

2021-2023 Strategic Plan for East Central Wisconsin Regional Planning Commission

Draft – January, 2021

Prepared by the
East Central Wisconsin Regional Planning Commission

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ABSTRACT

TITLE: 2021-2023 Strategic Plan for
East Central Wisconsin Regional Planning Commission

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ECWRPC Steering Committee and Commission Board

DATE: **DRAFT- January, 2021**

PLANNING AGENCY: East Central Wisconsin Regional Planning Commission

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The ECWRPC 2020-2023 Strategic Plan is a guiding document for the Commission regarding the implementation of planning programs and projects.

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INTRODUCTION

The East Central Wisconsin Regional Planning Commission (ECWRPC, East Central, or the Commission) Steering Committee began a strategic planning initiative in the spring of 2019. A survey was sent out to counties, local government agencies and partner organizations to understand which program areas are valued by the Region's member communities. During the strategic planning process, a visioning session was held with the East Central Standing Committees to provide input and feedback into the strategic plan.

Approximately one year later, the Commission Board approved a three-year reorganization plan that focuses East Central's mission on core program areas including Regional Comprehensive Planning, Transportation, Economic Development, Sewer Service Area and the NR-135 programs. As part of this reorganization, auxiliary programs such as the Open Space and Recreation program will be streamlined and will work towards becoming a self-sustaining program model.

BACKGROUND INFORMATION

About East Central Wisconsin Regional Planning Commission

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 Wis. Stat § 66.945, the existing regional planning enabling statute. The East Central Wisconsin Regional Planning Commission was preceded by two area wide planning agencies: the Fox Valley Council of Governments (FVCOG), which was formed in 1956 and composed of fifteen government 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 Housing and Urban Development's (HUD) Accountable Property Officers (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 northern most counties of NEWRPC were dropped from the region and Calumet, Fond du Lac, Green Lake, and Marquette Counties were added to the south.

Within the statutory provisions of Wis. Stat. § 66.0309 (previously Wis. Stat. § 66.945), East Central's stated purpose is the "function and duty of the 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, as well as the Commission's budget, is based on the work activities scheduled given the constraints of available revenue. The basic enabling statute is complemented by the comprehensive planning law (Smart Growth) Wis. Stat. § 66.1001 that guides the content of regional comprehensive plans.

Currently, there are eight member counties in the Commission: Calumet, Fond du Lac, Menominee, Outagamie, Shawano, Waupaca, Waushara, and Winnebago. Green Lake and

Marquette Counties are located within the region, but are currently not members of the Commission. East Central uses the tax levy provided by the member counties for the following core programs: Regional Comprehensive Planning, Economic Development, Transportation, and Sewer Service Area. The NR-135 Nonmetallic Mine Reclamation program is a self-funded program and is administered on behalf of four counties within the region. Under East Central's reorganization plan, staff is working towards making the Open Space and Recreation planning program self-funded.

ECWRPC Mission

East Central's mission statement was identified in 2012 as part of the Commission's first strategic plan. The mission statement is carried forward for this Strategic Plan.

East Central builds relationships and cooperative, visionary growth strategies to keep our region beautiful, healthy, and prosperous.

ECWRPC Regional Vision

East Central effectively and efficiently develops, administers, and implements valued planning programs at the regional and local level, enhancing our communities' quality of life.

GOVERNANCE

The Commission Board is guided by thirty-six representatives from the Region it serves. These members include:

- *County Board Chair*
- *Gubernatorial Appointments*
- *Additional Members (appointments by the County Chairperson or by the County Executive)*
 - *County Executive (if available)*
 - *County Board Supervisors*
 - *Mayor/Council President of the largest City (once the County has reached a population of 50,000)*
- *Ex-Officio Representatives*
 - *Wisconsin Department of Transportation*
 - *Representative from a public agency that administers or operates a major mode of transportation in the Fox Valley Metropolitan Planning Organization (MPO) area.*

In addition, there are two ex-officio representatives are the Commission Board because the Commission Board serves at the policy board for the Appleton (Fox Cities) TMA and the Oshkosh MPO. The two ex-officio members are the Manager from Valley Transit and a representative from the Wisconsin Department of Transportation Northeast Region.

