

A detailed map of Southeastern Wisconsin serves as the background. It shows major cities like Milwaukee, Wauwatosa, Brookfield, Delafield, Pewaukee, Waukesha, and Racine. A prominent orange vertical bar is positioned in the center of the map, behind the main title text.

OVERALL WORK PROGRAM - 2019 SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

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OVERALL WORK PROGRAM—2019
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Chapter I

INTRODUCTION

THE REGIONAL PLANNING COMMISSION

The Southeastern Wisconsin Regional Planning Commission was established in 1960 under Section 66.0309 of the *Wisconsin Statutes* as the official areawide planning agency for the rapidly urbanizing southeastern region of the State. The work of the Commission by law is entirely advisory in nature. The Commission was created to provide the basic information and planning services necessary to solve problems which transcend the corporate boundaries and fiscal capabilities of the 154 local units of government comprising the seven-county Region. The seven Southeastern Wisconsin counties of Kenosha, Milwaukee, Ozaukee, Racine, Walworth, Washington, and Waukesha are illustrated on Map 1.

The Commission consists of 21 members, three from each of the seven member counties. The Commission is assisted in its work by numerous technical, citizen, and intergovernmental coordinating and advisory committees. These committees include both elected and appointed public officials and interested private citizens with knowledge in the Commission work areas. The committees perform a significant function in both the formulation and in the execution of the Commission work programs. The Commission staff consists of a core staff of full-time professional, technical, administrative, and clerical personnel, supplemented by additional temporary staff and consultants as required by the various work programs under way. The 2019 budget staff totals 76, including 66 full-time and 10 part-time employees. The Commission staff is organized into eight divisions. Five of these are planning divisions—Transportation, Special Projects, Environmental, Land Use, and Community Assistance—that have direct responsibility for the conduct of the Commission’s major planning programs. The remaining four divisions—Administrative Services, Surveying and Mapping, and Public Involvement and Outreach—provide day-to-day support to the five planning divisions.




REGIONAL LAND USE AND TRANSPORTATION PLANNING

The Regional Planning Commission is the metropolitan planning organization (MPO) for transportation planning purposes. As the MPO, the Commission relies extensively on its various transportation-related advisory committees for guidance on transportation policy and projects, including the preparation of regional transportation plans and improvement programs. In terms of procedure, the Commission charges each committee with a specific task or tasks. The committee then works with the Commission staff in carrying out that charge, submitting a final report to the Commission for its consideration as the MPO. The Commission then acts as the MPO to accept and endorse the committee’s report, modify and endorse the committee’s report, or reject the report and direct the committee to review and reconsider its recommendations. The Commission’s Advisory Committee on Regional Transportation Planning guides the preparation of the regional transportation plan. The Advisory Committee includes representatives of local governments with local government representation on a population-proportional basis, and appointments made by local elected officials, and representatives of State and Federal governments.

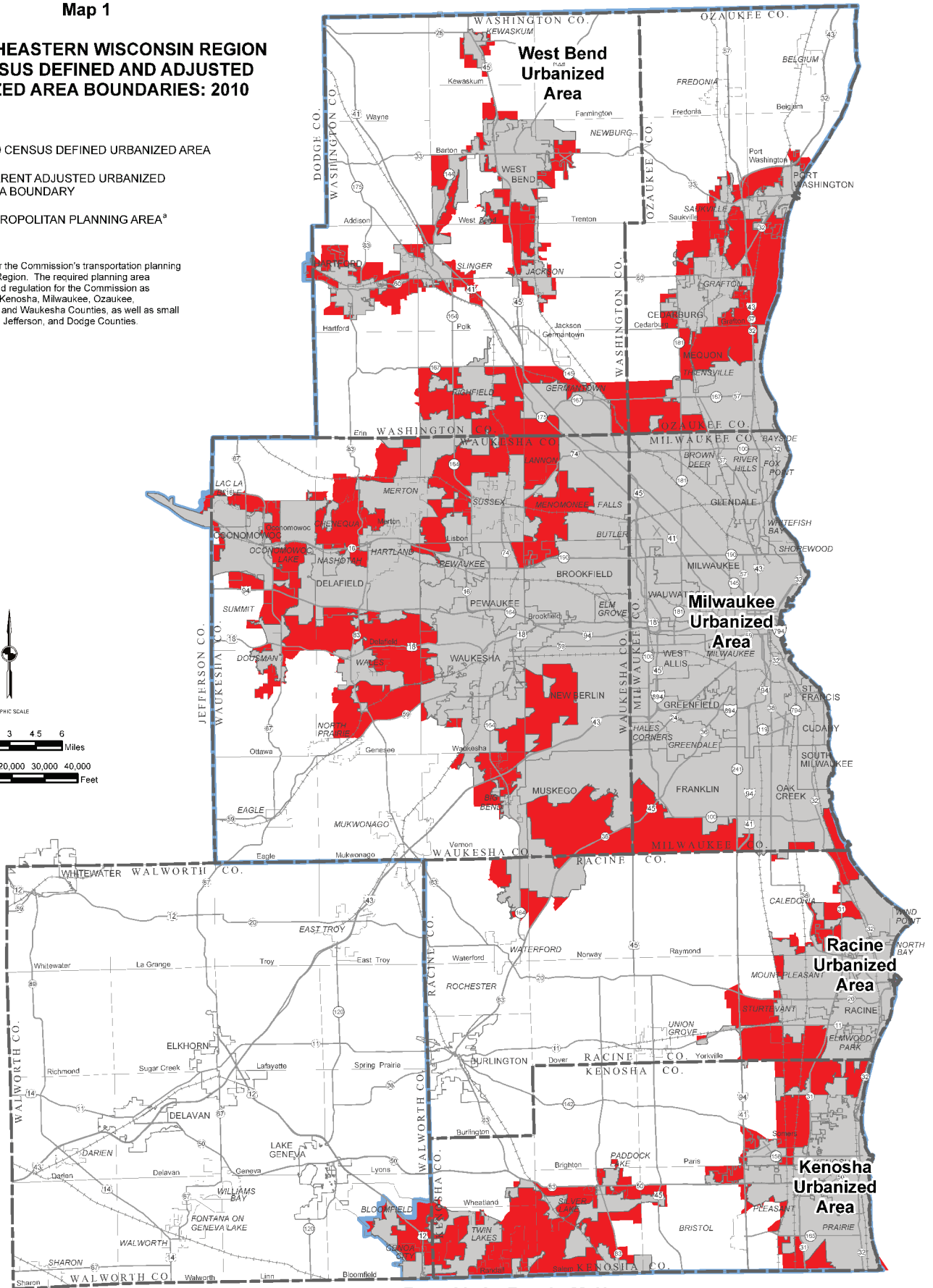
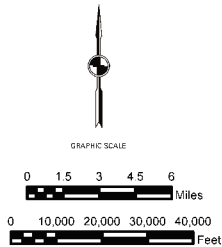
The Commission has conducted regional planning for Southeastern Wisconsin for over 58 years, and initiated its first major transportation planning program in 1963. The Commission has always affirmed the need to conduct transportation planning in a cooperative and intergovernmental, as well as a sound technical, manner. All planning has been conducted on an integrated multimodal basis, with highway, transit, and transportation systems management measures all given consideration since 1963. The

