordan Skiff, City of Fond du Lac, Dept. Public Works
- Sam Tobias, Fond du Lac County
- Walt Raith, ECWRPC