The Commission Board is guided by the steering committee along with five standing committees. The standing committees work with Commission staff to review, discuss and implement program deliverables as it relates to the respective program area that they serve. The standing committees are as follows:

Standing Committees

- *Steering Committee*
- *Regional Comprehensive Plan Committee*
- *Economic Development Committee*
- *Transportation Committee*
- *Community Facilities Committee*
- *Open Space and Environmental Management*
- *Nominating Committee*

It was identified in the Commission's reorganization plan to consider the potential removal of the Gubernatorial Appointments from the Commission Board. The Gubernatorial process has been cumbersome for the member Counties to refill these appointments and it would also reduce the Commission Board from thirty-six to twenty-eight board members. The steering committee has been working with Commission staff and counsel to explore this further. Each of the standing committees along with Commission staff will assist in the implementation of the recommendations as outlined in the Strategic Plan.

CORE PROGRAM AREAS

Throughout the Strategic Plan process, core programs identified by both the Commissioners, the County staff and local communities that were highly valued and should be a priority for the Commission. These core programs include:

- *Regional Comprehensive Plan*
- *Economic Development Program*
- *Transportation Program*
- *Sewer Service Area/Water Quality Management Program*

Additional programs the Commission has been involved in are:

- *NR-135 Nonmetallic Reclamation Mining Program*
- *Open Space and Recreation Planning*
- *GIS Data Analysis and Visualization*
- *Local Contracts*

It was noted the GIS Data Analysis and Visualization tools are integrated throughout each of the planning programs at the Commission. GIS Data Analysis and Visualization tools, such as the ArcGIS Transportation Hub are valued by the Commission's member communities.

Regional Comprehensive Plan

As the designated Regional Planning Commission and based on Wis. Stat. § 66.0309(9), East Central is responsible for developing and updating a Regional Comprehensive Plan. East Central's last comprehensive plan was adopted in 2008. It is anticipated that the Commission will begin a new update of the Regional Comprehensive Plan in 2021. The Regional Comprehensive Plan is primarily an advisory plan and will be used to guide local and multi-jurisdictional planning and development for the region. The Regional Comprehensive Plan will incorporate the nine planning elements outlined in Wisconsin's comprehensive planning law. A community engagement strategy will be developed and implemented for the plan update process. Additionally, a technical advisory committee consisting of local, county, state and federal representatives will collaborate with provide guidance to Commission staff to develop the Regional Comprehensive Plan update.

Regional Comprehensive Plan Outline

- *Community Engagement Strategy*
- *Goals and Strategies for the East Central Region*
- *Vision Process*
- *Intergovernmental Cooperation*
- *Energy & Sustainability*
- *Housing*
- *Transportation*
- *Utilities & Community Facilities*
- *Agricultural Resources*
- *Cultural Resources*

- *Economic Development*
- *Land Use*

The Technical Assistance program was developed to provide the member communities with assistance on planning projects. For 2021, the Commission will be working with communities on technical assistance projects for the transportation, economic development and open space recreation program. After the Regional Comprehensive Plan is completed and approved, Commission staff will work with an advisory committee to develop a new technical assistance program aligning with the priorities outlined within the Regional Comprehensive Plan.

Economic Development Program

In 1984, the U.S. Department of Commerce, Economic Development Administration (EDA) designated the East Central Wisconsin Regional Planning Commission as the Economic Development District (EDD) for the east central Wisconsin region. The designation provides resources and allows Commission staff to conduct economic development planning for the ten counties within the district. Every five years, East Central is charged with the formation of a Comprehensive Economic Development Strategy (CEDS) for the region, which was last updated in 2018. In addition, East Central updates the CEDS annually. As part of the EDD designation, the EDA also requires East Central integrate economic resilience into its Comprehensive Economic Development Strategy (CEDS).

