AGENDA
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, April 4, 2018
Green Bay Metro Transportation Center
901 University Avenue, Commission Room
Green Bay, 54302 - 6:30 p.m.

ROLL CALL:
Paul Blindauer       Phil Hilgenberg       Ray Tauscher
Brian Brock         Jacob Immel          Norbert Van De Hei
William Clancy      Kathleen Janssen     Jason Ward
Norbert Dantinne, Jr. Dotty Juengst       Dave Wiese
Bernie Erickson    Dave Kaster          Matthew Woceke
Kim Flom           Patty Kiewiz         Reed Woodward
Steve Grenier       Michael Malcheski
Mark Handeland     Gary Pahl
Matthew Harris     Terry Schaeuble       Br. Co. Board-DePere (Vacant)
Frederick Heitl    Melissa Tanke        City of Green Bay (Vacant)

1. Approval of the minutes of the February 7, 2018 regular meeting of the Brown County Planning Commission Board of Directors.

2. Receive and place on file the draft minutes of the March 5, 2018 meeting of the Brown County Planning Commission (BCPC) Transportation Subcommittee.

3. Receive and place on the file the draft minutes of the March 12, 2018 meeting of the Brown County Transportation Coordinating Committee (TCC).

4. Discussion and action regarding the Brown County Planning Commission Transportation Subcommittee recommendation regarding Transportation Alternatives Program (TAP) applications.


7. Director’s Report

8. Brown County Planning Commission staff updates on work activities during the months of February & March 2018.

9. Other matters.

10. Adjourn.

NOTICE IS HEREBY GIVEN THAT ACTION BY THE COMMISSION MAY BE TAKEN ON ANY OF THE ITEMS WHICH ARE DESCRIBED OR LISTED ON THIS AGENDA.

PLEASE TAKE FURTHER NOTICE, MEMBERS OF THE PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE OF THE BROWN COUNTY BOARD OF SUPERVISORS MAY BE PRESENT IN SUFFICIENT NUMBERS AT THE ABOVE MEETING TO CONSTITUTE A MEETING OF THEIR COMMITTEE. THE COMMITTEE WILL GATHER INFORMATION AND WILL NOT TAKE FORMAL ACTION AT THIS MEETING.

ANY PERSON WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATION SHOULD CONTACT THE BROWN COUNTY PLANNING COMMISSION OFFICE AT (920) 448-6480 AT LEAST TWO BUSINESS DAYS BEFORE THE MEETING SO ARRANGEMENTS CAN BE MADE.
DRAFT Minutes
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, February 7, 2018
Green Bay Metro Transportation Center
901 University Avenue, Commission Room
Green Bay, WI 54302
6:30 p.m.

ROLL CALL:

Paul Blindauer X Phil Hilgenberg Exc Ray Tauscher Exc
Brian Brock X Jacob Immel Exc Norbert Van De Hei X
William Clancy X Kathleen Janssen X Jason Ward Exc
Norbert Dantinne, Jr. X Dotty Juengst Exc Dave Wiese Exc
Bernie Erickson X Dave Kaster X Matthew Woikek X
Kim Flom X Patty Kiewiz Exc Reed Woodward X
Steve Grenier X Michael Malcheski X
Mark Handeland X Gary Pahl X
Matthew Harris X Terry Schaebue Exc Br. Co. Board–DePere (Vacant)
Frederick Heitl Exc Melissa Tanke X City of Green Bay (Vacant)

OTHERS PRESENT: Chuck Lamine, Cole Runge, Kathy Meyer

Rich Heidel, Village of Hobart President introduced Melissa Tanke. Melissa Tanke will be filling in for Glen Severson for the next few months.

1. Approval of the minutes of the December 6, 2017 regular meeting of the Brown County Planning Commission Board of Directors.

A motion was made by G. Pahl and seconded by M. Harris to approve the minutes of the December 6, 2017 regular meeting of the Brown County Planning Commission Board of Directors. Motion carried.

2. Discussion and action regarding Highway Safety Improvement Program Performance Measure Targets for 2018.

C. Runge explained that now that the WisDOT has established statewide targets for the five HSIP performance measures for fatalities and serious injuries, MPO staff had six months after the end of last August to establish calendar year targets for each of the performance measures. C. Runge stated that staff recommends supporting the WisDOT targets.

Staff requests approval of the resolution by the Planning Commission Board adopting Highway Safety Improvement Program Performance Measure Targets for 2018.

Brief discussion occurred on the reduction targets and reaching the goals. C. Runge stated that the MPO will support WisDOT’s targets by continuing to develop long-range plans and other transportation planning products and programming projects in our TIP that are consistent with and support the attainment of these targets.
A motion was made by B. Erickson and seconded by G. Pahl to approve the Highway Safety Improvement Program Performance Measure Targets for 2018. Motion carried.

3. Brown County Planning Commission staff updates on work activities during the months of December 2017 and January 2018.

Question asked about the vacancy of the Transportation/GIS Planner position.

C. Runge explained that D. Yoder was promoted to another division as a Senior Planner and the Department will be hiring for a Transportation Planner I.

More information was asked concerning bullet items 2 & 3, under C. Runge’s activity report on page 2, regarding the Southern Bridge.

C. Runge explained that item #2 is the continuing process of completing a traffic analysis and conceptual interchange design. C. Runge stated he is hoping that the consultant will be able to finish the analysis in the next month or two.

C. Runge explained that when you do an Environmental Impact Statement (EIS), one of the things you have to do at the very beginning of the process is to submit a Project Initiation Letter (PIL). This is submitted to the Federal Highway Administration for review and approval. Basically this formally acknowledges to the federal government that you are going to proceed with the EIS. C. Runge explained that when we began the EIS process back in the mid 2000’s, we did submit and have a PIL approved by federal highway, but once we finish the traffic analysis and conceptual interchange design process we’ll be reinitiating our EIS development process with the intention of finishing that within the next year - year and half. Because the process began in the mid 2000’s, C. Runge stated they were asked to submit an amended PIL. C. Runge explained that they had to formally reinitiate the process through this letter. As a part of this, C. Runge also had to submit an amended Notice of Intent (NOI), which is something that has been published in the federal register and that is really the official beginning for re-initiation of that process.

Question asked about last bullet on page 3 under C. Runge’s activity report regarding stormwater runoff.

C. Runge explained that this is a specific item in the 2018 work program and the most recent federal transportation law identified stormwater runoff management as a specific planning factor that staff has to take a close look when doing plans and studies. In May of 2015, Planning Commission approved an amended set of project scoring criteria and point system for the projects in the Transportation Improvement Program. When we did this, before the new federal transportation law was enacted, we did not include a stormwater runoff management criterion or point value. C. Runge explained that staff is working with the Transportation Subcommittee members to determine if we could develop criteria that could be included in the scoring system and give points for best management practices when it comes to stormwater management. C. Runge stated staff is in the process of doing this right now.

A motion was made by S. Grenier and seconded by K. Flom to receive and place on file the staff updates on work activities during the months of December 2017 and January 2018.
4. Director’s Report:
C. Lamine stated that the Principal Planner position was split into two Senior Planner positions. Devin Yoder was promoted to a Senior Planner position - general and Todd Mead was promoted to the Senior Planner position - housing. This left two vacancies for the Planner I position, and those two positions have been posted.

C. Lamine provided an update on some of the contracted projects.
- Local Assistance for the Town of Green Bay. Assistance in area development planning work around the Marian Shrine area. The Town is expecting a lot of activity and people coming to the Shrine. D. Yoder will be taking the lead on this project, and there is a meeting scheduled with the Town next week to kick-off the project.
- Town of Wrightstown Comprehensive Plan. This project has been on hold since the Principal Planner left due to staff shortage. D. Teaters and D. Yoder will be working together on the comprehensive plan for the Town.
- Town of Holland Comprehensive Plan. D. Teaters is working on this project.

C. Lamine provided an update on a couple of other major projects.
- STEM Innovation Center Building. C. Lamine stated that they are making progress on the architectural design, kicked off the environmental impact assessment process and will be holding a public hearing next Wednesday. The UW System Board of Regents will be meeting tomorrow on the new mechanical engineering program and will take a final vote on Friday.
- Coastal Management Grant. C. Lamine stated that they kicked-off the Safe Harbor Study with a presentation at the Green Bay Great Lakes Area Fishing club.
- Southern Bridge Project. C. Lamine stated progress is being made on this project.

5. Other Matters:

B. Clancy stated he has been approached by the local conservation group in the area concerning the phragmites. Brief discussion on obtaining funding. N. Dantinne encouraged B. Clancy to contact the UW Extension office.

M. Handeland stated that coming up soon, the Town of Ledgeview will have another application submitted for a manure facility for a large farm and was wondering what role does the County have. C. Lamine stated that the County does not have jurisdiction, that zoning decisions are made at the local level. B. Erickson provided an update and stated that this is a state ordinance, this was passed back last October and gave the Land Conservation department authority to notify all the respective communities that all set-backs go by state regulations, but each town has its own set-backs.

6. Adjourn

A motion was made by G. Pahl and seconded by B. Clancy to adjourn. Motion carried.

The meeting adjourned by 6:55 p.m.
ROLL CALL:

(Voting)

Craig Berndt  
Dave Betts  
Dan Drewery  
Geoff Farr  
Steve Grenier  
Matt Halada  
Ed Kazik  
Patty Kiewiz  
Tom Klimek  
Doug Martin (Chair)  
Tom Miller  
Rebecca Nyberg  
Eric Rakers  
Brandon Robinson  
Nick Uitenbroek (Vice-Chair)  
Vacant – Oneida Nation

(Non-voting)

Mary Forlenza (FHWA – Madison)  
Diane Paoni (WisDOT – Madison)  
William Wheeler (FTA Region 5)

Others Present: Sandy Carpenter, Chris Clark, Lisa J. Conard, Trevor Fuller, Jenna LaRoche, Jeff Piette, Cole Runge, and Elizabeth Runge.

ORDER OF BUSINESS:

D. Martin opened the meeting at 10:00 a.m.

1. Approval of the September 18, 2017 Transportation Subcommittee meeting minutes.

   A motion was made by S. Grenier, seconded by M. Halada, to approve the September 18, 2017 Transportation Subcommittee meeting minutes. Motion carried.

2. Recommendation to the BCPC Board of Directors regarding Green Bay Urbanized Area Transportation Alternatives (TA) projects for 2018-2022.

   L. Conard provided an overview of the TA program via PowerPoint and referenced the staff report that was included in the packet.

   L. Conard noted that the Green Bay MPO was notified last week that the new estimate for the 2018-2022 cycle is $996,616.
L. Conard noted that three project applications had been received and provided an overview of each as follows:

**Village of Allouez**

*Doty School Safe Routes to School Project*

Construct sidewalks and crosswalks east of Doty School on Longview Av and East River Dr

*WisDOT Eligibility Determination:*

**Eligible**

**Village of Howard**

*Velp Avenue Trail - Phase 1*

Construct a 1.25 mile shared use path mostly parallel to Velp Av connecting Village Hall to the Mountain Bay Trail

*WisDOT Eligibility Determination:*

**Questionable**

**Village of Ashwaubenon**

*W Main Avenue Trail - Final Link*

Construct a 10' wide 0.86 mile multi-use trail on the south side of Main Av from Sand Acres Dr to Mid Valley Dr

*WisDOT Eligibility Determination:*

**Questionable**
L. Conard reviewed the project ranking, costs, and funding requests:

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Project</th>
<th>100% Cost Estimate</th>
<th>80% Maximum Request</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Design</td>
<td>Construction</td>
</tr>
<tr>
<td>Allouez</td>
<td>Doty School Safe Routes to School Project</td>
<td>$61,500</td>
<td>$524,030</td>
</tr>
<tr>
<td>Howard</td>
<td>Velp Avenue Trail - Phase 1</td>
<td>No request</td>
<td>$790,910</td>
</tr>
<tr>
<td>Ashwaubenon</td>
<td>W Main Avenue Trail - Final Link</td>
<td>No request</td>
<td>$954,500</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td></td>
<td><strong>$61,500</strong></td>
<td><strong>$2,269,440</strong></td>
</tr>
</tbody>
</table>

L. Conard stated that the MPO staff reviewed each project based on its merits and ability to comply with WisDOT requirements.

The MPO funding recommendation is as follows:

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Project</th>
<th>Recommended by MPO Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Award</td>
</tr>
<tr>
<td>Allouez</td>
<td>Doty School Safe Routes to School Project</td>
<td>$468,424</td>
</tr>
<tr>
<td>Howard</td>
<td>Velp Avenue Trail - Phase 1</td>
<td>$528,192</td>
</tr>
<tr>
<td>Ashwaubenon</td>
<td>W Main Avenue Trail - Final Link</td>
<td></td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td></td>
<td><strong>$996,616</strong></td>
</tr>
</tbody>
</table>
C. Runge stated that the Doty School SRTS project received the top ranking from MPO staff for the following reasons:

- Many Doty students live next to and near the proposed project, and these students are within walking distance of the school. Some of these students currently walk in the streets to travel to and from the school, so it is assumed that these and likely other students will use the new sidewalks and crosswalks on a daily basis to travel to and from school.

- WisDOT determined that the project is fully eligible and that there are no issues that may prevent the project from being completed within the federally-designated commencement period (right-of-way acquisition, etc.).

- The project is specifically identified in the Village of Allouez Safe Routes to School/Bicycle and Pedestrian Plan.

