

**MARATHON COUNTY METROPOLITAN PLANNING COMMISSION
AGENDA**

**June 8, 2021
2:00 P.M.**

**Large Conference Room
210 RIVER DR., WAUSAU, WI**

Members: John Robinson – Chair, George Peterson – Vice Chair, Allan Opall, Betty Hoenisch, Steve Hagman, Katie Rosenberg, Tim Buttke, Matt Lee Baer, Milton Olson, Chris Voll, Mark Maloney, Brent Jacobson, Kregg Hoehn, Ken Wickham

The meeting site identified above will be open to the public. However, due to the COVID-19 pandemic and associated public health directives, Marathon County encourages Metropolitan Planning Commission members and the public to attend this meeting remotely. To this end, instead of attendance in person, Metropolitan Planning Commission members and the public may attend this meeting by **telephone conference**. If Metropolitan Planning Commission members or members of the public cannot attend remotely, Marathon County requests that appropriate safety measures, including adequate social distancing, be utilized by all in-person attendees.

Persons wishing to attend the meeting by phone may call into the telephone conference beginning **five (5) minutes prior to the start time indicated above using the following number:**

**PHONE NUMBER: 1-408-418-9388
ACCESS CODE: 1879 42 1706**

**Please Note: If you are prompted to provide an “Attendee Identification Number” enter the # sign. No other number is required to participate in the telephone conference.
When you enter the telephone conference, PLEASE PUT YOUR PHONE ON MUTE!**

AGENDA ITEMS:

1. CALL TO ORDER
2. WELCOME AND INTRODUCTIONS;
3. PUBLIC COMMENT

POLICY DISCUSSION AND POSSIBLE ACTION:

4. APPROVE MINUTES OF THE MAY 11, 2021 MEETING;
5. UNIFIED PLANNING WORK PROGRAM (UPWP) AMENDMENT TO INCLUDE THE TRANSIT DEVELOPMENT PROGRAM (TDP);
6. TRANSIT DEVELOPMENT PROGRAM – REQUEST FOR PROPOSALS PROCESS UPDATE;
7. PUBLIC TRANSPORTATION AND SAFETY PLAN (PTASP) - PERFORMANCE TARGETS;
8. LOCAL ROAD PROGRAMS (STP-URBAN AND TRANSPORTATION ASSISTANCE PROGRAM (TAP));
9. COUNTY BROADBAND UPDATE;
10. NEXT MEETING DATE – JULY 13, 2021;
11. ADJOURN.

Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk’s Office at 715-261-1500 one business day before the meeting.



SIGNED _____
PRESIDING OFFICER OR DESIGNEE

EMAILED TO: Courthouse, Daily Herald, TPP Printing, City Pages
Midwest Radio Group, Marshfield News

FAXED BY: BI _____
FAX DATE/TIME: 06/03/2021 8:45am

NOTICE POSTED AT COURTHOUSE:
By: _____
Date: _____



MARATHON COUNTY METROPOLITAN PLANNING COMMISSION
Minutes
May 11, 2021

Commissioners: John Robinson – Chair, George Peterson – Vice-chair, Jared Wehner (for Opall), Katie Rosenberg, Randy Fifrick (for Voll), Jeff Gates (for Jacobson), Keith Rusch (for Hoenisch), Tim Buttke, Mark Thuot (for Hoehn)

TAC Members: Dave Mack, Andrew Lynch, Brad Sippl, Darryl Landeau, Greg Seubert, David Eckmann, Mitch Batuzich

Others Present: Brenda Iczkowski, Kathi Zoern, William Harris

1. Call to Order

In the presence of a quorum, with the agenda being properly signed and posted, the meeting was called to order by Chair Robinson at 2:04 p.m. at 210 River Drive, Wausau and virtually via WebEx.

2. Welcome and Introductions

All were welcomed and introductions were made.

3. Public Comment – NONE.

4. Approve Minutes April 13, 2021 meeting

Action: MOTION / SECOND BY RUSCH / BUTTKE TO APPROVE THE APRIL 13, 2021 MINUTES. MOTION CARRIED BY VOICE VOTE, NO DISSENT.

5. Approval of Request for Proposals (RFP) for the 2022 Transit Development Program (TDP)

Discussion: Mack briefly highlighted the changes from the April draft RFP of the TDP and the newer version that was reviewed by Robinson, Rosenberg and County Supervisor Harris. The following items were changed:

- All the dates were changed from April to May;
- Metro Ride director overseeing the TDP preparation to MPO director overseeing the document preparation, with Seubert assisting;
- Changing the Wausau Transit Commission as the oversight committee to creating an oversight committee consisting of City of Wausau Transit Commission, Wausau MPO and its staff, Metro Ride staff and other key local stakeholders;
- Evaluation of the Business needs serving the populations that would be using the services;
- Added language that includes some of the business needs in the area;
- Consultants are to come up with innovative solutions and options for the area and the existing service to be maximized.