Since its designation as the region's Economic Development District, East Central has helped leverage over \$14.1 million in EDA investments in the region. Most recently, in the summer of 2020, East Central accepted a \$400,000 CARES Act grant from EDA to assist the region with recovery from the economic impacts of COVID-19. Commission staff will prepare a disaster recovery and economic resiliency plan for the region as well as create a hub to continually track economic indicators for the region moving forward. The CARES Act grant also provides funds for a targeted technical assistance program as well as the formation of a continuity plan for Commission operations.

Transportation Program

Metropolitan Planning Organization (MPO) – Transportation Management Area (TMA)

East Central Wisconsin Regional Planning Commission is the designated policy board for the Appleton (Fox Cities) Transportation Management Area and the Oshkosh Metropolitan Planning Organization. After the 2000 U.S. Census, the Appleton (Fox Cities) MPO had a population over 200,000 and was designated as a Transportation Management Area (TMA). As a Transportation Management Area (TMA), there are additional mandates that need to be completed including the development of the Congestion Management Plan and a certification review with Federal Highway Administration (FHWA), Federal Transit Administration (FTA) and the Wisconsin Department of Transportation (WisDOT) every four years.

Fond du Lac was designated as a Metropolitan Planning Organization (MPO) by the Governor in December, 2002 after the 2000 U.S. Census demonstrated there is a population greater than 50,000. East Central serves as staff for the Fond du Lac Metropolitan Planning Organization. The Fond du Lac MPO has their own policy board and technical advisory committee that works with staff to meet the federal and state requirements.

The core MPO functions are as follows:

- *Long Range Land Use Transportation Plan*
- *Transportation Improvement Plan (TIP)*
- *Congestion Management Plan – Appleton (Fox Cities) TMA only*
- *Bicycle and Pedestrian Planning*
- *Transit Planning and Specialized Transportation Planning*
- *Performance Measures*
- *Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) Certification Review – Appleton (Fox Cities) TMA Only*
- *Unified Work Program and Budget*
- *Surface Transportation Block Grant (STBG)*
- *Transportation Alternatives Program (TAP) – Appleton (Fox Cities) TMA only*

It is anticipated that the Appleton (Fox Cities) TMA and Oshkosh MPO may be conglomerated after the 2020 U.S. Census numbers are released. Commission staff will continue to work with Federal Highway Administration, Federal Transit Administration, the Wisconsin Department of Transportation and partner organizations to discuss how we can prepare for this. Commission staff will continue to work with the Fond du Lac MPO committees regarding the implementation of the Long-Range Transportation Plan. The Commission staff will work with the Technical Advisory Committees and partner organization on developing a Community Engagement Strategy that will be continuously implemented to provide a better understanding of the transportation needs from community members.

Regional Transportation Program

The Regional Transportation Program was developed to ensure that transportation projects are developed at the local, county, and regional level are developed throughout the year. Commission staff also works in cooperation with the Wisconsin Department of Transportation on corridor studies, planning assistance on reconstruction projects, and providing technical assistance to local communities on various transportation projects. To ensure that there is a consistent regional transportation network, all modes of transportation are considered. Specialized Transportation Coordination plans are developed and implemented with local municipalities, counties and transportation providers. Commission staff works with local bicycle and pedestrian or health coalitions to connect on implementing their local bicycle and pedestrian plan.

Additional activities covered under this program include:

- *Regional Corridor Studies*
- *Specialized Transportation Coordination Plans*

- *Active Transportation (Bicycle and Pedestrian planning)*
- *Asset management*
- *Health in Transportation Planning*
- *Performance Measures and Targets*

Many of our rural communities are struggling to have the funding to reconstruct our roadways. The Commission will continue to provide planning assistance to rural communities regarding asset management and evaluating rural corridors throughout the region.