Map 1

THE SOUTHEASTERN WISCONSIN REGION AND CENSUS DEFINED AND ADJUSTED URBANIZED AREA BOUNDARIES: 2010

-  2010 CENSUS DEFINED URBANIZED AREA
-  CURRENT ADJUSTED URBANIZED AREA BOUNDARY
-  METROPOLITAN PLANNING AREA²

² The planning area for the Commission's transportation planning is the seven county Region. The required planning area under Federal law and regulation for the Commission as the MPO consists of Kenosha, Milwaukee, Ozaukee, Racine, Washington, and Waukesha Counties, as well as small portions of Walworth, Jefferson, and Dodge Counties.



Round Lake Beach--McHenry--
Grayslake, IL--WI Urbanized Area

Source: U.S. Census Bureau and SEWRPC

planning has been conducted on a comprehensive basis with consideration given to the wide range of impacts of transportation, and the need to coordinate transportation planning with land use planning. The Commission has emphasized the maintenance of a sound planning data base, since, without an intimate understanding of the current transportation system and of those factors that determine the need for transportation facilities and services of various kinds, sound transportation planning cannot be conducted. The Commission has conducted transportation planning in an integrated manner, with consideration given to regionwide and systemwide transportation coordination. The Commission, over the years, has developed close working relationships with the local units of government in the Southeastern Wisconsin Region, including seven counties and 147 cities, villages, and towns, and public transit operators, and also with State and Federal Departments of Transportation, since the active participation of these units and agencies of government in the transportation planning process and the recommendations flowing out of that process are essential to plan implementation. Appendix A is the cooperative agreement for transportation planning between the Commission, Wisconsin Department of Transportation, and local government transit operators.

Current key transportation planning issues in Southeastern Wisconsin include:

- A need to continue to work with WisDOT staff to monitor transportation system performance relative to targets established for performance measures including those relating to vehicular crash fatalities and serious injuries, highway condition, highway system performance/congestion, vehicular emissions, and truck freight movement
- A need to reconsider the jurisdictional highway system plans for each of the seven counties, including refinements of the arterial street and highway improvements recommended in the regional transportation plan, and the jurisdictional responsibility recommendations of each county plan. To address concerns about jurisdictional responsibility, there will be a need to review and re-estimate the criteria for jurisdictional classification—trip service, land use service, and operational characteristics. Each county plan was reviewed as part of VISION 2050. More detailed refinement through update to the jurisdictional highway system plans will occur by request of each county.
- A need to initiate work on the quadrennial interim review and update to VISION 2050.
- A need to incorporate amendments to the 2019-2022 transportation improvement program which documents, at a minimum, the federally funded transit, bicycle, and highway preservation, improvement, and expansion projects to be completed in the near term (next four years).
- A need to continue to assist in the guidance of the operation and development of the transit systems of the Region through the continuing preparation of three- to five-year short-range plans. In 2011 the Commission completed the plan for Milwaukee County, in 2012 a plan was completed for the City of Waukesha, and in 2013 for the City and County of Racine, and in 2015 for Washington County. In 2018 a plan for Ozaukee County was completed, and a plan for Waukesha County was initiated. Each system faces issues concerning service performance, improvement, extension, and funding. The Commission will also continue to assist transit systems in addressing funding issues, including the need for dedicated local transit funding and a regional transit authority.
- A need to assist transit systems in the Region in the development of federally required annual condition assessment, data, and narrative reports.
- A need to support preliminary engineering studies of arterial street and highway improvements, including assisting in identifying need, considering alternatives, and providing traffic forecasts and analyses. In particular, staff efforts will be needed to continue to support preliminary engineering for freeway reconstruction.

- A need to coordinate regional transportation forecasts and planning with air quality planning conducted by the Wisconsin Department of Natural Resources. Map 2 shows the current nonattainment and maintenance area designations with respect to the national ambient air quality standards. With respect to each nonattainment and maintenance area, the Commission has the responsibility to analyze and determine the conformity of regional transportation plans and programs with the State of Wisconsin Air Quality Implementation Plan (SIP). The conformity of the regional plan must be assessed at least every four years, and of programs at least every four years, and whenever plans and programs are amended. The Commission staff also has been working with WisDOT and WDNR staff to assure that there will be minimal potential for conformity failure. The Commission staff will continue to work with WDNR and WisDOT staffs and other interests in establishing requisite SIP budgets for the transportation sector which will be used to establish regional transportation plan and program conformity.

Appendix B sets forth the public participation plan for the Commission's regional planning program. The Commission's public participation plan is also available on the Commission's website (http://www.sewrpc.org/SEWRPCFiles/PublicParticipation/PublicParticipationPlan_SEW-2017.pdf).