Action: MOTION / SECOND BY ROSENBERG / BUTTKE TO MOVE FORWARD WITH THE REQUEST FOR PROPOSAL FOR THE TRANSIT DEVELOPMENT PROGRAM. MOTION CARRIED BY VOICE VOTE, NO DISSENT.

Follow Through:

6. Next Meeting – June 8, 2021 at 2 PM, in the Large Conference Room at 210 River Drive, Wausau, WI and Webex.

7. Adjourn

MARATHON COUNTY METROPOLITAN PLANNING COMMISSION

May 11, 2021

Action: There being no further business to come before the members, **MOTION/SECOND BY ROSENBERG / FIFRICK TO ADJOURN THE MEETING OF THE MARATHON COUNTY METROPOLITAN PLANNING COMMISSION AT 2:19 PM.**

Submitted by:

Dave Mack, MPO Director

Marathon County Conservation, Planning and Zoning

DM: BI

June 2, 2021

**Wausau MPO
Unified Planning Work Program
Amendment
June 8, 2021**

Summary

The 2021 Unified Planning Work Program (UPWP) is the staff work program and budget for the MPO for calendar year 2021. The UPWP details the staff work projects expected to be undertaken by the MPO that supports the federal transportation planning process.

The planning activities in the UPWP are financially supported by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) with matching funds from the MPO communities.

Between March and May 2021, MPO Staff, Wausau Metro Ride Staff, the Wausau Transit Commission and the MPO Commission discussed receiving discretionary federal highway planning (5304) funds to create a Transit Development Program (TDP) for the Wausau metro area. As the planning entity for transit in the Wausau metro area, the MPO will utilize the funds available to contract with a transit planning consulting firm to complete the TDP for the area.

To allow the staff to work on the TDP project the UPWP needs to be amended to reflect the changes in the following identified work elements:

3230. SHORT RANGE TRANSPORTATION PLANNING

Work time estimated changes for this element will be for both the Planner and the Director. The addition of 140 hours from the Planner and a reduction of 150 hours from the Director will be primarily from incorporating what was described as the Arterial and Bridge Plan into the Long Range Transportation Plan and reducing the monitoring of TIP projects by the Director and have the Planner provide that monitoring.

NEW ESTIMATED TIME AND COST

MPO Staff – Total Hours 670
(Director - 50, Planner - 620,
Administrative Coordinator - 0,
Administrative Manager - 0)

Direct Program Costs: \$ 25,481

<u>Sources of Funds</u>	<u>Amount</u>
FHWA	\$ 20,385
WisDOT	\$ 1,060
Local	\$ 4,036
TOTAL	<u>\$ 25,481</u>

3240. TRANSIT PLANNING

Work time estimated for this element will be increased for the Director by 100 hours for a total of 390 hours. This work element will include the development of the Transit Development Program (TDP) Request for Proposals, the consultant selection and the administration of the project.

NEW ESTIMATED TIME AND COST

MPO Staff – Total Hours - 950
(Director - 390, Planner - 560,
Administrative Coordinator - 0,
Administrative Manager - 0)

Direct Program Costs: \$ 45,108

<u>Sources of Funds</u>	<u>Amount</u>
FHWA	\$ 36,086
WisDOT	\$ 1,876
Local	<u>\$ 7,145</u>
TOTAL	<u>\$ 45,108</u>

3250. TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Work time estimated for this element will be reduced for the Planner by 20 hours for a total of 20 hours. This work element will have the Director provide most to the work to develop the 2022-2025 TIP.

NEW ESTIMATED TIME AND COST

MPO Staff – Total Hours 140
(Director - 120, Planner - 20,
Administrative Coordinator - 0,
Administrative Manager - 0)

Direct Program Costs: \$ 8,407

<u>Sources of Funds</u>	<u>Amount</u>
FHWA	\$ 6,725
WisDOT	\$ 350
Local	<u>\$ 1,332</u>
TOTAL	<u>\$ 8,407</u>

3260. TRANSPORTATION ADMINISTRATION AND PUBLIC RELATIONS

Work time estimated for this element will be reduced for the Planner by 120 hours for a total of 80 hours. This work element will have the Director provide most to the work in conjunction with all the other staff with their hours remaining the same.