Regional Safe Routes to School Program

The East Central Wisconsin Regional Safe Routes to School (SRTS) Program focuses on empowering local communities and school districts with the resources and knowledge needed to implement SRTS activities. By working to make it safer and more appealing for students (grades K–8) to walk and bike to school, the Regional SRTS Program is continually making strides to improve childhood health, reduce traffic congestion and pollution, and create more livable communities. The Regional SRTS Program is guided by SRTS Strategic Plan that was developed with partner organizations.

As part of the Regional SRTS Program, participating schools are required to work with Commission staff to develop a local SRTS plan which includes the following: student and parent surveys; bike and walk audits; and school specific recommendations.

The priorities identified in the SRTS Strategic Plan include:

- *Local SRTS Actions Plans*
- *Events and Programs*
 - *Walk to School Day*
 - *Winter Walk to School Day*
 - *Bike Safety Month*
 - *Walking School Bus Program*
 - *Frequent Walker Program*
- *Youth Engagement Program*
 - *Curriculum Development*
- *Educational Campaigns*
- *Workshop/Peer to Peer Exchanges*

The Regional Safe Routes to School program staff will be working with an advisory committee to update the SRTS strategic plan in 2021. Commission staff will also be working with local partners on developing in person and virtual curriculum for students as it relates to the Safe Routes to School program.

Sewer Service Area (SSA) Planning/Water Quality Management Program

The Commission administers the State of Wisconsin's NR-121 Sewer Service Area (SSA) Planning program under a memorandum of agreement and contract with the Wisconsin Department of Natural Resources (WDNR). Commission staff and the Commission's Community Facilities Committee serve as review entities for, and advisors to, the WDNR for the development of 26 separate SSA Plans and subsequently requested SSA boundary amendments. The Commission also conducts plan conformance reviews on certain activities related to wastewater treatment and sewer infrastructure planning and construction.

In 2021, Commission staff will be working with the Wisconsin Department of Natural Resource staff and the local communities to update the policies and procedures as they relate to the SSA Plan updates and amendments. Commission staff will also be working with WDNR staff to streamline the SSA Plan update process.

NR-135 Nonmetallic Mining Reclamation Program

The NR-135 Nonmetallic Mining Reclamation Program is a state-mandated rule (Chapter NR-135 Wis. Adm. Code) passed in December 2000. The goal of NR-135 is to provide a framework for statewide regulation of non-metallic mining reclamation. This is accomplished by establishing uniform reclamation standards and requiring counties to adopt a reclamation ordinance capable of ensuring compliance with these standards. ECWRPC, through a cooperative agreement signed in July 2001, administers these ordinances on behalf of four counties (Outagamie, Shawano, Waupaca and Winnebago).

The Commission administers the nonmetallic mining program sets and collects fees from mine operators on behalf of the WDNR. The Commission is responsible for permitting, mine operators' reclamation plan review, administrative, and inspection costs, and collecting fees.

Mine operators must provide a surety bond or other form of financial assurance to the Commission to guarantee that the Commission has the necessary funds to perform the site reclamation in the event of a default. The amount of the financial assurance is based on the cost to implement the reclamation plan. In addition, Commission staff works closely with the Wisconsin Department of Natural Resources and counties to provide annual reports and transfer fees to WDNR.

The NR-135 program is self-funded by the operators, and staff work in coordination with county staff and the Wisconsin Department of Natural Resources to ensure the program is effective and compliant with all regulations.

Open Space and Recreation Plans

The Commission assists member communities and counties in the development of Comprehensive Open Space and Recreation Plans (CORP) to qualify for state and federal funding. Available funding assists communities in their efforts to acquire and preserve park and

open space land and includes the Wisconsin Department of Natural Resources (WDNR) Knowles-Nelson Stewardship Grants as well as the federal Land and Water Conservation (LAWCON) grants. CORPs provide a detailed vision for local community's or county's recreation facilities over the next five years.

Open Space and Recreation plans for local communities will be streamlined and will work towards becoming a self-sustaining program model in the future.