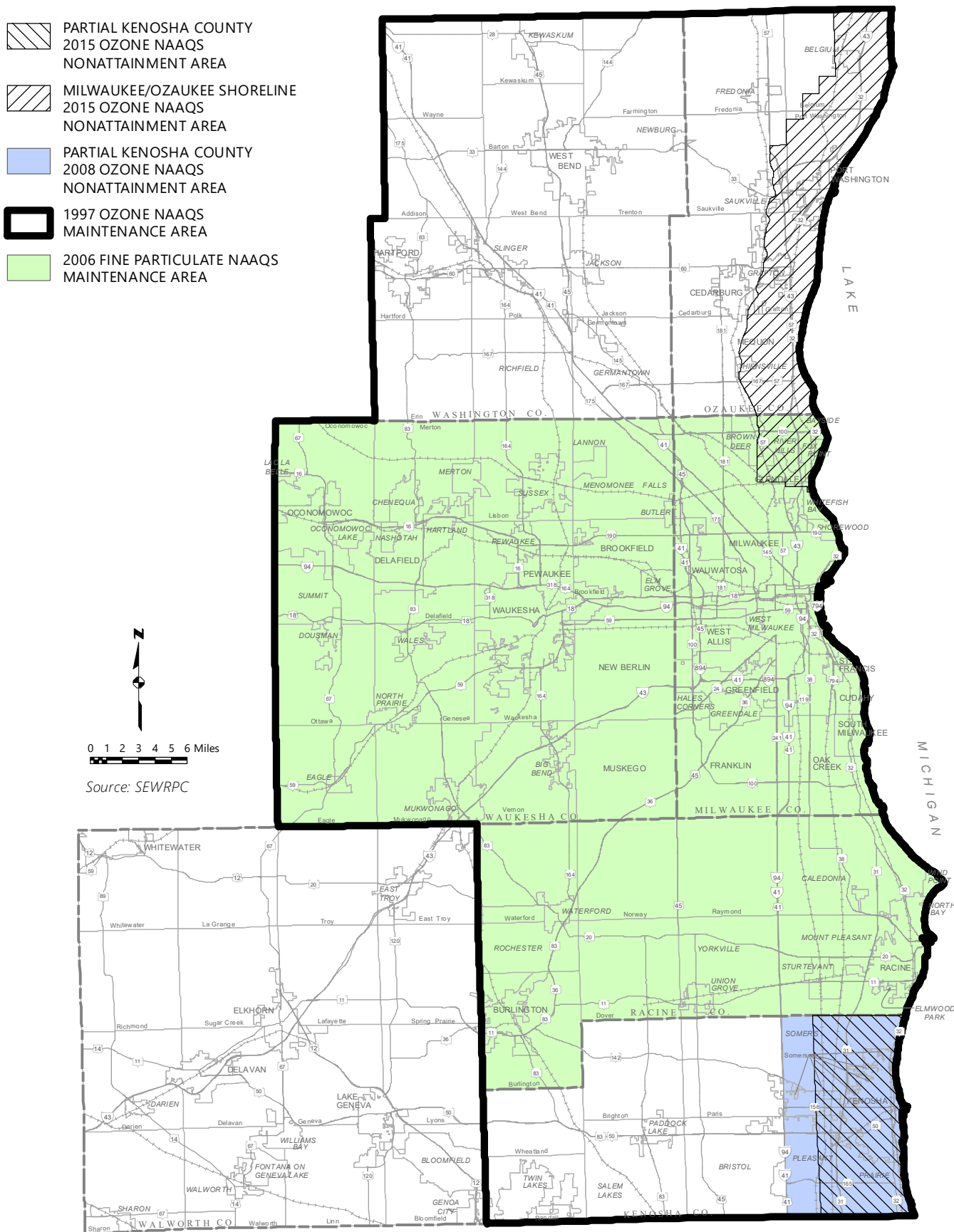
The planning area for the Commission's transportation planning is the seven-county Region. The required planning area under Federal law and regulation for the Commission as the MPO consists of Kenosha, Milwaukee, Ozaukee, Racine, Washington, and Waukesha Counties, as well as small portions of Walworth, Jefferson, and Dodge Counties, as shown on Map 1.

Following the enactment of MAP-21, the U.S. Department of Transportation identified that three emphasis areas MPO's and States need to consider in identifying work tasks for their respective agencies: 1) transition to performance based planning and programming; 2) promote cooperation and coordination across MPO and State boundaries where appropriate to ensure a regional approach to transportation planning; and 3) identify transportation connection gaps in access to essential services as part of the transportation process. The transportation planning work conducted and proposed for 2019 by the Commission is consistent with and serves to implement, all three emphasis areas. With regards to the first emphasis area, the process used to develop the year 2035 regional transportation plan, completed and adopted by the Commission in 2006, included the development of objectives and performance measures to evaluate alternative regional transportation plans. Following the development of the plan, these performance measures, along with other measures, have been monitored at a frequency based on the availability of data—annually as reported in the Commission's annual report (Project 200-1000), every four years as part of an interim review and update of the plan (Project 220-1000), or every ten years as part of the major update to the regional transportation plan (Project 220-1000) to coincide with the decennial U.S. Census and the Region travel survey conducted by the Commission. Since 2006, the Commission completed in 2010 and 2014 interim review and updates to the year 2035 plan. Completed and adopted by the Commission in 2016, VISION 2050 represents the major update to the regional land use and transportation plans, extending the design year of those plans from 2035 to 2050. The process used to develop VISION 2050 incorporated visioning and performance-based activities. In addition, the Commission will continue to work with WisDOT staff to develop targets for performance measures including those relating to vehicular crash fatalities and serious injuries, highway condition, highway system performance/congestion, vehicular emissions, and truck freight movement (Project 220-1000). The current 2019-2022 transportation improvement program (TIP) completed in 2018 is consistent with, and programs the short-term implementation of, the regional transportation plan (Project 210-1000).