C. Runge stated that the Velp Avenue Trail project was ranked second by MPO staff for the following reasons:

- Because of the trail’s location and its connection to the Mountain-Bay State Recreational Trail, it is assumed that most of the trips that occur will be for recreational purposes. However, the trail will connect a residential area on the east side of Velp Avenue to the Howard Village Hall and a commercial area at the intersection of Velp Avenue and Glendale Avenue, which will enable and encourage people to make some walking and bicycling trips for transportation purposes.

- WisDOT determined that the project’s eligibility is questionable based on the need to acquire right-of-way from two landowners as well as other issues that may prevent the project from being completed within the federally-designated commencement period. However, the village told MPO staff that condemnation will not be necessary to obtain the right-of-way because the two landowners intend to state in writing that they will sell the right-of-way to the village at fair market value.

- The project is similar to a trail identified in the Village of Howard Comprehensive Plan, but it is not specifically recommended in the plan.

C. Runge stated that the W Main Avenue Trail project was ranked a close third by MPO staff for the following reasons:

- Because of the trail’s location, it is assumed that most of the trips that occur will be for recreational purposes. However, the link that the proposed trail will create with existing trails and sidewalks that serve employment, recreation, and commercial areas in Ashwaubenon and De Pere will enable and encourage people to make some walking and bicycling trips for transportation purposes.

- WisDOT determined that the project’s eligibility is questionable based on the need to acquire right-of-way from as many as ten landowners as well as other issues that may prevent the project from being completed within the federally-designated commencement period.

- The project is identified in the Village of Ashwaubenon’s Comprehensive Plan, but it does not appear in the most recent (2018) draft update of Ashwaubenon’s Bicycle and Pedestrian Plan.
R. Nyberg asked if the Velp Avenue Trail would be plowed by the village.

G. Farr stated yes. The village would be responsible for snow removal.

E. Rakers asked if the Howard project could receive additional funds ($104,000 needed to reach 80%) once the Green Bay Area Public School District (GBAPSD) project was completed.

S. Carpenter stated no. Funds will not be available until the next cycle (two years from now). S. Carpenter stated that assigning additional funds at that time may be possible, but TAP funds are more difficult to work with than Surface Transportation Block Grant (STBG) program funds due to the fact TAP funds come from a much smaller statewide pot.

L. Conard noted that the Green Bay MPO Chapter 20 TAP amount is approximately $311,000 per year.

L. Conard noted that if approved as presented, approximately $50,000 would be assigned to 2019 for the design work for the Allouez project. The balance would be assigned to 2021 or 2022 for construction of the Allouez and Howard projects.

In two years, the approximately $250,000 currently assigned to the GBAPSD and the approximately $50,000 proposed for design for the Allouez project will no longer be in the program, freeing up approximately $300,000 for the next TAP funding cycle.

C. Runge noted that the GBAPSD has started the SRTS Plan and expects it will be completed as scheduled.

S. Carpenter noted that WisDOT no longer requires project minimums as in the past.

R. Nyberg asked if the Village of Howard would accept 67% federal funding since the requested 80% federal funding is not available.

G. Farr stated yes.

A recommendation was made by E. Rakers, seconded by G. Farr, to recommend to the BCPC Board of Directors approval of the TAP funding scenario recommended by MPO staff. Motion carried.

3. Discussion regarding the development of a stormwater management criterion for the MPO’s Surface Transportation Block Grant (STBG) Project Evaluation and Scoring Process. (see attached)

E. Rakers provided an example of a proposed road construction project overlaying multiple watersheds with varying daily load allowances. E. Rakers stated that the city may not invest in a high level stormwater management practice if they knew, for example, the runoff would be directed to a pond that would be built in 10 years. In addition, roads that serve industrial areas as opposed to residential areas may have more need for stormwater management investment.

For MS4 communities, the Total Management Daily Loads (TMDL) plan must be submitted to the Wisconsin Department of Natural Resources (WDNR) by the end of March of 2018.

C. Runge stated that the stormwater runoff mitigation best management practices summary that was distributed to the Transportation Subcommittee in January of 2018 was meant to be the starting point for this discussion. Perhaps a criterion such as consistency with TMDL
plans and/or furthering the implementation of the plan could be considered. Since 2018 is not a year in which STBG Program funds are assigned, the MPO has time to develop and bring to the subcommittee a proposal for including stormwater management in the scoring process.

The Transportation Subcommittee members present agreed that staff should review community TMDL plans and develop a draft stormwater runoff mitigation criterion for Transportation Subcommittee review.

4. Discussion regarding a pedestrian crosswalk education day in the Green Bay Metropolitan Area.

E. Rakers provided the following email to the subcommittee in advance of the meeting:

Hi Fellow Transportation Subcommittee Members,

At the March 5th Meeting, I plan to bring forward discussion about a Pedestrian Crosswalk Education day in the Green Bay Metropolitan area. The date we are looking at having this is May 9th, to coincide with the National Bike to School day. I tried to organize something last year but was unsuccessful.

I am involved with the Live54218 group which promotes bicycling and pedestrian activities. There are several other communities on this group in addition to schools and police. We have had discussions on the May 9th event at this group and there is a lot of excitement about it. To make this successful, we need communities to participate. The departments that will mostly likely be directly involved within the communities are the Police Department and Public Works/Engineering (thus reaching out to you). The education event will include crosswalk enforcement rules at various locations around the metropolitan area. In addition to this, we will be providing education material and the locations of the enforcement areas to schools, colleges, media, etc. It is important to get the word out so that people understand what we are doing.

Please give some consideration to your participation in this event. I look forward to the discussion on March 5th at the committee meeting. We will bring ideas on the overall approach, public involvement, etc.

E. Rakers provided a PowerPoint entitled Pedestrian Crosswalk Enforcement and Education Day and noted that De Pere will be participating and invited other municipalities to join in a shared message.

E. Rakers noted many drivers are unaware that vehicles must stop for pedestrians in crosswalks.

E. Rakers introduced Jenna LaRoche as the De Pere staff person who is assisting with the project.

R. Nyberg stated that she is involved with organizations that will be happy to get the word out as well as participate in other ways.

National Bike to School day is Wednesday, May 9th, 2018

5. Any other matters.

None.

6. Adjourn.

The meeting adjourned at 11:00 a.m.
# Roadway Stormwater Runoff Best Management Practices (BMPs) for Stormwater Systems

Information Source: Ohio Department of Transportation

<table>
<thead>
<tr>
<th>Category</th>
<th>Best Management Practice (BMP) Name</th>
<th>Best Management Practice (BMP) Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Underground Systems</td>
<td>Hydrodynamic Separator</td>
<td>An underground passive device that is designed to remove solids, oil/grease, and debris from stormwater runoff through gravitational trapping and settling of pollutants.</td>
</tr>
<tr>
<td></td>
<td>Underground Detention and Sedimentation Vault</td>
<td>An underground storage structure that is designed to provide peak flow control.</td>
</tr>
<tr>
<td></td>
<td>Modular Manufactured Filtration Systems</td>
<td>An underground system of modular filters packed with engineered media that can be arranged in a catch basin, manhole, or vault to provide treatment through filtration and sedimentation. The upflow version of this BMP pushes water up and out through treatment filter packs and is designed to accommodate high flow rates.</td>
</tr>
<tr>
<td></td>
<td>Multi-Chamber Treatment Train</td>
<td>An underground treatment system with three chambers for grit removal, sedimentation, and filtration through media.</td>
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<tr>
<td></td>
<td>Subsurface Bed Filters</td>
<td>A structure with an underground filter media bed that provides treatment when inflows percolate through the bed, with outflow through underdrains or infiltration.</td>
</tr>
<tr>
<td></td>
<td>Infiltration Gallery</td>
<td>An underground storage structure that is designed to provide infiltration.</td>
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<tr>
<td></td>
<td>Subsurface Flow Wetland</td>
<td>An underground engineered system that can include a combination of wetland vegetation, porous media, and associated microbial and physiological ecosystems to provide pollutant removal via primary oxidation-reduction mechanisms and microbial processes.</td>
</tr>
<tr>
<td></td>
<td>Vegetated Filter Strip</td>
<td>A linear flow-through system with gently sloped vegetated strips of land, with or without soil amendments, to treat sheet flow runoff from adjacent impervious areas via filtration, sedimentation, infiltration, biochemical processes, and plant uptake.</td>
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<tr>
<td></td>
<td>Shoulder Media Filter Drain</td>
<td>A linear side slope flow-through treatment system that includes grass strip and media filter bed treatment zones and an associated underdrain or surface conveyance system.</td>
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<tr>
<td></td>
<td>Infiltration Trench</td>
<td>A long, narrow, stone-filled trench that is designed to store and subsequently infiltrate runoff through the sides and bottom of the trench.</td>
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<tr>
<td></td>
<td>Vegetated Biofilter / Swale</td>
<td>A shallow, flow-through channel with dense, low-lying vegetation covering the side slopes and all or most of the bottom area that is designed to remove pollutants through sedimentation, filtration, and infiltration while conveying flows downstream.</td>
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<tr>
<td></td>
<td>Wetland Channel</td>
<td>A densely vegetated flow-through waterway that provides treatment via sedimentation and biological uptake while conveying flows downstream.</td>
</tr>
<tr>
<td>Linear Systems</td>
<td>Bioretention With Underdrain</td>
<td>Vegetated, shallow depressions that typically include engineered planting media, underdrain outlets, and optional liners. Bioretention with underdrain can either be designed to partially infiltrate runoff (such as through the use of a raised underdrain) or function as a flow-through media filtration facility with minimal reduction in runoff volume.</td>
</tr>
<tr>
<td></td>
<td>Bioretention Without Underdrain</td>
<td>Vegetated, shallow depressions which may include engineered planting media (as opposed to sand or native or amended soils) in addition to an underlying aggregate layer that temporarily stores stormwater prior to infiltration.</td>
</tr>
<tr>
<td>Basic Systems</td>
<td>Constructed Wetland</td>
<td>A basin system that mimics natural wetland systems by incorporating a permanent pool, wetland vegetation and soils, internal berms, baffles, and outlet controls to provide pollutant removal via sedimentation, filtration, and plant uptake.</td>
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<tr>
<td></td>
<td>Wet Extended Detention Basin</td>
<td>A basin with detention above a permanent pool that temporarily detains water through outlet controls for an extended period of time (e.g., 48 hours) to reduce peak flow rates and provide sedimentation and other secondary treatment processes (filtration, uptake by vegetation, and/or infiltration).</td>
</tr>
<tr>
<td></td>
<td>Dry Extended Detention Basin</td>
<td>A grass-lined basin that temporarily detains water through outlet controls for an extended period of time (e.g., 48 hours) to reduce peak flow rates and provide sedimentation and other secondary treatment processes (filtration, uptake by vegetation, and/or infiltration).</td>
</tr>
<tr>
<td></td>
<td>Infiltration Basin</td>
<td>An earthen, vegetated basin with a flat bottom that stores and subsequently infiltrates runoff through the bottom of the basin.</td>
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<td></td>
<td>Surface Bed Filter</td>
<td>A structure with a sedimentation chamber and a surface filter media bed that provides treatment by first removing large particles, oil, and trash from inflows, and subsequently percolating flows through the bed. Outflow from the filter system can be through underdrains or infiltration.</td>
</tr>
<tr>
<td>Pavement Systems</td>
<td>Permeable Pavement - Infiltration</td>
<td>Pavement that allows for percolation through surface void spaces into underlying material.</td>
</tr>
<tr>
<td></td>
<td>Permeable Pavement - Extended Detention</td>
<td>Pavement that allows for percolation through surface void spaces into an underlying aggregate layer to temporarily detain water through outlet controls for an extended period of time (e.g., 48 hours) to reduce peak flow rates and provide sedimentation and other secondary treatment processes (filtration and/or infiltration).</td>
</tr>
<tr>
<td></td>
<td>Permeable Friction Course (PFC) Overlay</td>
<td>A flow-through layer of porous asphalt that is overlain onto a conventional concrete or asphalt surface to improve safety, reduce undercarriage washing from road spray, and provide sedimentation for storm water runoff.</td>
</tr>
<tr>
<td></td>
<td>Permeable Shoulder w/ Stone Reservoir</td>
<td>Pavement along road shoulders that allows for percolation through surface void spaces into an underlying aggregate layer for conveyance via an underdrain.</td>
</tr>
</tbody>
</table>

- STBG applicants will earn points for utilizing the stormwater BMPs that are feasible for a project’s environment (urban, suburban, rural). For example, a curb and gutter project that involves storm sewers within a downtown area will earn points for incorporating one of the BMPs for underground systems.
ROLL CALL

Mary Brick (Syble Hopp School)       Exc   Denise Misovec (Curative Connections)  
Corrie Campbell (BC Board of Supervisors) x    Jimmy Pettigrew (MV Transportation)  
Brandon Cooper (Oneida Nation)       x     Sandy Popp (Options for Independent Living) x  
Mary Derginer (ADRC of Brown County Board) Exc  Cole Runge (BC Planning Commission/Green Bay MPO) x  
Essie Fels (Green Bay Metro)         x     Julie Tetzlaff (Cerebral Palsy Inc.) Exc  
Pat Finder-Stone (Citizen Member)    Exc  Tina Whetung (Curative Connections Trans. Program) x  
Christel Giesen (ADRC of Brown County) x     Genny Willemmon (BC Human Services) x  
Matt Halada (Wisconsin DOT NE Region) x     John Withbroe (Green Bay Transit Commission)  
Jessica Klemens (ASPIRO)             x     Vacant (BC Executive Department)  
Linda Mamrosh (Citizen Member)       x     Vacant (BC Human Services)  

Others Present: Ian Agar for Genny Willemon, Lisa Conard, and Jennifer Hallam-Nelson.