GIS Data Analysis and Visualization

Geographic Information System (GIS) tools are an integral part to the planning process to analyze and visualize data and are implemented throughout each planning program at the Commission. The GIS department works with Land Information Departments from each of the Counties along with municipal GIS staff to share GIS datasets. One example is the development of the existing GIS land use file. As the Counties receive new aerial photography, the Commission staff will update the existing land use dataset based on the new aerial photography. Once the dataset is complete, the Commission staff shares the updated existing land use GIS data with the County staff. This existing land use data is used in many planning efforts at the local and regional level.

The Commission staff continues to enhance their GIS visualization tools and this year the Commission staff developed the ArcGIS Transportation Hub. The ArcGIS Transportation Hub has planning documents for each program area along with transportation data dashboards. Commission staff will continue to develop visualization tools including addition ArcGIS Hubs for core program areas of the Commission, 3D visualization tools and develop processes to conduct GIS analysis of different data sets.

Local Contracts

One of the values of the Commission is providing planning assistance to local communities that may not have planning staff to assist them on projects. Several of the staff are also content experts in the core program areas such as transportation and economic development and have provided additional assistance to communities in these areas.

Local contracts may include, but are not limited to:

- *Community Engagement Plans and Implementation*
- *Comprehensive Plan update*
- *Bicycle and Pedestrian Plans*
- *Economic Development Projects*
- *Comprehensive Outdoor Recreation Plans*
- *Asset Management Inventories*
- *GIS Visualization Projects*

Moving forward in the future, local contracts are an opportunity for the Commission staff to provide professional planning services to member Counties and the local communities. The Commission

staff will need develop innovative planning processes and strategies to ensure that the local planning documents are a high-quality product and are unique to each individual community.

STRATEGIC PRIORITIES AND IMPLEMENTATION 2021-2023

The Strategic Plan will be implemented by the Commission staff and the Standing Committees for the Commission. The following pages have identified priorities and actions for implementation within each program area during 2021-2023. The strategic plan aligns with the reorganization plan, the intergovernmental agreement with Outagamie County and the annual work program for the Commission. Commission staff will annually evaluate progress of the 2021-2023 Strategic Plan and provide updates to the respective committees.

ECWRPC 2021-2023 Strategic Plan - Draft

Revised: 1/4/2021

ADMINISTRATIVE

ECWRPC Staff Lead - Executive Director, Assistant Director, Controller

ECWRPC Committee Lead - Steering Committee

Federal Reference - 2 CFR 200 (general reference for federally funded programs)

State Reference - Wis. Stats. 66.0309 (previously 66.945)

CFDA Number - N/A

Reference Number	Actions	Timeframe	Status	Notes
1-1	Implement the reorganization plan and the intergovernmental agreement with Outagamie County by continuing to focus on the core services provided by the Commission.	2020-2023	Started	
1-2	Discussion and exploration regarding the potential removal of the Governor Appointments	Fall, 2020	Started	
1-3	Reduce overhead costs (including but not limited to health insurance premiums, staff development/conferences, rent (reduced office square footage needed), professional organizations, subscriptions, etc.	2020 - 2021	Started	Current lease will expire in July 2021 and we will notify our landlord by January, 2021 what our plans are. Explore office options in the fall of 2020. For 2020, we have reduced conference expenses by \$8,333 and we anticipate that we will reduce conference expenses by \$10,000 by the end of the year.
1-4	Review and possibility develop a policy regarding the use of contractors (sub-awards) for programs.	2021		
1-5	Explore a telework policy.	2021		
1-6	Development of a salary reward program.	2021		
1-7	Develop an annual work program and budget that has a balanced budget.	Annually		Potentially look to adjust the schedule for the work program and budget to have draft work program elements to go before Committee's in October with the final approval in January.