NEW ESTIMATED TIME AND COST

MPO Staff – Total Hours – 1,429
(CPZ Director – 63, MPO Director - 600,
Planner - 80,
Administrative Coordinator - 520,
Administrative Manager - 166)

Direct Program Costs: \$ 76,633

<u>Sources of Funds</u>	<u>Amount</u>
FHWA	\$ 61,306
WisDOT	\$ 3,188
Local	<u>\$ 12,139</u>
TOTAL	<u>\$ 76,633</u>

Transit Development Program - Contracted Services

PL 5304 Transit Planning Funds	\$100,000
MPO PL Funds	\$ 4,000
City of Wausau	<u>\$ 16,000</u>
	\$120,000

Contract to conduct Transit Development Program (TDP) between the Consultant and the Wausau MPO

MARATHON COUNTY METROPOLITAN PLANNING COMMISSION

RESOLUTION # 5-21

**RESOLUTION ADOPTING THE
2021 UNIFIED PLANNING WORK PROGRAM
AMENDMENT**

WHEREAS, the Marathon County Metropolitan Planning Commission was designated the Metropolitan Planning Organization for the Wausau Urbanized Area; and

WHEREAS, in compliance with Metropolitan Transportation Planning Regulations by the U.S. Department of Transportation, the Marathon County Metropolitan Planning Commission has developed a one-year Unified Planning Work Program for the Wausau Metropolitan Area that identifies the transportation planning activities of the Metropolitan Planning Organization; and

WHEREAS, the need to amend the Unified Planning Work Program has been identified to redistribute the level of staff time devoted to the process of creating a new Transit Development Program (TDP);

NOW, THEREFORE, BE IT RESOLVED, that the Marathon County Metropolitan Planning Commission endorses the *Unified Planning Work Program Amendment* which will modify the staff work time and budget for the remainder of calendar year 2021;

BE IT FURTHER RESOLVED, in accordance with 23 CFR 450.336, the Wausau Metropolitan Planning Organization hereby certifies that the metropolitan transportation planning process is addressing the major issues facing the metropolitan planning area and is being conducted in accordance with all applicable requirements; and

BE IT FURTHER RESOLVED that the Marathon County Metropolitan Planning Commission recommends that this document be submitted to the appropriate federal and state agencies for approval.

Dated this 8th day of June 2021

John Robinson, Commission Chairman

Dave Mack, Commission Secretary,
MPO Director,
Marathon County Conservation, Planning and
Zoning Department

Public Transportation Agency Safety Plan (PTASP) Performance Measures

June 8, 2021

The Moving Ahead for Progress in the 21st Century (MAP-21) Act grants the Federal Transit Administration (FTA) the authority to establish and enforce a comprehensive regulatory framework to oversee the safety of public transportation throughout the United States. As a component of this safety oversight framework, MAP-21 requires certain recipients of FTA Chapter 53 funding to develop and implement a Public Transportation Agency Safety Plan (PTASP).

In addition to greater safety oversight responsibilities, MAP-21's grant of expanded regulatory authority puts FTA in a position to provide guidance to transit agencies that strengthens the use of safety data to support management decisions, improves the commitment of transit leadership to safety, and fosters a culture of safety that promotes awareness and responsiveness to safety risks. The framework to this approach is called a safety management system (SMS), which moves the transit industry towards a more holistic, performance-based approach to safety. The SMS framework has been adopted by FTA in its National Public Transportation Safety Plan ("national safety plan").

The PTASP for Metro Ride supports and is consistent with an SMS approach to safety risk management. SMS is an integrated collection of policies, processes, and behaviors meant to ensure a formalized, proactive, and data-driven approach to safety risk management. The aim of an SMS is to increase the safety performance of transit systems by proactively identifying, assessing, and controlling safety risks.

The approach is meant to be flexible and scalable, so that transit agencies of all types and sizes can efficiently meet the basic requirements of MAP-21. This PTASP addresses all applicable requirements and standards as set forth in the FTA's Public Transportation Safety Program and the National Public Transportation Safety Plan.

Safety Performance Targets

<i>Targets are based on review of the previous 5 years of Metro Rides safety performance data</i>								
Mode of Transit Service	Vehicle Miles (VM)	Fatalities (total)	Fatalities (per 100k VM)	Injuries (total)	Injuries (per 100k VM)	Safety Events (total)	Safety Events (per 100k VM)	System Reliability (VM/Failure)
Fixed-Route Bus	403,720	0	0	0	0	7	27	16,467
Mode of Transit Service	Vehicle Miles (VM)	Fatalities (total)	Fatalities (per 10k VM)	Injuries (total)	Injuries (per 10k VM)	Safety Events (total)	Safety Events (per 10k VM)	System Reliability (VM/Failure)
Paratransit	19,979	0	0	0	0	0	0.10	19,979

Safety Performance Target Coordination

Metro Ride’s Accountable Executive will share the PTASP, including safety performance targets, with the Wausau Metropolitan Planning Organization (MPO) each year, after formal adoption by the Transit Commission. Metro Ride’s Accountable Executive will also provide a copy of our formally adopted plan to the Wisconsin Department of Transportation (WisDOT). Metro Ride personnel will be available to coordinate with WisDOT and the MPO in the selection safety performance targets upon request.