*Corrie Campbell arrived at 11:10 a.m.

ORDER OF BUSINESS

C. Runge opened the meeting at 10:15 a.m.

1. Introduction of Jessica Klemens and Jimmy Pettigrew.

   C. Runge introduced new member Jessica Klemens. Jimmy Pettigrew was not present at the meeting.

2. Approval of the December 4, 2017, TCC meeting minutes.

   Due to lack of a quorum, the approval of the minutes will be considered at a later meeting.

3. Presentation of the Analysis of Green Bay Metro Bus Passes Purchased by the State of Wisconsin Department of Health Services (DHS) Non-Emergency Medical Transportation (NEMT) Provider.¹

   L. Conard stated that she attends quarterly meetings of the NE Wisconsin Regional Access to Transportation Committee. The purpose of the committee is to address issues relating to transportation for low income populations, seniors, and individuals with disabilities. Emphasis is placed on coordination and funding. Several members of the TCC also serve on the committee.

¹ MTM is the private transportation broker hired by the Wisconsin Department of Health Services to coordinate Non-Emergency Medical Transportation (NEMT) services for qualifying Medicaid and BadgerCare Plus clients.
L. Conard reviewed the staff report.

MTM purchases 1-day unlimited bus passes from Green Bay Metro for distribution to eligible clients.

MTM is charged by DHS to provide the lowest cost transportation trip available to a client. Fixed route transit service is a relatively low cost service. The cost of a reduced-fare 1-day pass is $1.50.

L. Conard provided a summary of the table below:

<table>
<thead>
<tr>
<th>Date MTM Ordered from Metro</th>
<th>1-Day Passes Purchased</th>
<th>1-Day Passes Used as of 1/12/2018</th>
<th>Percent Used</th>
<th>30-Day Passes Purchased</th>
<th>30-Day Passes Used as of 1/12/2018</th>
<th>Percent Used</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/24/2017</td>
<td>400</td>
<td>290</td>
<td>73%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2/21/2017</td>
<td>400</td>
<td>254</td>
<td>64%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7/14/2017</td>
<td>400</td>
<td>295</td>
<td>74%</td>
<td>50</td>
<td>22</td>
<td>44%</td>
</tr>
<tr>
<td>10/18/2017</td>
<td>150</td>
<td>36</td>
<td>24%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11/14/2017</td>
<td>150</td>
<td>68</td>
<td>45%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12/6/2017</td>
<td>260</td>
<td>0</td>
<td>0%</td>
<td>65</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>All of 2017</td>
<td>1,760</td>
<td>943</td>
<td>54%</td>
<td>115</td>
<td>22</td>
<td>19%</td>
</tr>
</tbody>
</table>

As shown in the table in **bold**, it is likely that 30% of 1-day passes purchased in July or before have gone unused. This amounts to $1,115 in unused passes (including the unused 30-day passes).

L. Conard noted that MTM has one mobility manager on staff, and that employee is located in the Milwaukee area. It appears MTM does not offer travel training in the Green Bay area.

C. Runge noted that MTM has a separate contract with DHS to provide NEMT services to the Milwaukee area, and it is possible that this mobility manager is only providing travel training assistance to Milwaukee-area clients.

L. Conard concluded the presentation noting that there is an opportunity for MTM to partner (contribute financially) to local travel training programs in the Green Bay area and elsewhere throughout the state.

T. Whetung asked how MTM determines if an individual can use transit.

L. Conard stated that when an MTM-eligible client requests a trip, MTM staff will determine if the client is able to board and alight a bus, lives near a bus stop, and has a destination located near a bus stop. If this is the case, MTM will mail a bus pass to the client prior to their
scheduled medical appointment.

C. Giesen asked if the distribution of a bus pass is recorded by MTM as a trip that has been provided to a client.

L. Conard stated that it is assumed that MTM records this as a trip because MTM does not check to see if a bus pass is used.

S. Popp stated that she believes this information is useful and will share it with others.

L. Conard stated that the MPO has already shared this information with Carrie Porter, Transportation & Volunteer Specialist and Older Americans Act Consultant with the Greater WI Agency on Aging Resources, Inc.

C. Runge asked S. Popp if she will ask Carrie Porter to share the information in the staff report with others in the state.

S. Popp stated that she will.

4. Presentation of the combined application for Green Bay Metro paratransit and Curative Connections transportation services.²

J. Hallam-Nelson stated that Green Bay Metro and Curative Connections staff went live with the joint application on January 1, 2018. The purpose of the joint application was to streamline the process for those who qualify for Green Bay Metro’s reduced bus fare and paratransit service as well as Curative’s transportation service.

L. Mamrosh asked if the application can be completed and submitted online.

E. Fels stated that the client information portion can be completed and submitted online. However, the doctor verification must be submitted separately.

5. Distribution of the July 1, 2017 – December 31, 2017 report from the Specialized Transportation Mobility Coordinator.

J. Hallam-Nelson provided an overview of the report.

J. Hallam-Nelson stated that she has made 31 presentations throughout Brown County, produced seven “how to” videos, developed an extensive list of interested parties to receive the newsletter, and hosted 27 in-person training sessions.

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² Discussion is in regard to the paratransit program offered by Green Bay Metro to qualifying clients under contract with MV Transportation, a private transportation company. Discussion under this item is also in regard to the transportation program offered by Curative Connections as of July 1, 2015. Prior to this date, the service was provided by the Lakeland Chapter of the American Red Cross. The program offers demand-response transportation services to seniors and qualifying individuals with disabilities with use of a small-medium bus, van, or sedan.
J. Hallam-Nelson stated she has made a transportation needs survey available online and has also distributed hard copies to various agencies. The survey will close on April 6th and J. Hallam-Nelson stated she will report the findings at the next TCC meeting.

6. Discussion regarding the status of the Safety for Brown County campaign.

C. Runge noted that the City of De Pere has on its website a link to a YouTube video regarding snow and ice removal from sidewalks. The city also shows this video on its cable access channel. A link to the video is below:

https://www.youtube.com/watch?v=dS5VHyiXGdl&feature=youtu.be

The following is a screen shot from the video:

C. Runge noted that the city relies on complaints to identify and clear sidewalks that haven’t been cleared within 48 hours after a weather event. These complaints should be submitted to the city’s streets department (by calling (920) 339-4060).

L. Mamrosh noted that she has called the number to inform the city of snow and/or ice that has not been properly or timely cleared. L. Mamrosh noted that she does not know how quickly De Pere responds. Therefore, L. Mamrosh may be reluctant to begin using the sidewalk again because there is no way of knowing if it has been cleared.

C. Runge stated that he also spoke to a De Pere representative about obtaining information about the status of street and sidewalk construction projects throughout the city. He stated that De Pere sends weekly project updates to individuals and agencies that have requested the updates, and he asked the city to put him on the distribution list so he can forward the weekly updates to the TCC members. He also stated that he intends to check with other
communities to see if they provide construction project updates. If they do, he will ask to be 
added to their distribution lists and will forward the information he receives to the TCC 
members.

7. Round robin discussion about specialized transportation services in Brown County.

J. Hallam-Nelson noted that the interviews for the Travel Trainer have concluded. An offer was 
extended and accepted. This person will likely start in a few weeks.

E. Fels asked S. Popp if she would serve on the Disabilities Appeal Committee for paratransit 
certification. S. Popp agreed to do so.

L. Conard noted that the MPO has been working with WisDOT staff regarding the upcoming 
Section 5310 program and opportunities to tap into the statewide pool of funds. L. Conard 
explained that the Green Bay MPO (urbanized area) receives approximately $168,000 
annually from the program. Ten percent goes to Green Bay Metro as they are the direct 
recipient of the funds and have administrative responsibilities (reports to complete, etc.). Fifty 
percent of the balance goes to fund the Mobility Management Program of Brown County, and 
the remaining 50 percent is made available to on a competitive basis. In the past, Red 
Cross/Curative Connections has been a recipient and has typically been awarded two 
vehicles each year. Several years ago, the DAV was awarded funds for a van to transport 
veterans to medical appointments.

L. Conard noted that with the new countywide mobility management program and expanded 
service provided by Curative, it is now possible to request statewide funds (above and beyond 
the $168,000 that the urbanized area is allocated).

C. Giesen noted the ADRC information and assistance staff received 1,620 calls regarding 
transportation and provided appropriate information or made a referral to all of them.

C. Giesen noted the 2017 85.21 funded trips were up 4,000 from 2016, many in the rural area.

T. Whetung stated that 300 rural trips were provided by Curative in January of 2018.

I. Agar noted the Brown County Human Service Department will occasionally have a client 
that needs spontaneous transportation to St. Elizabeth Hospital in Appleton. The clients 
cannot typically afford private pay options (taxi or uber) and asked if anyone knows of a 
service that could provide such trip.

C. Campbell suggested if the client has a relationship with another non-profit agency they may 
be willing to help.

C. Campbell and J. Hallam-Nelson noted several area agencies that could possibly be 
resources.

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3 The DR (Designated Recipient) serves as the fiscal agent for the program. Green Bay Metro was selected as the 
DR for the Green Bay Urbanized Area’s Section 5310 Program because of its experience with similar federal 
transportation funding programs. As the DR for this program, Green Bay Metro is entitled to 10 percent of the funding 
available in CY 2018 for program administration.
C. Campbell stated she is receiving good feedback from members of the public in regard to the survey J. Hallam-Nelson has released. Many members of the public were unaware of the new mobility management services.

C. Campbell stated that she feels corporate sponsorship is needed.

8. Other matters.

The tentative TCC meeting schedule for 2018 is as follows:

   Monday, June 11, 2018  
   Monday, September 10, 2018  
   Monday, December 3, 2018

   Green Bay Metro Transportation Center  
   901 University Avenue  
   Green Bay, Wisconsin  
   10:15 a.m.


The meeting was adjourned at 11:42 a.m.
Overview

The current federal transportation law (Fixing America’s Surface Transportation [FAST] Act) replaced the former Transportation Alternatives Program (TAP) with the Surface Transportation Block Grant (STBG) Set-Aside Program. Just as with TAP, the STBG Set-Aside Program includes funding primarily for bicycle and pedestrian facilities and Safe Routes to School (SRTS) projects and programs.

The FAST Act requires the Wisconsin Department of Transportation (WisDOT) to sub-allocate funding to Transportation Management Areas (urbanized areas with a population of 200,000 or more) for project selection by the MPO. Because the Green Bay Urbanized Area exceeds 200,000 people, the Green Bay MPO has the ability to select and fund its own projects through the TAP.¹

Schedule, Process, and Role of the Green Bay MPO (Brown County Planning Commission):

1. WisDOT announced the current TAP funding opportunity on October 30, 2017 as part of an every-other-year solicitation process.

2. Immediately after WisDOT announced the TAP funding opportunity, WisDOT Northeast Region Office staff and MPO staff reached out to entities/communities encouraging the submittal of project applications. WisDOT and MPO staff also strongly encouraged TAP applicants to contact WisDOT Northeast Region Office staff to discuss their projects and make sure the projects meet WisDOT’s TAP eligibility criteria.

3. MPO staff presented a summary of TAP and the TAP project approval process to the BCPC Board of Directors on December 5, 2017.

4. Applications were required to be submitted to the WisDOT Northeast Region and MPO offices by January 26, 2018.

5. Following the January 26 deadline, WisDOT Northeast Region staff reviewed each TAP application and determined each project’s eligibility.

6. MPO staff was notified of WisDOT’s eligibility determinations on February 19, 2018. MPO staff then provided WisDOT’s comments to the applicants on February 19, 2018.

7. WisDOT Central Office staff notified MPO staff on February 27th, 2018 that $996,616 will be available for Green Bay area TAP projects for the years 2018-2022.

¹ WisDOT continues to refer to this program as the Transportation Alternatives Program (TAP) on its website and printed materials. To be consistent, MPO staff will refer to this program as the TAP in this report as well.
8. MPO staff reviewed, ranked, and developed funding scenarios for the projects and forwarded the information to the BCPC Transportation Subcommittee on February 28, 2018.

9. The BCPC Transportation Subcommittee met on March 5th, 2018 to review the project applications and make a recommendation to the BCPC Board of Directors.

10. The BCPC Board of Directors will consider the BCPC Transportation Subcommittee’s recommendation on April 4, 2018. MPO staff must forward the BCPC Board’s decision to WisDOT by April 20, 2018.

11. The Governor is scheduled to announce all project approvals in the summer of 2018.

**WisDOT Management of TAP Funds**

As stated earlier in this report, WisDOT establishes a TAP cycle and awards funding to projects every two years. Transportation Management Areas (TMAs), such as the Green Bay Urbanized Area, receive their own allocations of TAP funds. Projects located outside of the Green Bay TMA but within Brown County will compete for TAP funding through the statewide application process.

WisDOT has identified a TAP funding allocation for the Green Bay Urbanized Area of $996,616 for the years 2018-2022.

TAP funds are required to cover between 50% and 80% of the total project cost.

**WisDOT Northeast Region Review of Applications**

The WisDOT Northeast Region Office received three applications from Brown County entities, and all three of the projects are within the Green Bay Urbanized Area. The three projects are summarized below, and a comprehensive narrative of each project can be found in Appendix A.