1-8	Meet with key staff from member counties to provide input on the work program and budget.	Annually		This could meeting could be held every 6 months, but there should be meeting with County staff prior to the development of the work program and budget to address if there are any projects they need assistance on for the upcoming year.
1-9	Commissioner Relationship Opportunities/Mentorship Program	2021-2022		When a new Commission comes onto the Board, the Executive Director will meet with them to discuss their roles, responsibilities and expectations of being on the Commission.
1-11	As necessary, update and revise the ECWRPC Bylaws, organizational policies, and personnel policies.	As needed		
1-10	Development of a roles, responsibilities and expectations document for Commissioners.	2021-2022		

2.0 REGIONAL COMPREHENSIVE PLAN AND IMPLEMENTATION**ECWRPC Staff Lead - Executive Director, Assistant Director, Principal Planners, and GIS Manager****ECWRPC Committee Lead - Regional Comprehensive Committee****Federal Reference - N/A****State Reference - Wis. Stats. 66.0309 (previously 66.945)****CFDA Number - N/A**

Reference Number	Actions	Timeframe	Status	Notes
2-1	Develop and maintain GIS data sets that will be utilized during the comprehensive plan update and will be used to evaluate the region during implementation of the plan.	Late 2020/ 2021		
2-2	Develop a community engagement strategy/plan for the development of the Regional Comprehensive Plan.	Early 2021		As part of the community engagement strategy, we will also need to meet and work with County staff regarding their thoughts on the plan along with the implementation of the plan. The Community Engagement Strategy will also need to develop strategies for public engagement with Covid-19.
2-3	Develop the scope, timeline and budget for the Regional Comprehensive Plan.	Fall, 2020		
2-4	Develop and adopt the Regional Comprehensive Plan.	2021-2022		
2-5	Develop a new technical assistance program (i.e. design, evaluate and award projects)with assistance from staff from member counties.	2022-2023		Potentially develop a small committee with staff from member counties to discuss the new technical assistance program.
2-6	Develop an annual action plan for the Regional Comprehensive Plan.	Beginning in 2022; Annually		
2-7	Annually evaluate the state of the region through the GIS datasets utilized in the development of the comprehensive plan.	Annually/Bi-annually		

3.0 ECONOMIC DEVELOPMENT PROGRAM				
ECWRPC Staff Lead - Executive Director, Principal Economic Planner, GIS Planning Specialist				
ECWRPC Committee Lead - Economic Development Committee				
Federal Reference - 13 CFR 301, 303 and 304				
State Reference - N/A				
CFDA Number - 11.302				
Reference Number	Actions	Timeframe	Status	Notes
3 Year EDA Partnership Planning Grant				
3-1*	Re-apply for the EDA 3-year planning grant.	Fall, 2020	Completed for 2020	Re-apply in 2023.
3-2*	Conduct an annual update for the Comprehensive Economic Development Strategy (CEDS).	Fall, Annually		This document will contain implementation strategies and a status update of those activities.
3-3*	Conduct a major update of the CEDS.	Every 5 years, 2023		This document will serve as a replacement to the current CEDS, adopted in 2018.
3-4*	Continue to provide EMSI data and Business Analyst data to local municipalities and partners.	Annually		
3-5	Provide third-party review and verification for site applications through the New North Gold Shovel Ready Program.	Annually		
3-6	Continue to implement I-41 Initiative 41 Corridor activities.	Annually		
EDA Institutional Grant - CARES Act Funding (2 years of funding)				
3-6*	Development a Grant Administrative Plan and implementation strategies for the Institutional Grant.	Fall, 2020	Completed	
3-7*	Develop an disaster recovery and economic resiliency plan for the East Central region.	2020-2022		
3-8*	Create a data dashboard to support the disaster recovery and track economic indicators for the region.	2020-2022		
3-9*	Design an implement a COVID-19 response technical assistance program for economic recovery.	2020-2022		
3-10*	Create a continuity plan for East Central operations.	2020-2022		

*Designates required task as outlined within the agreement with the federal or state agency.