With respect to the second emphasis area, the Commission completed, in 2016, an update of the cooperative agreement between the Commission, the Chicago Metropolitan Agency for Planning (CMAP), and the Wisconsin and Illinois Departments of Transportation for the coordination of land use and transportation planning for the Round Lake Beach—McHenry, Grays Lake, IL-WI Urbanized Area (Project 220-1000).

Map 2

National Ambient Air Quality Standards Nonattainment/Maintenance Areas within Southeastern Wisconsin: 2019



Also, the Commission staff participates in quarterly meetings of the Executive Directors of the Commission, CMAP, and the Northwestern Indiana Regional Planning Commission (NIRPC) to discuss issues and coordinate projects and data sharing that affect the tri-state region. In addition, Commission staff serves as a member and regularly attends meetings of CMAP's Transportation Committee. In 2016, the Commission completed an update to the cooperative agreement between the Commission, the WisDOT, and the area transit operators establishing the roles and responsibilities of each agency for the coordination of land use and transportation planning in the seven-county Southeastern Wisconsin Region (Project 220-1000). Commission staff as well participates in quarterly meetings organized by WisDOT of the State's MPOs and Regional Planning Commissions to discuss issues related to these agencies.

With respect to the third emphasis area, the Commission, in VISION 2050, has identified the transportation accessibility gaps with respect to jobs, healthcare, education, recreation, and other considerations. The ability of transportation plans to address these gaps have been analyzed. Also, the Commission identified and considered the transportation needs of minority populations and low-income populations during the development of VISION 2050, which was adopted by the Commission in 2016. The identified needs have included expanding transit availability and accessibility to the entire metropolitan area (linking to jobs and activity centers) and improving the speed of transit travel. The transit service needs of minority populations and low-income populations were confirmed by public involvement and outreach. The elements of this needs identification were documented as part of the analysis of the impacts of the VISION 2050 transportation component on minority populations and low-income populations, including mapping of the magnitude and location of minority populations and low-income populations, and mapping of the extent to which the plan's transit element connects minority populations and low-income populations with the Region's jobs and activity centers. The development of VISION 2050 also utilized a visioning and scenario planning process to create a vision for land use and transportation system development in Southeastern Wisconsin that reflects how residents—including members of minority populations and low-income populations—want their communities and the Region to develop. The visioning and scenario planning techniques utilized as part of the VISION 2050 effort were designed to obtain greater public input—particularly from minority populations and low-income populations. In addition, the Commission, as part of VISION 2050, worked with eight community group partners that serve and represent minority populations and low-income populations. The Commission's visioning and scenario planning was conducted with each of these partners as well, and specifically asked each group to identify unmet transportation needs. Also, the Commission prepares short-range—three- to five-year—transit development plans for each of the transit operators in Southeastern Wisconsin. These plans serve to consider implementation of a stage of the regional transportation plan. Over the last few years, the Commission staff has completed transit development plans for Milwaukee County, the City and County of Racine, Washington County, and Ozaukee County. In 2019, the Commission will continue work on a plan for the City of Waukesha and Waukesha County, which is expected to be completed in 2020 (Project 210-1000).

SCHEME OF PRESENTATION

Chapters II through X set forth the detailed 2019 work programs for the regional land use, transportation, water quality management, floodplain management, coastal management, planning research, community assistance, economic development, and administrative work programs. Each chapter includes descriptions for each individual project contained within the work program.

Chapter X summarizes for each of the work programs a program budget, an activity schedule, and a resource summary.

Chapter II

PROPOSED 2019 REGIONAL LAND USE PLANNING PROGRAM

INTRODUCTION

The proposed 2019 regional land use planning program consists of eight projects divided into three basic tasks as follows:

<u>Task</u>	<u>Project Number</u>	<u>Project Name</u>
Database Development	100-1000	Land Use Inventory
	100-2000	Land Platting Inventory and Special Environmental Assessments
	100-2150	Wetland Inventory Update
	100-2160	Natural Areas Plan Update
Plan Extension and Refinement	110-1000	Plan Implementation and Community Assistance
	110-2000	Regional Park and Open Space Implementation
	110-3000	Preparation of Regional Zoning Guide
Long-Range Planning	120-1000	Regional Land Use Plan

The balance of this chapter presents individual project descriptions. The program budget is summarized in Chapter X.

PROJECT 100-1000 LAND USE INVENTORY

Objective

To monitor change in land development in the Region and provide a current land use data base for use in all Commission planning activities.

Previous and Current work

The Commission has completed land use inventories for the Region for the years 1963, 1970, 1975, 1980, 1985, 1990, 1995, 2000, and 2010. A companion environmental corridor inventory has been prepared for each of these years. In 2013, the Commission staff completed updates of the regional land use and environmental corridor inventories to 2010. The inventories for both 2000 and 2010 are reconciled to a cadastral-orthophoto base. In addition, the Commission has completed the work involved in the preparation of regional files of planned environmental corridors. The creation of the planned environmental corridor file involves the delineation of planned changes to the existing (year 2010) environmental corridor inventory to reflect floodplain additions to the environmental corridors and other changes to existing corridors identified in local sewer service area plans and other plans. The resulting planned environmental corridor file was incorporated directly into the year 2050 regional land use plan (VISION 2050).

Relationship to Other Activities

The regional land use inventory and the companion environmental corridor inventory provide benchmark data on existing and historic land use and environmentally significant lands in the Region—data that are essential to the Commission’s land use planning, transportation planning, water quality planning, and community assistance planning programs. The year 2010 land use and environmental corridor inventories was used in updating and extending the regional land use and transportation plans to the year 2050. The regional transportation plan is designed to serve the regional land use plan, which if implemented would serve to provide for more efficient travel patterns, support more efficient and cost effective transit system operations, and reduce vehicle miles of travel and attendant traffic congestion and vehicle emissions relative to a continuation of past development trends. In addition, the land use and environmental corridor inventory data are made available to county and local units of government and private interests in support of a wide range of public and private planning efforts.