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Project Description</th>
<th>100% Cost Estimate</th>
<th>80% Maximum Request</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Project Description</td>
<td>Design</td>
<td>Construction</td>
</tr>
<tr>
<td>Allouez</td>
<td>Doty School Safe Routes to School Project</td>
<td>Construct sidewalks and bumpouts/crosswalks east of Doty School on Longview Av and East River Dr</td>
<td>$61,500</td>
</tr>
<tr>
<td></td>
<td>$49,200</td>
<td>$419,224</td>
<td></td>
</tr>
<tr>
<td>Howard</td>
<td>Velp Avenue Trail - Phase 1</td>
<td>Construct a 1.25 mile shared use path mostly parallel to Velp Av connecting Village Hall to the Mountain Bay Trail</td>
<td>No request</td>
</tr>
<tr>
<td></td>
<td>$632,728</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ashwaubenon</td>
<td>W Main Avenue Trail - Final Link</td>
<td>Construct a 10’ wide 0.86 mile multi-use trail on the south side of Main Av from Sand Acres Dr to Mid Valley Dr</td>
<td>No request</td>
</tr>
<tr>
<td></td>
<td>$763,600</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Village of Allouez

Doty School Safe Routes to School Project

Construct sidewalks and bumpouts/crosswalks east of Doty School on Longview Av and East River Dr.

Map submitted by the Village of Allouez and included in application packet.
Village of Howard

Velp Avenue Trail - Phase 1

Construct a 1.25 mile shared use path mostly parallel to Velp Av connecting Village Hall to the Mountain Bay Trail.

Map submitted by the Village of Howard and included in application packet.
Village of Ashwaubenon

W Main Avenue Trail - Final Link

Construct a 10' wide 0.86 mile multi-use trail on the south side of Main Av from Sand Acres Dr to Mid Valley Dr.

Map submitted by the Village of Ashwaubenon and included in application packet.
WisDOT Northeast Region Eligibility Determination

WisDOT’s comments regarding eligibility determination are summarized in Table 2. Please see Appendix B for additional comments and responses.
### Table 2

Projects Submitted to WisDOT Northeast Region to Determine Eligibility and Provide Comments

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Project</th>
<th>Project Description</th>
<th>WisDOT Comments if Eligible*</th>
<th>WisDOT Narrative on ROW Issues</th>
<th>WisDOT Comments on Commencement Issues</th>
<th>WisDOT Comments on Eligibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allouez</td>
<td>Doty School Safe Routes to School Project</td>
<td>Construct sidewalks and crosswalks east of Doty School on Longview Av and East River Dr</td>
<td>Eligible</td>
<td>Sidewalk will be located within existing ROW. TLEs will likely be needed entire stretch of project. Clearing and grubbing of existing trees and shrubs may be necessary in spot locations.</td>
<td>A segment of the sidewalk has been identified as being within the 100-year flood plain. This may require additional coordination. No other concerns with commencement.</td>
<td>Strong project. Village has completed detailed cost estimate and previous SPTS study to identify needs. Field review identified spot locations where tree removal and utility relocations may be necessary. Village intends to pay for construction engineering oversight with 100% local funds. This cost has been removed from the application.</td>
</tr>
<tr>
<td>Howard</td>
<td>Velp Avenue Trail - Phase 1</td>
<td>Construct a 1.25 mile shared use path mostly parallel to Velp Av connecting Village Hall to the Mountain Bay Trail</td>
<td>Questionable</td>
<td>Commencement concerns based on environmental impacts, real estate acquisition from adjacent business, strength of supporting unilateral trips.</td>
<td>Narrative states majority of ROW is on land owned by Village, however there are some real estate needs that are of concern because they are adjacent to waterways and businesses. Google Map shows proposed residential development in NE quadrant of Velp &amp; Southern Cross, however narrative states no development.</td>
<td>Narrative discussion focuses on later phases of the proposed trail. Those later phase seem to be stronger TAP candidates because they directly serve more the business and residential communities. No supporting data on how many users of the Mountain Bay Trail are expected to utilize this first phase for unilateral trips. Unclear how the steep vertical grade difference will be addressed at the proposed northern connection with Mountain Bay Trail. Is there enough room between Woodland Avenue and the Mountain Bay Trail to meet ADA requirements? GENERAL COMMENTS ON APPLICATION: page A-2 MPO project priority needs to be removed. This has not been determined. Page A-5 ROW should check both YES and NO. Portions of trail are not within existing ROW owned by the Village or a roadway. Page A-9 Round costs to nearest $10. Remove costs from Design. Remove check box and costs from Real Estate. Construction funding in FY2021 not realistic. FY2022 more likely.</td>
</tr>
<tr>
<td>Ashwaubenon</td>
<td>W Main Avenue Trail - Final Link</td>
<td>Construct a 10’ wide 0.86 mile multi-use trail on the south side of Main Av from Sand Acres Dr to Mid Valley Dr</td>
<td>Questionable</td>
<td>Commencement concerns based on real estate needs, environmental impacts, proposed pedestrian structure not typically approved.</td>
<td>Real estate will be needed the entire length of the project. There is also additional real estate needs anticipated at the box culvert extensions and proposed pedestrian bridge location. Multiple locations of clearing and grubbing will be needed as well.</td>
<td>There are vertical challenges between the trail location and the existing roadway shoulder however there is no mention of any type of retaining wall in these areas. If the trail vertical profile is close to the roadway profile, extensive grading and larger TLE/FEE areas will be required. Overhead and underground utilities are impacted. Large business signs appear to be in footprint of trail location. GENERAL COMMENTS ON APPLICATION: Page A-6 marked NO for Agriculture. There is existing active agriculture lands between Sands Acres and Fernando. Page A-8 MAINTENANCE check NO will not snow plow facility in winter. Snow removal of the trail is a requirement of the federal funds.</td>
</tr>
</tbody>
</table>

---

* WisDOT Northeast Region will assess eligibility per 15 Key Program Requirements outlined on pages A-11-13 of the application including whether or not the project will be able to meet the rigorous, statutorily mandated commencement deadline.
MPO Staff Project Review

When reviewing the three projects, MPO staff considered the following:

**Primary Consideration**
- The number and frequency of transportation trips that will likely occur on each facility.

**Additional Considerations**
- The findings of WisDOT’s eligibility analysis.
- The identification of the facilities in adopted plans.

After reviewing the three projects, MPO staff ranked them as follows:

<table>
<thead>
<tr>
<th>Rank</th>
<th>Applicant</th>
<th>Project</th>
<th>Project Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Allouez</td>
<td>Doty School Safe Routes to School Project</td>
<td>Construct sidewalks and crosswalks east of Doty School on Longview Av and East River Dr</td>
</tr>
<tr>
<td>2</td>
<td>Howard</td>
<td>Velp Avenue Trail - Phase 1</td>
<td>Construct a 1.25 mile shared use path mostly parallel to Velp Av connecting Village Hall to the Mountain Bay Trail</td>
</tr>
<tr>
<td>3</td>
<td>Ashwaubenon</td>
<td>W Main Avenue Trail - Final Link</td>
<td>Construct a 10’ wide 0.86 mile multi-use trail on the south side of Main Av from Sand Acres Dr to Mid Valley Dr</td>
</tr>
</tbody>
</table>

The Doty School SRTS project received the top ranking from MPO staff for the following reasons:

- Many Doty students live next to and near the proposed project, and these students are within walking distance of the school. Some of these students currently walk in the streets to travel to and from the school, so it is assumed that these and likely other students will use the new sidewalks and crosswalks on a daily basis to travel to and from school.

- WisDOT determined that the project is fully eligible and that there are no issues that may prevent the project from being completed within the federally-designated commencement period (right-of-way acquisition, etc.).
• The project is specifically identified in the Village of Allouez Safe Routes to School/Bicycle and Pedestrian Plan.

The Velp Avenue Trail project was ranked second by MPO staff for the following reasons:

• Because of the trail’s location and its connection to the Mountain-Bay State Recreational Trail, it is assumed that most of the trips that occur will be for recreational purposes. However, the trail will connect a residential area on the east side of Velp Avenue to the Howard Village Hall and a commercial area at the intersection of Velp Avenue and Glendale Avenue, which will enable and encourage people to make some walking and bicycling trips for transportation purposes.

• WisDOT determined that the project’s eligibility is questionable based on the need to acquire right-of-way from two landowners as well as other issues that may prevent the project from being completed within the federally-designated commencement period. However, the village told MPO staff that condemnation will not be necessary to obtain the right-of-way because the two landowners intend to state in writing that they will sell the right-of-way to the village at fair market value.

• The project is similar to a trail identified in the Village of Howard Comprehensive Plan, but it is not specifically recommended in the plan.

The W Main Avenue Trail project was ranked third by MPO staff for the following reasons:

• Because of the trail’s location, it is assumed that most of the trips that occur will be for recreational purposes. However, the link that the proposed trail will create with existing trails and sidewalks that serve employment, recreation, and commercial areas in Ashwaubenon and De Pere will enable and encourage people to make some walking and bicycling trips for transportation purposes.

• WisDOT determined that the project’s eligibility is questionable based on the need to acquire right-of-way from as many as ten landowners as well as other issues that may prevent the project from being completed within the federally-designated commencement period.

• The project is identified in the Village of Ashwaubenon’s Comprehensive Plan, but it does not appear in the most recent (2018) draft update of Ashwaubenon’s Bicycle and Pedestrian Plan.
Brown County Planning Commission (BCPC) Board of Directors - Transportation Subcommittee Recommendation

The Transportation Subcommittee met on March 5, 2018 and made a recommendation to the Brown County Planning Commission Board of Directors for approval of:

1. Doty School Safe Routes to School project to be funded at the requested amount of $468,424 (which is the maximum federal share for this project).

2. Velp Avenue Trail project to receive the remaining $528,192 or approximately 67% of the project cost. The Village of Howard has indicated that it will accept this amount.
<table>
<thead>
<tr>
<th>Applicant</th>
<th>Table</th>
<th>Project Description</th>
<th>WisDOT Determined Eligibility*</th>
<th>100% Cost Estimate</th>
<th>80% Maximum Request</th>
<th>Recommended by Transportation Subcommittee</th>
<th>Award</th>
<th>Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allouez</td>
<td>Doty School Safe Routes to School Project</td>
<td>Construct sidewalks and crosswalks east of Doty School on Longview Av and East River Dr</td>
<td>Eligible</td>
<td>$61,500</td>
<td>$524,030</td>
<td>$49,200</td>
<td>$419,224</td>
<td>$468,424</td>
</tr>
<tr>
<td>Howard</td>
<td>Velp Avenue Trail - Phase 1</td>
<td>Construct a 1.25 mile shared use path mostly parallel to Velp Av connecting Village Hall to the Mountain Bay Trail</td>
<td>Questionable</td>
<td>No request</td>
<td>$790,910</td>
<td>----</td>
<td>$632,728</td>
<td>$528,192</td>
</tr>
<tr>
<td>Ashwaubenon</td>
<td>W Main Avenue Trail - Final Link</td>
<td>Construct a 10' wide 0.86 mile multi-use trail on the south side of Main Av from Sand Acres Dr to Mid Valley Dr</td>
<td>Questionable</td>
<td>No request</td>
<td>$954,500</td>
<td>----</td>
<td>$763,600</td>
<td></td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td></td>
<td></td>
<td></td>
<td>$61,500</td>
<td>$2,269,440</td>
<td>$49,200</td>
<td>$1,815,552</td>
<td>$996,616</td>
</tr>
</tbody>
</table>

* WisDOT Northeast Region assess eligibility per 15 Key Program Requirements outlined on pages A 11-13 of the application including whether or not the project will be able to meet the rigorous, statutorily mandated commencement deadline.
Village of Allouez – Doty School Safe Routes to School Project

1. Description and Overview.

The Village of Allouez is proposing a Safe Routes to School (SRTS) project at Doty Elementary School utilizing Transportation Alternatives Program (TAP) funding. Without TAP financial assistance, this project would not be constructed as proposed due to lack of local funding sources. Allouez staff has identified Doty Elementary, using the Allouez Safe Routes to School and Allouez Comprehensive Bicycle and Pedestrian plans, as a school that would most benefit from additional sidewalks and intersection improvements because of the lack in connectivity of existing facilities. The proposed project would include the installation of sidewalk, which will fill gaps in the Allouez sidewalks and will provide for uninterrupted connection for students to safely travel to and from school. It is anticipated that the village would schedule construction during the summer of 2022 so that the sidewalks would be open for the start of the 2022-2023 school year.

The Doty Elementary SRTS Project will construct sidewalk to connect the existing sidewalk on the north side of Longview Avenue at Doty Elementary east to East River Drive to provide a safe walking route for students, and construct sidewalk along the west side of East River Drive from existing sidewalk on Hoffman Road to existing sidewalk in the City of De Pere at LeBrun Street (village south limit). These sidewalks will provide a safe walking route for students along East River Drive and Longview Avenue to access Doty Elementary from the east without walking in the streets. This project also includes two pedestrian crossings on Longview Avenue to connect the south area sidewalk allées to Longview Avenue and Doty Elementary. These are walkways that currently do not have crosswalks or crossing guards. The village will be installing sidewalk west of Libal Street to complete the west area school route, and the connection to Webster Avenue, in 2019 (separate from this SRTS project).