4.0 TRANSPORTATION PROGRAM

ECWRPC Staff Lead - Executive Director, Principal Transportation Planner, Associate Transportation Planners, Transportation Planners, SRTS Planners, GIS Manager

ECWRPC Primary Lead - Transportation Committee

Federal Reference - FHWA: 23 U.S.C. and 49 U.S.C. (PL Funds - 23 CFR 450; SPR Funds - 23 CFR 420; TAP funds - 23 CFR 710.511); FTA Section 5310

State Reference - N/A

CFDA Number - 20.205

Reference Number	Actions	Timeframe	Status	Notes
Administrative				
4-1	Continue to monitor federal transportation bills to ensure the program is in compliance with federal and state regulations.	Ongoing		
4-2*	Development of the unified work program and budget.	Annually		Kick off letters and budget amounts for the upcoming year are sent out by WisDOT in August. Transportation work program and budget approvals need to be completed in October.
4-3	Mid-year work program and budget meeting with FHWA, FTA, WisDOT.	Annually		Usually scheduled in June.
4-4*	Annual work program and budget meeting with FHWA, FTA, and WisDOT.	Annually		Usually scheduled in September
4-5	Re-designation of the Appleton TMA and Oshkosh MPO	2021-2022		This is dependent on the U.S. Census numbers and when they are available.
Appleton (Fox Cities) Transportation Management Area & Oshkosh MPO Program				
4-6*	Development and implementation of the Long Range Transportation Plans for Appleton TMA and Oshkosh MPO.	Annually		Long Range Plans may need to be updated with a new federal transportation bill and when the US Census data is available.
4-7*	Development of the Transportation Improvement Program.	Annually		
4-8	Update and implementation on the Appleton (Fox Cities) TMA and Oshkosh MPO Bicycle and Pedestrian Plan.	2021-2022	Started	
4-9*	Update the Appleton TMA Congestion Management Plan.	2021	Started	
4-10*	Work with the Technical Advisory Committee to rank Surface Transportation Block Grant Funding for projects (Appleton and Oshkosh MPO) and Transportation Alternatives Program Projects (Appleton TMA Only).	Bi-Annually		

4-11	Continue to work with WisDOT and local communities on the Northeast Travel Demand Model.	Annually		
4-12	Continue to work with Valley Transit and specialized transportation partners on the implementation of the transit development plan.	Annually		
4-13	Continue to work on the I-41 Expansion project.	2021-2023		
4-14	Work with Valley Transit to award the 5310 funding.	Annually		
Regional Transportation Program				
4-14	Assist in the development and implementation of the Specialized Transportation Coordination plans.	Annually		The Specialized Transportation Coordination plans are updated every 4-5 years based on the Federal Transit Law. County plans were updated in 2019.
4-15	Assist and work with local municipalities and counties to update their asset management data.	Ongoing		
4-17	Update regional GIS transportation data sets.	Ongoing		
4-18	Develop a Regional Pedestrian Strategic Plan with Federal Highway Administration that aligns with the Regional Comprehensive Plan.	2021-2022		
Fond du Lac MPO Program				
4-19*	Development and implementation of the Long Range Transportation Plan for Fond du Lac MPO.	Annually		Long Range Plan may need to be updated with a new federal transportation bill and when the US Census data is available.
4-20*	Development of the Transportation Improvement Program.	Annually		
4-21	Assist the City of Fond du Lac and surrounding communities within the MPO on the implementation of bicycle and pedestrian facilities.	2021-2022		
4-22*	Work with the Technical Advisory Committee to rank Surface Transportation Block Grant Funding for projects.	Bi-Annually		
Regional Safe Routes to School Program				
4-23	Work with SRTS Coalitions to update local SRTS action plans.	Annually		There is a five year SRTS Action Plan schedule that was developed and has additional details.
4-24	Continue to work with local coalitions to implement programs and events.	Annually		
4-25	Work with partner organization on hosting webinars on various topics related to SRTS programming.	Annually		
4-26	Implement the Youth Engagement program.	Annually		
4-27	Continue to monitor and evaluate the SRTS Strategic Plan including updating demographic data.	Annually		

4-28	Update the SRTS Strategic Plan.	2021		
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*Designates required task as outlined within the agreement with the federal or state agency.