Targets Transmitted to the State of Wisconsin	State Entity Name	Date Targets Transmitted
	WisDOT, Bureau of Transit	3/22/2021
Targets Transmitted to the Metropolitan Planning Organization (MPO)	Name of Metropolitan Planning Organization	Date Targets Transmitted
	Wausau Area Metropolitan Planning Organization (Wausau MPO)	3/22/2021

MARATHON COUNTY METROPOLITAN PLANNING COMMISSION

RESOLUTION # 6-21

**RESOLUTION ADOPTING THE
PUBLIC TRANSPORTATION AGENCY
SAFETY PLAN PERFORMANCE
MEASURES**

WHEREAS, the Marathon County Metropolitan Planning Commission was designated the Metropolitan Planning Organization (MPO) for the Wausau Urbanized Area; and

WHEREAS, in compliance with Metropolitan Transportation Planning Regulations by the U.S. Department of Transportation, and the Federal Transit Administration, the Marathon County Metropolitan Planning Organization has developed Long Range Transportation Plans for the Wausau Metropolitan Area, and Transit Development Programs for the Wausau Metropolitan Area; and

WHEREAS, in compliance with the Moving Ahead for Progress in the 21st Century (MAP-21) Act, the Wausau Transit Commission has created and endorsed a Public Transportation Agency Safety Plan (PTASP); and

WHEREAS, in the PTASP, Metro Ride Transit has established performance measure safety targets for both fixed-route and paratransit services; and

WHEREAS, the performance measure safety targets have been reviewed by the Marathon County Metropolitan Planning Commission; and

NOW, THEREFORE, BE IT RESOLVED, that the Marathon County Metropolitan Planning Commission endorses the *Public Transportation Agency Safety Plan and the Performance Measure Safety Targets*; and

BE IT FURTHER RESOLVED, that the Marathon County Metropolitan Planning Commission accepts the *Performance Measure Safety Targets for the Wausau MPO*; and

BE IT FURTHER RESOLVED, in accordance with 23 CFR 450.336, the Wausau Metropolitan Planning Organization hereby certifies that the metropolitan transportation planning process is addressing the major issues facing the metropolitan planning area and is being conducted in accordance with all applicable requirements; and

BE IT FURTHER RESOLVED that the Marathon County Metropolitan Planning Commission recommends that this document be submitted to the appropriate federal and state agencies for approval.

Dated this 8th day of June 2021

John Robinson, Commission Chairperson

David Mack, Commission Secretary,
MPO Director, Marathon County
Conservation, Planning and Zoning Department

2022-2027 Wisconsin Local Road Program

Project solicitation information for the 2022-2027 cycle of the STP-Urban, STP-Rural and Local Bridge became available on the WisDOT website on **May 14, 2021**. Please see below for important information.

The Wisconsin Department of Transportation (WisDOT) has begun soliciting projects for the 2022-2027 program cycle, which includes the Surface Transportation Program (STP)-Urban, STP-Rural and Local Bridge Improvement Assistance programs. Final applications will be accepted until **Friday, October 15, 2021**.

The purpose of the programs is to improve federal aid eligible local rural and urban roads, streets and highways, and to rehabilitate and replace the most seriously deficient eligible local bridges.

Program guidelines, project application forms and other information on the application process were made available **May 14, 2021** on the following WisDOT Programs for Local Government web pages:

STP-Urban: <http://wisconsindot.gov/Pages/doing-bus/local-gov/astnce-pgms/highway/stp-urban.aspx>

STP-Rural: <http://wisconsindot.gov/Pages/doing-bus/local-gov/astnce-pgms/highway/stp-rural.aspx>

Local Bridge: <http://wisconsindot.gov/Pages/doing-bus/local-gov/astnce-pgms/highway/localbridge.aspx>

Please review the posted information prior to applying for funding through the programs.

STP-Urban projects within urbanized areas (50,000-200,000 or over 200,000 population) are selected by each Metropolitan Planning Organization (MPO) based on its own selection criteria. These projects still require applications but are not subject to a statewide rating and ranking process. Deadline for final STP-Urban application in urbanized is **January 10, 2022**.

WisDOT Region staff will provide application assistance to the local units of government for the 2022-2027 program cycle. The NC Region will follow the same process used in previous solicitations which includes submittal of a draft application to WisDOT by the project sponsor and collaborated field review of the project prior to the final application deadline. The NC Region has developed the following schedule for this effort:

Final approval of selected projects is currently scheduled for mid-February 2022.

The virtual Local Program Funding Symposium was held on May 19th, 2021. The symposium was recorded and can be viewed on YouTube at the following link:

<https://youtu.be/ty8JEvCOyDI>