All sidewalks installed in the Doty Elementary SRTS Project will be four-inch thick, five-foot wide concrete, and located within existing village-owned right-of-way on Longview Avenue and East River Drive. The new sidewalk will extend the existing sidewalk on the Doty Elementary side (north side) of Longview Avenue at Glenbrooke Lane 1,500 feet east to East River Drive. This segment of sidewalk, in conjunction with the recently completed segment on Longview Avenue between Webster Avenue and Delahut Street (2017), and the future project segment on Longview Avenue between Delahut Street and Libal Street (2019), will provide a complete route for students on either side of Doty Elementary from Webster Avenue and East River Drive to the school as identified in the Allouez Safe Routes to School Plan. Two bump-outs with pedestrian crossings will be constructed at two pedestrian crossings along Longview Avenue near Doty Elementary.

The proposed East River Drive sidewalk from Hoffman Road to LeBrun Street is 3,900 feet in length. This sidewalk extends the sidewalk route from Doty Elementary to the homes along East River Drive all the way to Hoffman Road. This also provides connection to the existing sidewalk from the City of De Pere and the existing sidewalk on Hoffman Road (County XX). A project map is included that shows the sidewalk routes included. In addition to sidewalks, the project includes pedestrian crosswalks and curb ramps at all intersections, and two bump-outs and crosswalks near Doty Elementary.

2. Project Planning & Preparation & Local Support.

In May of 2011, a survey developed by the National Safe Routes to School Program was distributed to parents and guardians of students who attend the five schools in the Village of Allouez. A total of 339 completed surveys were received by the schools. One of the questions asked if the parents or guardians would let their students walk or bicycle to or from school if certain improvements were made. The top six desired improvements identified in the returned surveys were:

1. Reduced amounts of traffic along routes (44% Yes)
2. Improved safety at intersections and other crossings (43% Yes)
3. Reduction of speed of traffic along routes (43% Yes)
4. Shorter distance between home and school (34% Yes)
5. Additional sidewalks or pathways (33% Yes)
6. Better weather or climate (33% Yes)

Based upon the results of the survey, it appears that many parents and guardians will feel more comfortable about their children walking or biking to school if safety is improved at intersections and other crossings, traffic is calmed along home-to-school walking and bicycling routes, and sidewalks and/or pathways are added along streets in the village.

The Allouez SRTS Plan noted the following observations for this project location at Doty Elementary:
A handful of students walked east along Longview Avenue after leaving school. These students had to walk in the street because sidewalks do not exist on the north side of Longview Avenue, east of the school property. There are also no sidewalks on the south side of Longview Avenue in either direction.

Many of the nearby streets do not have sidewalks or other walkways, so students who walk and bicycle are often forced onto streets for some or most of their trips.

These observations are especially concerning, knowing that 72 students that attend Doty Elementary in the 2017-2018 school year are not eligible for busing. This number of students fluctuates from year to year, given the high number of rental housing in the area, which makes providing an established school route that much more imperative. The Allouez SRTS Plan further recommended the following improvements for the proposed project area:

- Add sidewalks to the north side of Longview between the Doty Elementary property and East River Drive.
- Add mid-block bump-outs on both sides of Longview Avenue east of Doty Elementary
- Add a sidewalk on the west side of East River Drive.

The proposed project is not only called out in the Allouez SRTS Plan, but in the recently approved Village of Allouez Comprehensive Bicycle and Pedestrian Plan (2017) as well. The purpose of this plan is to consolidate planning strategies concerning pedestrian and bicycle transportation and recreation into one functional plan. The adoption of this plan demonstrates the village commitment to providing pedestrian and bicycle accommodations in the community. The Longview Avenue and East River Drive sidewalks are recommended in the 2017 plan.

3. History of Sponsor Success, Deliverability and Commitment to Multimodal.

The Village of Allouez completed a Safe Routes to School Study and Plan in 2012. This project is a recommendation in the plan. In 2017, the village continued the efforts toward supporting multimodal transportation, building on the 2012 SRTS Plan, and approved Village of Allouez Comprehensive Bicycle and Pedestrian Plan. This project is a recommendation in this plan as well. The Comprehensive Bicycle and Pedestrian Plan includes sidewalks on other routes in the village which will be constructed in conjunction with street reconstruction projects over the next ten years.

The current Webster School SRTS Project, currently bid and awaiting contract award for construction, will be completed in the summer of 2018. This project is also a recommendation of the Allouez SRTS Plan. This project is delayed about one year from the original schedule due to a historical survey and temporary easements, but the Village had originally requested the shorter project schedule.

The village has committed, by Village Board decision, to winter maintenance of the planned sidewalk additions so that the school routes are maintained open for everyday use.

The village will retain a consulting engineering firm to assist with the topographic survey, design, and construction administration services for the project. Project delivery will be similar to the recent Webster School SRTS Project.

The topographic survey will be completed in late 2018, and the design will be completed in 2019. It is not anticipated that easements will be a concern because these streets have 70 and 80 foot right-of-ways. The 2022 construction timeline fits well with other village projects.

In addition to the sidewalk projects, the village has completed three major multi-use trails in the past 5 years. All projects have been successfully completed on time and within budget.

4. Project Utility and Connectivity.

Infrastructure Projects — The new facilities are being proposed to accommodate utilitarian trips. Although some people will use the new facilities for non-utilitarian purposes after they are built. The primary reason for the sidewalk facilities is to enable and encourage children to transport themselves to and from school on foot. Increasing the number of students walking to school is expected to reduce congestion on the streets during drop-off and pick-up and improve traffic flow. The facilities will also provide ancillary connections to other area amenities, such as retail/employment developments on Webster Avenue and Hoffman Road, as well as apartment and other residential developments along the route. Additional connections will be made with existing facilities in Wiese Park, Kiwanis Park, and the City of De Pere, as well providing better pedestrian connection to the Resch Family East River Trail.

SRTS Programming Projects — This project will provide a safe sidewalk route for students to walk to school, eliminating the number of children currently walking in the streets. Providing this safe facility will enable the school
to promote more students walking to school. Studies have shown that the number of children walking to school not only increases the overall attendance level, but improves cognitive performances in the students as well.

The current Webster School SRTS Project in the village has led to an increase in school commitment to promoting walking and bicycling. The Village of Allouez is currently in discussion with the Green Bay Area Public School District (GBAPSD) regarding the creation of a walking school bus program for that school. This program is planned to be implemented at the start of the 2018-2019 school year, after the completion of the construction project, as a pilot program for the whole GBAPSD. Providing facilities at Doty Elementary will create opportunities to potentially expand the walking school bus program in the future to this school.


Environmental — Project provides specific environmental benefit. The project contains or addresses:

- Increases likelihood of modal shift to bicycling, walking, or transit from utilitarian car travel.
- Increases access and connection to the natural environment like Wiese Park, Kiwanis Park, and the Resch Family East River Trail.

Safety — Project addresses a specific safety concern. The project contains or addresses:

- Lack of adequate safe crossing or access.
- Provides sidewalk or pathway, with curb-cuts.
- Provides crosswalk enhancement (striping, refuge island, signal, etc.).
- Lack of bicycle and pedestrian facilities or lack of connectivity of facilities that do exist for students at Doty Elementary.
- Improves on the unsafe conditions that exist for children walking and bicycling to school.

Public Health — Project addresses specific public health concerns. The project contains or addresses:

- Promotes an increase in activity levels, which have been shown to reduce levels of diseases like hypertension, diabetes, heart diseases, and certain types of cancers. Increase in activity also aids in the effort against the national epidemic of childhood obesity.
Village of Howard – Velp Avenue Trail – Phase 1

1. **Project Description and Overview:** The first phase of the Velp Avenue Trail Project would construct 1.25 miles of shared use path mostly parallel to Velp Avenue. This project would be the northern most link in an effort to connect the Fox River Trail in the City of Green Bay to the Mountain Bay Trail in the Village of Howard. This portion of the trail would begin at the crossing of Lancaster Creek under Glendale Avenue. The trail would follow Lancaster Creek and cross it behind the Howard Village Hall and continue on the north side of Lancaster Creek until it reached Velp Avenue. The trail would then follow Velp Avenue north and cross at Ocean Winds Street. The trail would then continue north but leave the roadway and travel through the wooded area on the east side of the roadway. The trail would remain between one hundred to two hundred feet to the east of Velp Avenue except to cross Southern Winds Street. This area is owned by the Village of Howard and is to remain a wooded area and not be developed. After crossing Woodale Avenue the trail would then connect to the Mountain Bay Trail southeast of the overpass over Velp Avenue. This project along with the second phase, which would continue the trail on the east side of Velp Avenue to Lineville Road, will help to create more connectivity between the various residential, commercial and industrial areas of the village. This will provide additional access for those using the Mountain Bay Trail to the commercial areas along Velp Avenue near the south end of the project. Additionally, the residents of Howard, via the future connection to the Fox Valley Trail, will also enjoy improved connectivity with the greater Green Bay Metropolitan Area.

2. **Project Planning & Preparation & Local Support:** This project is a part of a greater commitment by the Village of Howard and the City of Green Bay to connect the Mountain Bay and Fox River Trails within the two communities. The project is supported by the Villages’ Engineering and Planning staff and by the Village Board. The project is a part of the Villages’ Comprehensive plan and is shown in many of its future land use plans and maps. The route for the trail through the village has been laid out and another portion near the southern limits of the village is currently being incorporated into a local program project within the village.

3. **History of Sponsor Success, Deliverability and Commitment to Multimodal:** The Village of Howard has routinely completed projects of this nature on schedule. In order to meet the required timeline, it is critical to set schedule at the outset of the project; identify and meet regular milestones; evaluate progress and adjust tasks as needed; and if necessary, the Village would hold special meetings for approvals and authorizations. A few obstacles will need to be overcome to bring this project in on time. First is that construction schedules will need to be managed at the crossing of Lancaster Creek. The creek is the only registered trout stream in Brown County and efforts will need to be made to not impact the water way during spawning season. Secondly coordination will need to occur at the connection of the Mountain Bay Trail. The trail is a “Rails to Trails” facility that is managed by the Wisconsin Department of Natural Resources. Coordination between the Village, WDNR and the owner of the former railway will need to be done to determine the best way to make the final connection to the trail.

4. **Project Utility and Connectivity:** This project is a part of a larger effort to connect the Fox River Trail in Green Bay with the Mountain Bay Trail in Howard. This trail will also serve as a main arterial trail that will have additional trails branch off and service neighboring residential and commercial areas. The Village Hall will be located at the southern terminus of the project and the next phase to the south will provide a connection to Howard Elementary School. Areas just north of the project limits is an industrial area and will be serviced by a future planned extension north to Lineville Road. When the connection between the Fox River Trail and the Mountain Bay Trail is fully complete residents of Howard will be able to access, via the trail system, the downtown areas of Green Bay and De Pere. Additional community areas are in the vicinity of the future trail including the Village of Howard’s new Village Center Development, the Westside YMCA, the Howard Branch of the Brown County Library and Pamperin Park.

5. **Project Benefit:** This project will provide the many benefits to the Village of Howard. The creation of a trail that would connect Howard with Green Bay and De Pere provides a safe and direct route for anyone who may want to begin commuting by bicycle. Additionally, the trail connections to local neighborhoods and nearby commercial centers will encourage walking within the village. The portions of this project that run along Lancaster Creek and the areas between Ocean Winds Street and Woodale Avenue will be left in a natural state which will increase access to the natural environment within the village.

The value of a multi-modal trail system to a community is an obvious benefit to public health. Its length and location alone will promote activity and exercise within the community. The connectivity to the Mountain Bay Trail extends the public health benefit beyond just the immediate local residents. It ranges throughout the entire Village and into adjacent communities as well.

This project will also benefit the safety of the community. Currently no bike or pedestrian facilities exist on this portion of Velp Avenue. This project will provide both the trail and additional sidewalk connections in order to better service non-motor vehicle traffic. A crossing of Velp Avenue will be provided at Oceans Winds Street and across Glendale Avenue near the Lancaster Creek Crossing. Velp Avenue sees over 10,000 Vehicles per day and Glendale has over 7000.
The trail will also help to facilitate further economic development in the area. The connection from the Mountain Bay Trail to the commercial centers around the Velp Avenue and Glendale Avenue intersection. Additionally, due to the elevation difference at the Mountain Bay Trail’s crossing of Velp and Woodale Avenues it is no possible to access the commercial properties on the northeast corner of the intersection. The access route will provide the access needed for those properties. In the future as the trail is fully connected to the Fox River Trail and also extended to the north to Lineville Road many more commercial would be accessible to the trail system.

This trail is the beginning of a major backbone trail that will run from the northern to the southern limits of the Village and provide additional connections to many of the major residential, commercial and industrial hubs of the community. The trail will provide connections utilizing areas of the village that cannot be developed due to a variety of environmental and economic reasons that would otherwise be a barrier to creating a closer knit community.
Main Avenue Trail – Final Link

1. PROJECT DESCRIPTION AND OVERVIEW

The Village of Ashwaubenon is proposing to construct the final link of their multi-use trail system on the west side of IH-41. The completion of the W. Main Avenue (CTH G) trail will provide a long awaited connection to the commercial center located on the east side of IH-41 in the City of De Pere. The proposed trail project begins at the intersection of Sand Acres Drive and extends east 0.862 miles to the intersection of Mid-Valley Drive. Refer to the attached project location map.

W. Main Avenue is a 4-lane highway that serves as the primary entryway to the Village's Industrial Park. The current AADT is 12,300 (2015 traffic count) and includes a high percentage of truck traffic. As the industrial park continues to develop, traffic on the roadway will continue to increase. Currently bikes and pedestrians on this section of W. Main Avenue must utilize the travel lanes where they compete with motorized vehicles for the same space on the highway.