Work Description/Methodology

The Commission’s most recent regional land use inventory is dated 2010. In 2016, the Commission staff initiated the work of updating the regional land use inventory to the year 2015. The land use inventory update will be based upon new orthophotographs for the year 2015, online resources, and field checks as needed. A digital map file of the resulting year 2015 regional land use inventory will be prepared.

The Commission staff continued the work of updating the regional environmental corridor inventory to the year 2015. The environmental corridor inventory update will reflect changes in the pattern of wetlands, woodlands, and surface water identified as part of the year 2015 land use inventory.

The Commission has initiated the work to prepare a regional file of historical 1980 environmental corridors. The 1980 environmental corridor file is being prepared by modifying the existing corridor file to reflect 1980 conditions.

Schedule

The work described above relating to year 2015 regional land use and environmental corridors will be completed in 2018. Work on the 1980 environmental corridor file is scheduled to be completed in 2019.

Products

Digital map files resulting from the above described inventory work.

Estimated Annual Hours

<u>Staff Position</u>	<u>Hours</u>
Executive Director/Division Head	432
Principal Engineer/Planner/Specialist	308
Senior Engineer/Planner/Specialist	2,180
Technical/Analyst	<u>1,040</u>
Total Hours	3,960

Funding Source

<u>USDOT</u>	<u>WisDOT</u>	<u>SEWRPC</u> <u>(tax levy)</u>	<u>Total</u>
80%	10%	10%	100%
\$160,000	\$20,000	\$20,000	\$200,000

PROJECT 100-2000: LAND PLATTING INVENTORY AND SPECIAL ENVIRONMENTAL ASSESSMENTS

Objective

To continually monitor and update the current regional development patterns and the extent of implementation of the adopted regional land use plan.

To provide inventory data, assessments, and evaluations, including field inspections and boundary stakings of woodlands, wetlands, prairies, wildlife habitats, natural areas, critical species habitats, and fish and other aquatic life habitats in the Region.

Previous and Current Work

An historic platting inventory was initially completed for the Region in 1969; the inventory data have been updated annually since.

The conduct of detailed environmental inventories and assessments is an ongoing activity. Each year the Commission staff responds to numerous requests from State, county, and local units and agencies of government for detailed natural resource base information for potential development sites or other sites of concern.

Relationship to Other Activities

The platting inventory provides a basis for monitoring current development activity in the Region in relation to the regional land use plan. The results of the platting inventory are also used in the preparation of each new generation of the regional land use plan and in the preparation of county and local comprehensive plans under the Commission's community assistance planning program.

The special environmental inventories and assessments precisely establish the boundaries of natural resource base features, thereby indicating how the open space recommendations of the regional plan apply to individual properties, an important step in plan implementation. In addition, the results of the special environmental inventories are incorporated into the Commission's natural resource and land use base files, which are used in many of the Commission's planning programs.

The ongoing inventory and update of the Region's land use inventory, especially with regard to environmental inventories, supplements and enhances the land use inventory work conducted under project 100-1000, which is based on Orthophotography collected on a five year cycle. The continually updated land use inventory information allows the Commission to quantify the potential impacts associated with the regional transportation plan and future refinements to the plan based on up to date information rather than relying solely on a once every five year update.

Work Description/Methodology

As part of the platting inventory, copies of all subdivision plats recorded in 2018 will be obtained from the Wisconsin Department of Administration and from county Register of Deeds offices, as appropriate. Selected data—including the subdivision name, location by minor civil division and U.S. Public Land Survey one-quarter-section, date of recording, number of lots, lot size, dedicated areas, and type of sanitary sewerage facilities—will be computer encoded.

The special environmental inventories involve site-specific inventories of woodlands, wetlands, prairies, wildlife habitats, and fish and aquatic life habitats; provision of species lists, noting any rare, endangered, or threatened species present; evaluation of the ecological value of the site and its significance within the Region; and an assessment of any environmental impacts attendant to proposed public projects, upon request.

Schedule

The platting inventory update will be completed by April 2019. The special environmental inventories and assessments are on-going.

Products

The results of the platting inventory will be summarized in a set of tables, maps, and figures in the Commission 2018 *Annual Report*.

The special environmental inventories and assessments will be documented in letter reports describing and evaluating the environmental quality of the sites concerned.

Estimated Annual Hours

<u>Staff Position</u>	<u>Hours</u>
Executive Director/Division Head	1,511
Principal Engineer/Planner/Specialist	866
Senior Engineer/Planner/Specialist	756
Engineer/Planner/Specialist	1,552
Technical/Analyst	1,544
Clerical	608
Total Hours	6,837

Funding Source

<u>USDOT</u>	<u>WisDOT</u>	<u>SEWRPC</u> <u>(tax levy)</u>	<u>Total</u>
80%	5%	15%	100%
\$300,000	\$17,500	\$57,500	\$375,000

PROJECT 100-2150: WETLAND INVENTORY UPDATE

Objectives

To produce updated wetland inventory maps; improve map accuracy by incorporating the most-current, Regionally-available color digital orthophotographs and using field determined wetland boundaries surveyed using global positioning system methodology, where applicable; and maintain the value of the wetland inventory for resource management and regulatory programs within the WDNR, and for uses by Federal, State, and local agencies; researchers/scientists; and the citizens of Wisconsin.

Previous and Current Work

In 2016, the Commission staff initiated work on the 2015 Wisconsin Wetland Inventory (WWI) update for the Region in cooperation with the Wisconsin Department of Natural Resources, Counties, and local units of government.

Relationship to Other Activities

The 2015 WWI will be used to update the Commission land use inventory.

Work Description/Methodology

The 2015 WWI update will be accomplished utilizing the most recent 2015 color digital orthophotography to delineate, classify, and draft wetland boundaries.

Schedule

The update will be completed in 2019.

Products

Specific changes (additions, boundary changes, classification changes, deletions) compared to the 2010 WWI inventory will be documented using geographic information system techniques.