5.0 SEWER SERVICE AREA (SSA)/WATER QUALITY MANAGEMENT PROGRAM**ECWRPC Staff Lead - Principal Planner, GIS Manager, GIS Assistant****ECWRPC Committee Lead - Community Facilities Committee****Federal Reference - Clean Water Act (US EPA Funding for a portion of program) - 2 CFR 200.338 & 200.339 (formerly 40 CFR Parts 31 and 40 and OMB Circular 133)****State Reference - NR 121: Areawide Water Quality Management Plans (Designated Water Quality Management Agency - NR 121.06)****CFDA Number - 66.454**

Reference Number	Actions	Timeframe	Status	Notes
5-1*	Continue to work with communities, sanitary districts and WDNR on the amendments to the SSA Plans.	Ongoing		
5-2*	Develop a schedule for SSA Plan updates for the next five years.	Fall, 2020		
5-3	Update and streamline the internal SSA review process.	Fall, 2020 - Early 2021		
5-4	Work with communities, sanitary districts and WDNR to update the policies and procedures for the SSA Program and also to streamline the SSA Plan process and the SSA amendment process. Develop a work flow process document.	2021-2022		
5-5	Continue to review and process 208 Water Quality Management Reviews.	Ongoing		
5-6	Review fee structure for the SSA program.	Annually		
5-7	Updated 1-2 SSA plans per year as designated on the schedule.	Ongoing		

*Designates required task as outlined within the agreement with the federal or state agency.

6.0 NR-135 PROGRAM - NONMETALLIC MINING RECLAMATION PROGRAM**ECWRPC Staff Lead - GIS Planning Specialist****ECWRPC Committee Lead - Open Space and Recreation Committee****Federal Reference - N/A****State Reference - Chapter NR 135 Nonmetallic Mining Reclamation and Local Ordinances****CFDA Number - N/A**

Reference Number	Actions	Timeframe	Status	Notes
6-1	Meet with Waupaca, Winnebago, Shawano and Outagamie County staff to discuss the NR-135 program annually and discuss any updates to the County ordinances as it relates to this program.	2020-2021		
6-2	Provide County staff with quarterly progress reports, mapping datasets and regularly check in with County staff regarding the progress of the program.	2021-2023		Implementation beginning at the end of 2021.
6-3	Continue to work on mine reclamation plans and datasets. Update datasets on a continuous basis.	Annually		
6-4	Continue to work with County staff on reviewing mine operators that have paid their annual fees and mine operators that are behind on annual fees.	March/April of each year		
6-5	Continue to work with County staff on mine operators that are behind on their financial assurances.	Ongoing		
6-6	Continue to develop internal processes to ensure that program is being administered per the NR-135 compliance and the County Ordinances.	Ongoing		

7.0 OPEN SPACE AND RECREATION PLANNING**ECWRPC Staff Lead - Principal Planner, GIS Manager****ECWRPC Committee Lead - Open Space and Recreation Committee****Federal Reference - N/A****State Reference - N/A****CFDA Number - N/A**

Reference Number	Actions	Timeframe	Status	Notes
7-1	Create a contract template for the Open Space Recreation Plans.	Fall, 2020-2021		
7-2	Meet with municipalities that are interested in develop a CORP to discuss the scope of the project.	Ongoing		
7-3	Work towards creating a self-sustaining Open Space Recreation Program through contracts for local communities and Counties.	2021-2022		
7-4	Develop Regional GIS Open Space Recreation Datasets and update them annually.	Annually		
7-5	Develop 4 local CORPs annually.	Annually		
7-6	Assist local communities by providing letters of support and/or for stewardship grants.	Annually		
7-7	Continue to evaluate the program to ensure the program is self-sustaining.	Annually		