At the west end of the project, the Village’s Packerland Drive, Sand Acres Drive, and Industrial Park Trails all converge at the Trailhead Park located at the intersection of W. Main Avenue and Commodity Lane. At the east end of the project, the recently reconstructed interchange with IH-41 includes a trail on both sides of W. Main Avenue that pass under IH-41. These trails extend from Mid Valley Drive on the west to Lawrence Drive on the east. Upon completion, the W. Main Avenue trail extension will provide a safe multi-modal connection between the Trailhead Park and the commercial center in De Pere.

The existing urbanized roadway will be enhanced with the construction of a 10-ft wide asphalt trail along the south side of W. Main Avenue, a 5-ft terrace will be provided; refer to attached typical section for additional information. The trail will cross over a tributary to Dutchman Creek near the west end of the project, and over Ashwaubenon Creek towards the east end. The single cell box culvert on Dutchman Creek will be extended to accommodate the trail. At Ashwaubenon Creek, a new 85-ft single span prefabricated pedestrian bridge will be constructed. Enhanced crosswalks will be provided at the street crossings with Fernando Drive, S. Ridge Road, and Aerts Lane. The intersection with S. Ridge Road is signalized; pedestrian signal faces and push buttons will be added for improved safety.

2. PROJECT PLANNING & PREPARATION & LOCAL SUPPORT

In July of 2007, citizens of the Village of Ashwaubenon and key stakeholders met to identify issues, opportunities, and desires relative to walking and bicycling. Participating village citizens included both members and advisors of the village’s Bicycle and Pedestrian Advisory Committee. Other key stakeholders participating included representatives of WisDOT, Green Bay Transit Authority, the Brown County Health Department, Brown County Planning Department, Ashwaubenon School District, and village departments including Public Works, and Parks, Recreation, and Forestry. In October of 2007, a public informational meeting was held which was open to the entire community. The results of the initial identification of issues, opportunities, and desires were presented, and attendees were invited to comment on and add to the list, and also to vote on the prioritization. In general, the main issue identified was the need to provide multi-modal connectivity throughout the Village.

The information obtained as a result of this public outreach process was used to develop the Village’s Comprehensive Pedestrian and Bicycle Plan that was published in 2009 and revised in 2011. A link to this plan is included elsewhere in this application.

The Village recognized early on that a major barrier to achieving multi-modal connectivity throughout the Village was IH 41. As the freeway was being updated to interstate standards, the Village, Brown County, and City of De Pere worked with WisDOT to ensure that the interchange with W. Main Avenue was designed to accommodate a trail and provide connectivity between the Village and the City. The interchange was completed in 2014 along with completion of the trail from Mid Valley Drive on the west side of IH-41 to Lawrence Drive on the east side of the Freeway. Refer to attached location map for additional information.

Prior to the completion of the interchange, the Village had previously worked with the Brown County Highway Department to construct a shared use path along W. Main Avenue (CTH G) from Packerland Drive (CTH EB) to Commodity Lane. In addition, the Village constructed a shared use path connection from W. Main Avenue on the south to the existing trail along Waube Lane (CTH AAA) to the north. This trail traverses through the Village’s industrial park area and is aptly named “Industrial Park Trail”. In 2015 the Village constructed a shared use path along Sand Acres Drive as part of the reconstruction of the roadway; this project also included a section of Trail along W. Main Avenue from Sand Acres Drive to Commodity Lane. Refer to the attached map for trail locations. Currently these trails all converge at the Village’s Trailhead Park located at the intersection of W. Main Avenue and Commodity Lane. Information regarding the W. Main Avenue Trailhead Park, as well as the Village’s plan to construct additional trailheads throughout the Village, is included in the Village’s Outdoor Recreation Plan.

There is now a critical gap remaining in the Village’s multi-modal system between Sand Acres Drive and the IH 41 interchange; this proposed project will provide the final link and eliminate this gap. This critical gap in the system
has been identified in both the Brown County and Village of Ashwaubenon bicycle and pedestrian plans. The Village has been coordinating with the Brown County Highway Department and City of De Pere regarding the Village’s intent to apply for TAP funding for the project. It should be noted that the easternmost 600-ft of the trail is located in the City of De Pere.

3. HISTORY OF SPONSOR SUCCESS, DELIVERABILITY AND COMMITMENT TO MULTIMODAL
The Village foresees no issues with implementing the project in time to begin construction in SFY 2022. Preliminary plans have already been prepared and used to identify the environmental concerns and develop detailed project costs referenced in this application. The Village is not applying for funding for design engineering services, so the efforts needed to finalize the plans can begin immediately. As discussed above, the improvements have been in the planning stages for several years with an on-going public involvement process. These projects have already been vetted by the public and have strong support. Coordination with the Brown County Highway Department and the City of De Pere has been on-going.

The primary issue that will need to be addressed, to ensure timely completion of the project, is the fee acquisition of an approximately 3-ft wide strip of right-of-way along the south side of the roadway. This acquisition is needed in order to meet the design guidelines for the project. The only known environmental issues at this time for the project are related to the proposed structure construction over the tributary to Dutchman Creek and Ashwaubenon Creek. As discussed in the environmental section of this application, a flood plain analysis will be required at each location and wetland impacts are anticipated.

Because the Village is not applying for funding for design engineering or right-of-way acquisition, the environmental investigations and public involvement process for the project can begin immediately. The Village does not anticipate any delays as a result of the right-of-way acquisition process. The properties adjacent to the trail are owned by area businesses, and the business community has been very supportive of the Village’s goal of providing multi-modal connectivity in this area. Although this is the first time applying for federal funds under the TAP program, the Village is well aware of the potential delays that can occur and has done its due diligence to help ensure that the project will be completed within the required time frame.

The Village does have a long history of successfully delivering locally funded multi-modal projects. These projects include the existing multi-use trails along W. Main Avenue, Waube Lane, and the Industrial Park Trail discussed above. In addition, the Village just completed an extension of the W. Main Avenue Trail to the west from Packerland Drive to Layden Drive in 2017. These projects are all key components of the Village’s multi-modal system. The Village also has several other multi-modal improvement projects included in the 5-year plan that will be funded locally.

In addition, the Village has a successful history with delivering projects that utilized DNR funding. These projects include the Sand Acres Drive Trail discussed above (DNR Recreational Trails Grant in 2015), the Packerland Drive Trail discussed above from Waube Lane to Fernando Drive (DNR Land and Water Conservation Fund Grant in 2005), and the South Broadway Bike Lanes and Sidewalk project that utilized a DNR Stewardship grant (2005).

The Village’s commitment to improving its multi-modal infrastructure is well documented. As stated in the Pedestrian and Bike plan, the Village is committed to providing a complete streets system that will safely accommodate all users. Further evidence of the Village’s commitment to multi-modal transportation is their Bicycle and Pedestrian Committee. In 2007 when the Village first began meeting to develop the bicycle and pedestrian plan, this was an advisory committee. In 2017 it was converted to a standing committee to better address the need for multi-modal transportation by having regularly scheduled monthly meetings.

The per foot cost to construct the proposed final link of the W. Main Avenue Trail is much higher than other trail projects that the Village has previously constructed with local funds. This is due to the cost of the two structures, the anticipated right-of-way acquisition cost, and potential utility relocation costs. These additional costs make it prohibitive for the Village to construct the trail without TAP funding. However, it should be noted that the funding needed to finance the local portion of this TAP project is already included in the Village’s 5-Year Capital Improvements Plan.

4. PROJECT UTILITY & CONNECTIVITY
The Village’s goal is to provide a safe and efficient multi-modal system throughout the Community. This proposed project is essential to meeting this goal as it eliminates the existing gap in the system and will provide connectivity between area businesses, residential areas, parks, and commercial centers. In addition to connecting the different areas of the Village, this project will provide connectivity throughout the Region. As evidenced by the location map, this project provides connectivity between the multi-modal systems of the adjoining communities including the City of De Pere, Town of Lawrence, Village of Hobart, City of Green Bay, and the Oneida Nation.

The Village has seen tremendous growth in the industrial park area located in the south-central portion of the Village, as well as rapid growth in the southern residential areas of the Village. This growth started in the early 2000’s and is nearing its capacity with the final residential development anticipated to occur within the next 2 to 5 years. At the same time, the City of De Pere to the east has experienced rapid growth in their commercial center
located on the east side of the IH-41 interchange. The public demand is high in regards to providing multi-modal connectivity between these three distinct areas. Due to the existing gap in the system, many people that would prefer to walk or bike currently utilize motorized vehicles to reach destinations on the east side of IH-41. The number of related vehicle miles traveled due to this gap in the multi-modal system will be significantly reduced with the completion of this project.

The trail upon completion is anticipated to have high utilitarian usage. Area businesses have identified the need to provide facilities that will encourage employees to walk or bike to work, and to provide an opportunity to exercise during the day. In addition to the business interest in this trail connection, there is great demand for a multimodal link between the growing southern residential development in the Village of Ashwaubenon to the retail stores and restaurants located on the east side of IH-41 in the City of De Pere. The residential development in this portion of the Village consists of the newest homes and is therefore being used as a model for the type of roadway/multimodal model the Village wishes to incorporate throughout the community in the coming years. The final link of the West Main Avenue Trail will be a valuable asset in not only tying communities together, but also giving a working blueprint for future redevelopment within the Village.

5. **PROJECT BENEFIT – ENVIRONMENTAL, LIVABILITY, ECONOMIC JUSTICE, PUBLIC HEALTH, HISTORICAL PRESERVATION, & SAFETY**

The proposed *W. Main Avenue Trail – Final Link* project will provide environmental, public health, safety, and economic benefits to the Village of Ashwaubenon as well as the neighboring City of De Pere, and the Brown County Region in general. These benefits are discussed in items 3 and 4 above and summarized as follows:

- **Environmental Benefits** – The proposed multi-modal improvements will encourage a mode-shift from car travel to biking or walking. The improvements will improve connectivity between residential areas, employment centers, and commercial areas, to area parks and recreational areas. The existing Industrial Park Trail will see an increase in usage once the multi-modal gap is completed. This trail traverses a path adjacent to the tributary to Dutchman Creek which can only be viewed from the trail. In addition, the trail being constructed as part of this project traverses over the tributary to Dutchman Creek as well as the natural area adjacent to Ashwaubenon Creek.

- **Public Health Benefits** - The multi-modal connectivity throughout the Village provided by the project will encourage residents and area visitors to walk or bike for short-distance trips. This effectively reduces carbon monoxide, nitrogen oxides, and sulfur dioxide emissions from automobiles, which improves overall air quality and the environment. The multi-modal improvements will provide greater opportunities for everyday exercise which effectively combats obesity, diabetes, heart disease, and stroke, and will improve the overall health of the community.

- **Safety Benefits** – Providing a separated pedestrian and bicycle facility adjacent to W. Main Avenue will improve safety by moving users out of the heavily used travel lanes. Another improvement will be the enhanced pedestrian crossing at S. Ridge Road which will include pedestrian signal faces and push buttons.

- **Economic Benefits** – The village’s ability to attract and retain businesses, support employment opportunities, and maintain a stable tax base depends on its ability to adapt to the changing economic environment. Many trends that the community is likely to face in the near future (e.g., increasing cost of fuel, increased emphasis on health and the environment, aging population, etc.) have connections to providing a complete transportation system that includes walking and bicycling. In addition, the multi-modal connectivity provides area residents and visitors a more affordable transportation option especially when fuel prices spike. This in turn provides an increase in disposal income which can also be spent within the Village.

6. **PROJECT CAPITALIZES ON, SUPPLEMENTS OR AUGMENTS AN EXISTING ROAD IMPROVEMENT PROJECT**

The *W. Main Avenue Trail – Final Link* will capitalize on other projects that have already completed. The existing roadway has already been urbanized which effectively reduces the overall construction cost and minimizes the additional right-of-way required to construct the proposed improvement. The IH-41 interchange project has already provided the most costly component of system link connecting the Village to the City of De Pere.
APPENDIX B

McMahon Associates, Inc. (2/20/2018):
The following comments were received by the MPO from McMahon Associates, Inc., the consultant hired by the Village of Ashwaubenon to prepare the Main Avenue application, regarding WisDOT Northeast Region Office comments associated with eligibility:

Comment on use of a prefabricated bridge structure: The DOT has a standardized special provision for this item, see attached. In addition, the estimated cost of the structure was taken from the DOT’s bridge manual. The cost estimating section of the bridge manual also specifically identifies DOT projects where these prefabricated structures have been used. The comment that this type of structure is not typically approved does not appear consistent with past projects used elsewhere in the State.

Comment on retaining walls: The design concept used for the application and the estimate is based on keeping the trail profile close to the road profile. This is needed to maintain the existing hydraulic capacity at the bridge crossing over Ashwaubenon Creek. To use a design concept that lowers the trail to reduce the needed fill would require the retaining walls between the trail and the roadway as mentioned. However, that design concept is not likely to be approved by the DNR and COE as it would result in reduced hydraulic capacity at this location and potentially cause damage to upstream properties. The cost estimate is based on extensive grading and FEE/TLE at this location.