Estimated Annual Hours

<u>Staff Position</u>	<u>Hours</u>
Executive Director/Division Head	55
Principal Engineer/Planner/Specialist	350
Senior Engineer/Planner/Specialist	180
Engineer/Planner/Specialist	<u>195</u>
Total Hours	780

Funding Source

<u>SEWRPC</u> <u>(tax levy)</u>	<u>Service</u> <u>Agreements</u>	<u>Total</u>
50%	<u>50%</u>	100%
\$20,000	\$20,000	\$40,000

PROJECT 100-2160: NATURAL AREAS PLAN UPDATE

SEWRPC's original natural areas plan was published in 1997 and the most recent amendment was published in 2010. Since 1997, many local governments and conservation organizations in Southeastern Wisconsin have been implementing the plan's recommendations. As a result of those efforts and other field work performed by the SEWRPC staff, additional information on the Region's natural areas and critical species (State-designated as endangered, threatened, or special concern) has been developed. This includes changes to site boundaries, revision of site designations, designation of new sites, and losses of formerly designated sites, all of which need to be incorporated into the natural areas plan. Many sites in the natural areas plan have not been assessed for more than twenty years; review of aerial photography and / or site visits are needed to ensure that designations of those sites continue to be accurate. To date, the natural areas plan has focused on terrestrial resources; there remains a need to develop an assessment scheme and designation for aquatic resources in the Region. Further, local governments, agencies of government, and conservation organizations have become increasingly reliant on information available from geodatabases for conservation and planning activities, so there is need to develop and disseminate digital resources that meet the needs of end-users.

Objectives

Project outcome:

- 1) Formation of an advisory committee consisting of representative from counties, resource management organizations, and the biological science
- 2) Development of a geodatabase of known sites that contains detailed site attributes (e.g., area recommended ownership, number of rare species).
- 3) Incorporation into the geodatabase of new sites and changes to designations or boundaries.
- 4) Solicitation of information regarding potential sites from municipalities and organizations and field visits to assess the merits of designating affording those sites designations.
- 5) Development of a design for site profiles that condenses information formerly presented in multiple table located throughout a large document, so information about particular natural areas is easier to locate (based on feedback from multiple users).
- 6) Development of an assessment scheme for aquatic resources

Previous and Current Work

In anticipation of this project, SEWRPC staff have met with representatives from each county in the Region and other organizations to obtain feedback about the Natural Areas Plan and how to maximize its accessibility and utility to users. SEWRPC staff have developed and submitted a grant to the Wisconsin Coastal Management Program in 2018 to support this project.

Relationship to Other Activities

The regional natural areas plan provides a basis for identifying and protecting the highest quality and most imperiled natural resources throughout the Region. This plan is also recommended for use by counties and communities as an overall framework for the preparation of more detailed county and local plans.

Work Description/Methodology

This work will include the following elements over the course of this project:

- Formation of an advisory committee consisting of representatives from counties, resource management, and the biological sciences;
- Development of a geodatabase of known sites that contains detailed site attributes (e.g. acreage, recommended ownership, number of rare species, etc.);

- Incorporation of new sites and changes to designations or boundaries into the geodatabase;
- Solicitation of information regarding potential sites from municipalities and organizations and field visits to assess the merits of designating affording those sites designations;
- Development of a design for site profiles that condenses information formerly presented in multiple tables throughout a large document, so information about particular natural areas is easier to locate (based on feedback from multiple users); and,
- Development of an assessment scheme for aquatic resources.

Schedule

The update will be completed in 2021.

Products

This project will ensure that Southeastern Wisconsin communities have access to accurate information regarding the Region's highest quality and most imperiled natural resources. The plan includes a database available for use in the preparation of other regional plans, and adaptable for use in county and local planning.

Estimated Annual Hours

<u>Staff Position</u>	<u>Hours</u>
Executive Director/Division Head	70
Principal Engineer/Planner/Specialist	400
Senior Engineer/Planner/Specialist	170
Engineer/Planner/Specialist	<u>245</u>
Total Hours	885

Funding Source

<u>SEWRPC</u> <u>(tax levy)</u>	<u>Service</u> <u>Agreements</u>	<u>Total</u>
60%	<u>40%</u>	100%
\$30,000	\$20,000	\$50,000

PROJECT 110-1000: PLAN IMPLEMENTATION AND COMMUNITY ASSISTANCE

Objective

To foster implementation of the regional plan by providing technical assistance to public agencies and private interests on land use and natural resource planning matters; by disseminating land use and natural resource base data to public agencies and private interests; and by assisting county and local units of government in preparing local plans that refine and detail the regional plan. Achieving more substantial implementation of the regional land use plan was a key goal identified by the Commission's Advisory Committees on Regional Land Use Planning and Transportation Planning. The purpose of this effort is to achieve such implementation by refining and detailing the regional plan for counties and communities in the preparation or update of their county and community comprehensive, farmland preservation, and park and open space plans; by providing technical assistance on land use and natural resources planning; and by disseminating land use and natural resource base data. These efforts also include public involvement and education with respect to regional land use, housing, and natural resources planning.

Previous and Current Work

Between 2004 and 2011, the Commission staff assisted county and local units of government in the Region in preparing comprehensive plans in accordance with the State comprehensive planning law (Section 66.1001 of the Wisconsin Statutes). Such comprehensive plans serve to refine and detail the regional land use and transportation plans and other elements of the regional plan. Commission assistance included preparing multi-jurisdictional comprehensive plans for Kenosha, Ozaukee, Racine, and Washington Counties, with a total of 65 cities, villages, and towns participating in those multi-jurisdictional planning efforts. The multi-jurisdictional plans have been adopted by each of the concerned county boards. The governing bodies of the participating cities, villages, and towns have either adopted the multi-jurisdictional plan or adopted a community plan based on the multi-jurisdictional plan. The Commission also provided data and technical assistance to Waukesha County in the preparation of its multi-jurisdictional comprehensive plan. The Commission provided data, other assistance, and review comments to cities and villages in Milwaukee County and cities, towns, and villages in other counties upon request.