Comment on Commencement Concerns: It’s understandable that there are concerns regarding commencement of the project due to real estate requirements, utilities impacts, and environmental concerns of this project. I believe we covered this in the application, but the Village is doing the following to mitigate these concerns:

- The Village is not requesting funding for design engineering. This means that the Village can begin the design, environmental investigations, and utility coordination immediately upon notification of project approval. This eliminates the need to wait for federal design engineering funds to become available as well as the time it currently takes to negotiate a design contract with the DOT. The RW acquisition cannot begin until after approval of the environmental document.

- This application cycle is for SFY 2021 and 2022. The Village specifically requested SFY 2022 to allow additional time to complete real estate, utility, and environmental process.

WisDOT Northeast Region (2/21/2018)
The following comments were received by the MPO staff from WisDOT Northeast Region staff regarding comments from McMahon Associates, Inc. above.

Comment regarding the use of a pre-fabricated bridge structure is based on comments received by WisDOT PDS and MC staff. While WisDOT allows this as an option the issues have come from the manufacturing industry. They have been reluctant and sometimes refused to submit the required design as noted in the STSP. There is risk in assuming the use of this type of structure especially in developing the application cost estimate.

Real estate required for trail projects from multiple property owners automatically categorizes a project as questionable due to 1) Ability to purchase all right of way prior to project letting and meeting commencement date and 2) Potential for need to use condemnation for real estate acquisition

McMahon Associates, Inc. (2/21/2018):
The following comments were received by the MPO staff from WisDOT Northeast Region staff regarding comments from WisDOT above.

We are sending this information in response to your question regarding the right-of-way acquisition needed for the W. Main Avenue – Final Link trail project. There are a total of 10 parcels along the proposed trail route where a 3-ft strip of RW will need to be acquired, refer to typical section included in application. The total area of this strip acquisition is approximately 0.275 acres. In addition, an additional 0.115 acres will
be needed from 2 of these 10 parcels in order to construct the embankment needed for the pedestrian structure. The total estimated right-of-way needed for the project is 0.390 acres.

The Village has not directly contacted the individual property owners along the route about the need to acquire right-of-way from them. However, as discussed in the application, the Village has had previous public input meetings for their Comprehensive Pedestrian and Bicycle Plan and this project was included in the plans. In addition, the Village has another public input meeting for their pedestrian and bike plan scheduled for March 21, 2018 where this project will be discussed again.
MEMORANDUM

TO: Lisa Conard

FROM: GRAEF and Village of Howard

DATE: February 27, 2018

SUBJECT: Response to WisDOT Comments to Village of Howard 2018-2022 TAP Cycle Proposal

Below is a response to each of the comments provided by WisDOT in regards to the TAP Grant proposal from the Village of Howard that is currently under consideration.

1. Narrative States that majority of Right of Way is on land owned by the Village, however there are some real estate needs that are of concern because they are adjacent to waterways and businesses.
   a. Attached to this document are signed letters from two business owners where right of way acquisition will be required. The letters indicate a willingness to sell the affected portions of their parcels for fair market value.

2. Google Maps shows proposed residential development in NE quadrant of Velp & Southern Cross, however narrative states no development.
   a. This area of proposed residential development is an old plat of lots created before wetland rules went into effect. All of these vacant lots are owned by the Village.

3. Segments of trail are adjacent to multiple waterways, one (Lancaster Creek) that is a trout stream. Concerns over meeting commencement due to environmental coordination.
   a. A wetland delineation has already been completed by the Village in order to avoid and impact the smallest amount of wetlands possible. Total Wetland impacts to wetlands are expected to be less than 0.10 Acres for the trail and would be subject to a general wetland fill permit.
   b. The Village has completed other pedestrian trail projects over creeks, through and adjacent to wetlands and floodplain/floodway that have been approved using a general permit from the DNR.
   c. We think that it is possible to maintain a FY 2021 construction if general permits are required for the project, but if WisDOT feels more comfortable with a FY 2022 construction schedule that can be considered and discussed.

4. Trail Proposed to be adjacent to steep slopes.
   a. Areas behind Village Hall near the Glendale Avenue bridge over Lancaster Creek will require some creative design to avoid impacts to the
stream, however our initial review indicates that design options exist that will allow the trail to be maintained at or very near the current grade and we anticipate that the design have no increase to the backwater elevation.

5. Lots of clearing and grubbing required for this project
a. Areas between Ocean Winds Street and Woodale Avenue were recently cleared and there are substantially less trees in the area now versus what can be seen on Google Maps. Additionally, the intent is to allow as many of the remaining trees as possible to be unaffected by the proposed trail as it is meant be become a passive use natural park in the future.

6. Required real estate appears to be from businesses. No indication in narrative if this project is supported by the adjacent businesses.
   a. See response to Item #1 above.

7. Narrative discussion focuses on later phases of the proposed trail. Those later phases seem to be stronger TAP candidates because they directly serve more the business and residential communities. No supporting data on how many users of the Mountain Bay Trail are expected to utilize this first phase for unilateral trips.
   a. The future phase to the north will not be a link between any regional trail system. It is clearly only a connecting spur to Lineville Road and does not have a construction schedule.
   b. The proposed trail will be the northernmost segment of the connection between the Mountain Bay Trail and the Fox River Trail and without it the ultimate goal of connecting these two high user trail systems will not be possible. The proposed trail serves a residential area that needs pedestrian / bike connections and resolves an existing safety concern.
   c. The trail will be connected by a new sidewalk along Velp Avenue south of Lancaster Creek connecting to the business area at the Velp and Glendale Avenue Intersection.
   d. The neighborhood to the east of Velp Avenue off of Ocean Winds Street and Southern Cross Road currently have no pedestrian facilities to connect them with the rest of the Village.

8. Unclear how the steep vertical grade difference will be addressed at the proposed norther connection with Mountain Bay Trail. Is there enough room between Woodland Avenue and the Mountain Bay Trail to meet ADA requirements?
   a. Existing contour mapping was analyzed to estimate the length of the sloped section needed to connect the two trails. It is estimated that the sloped section would be a little over 300 feet in length to match into the Mountain Bay Trail at a 5% grade.

9. General Comments on Application
   a. MPO Priority will be removed
   b. Will check both the Yes and No boxes in the Right of Way Section
c. Costs will be rounded to nearest $10

d. Costs will be removed from design

e. Check box and costs will be removed from Real Estate

f. Construction funding can be moved to FY2022.

cc: Cole Runge
Geoff Farr
Mike Kaster
STAFF REPORT
TO THE
BROWN COUNTY PLANNING COMMISSION
April 4, 2018

February & March 2018 Staff Activity Reports

The recent major planning activities of Chuck Lamine, Planning Director:

- Coordinated and attended the Brown County Planning Commission meeting February 7.
- Attended Economic Development Committee Department Head meetings with County Executive.
- STEM Innovation Center Building Project Management:
  - Several meetings with County Executive and various County representatives regarding development of the Brown County Research and Business Park and the STEM Innovation Center Building.
  - Attended several Design Programing Meetings as well as detail meetings with the building tenant groups.
  - Updated detailed task list and completion schedule with UW System, WisDOA-State Building Commission and County staff.
  - Worked with GEI Consultants for completion of Environmental Impact Assessment (EIA) Study report for the STEM Innovation Center project on the UWGB campus. Reviewed draft documents, provided additional data to GEI Consultants, and participated in Public Hearing meeting on February 15 which completed the EIA process.
  - Worked with Deputy Corporation Counsel on Land Lease documents.
  - Met with Somerville staff to discuss mechanical, electrical, and plumbing (MEP) design issues.
  - Met with Somerville staff to discuss data and information technology design issues.
  - Completed an alternatives analysis regarding costs and benefits of options for electrical connection to the building. Participated in several meetings to address and determine a selected alternative.
  - Evaluated a contract amendment for changes to scope for architecture and engineering services.
  - Met with building occupants to address space reduction opportunities.
  - Worked with UWGB and UW Extension staff regarding changes to instructional kitchen.
  - Reevaluated shared instructional space design.
  - Completed WPS application for building electrical connection.
  - Attended UWGB Press Conference announcing major donations from Richard Resch and WPS Foundation for STEM building and Mechanical Engineering program.
  - Several meetings with design team on site plan.
  - Doors and hardware design meeting.
  - Attended Planning, Development and Transportation Committee meeting March 26 to provide update on building design.
- CDBG Housing program:
  - Conducted recruitment and interviews for the Planner I – Housing position.
o Assisted the Planner I – Housing with 2017 grant administration for State CDBG Housing Rehabilitation program.
  o Assisted Planner I - Housing with project coordination.

- Coastal Management Grant Safe Harbor Study
  o Coordinated with new Senior Planner to renew efforts on the study.
  o Assisted Senior Planner with development of a stakeholder/user survey and project outreach.
  o Coordinated with Parks Manager and Senior Planner regarding potential boat ramp improvement opportunities.

- Town of Green Bay Marion Shrine Area Plan Study
  o Coordinated with Senior Planner and Town of Green Bay representatives.

- Attended the Brown County/City of Green Bay Stadium District meeting on February 19.
- Coordinated with Senior Land Use Planner regarding Sewer Service Area Plan amendments and Environmentally Sensitive Area (ESA) protection.
- Discussed the status of the Interstate Access Justification Report’s (IAJR’s) Engineering and Operations Analysis with Brown County’s consultant (SRF), the Principal Transportation Planner, and WisDOT and FHWA staff.
- Conducted Planning and Land Services Department managers staff meetings and Planning Staff meetings.
- Attended several coordinating meetings to discuss implementation of the new land records computer system (LandNav) with PALS, Technical Services, and Treasurer’s Office staff.
- Completed recruitment of Administrative Secretary position.
- Initiated recruitment for vacant Central Services Specialist (Property Listing), Real Property Lister and Planner I Transportation positions.
- Met with Planning, Human Services and Department of Administration staff to coordinate accounting for Wisconsin Specialized Transportation assistance program.
- Met with Property Listing staff to discuss staffing and table of organization issues.
- Met with Principal Planner and Village of Hobart President to discuss interchange at CTH VV and STH29 on March 28.
- Coordinated with Zoning staff on Shoreland Zoning Ordinance amendment.

The recent major planning activities of Cole Runge, Principal Transportation Planner:

- Developed an amended Notice of Intent (NOI) for the Southern Bridge Project EIS and sent it to the Federal Highway Administration (FHWA) for review.
- Developed the final amended Project Initiation Letter (PIL) for the Southern Bridge Project EIS and sent it to FHWA.
- Prepared for and participated in a teleconference with the County Planning Director and WisDOT staff to discuss information that needs to be included in the Southern Bridge Project Interchange Access Justification Report’s (IAJR’s) Preliminary Engineering and Operations Report.
- Prepared for and participated in a teleconference with the County Planning Director and WisDOT and FHWA staff to discuss information that needs to be included in the Southern Bridge Project IAJR’s Preliminary Engineering and Operations Report.
- Prepared for and participated in meetings and other discussions with the Brown County Executive, County Planning Director, County Administration Director, and the County Public Works Department Director and Engineering Manager regarding the development of detailed cost estimates for the Southern Bridge Project.
- Began to develop a PowerPoint summary of the status of the Southern Bridge Project.
Finished developing and getting signatures for the contracts with recipients of 2018 State Specialized Transportation Assistance Program (Section 85.21) funds.

Collected and recorded ridership and financial data from the Section 85.21 Program funding recipients for January and February. Also collected reimbursement requests from the recipients for January and February and forwarded them to the PALS Administrative Coordinator for processing.

Prepared for and participated in two meetings with the County Planning Director and representatives of the Brown County Administration Department and Brown County Human Services Department to discuss accounting procedures for the Section 85.21 Program.

Formatted quarterly and annual report forms for the 2018 Section 85.21 Program. The quarterly and annual reports will be submitted to WisDOT.

Discussed overnight parking programs that cities and states have implemented with the Brown County Tavern League President. Also sent him information about overnight parking programs that were implemented by the State of Colorado and City of Seattle.

Developed a PowerPoint summary of the Brown County Oversized-Overweight (OSOW) and OSOW High Clearance Truck Route Study that I completed for the Port of Green Bay. I will present the PowerPoint summary at the 2018 Port Symposium in Green Bay.

Reviewed comments from WisDOT Northeast Region staff regarding three applications that were submitted for Green Bay Urbanized Area Transportation Alternatives (TA) funds. Also spoke to WisDOT Northeast Region staff about the comments with the Senior Transportation Planner.

Researched the jurisdiction of a section of Main Avenue in the City of De Pere at the request of city staff.

Spoke to two TA funding applicants regarding WisDOT’s comments about their TA funding applications.

Worked with the Senior Transportation Planner to develop a report to the BCPC Transportation Subcommittee regarding staff recommendations for TA funding.

Developed and distributed the agenda and information packet for a BCPC Transportation Subcommittee meeting. Also staffed the meeting with the Senior Transportation Planner, presented information at the meeting, and answered questions from the subcommittee members.

Prepared for and participated in a meeting with the Senior Transportation Planner and the Mobility Coordinator of Brown County to discuss possible mobility management initiatives in 2018.

Reviewed and commented on changes to the scope of the Green Bay Area Public School District/City of Green Bay Safe Routes to School - Bicycle and Pedestrian Plan that were proposed by the consultant selected for the project. Also met with other members of the consultant selection committee to discuss the proposed changes and develop a reply to the consultant.

Reviewed proposed state legislation that would eliminate the prohibition of the use of condemnation to obtain land for sidewalks and on-street bicycle lanes. Also forwarded this information to the members of the BCPC Board of Directors and BCPC Transportation Subcommittee.