After 2011, work shifted to assistance with updating and implementing comprehensive plans. From 2012 through 2015, Commission staff continued to respond to requests from local governments for assistance with plan updates and in determining consistency between local plans and implementing ordinances. During 2015, the Commission completed work on an update to the Town of Belgium comprehensive plan in order to maintain consistency between the Town plan and the Ozaukee County farmland preservation plan, and the Town plan and a new Town zoning ordinance and map prepared for the Town by the Commission to meet the requirements of the Wisconsin Farmland Preservation Program enacted by the Legislature in 2009.

During 2015, the Commission staff organized and held a meeting with the County planners from Kenosha, Ozaukee, Racine, Washington, and Waukesha Counties to discuss the procedure and content of the 10-year plan updates required by Section 66.1001(2)(i) of the Statutes. Commission staff also worked with Washington County to develop a scope of work and budget for updating the Washington County comprehensive plan. Information to help county and local governments update comprehensive plans was developed and posted on the Commission website. An update to the Washington County comprehensive plan was initiated in 2016.

During 2018, the Commission continued to review, on request, local comprehensive, neighborhood, and public facility plans and cooperative boundary agreements, evaluating their conformity with adopted regional plans in each case. This activity is conducted on an ongoing basis. During 2018, the Commission reviewed the proposed cooperative agreement between the Village of Jackson and Town of Jackson. Providing planning data and technical assistance to public agencies and private interests is also an ongoing

activity. In a typical year, the Commission staff responds to about 300 requests for information from its land use, housing, and natural resource base data files.

An inventory of existing and proposed business parks in the Region was initiated in 2015 for use in the Commission's economic development, comprehensive planning, and transportation planning work. The Waukesha County inventory was completed in 2015 and posted on the Commission website. Inventories for Milwaukee, Ozaukee, and Racine Counties were completed in 2016 and posted on the Commission website. Draft inventories were also completed for Kenosha and Washington Counties and provide to respective county economic development staffs for review.

During 2017, the Commission continued work on the Washington County comprehensive plan update. Many of the Washington County comprehensive plan elements were updated and approved by the Washington County Multi-Jurisdictional Comprehensive Plan Advisory Committee. A brainstorming session was also held with the Washington County Board of Supervisors regarding updating plan goals, objectives, policies, and programs. In addition, the Commission initiated work with 13 partnering local governments to reaffirm or update their local comprehensive plans and incorporate the local updates into the County plan update. In 2018, the remaining plan elements were updated and approved by the Advisory Committee in preparation for public review and adoption of the full plan update by the County Board of Supervisors in 2019. Two areas of focus in 2018 were updating the County land use plan map to incorporate plan updates from local governments within the County and obtaining feedback from the Advisory Committee, Technical Workgroup (comprised of County government department heads), and County Board regarding draft plan goals, objectives, policies, and programs. Work also continued with the partnering local governments to reaffirm or update their local comprehensive plans.

Relationship to Other Activities

The regional plan is intended to be refined and detailed through by preparing county- and local-level plans. As it assists counties and communities with such refinements, the Commission encourages them to incorporate regional land use plan recommendations regarding the location and intensity of future urban development; protecting environmentally significant areas; and preserving or enhancing community character. Counties and communities are also encouraged to incorporate regional transportation system plan recommendations regarding arterial streets and highways, transit, airports, and bicycle and pedestrian ways. As it assists counties and communities in preparing or amending plans that refine and detail the regional plan, the Commission structures such work in a way that is consistent with the 1999 State comprehensive planning law and the nine elements of a comprehensive plan prescribed under that law, and the Wisconsin Farmland Preservation Program and the changes enacted by the Wisconsin Legislature in 2009.

Providing land use and natural resource base inventory data and related regional plan data to public agencies and private interests and providing technical assistance on land use and natural resource planning matters are key to the Commission's effort to foster regional plan implementation. With ready access to Commission planning data and technical assistance resources, public agencies and private interests can more readily formulate development plans consistent with the regional plan.

Work Description/Methodology

The Commission will continue to work with county and local units of government to prepare plans and plan amendments that refine and detail the regional plan, with the objective of incorporating the regional land use, housing, and transportation plans into local plans. During 2019, Commission work efforts in relation to local land use planning will continue to focus on incorporating the regional land use, housing, and transportation plans into the updates of County and local comprehensive plans; County farmland preservation plans; and County and local park and open space plans. Commission staff will also assist county and local governments, upon request, in interpreting their comprehensive plans to help ensure that decisions regarding zoning, land divisions, and official mapping are consistent with such plans. Such

assistance will continue to be carried out within the framework of the State's comprehensive planning law, the Wisconsin Farmland Preservation Program, and regional plans.

The Commission will continue to respond to requests from public agencies and private interests for land use, housing, and natural resource base inventory data and related regional plan data from Commission files. Types of data to be provided include planning-related soils data, including soils well-suited for agricultural use; information on historic, existing, and planned land use; information on housing types and densities; data to conduct local job-housing balance analyses; and information on environmental corridors, isolated natural resource areas, and other environmentally sensitive areas.

The Commission will continue to review locally prepared comprehensive, neighborhood, and public facility plans, and boundary agreements as to their conformity with the regional land use, transportation, and housing plans. The Commission will also continue the monitoring activities recommended by the regional housing plan.

Schedule

Providing land use, housing, and natural resource base data and providing technical assistance on those matters to public agencies and private interests will continue throughout 2019, as will the review of locally prepared comprehensive, neighborhood, and public facility plans and boundary agreements. Monitoring of activities to implement the regional housing plan will also continue.

Providing technical assistance to counties and communities on comprehensive planning matters will continue throughout 2019. The Commission will continue to assist counties and communities in revising and updating their comprehensive plans, further refining and detailing regional plans, as appropriate. Work on the update to the Multi-Jurisdictional Comprehensive Plan for Washington County, which was adopted in early 2008, will be completed in 2019, to meet the Statutory requirement for 10-year updates to comprehensive plans. Commission staff will also continue to work with the local governments that partnered with the county in the first multi-jurisdictional planning effort to update their plans or plan components, in accordance with agreements developed with the communities. Preliminary work on updates to comprehensive plans for Ozaukee and Racine Counties, including meetings with County and local officials and staff and development of work programs and budgets, is also likely to begin during 2019. Preliminary work on an update to the comprehensive plan for Kenosha County is likely to begin after 2019.