Chaired the March meeting of the Brown County Transportation Coordinating Committee (TCC). Also presented information at the meeting and answered questions from the TCC members.
Developed and sent a request to public works department directors in Brown County to be added to distribution lists for updates on the status of street and sidewalk projects. This request was in response to a discussion at the March Brown County TCC meeting about informing seniors and people with disabilities about where and when sidewalks and crosswalks will be inaccessible to them.

Reviewed and commented on the Draft 2018 Green Bay Metro Annual Route Review.

Reviewed and commented on draft chapters of the 2019-2023 Green Bay Metro Transit Development Plan (TDP).

Discussed the status of WisDOT’s efforts to identify a system of Critical Urban Freight Corridors throughout the state with WisDOT staff. Also discussed the approval status of WisDOT’s Statewide Freight Plan with WisDOT staff.

Completed the MPO’s report and reimbursement request to WisDOT for the fourth quarter of 2017. Also prepared a transportation division expense report for the fourth quarter and submitted it to the Brown County Administration Department.

Reviewed applications for the vacant Transportation Planner I position.

Conducted two MPO staff meetings.

The recent major planning activities of Lisa Conard, Senior Transportation Planner:

Began and completed collecting data and writing the 2018 Green Bay Metro – Annual Route Review and Analysis Report. All of Metro’s full service fixed routes, paratransit program, and other issues were examined.

Began writing the 2019-2023 Green Bay Metro - Transit Development Plan to be issued in 2018.

- Continued to collect data.
- Coordinated release of online interactive map and survey to collect public input for the TDP. Includes creating a Metro Rider Alert for posting on all buses, transportation center, Metro’s website, Facebook page, and Twitter. Sent 200 notices to interested parties list.
- Created frontline staff survey for Green Bay Metro drivers and dispatchers.
- Met with Metro staff members.

In conjunction with the Principal Planner, continued preparations for the current Transportation Alternatives Program (TAP) project solicitation and approval cycle. A total of $996,616 in TAP funds is available to urbanized area projects through 2022. Received and reviewed three TAP applications.

- Consulted with WisDOT staff regarding applications and eligibility status.
- Consulted with WisDOT staff, applicants, and applicant’s consultants regarding project detail.
- Consulted with WisDOT Central Office staff regarding MPO final allocation.
- Assisted in preparation of the staff report.
- Prepared PowerPoint presented it to the Transportation Subcommittee on March 5th.

Finalized report regarding the purchase and use of Green Bay Metro bus passes by the State of Wisconsin Department of Health Services (DHS) Non-Emergency Medical Transportation (NEMT) provider. The report was presented to the Brown County TCC in March.

Collected and published the 2017 Obligated Transportation Projects for the Green Bay Urbanized Area per federal regulations. Approximately $79,600,000 in federal dollars were spent on surface transportation projects in the Green Bay urban area in 2017.
• Conducted research and provided Green Bay Metro with information for an update of the Title VI and LEP Plan.
• Participated in a teleconference with WisDOT staff regarding new processes for the Coordinated Plan and Transportation Plan (TIP).
• Worked with WisDOT Central Office staff regarding process for obtaining additional Federal Section 5310 funds for rural Brown County specialized transportation programming.
• Reviewed WisDOT’s/FTA’s new Transit Asset Management (TMA) requirement. Coordinated with WisDOT Central office staff regarding compliance process.
• Consulted with WisDOT staff regarding a project to be included in a future TIP amendment.
• Reviewed one production report issued by WisDOT regarding local STBG funded projects.
• Consulted and/or provided information to Metro staff regarding various service, compliance, and/or other issues.
• Documented select MPO procedures in Microsoft OneNote.
• Participated in the Mobility Management Program for Brown County Focus Group meeting on February 27.
• Participated in Green Bay Transit Commission meetings on February 21 and March 14.
• Participated in the Transportation Subcommittee meeting on March 5. Recorded and wrote minutes.
• Participated in the Brown County Transportation Coordinating Committee (TCC) meeting on March 12. Recorded and wrote minutes.
• Participated in MPO staff and BCPC staff meetings as necessary.

The recent major planning activities of Dan Teaters, Senior Planner:

• Town of Holland Comprehensive Plan Update
  o Presented Draft Chapters 4, 5, and 7
  o Completed Draft Chapters 2 & 6
• Certified Survey Maps (CSMs)
  o Began Review of 13 new CSMs
  o Completed review of 13 CSMs
  o Signed and filed 16 CSMs
  o Cursory review for City of De Pere and City of Green Bay
    ▪ C of De Pere: 1
    ▪ C of Green Bay: 2
• Plats
  o Preliminary Plats
    ▪ Began review of 5 preliminary plats
    ▪ Completed review of 3 preliminary plat
  o Final Plats
    ▪ Began review of 2 final plat
    ▪ Completed review of 1 final plats
  o City Plat Reviews
    ▪ Reviewed 2 plats in the City of Green Bay and 2 plats in the City of De Pere pursuant to Wisconsin Statutes Sec. 236.12(2)(b)
• ESA Amendments
  o Completed 1 ESA Plan Corrections
  o Completed 0 Minor ESA Amendment
• 1 site visit to assess ESA conditions
  • Uploaded 1 ESA amendments to WDNR SWIMS account

- Sewer Service Area Amendments (SSA)
  • Began review of 1 SSA – T of Lawrence

- Farmland Preservation Plan Amendment
  • Attended T of Wrightstown Planning Commission Meeting to answer Farmland Preservation Program questions.
  • Reviewed changes to V of Hobart Zoning for consistency with the BC Farmland Preservation Plan

- Water Quality Management (WQM) Letter
  • Completed 9 reviews/letters

- WDNR Water Quality Grant
  • Confirmed grant allocation for 2018

- Assisted 84 members of the public or local communities with inquiries related to Farmland Preservation, zoning, natural resources, and/or land division questions.

- Provided additional planning services and ESA related duties, including advice on inquiries related to potential major and minor ESA amendments, identification of ESA violations, and assisting the public regarding allowed and restricted uses within an ESA buffer.

- Attended Town of Holland Town Board Meeting 2/5/18
- Attended Town of Wrightstown Planning Commission Meeting 3/5/18
- Presented to the GBPSD Boundary Subcommittee future growth patterns in eastern Brown County 3/7/18
- Attended the Wisconsin Land Information Association Annual Conference 3/8/18 & 3/9/18
- Met with Highway Dept. to discuss the MS4 Permit submittal 3/14/18
- Attended the NE WI Surveyors workshop on floodplain and shoreland zoning 3/23/18
- Attended staff meetings 12/7/17, 12/21/17, 1/25/18

The recent major planning activities of Devin Yoder, Senior Planner:

Safe Harbors Study
• Completed survey to distribute.
• Posted survey online for input.
• Assisted respondents in troubleshooting problems.
• Reached out to different groups that may have an interest in completing the survey.
• Provided information and answered questions about the project to survey respondents.
• Attended Green Bay Walleyes for Tomorrow banquet on March 9th to talk about the survey for the facilities inventory.
• Continued to assist people with questions about the survey and the Coastal Management Grant.
• Requested grant extension through the second quarter of 2018 (April-Jun), with anticipated project completion at the end of June.

Town of Wrightstown Comp Plan
• Rescheduled status update meeting at Town Planning Commission meeting beginning on March 5th.
• Reviewed chapters already completed – Chapters 1, 4, and 5.
• Resumed writing Chapter 7 - Agricultural, Natural, and Cultural Resources, and updated GIS maps.
• Met with Town Planning Commission on March 5th to review current project status
  o Staff will refresh PC on Chapters 1, 4, and 5, and present Chapter 7 to April meeting.
• Continued writing Chapter 7 and revising maps.
• Updated Chapters 1 and 4 to include most current available demographics.

Town of Green Bay Area Development Plan
• Attended Town Board meeting on February 13 to introduce staff, and to review project scope with the Town Board.
• Scheduled first project meeting.
• Held BCPC staff meeting to discuss current project status.
• Reviewed town zoning code and recent development history.
• Drafted Citizen Participation Plan for adoption prior to first working meeting.
• Drafted announcement for the first meeting on March 21st.
• Facilitated first meeting on March 21st with interested town members.
  o Led exercise to have the group map their idea of the study area.
  o Reviewed existing land use conditions, comprehensive plan goals and objectives as they apply to the comprehensive plan amendment for the shrine area.

General Planning/Local Assistance
• Trained with other staff on reviewing and approving CSMs and subdivision plats.
• Attended regular BCPC staff meetings.

The recent major planning activities of Todd Mead, Senior Housing Planner:
• With Planning Director participated in recruitment and interviews for the vacant Planner I Housing position.
• Prepared and ordered four (4) interim site inspections for Northeastern Wisconsin Community Development Block Grant (CDBG) Housing Loan Program clients.
• Prepared and ordered one (1) interim site inspection for a Brown County Revolving Loan Fund (RLF) Housing Program client.
• Prepared and ordered three (3) housing quality standards (HQS) inspections for CDBG clients.
• Prepared and ordered two (2) final site inspections for CDBG clients.
• Prepared and ordered one (1) final site inspection for a RLF client.
• Prepared and ordered one (1) lead-based paint assessment for a CDBG client.
• Prepared and ordered one (1) lead-based paint clearance for a CDBG client.
• Prepared and ordered one (1) lead-based paint clearance for a Brown Co RLF client.
• Met with seven (7) CDBG clients and the contractors to prepare them for their future rehabilitation projects.
• Opened four (4) new CDBG applications.
• Denied one (1) CDBG application.
• Prepared and closed nine (9) CDBG Housing Rehabilitation Loans.
• Prepared five (5) CDBG Environmental Reviews.
• Prepared and corresponded with three (3) bid documents to CDBG applicants for future rehab projects.
• Reviewed and prepared one (1) mortgage amendment for an existing CDBG client due to project final changes.
Reviewed and approved two (2) subordinations for existing CDBG clients.
Reviewed and prepared four (4) mortgage loan satisfactions for existing CDBG clients due to project change orders.
Attended staff meetings.
Prepared, attended, and presented at a homebuyer workshop organized/presented by Lakeshore CAP.
Continued to work on new and existing applicant files from Northeastern Wisconsin CDBG counties.
Continued to work on new and existing applicant files from Brown County RLF Program.
Continued general outreach and marketing efforts for our RLF and CDBG-Housing Loan Programs.
Worked, prepared and followed up with yearly RLF and CDBG residency letters.

The recent major planning activities of Jeff DuMez, GIS/Land Records Coordinator:

- Continued to assisting Public Safety Communications (PSC) with the 911 Computer Aided Dispatch project, addressing & street issues, and other tasks. Weekly conference calls. Met with PSC staff and Securus (vendor) for three days in early March. This large project consumed most of my time in February & March.
- Imported addresses from WPS, analyzed them to remove duplicates and import addresses that were missing from the county’s database.
- Continued to participate in the Land Records System upgrade project. Participated in meetings as needed.
- Met with Land & Water Conservation Department staff to discuss GIS projects.
- Continued to prepare for the 2020 US Census “LUCA” program (Local Update of Census Addresses).
- Assisted Tech Services with installations of software on the GIS servers.
- Participated in meetings with the Technology Steering Committee.
- Made edits to the GIS database (new subdivisions, street additions/vacations, annexation, addressing, navigability determinations, environmentally sensitive areas, etc.).
- Provided GIS information for various county departments as needed.
- Provided GIS data or other services for private businesses, local governments, state and federal agencies.
- Assisted many other people with miscellaneous service, data, and training requests.
- Attended staff meetings as needed.

The recent major planning activities of Ker Vang, Planner I (GIS/Transportation):

- Assigned five addresses in the Town of Green Bay and an address in the Town of Pittsfield.
- Created a map identifying traffic lights along county highways and a map identifying roundabouts along county highways.
- Updated Green Bay Metro Full Service Route map for the Metro Route Review report.
- Transit Development Plan
  o Launched an online interactive exercise map and an online survey in the month of February to get public input on the Green Bay Metro Full Service Routes.
- Generated results from the online map exercise into excel format. Assigned address location for some public comments. Created a map showing all public input responses.
- Analyzed and generated results from the online survey for the senior transportation planner.
- Created a story map online for the 2018-2022 Transportation Improvement Program report.
- Continue to update bus stop data (signage, shelter, sidewalk, ADA accessibility, lighting, Active, etc.).
- Continue to collect data for the Green Bay Metropolitan Area Transportation System Performance Measures report.
  - Created a map identifying bridges with a sufficiency rating of less than 50 percent in the Green Bay Metropolitan Planning Area.
  - Analyzed 2017 vessel movement data for all three downtown bridges.
  - Reviewed and updated traffic light signal data.
  - Inventoried curb extension throughout the Metropolitan Planning Area and Brown County communities.
  - Created a template presentation using ArcGIS online story map.
- Provided shapefile data of Green Bay Metro Full Service Routes to a staff at Bay-Lake Regional Planning Commission.
- Curative Connections
  - Created a map showing trip origins for Curative Connections transportation program participants.
  - Created a map showing Curative Connections transportation service areas prior to 2017.
- Created four maps by geocoding addresses for the Aging and Disability Resource Center of Brown County.
- Calculated population density within 1 mile and 5 miles radius from the intersection of STH 29 and CTH C, and intersection of I41 and Southbridge Rd/Orange Ln.
- Participated in the Greater Green Bay Active Communities Alliance bimonthly meeting on February 7, 2018.
- Watched the webinar, “Road Diet V2.0 – Road Diet with Roundabouts” on 3/5/18.
- Participated in PALS staff meetings monthly.