Commission staff will continue to work with Waukesha County on request to update its comprehensive plan, and will work with local governments that did not participate in a multi-jurisdictional planning process to provide planning data and other information on request.

Work on the memorandum report related to an industrial/business park land absorption study for Ozaukee County is expected to be completed in 2018.

Products

Community assistance planning reports documenting county and local plans that refine and detail the regional land use and transportation plans, and memorandum reports or letter reports documenting special-purpose technical assistance efforts. Sample resolutions and other information to assist in comprehensive plan updates will remain on the Commission website. Monitoring of regional housing plan implementation will be documented in a five-year implementation report, which will be posted on the Commission's website, and summarized in the Commission's Annual Report.

Responses to requests for land use and natural resources base data from Commission files, typically in the form of letter reports or email responses, with appropriate tables, figures, and aerial photographs included as attachments.

Estimated Annual Hours

<u>Staff Position</u>	<u>Hours</u>
Executive Director/Division Head	555
Principal Engineer/Planner/Specialist	524
Engineer/Planner/Specialist	3,964
Technical/Analyst	1,656
Clerical	580
Total Hours	7,279

Funding Source

<u>USDOT</u>	<u>WisDOT</u>	<u>SEWRPC</u> <u>(tax levy)</u>	<u>Total</u>
80%	8%	12%	100%
\$300,000	\$31,708	\$43,292	\$375,000

PROJECT 110-2000: REGIONAL PARK AND OPEN SPACE IMPLEMENTATION

Objective

To foster implementation of the regional park and open space plan by providing park and open space planning data and technical assistance on matters concerning park development and open space preservation to county and local governments; and by assisting them in preparing refinements of the regional park and open space plan.

Previous and Current Work

The Commission staff has prepared a park and open space plan for each county in the Region, which refine and detail the regional park and open space plan, and updates those plans on a cyclical basis. Providing park and open space planning data and related technical assistance is an ongoing activity. An example of technical assistance is the detailed evaluation of the natural and recreational values of park and open space lands considered for sale or other disposition by Milwaukee County.

City, town, and village park and open space plans are prepared by the Commission at the request of a local government. An updated park and open space plan for the Village of Mount Pleasant was completed and published in 2015. Work was initiated on updates to park and open space plans for the City of Racine and Village of Caledonia in 2016, and continued in 2017. Both park and open space plans were adopted as amendments to their respective community comprehensive plans in 2018. In addition, work was initiated in 2018 on a park and open plan for the City of Brookfield and data was provided to the Village of Jackson to assist with an update to the Village park and open space plan in 2018.

Commission staff also initiated preparation of a comprehensive inventory of existing and potential water trails for canoeing and kayaking in the Region in 2015, including identification of put-in and take-out sites along rivers, streams, and lakes. The focus of these efforts in 2017 and 2018 was the Fox River in Waukesha, Racine, and Kenosha Counties, as part of an interagency effort to designate the Fox River as a National Water Trail. Water trail information has been added as a component of recent park and open space plans prepared by the Commission.

The Commission staff continued work to assist the Milwaukee County Department of Parks, Recreation, and Culture in the development of an update and extension to the year 2050 of the park and open space plan for Milwaukee County.

Relationship to Other Activities

Park and open space plans prepared by the Commission for each of the counties in the Region are adopted by the Commission as amendments to the regional park and open space plan. County park plans are prepared cooperatively by the Commission and each county, and serves to update and extend the regional park and open space plan.

In addition to addressing outdoor recreation needs, each park and open space plan prepared by the Commission refines and details the open space preservation recommendations of the regional land use plan, including recommendations pertaining to preserving environmental corridors. Such plans also incorporate the recommendations of the regional transportation system plan with respect to the bicycle and pedestrian element of the plan, integrating those recommendations into recreation corridor systems, as appropriate.

Work Description/Methodology

The Commission will continue to respond to requests from public agencies and private interests for park and open space planning data and requests for technical assistance on park and open space planning matters. Types of data to be provided include information on existing and potential park and open space sites, the existing natural resource base, and park and open space planning standards. Technical assistance may include feasibility studies with respect to specific park and open space sites.

The Commission staff will assist local units of government, at their request and subject to staff availability, in preparing park and open space plans that refine the regional plan. The Commission will also continue to review, on request, locally prepared park and open space plans for conformity with the regional plan.

The Commission will continue to monitor open space acquisition in the Region, as it has each year since 2005. In 2019, the Commission will obtain information on the amount and location of open space acquired, or protected through conservation easements, in 2017, collecting this information from the seven counties in the Region, the Wisconsin Departments of Natural Resources and Transportation, Federal agencies, land trusts in the Region, and other sources. The information is useful in monitoring progress toward the open space preservation recommendations of the regional and county park and open space plans, and is available for use by State, county, and local units of government and private interests upon request.

Schedule

Providing park and open space planning data and related technical assistance will continue throughout 2019. An updated park and open space plan for the City of Brookfield will be completed in 2019. Work on the update of the Milwaukee County park and open space plan is expected to be completed in 2019. Work on the update of the Ozaukee County park and open space plan was initiated in 2018.

The collection of information regarding open space acquisition in the Region during 2018 will be completed in mid-2019.

Commission staff will also continue to inventory and conduct field checks of canoe and kayak access to rivers, streams, and lakes in the Region during 2019 for use in county and local park and open space plans.

Products

Responses to requests for park and open space data from Commission files and requests for technical assistance on park and open space planning matters, typically in the form of letter reports, with appropriate maps, tables, figures, and aerial photographs included as attachments.

Community assistance planning reports documenting county plans, which refine and detail the regional park and open space plan. Reports documenting city, town, and village park and open space plans will also be prepared for communities that request Commission assistance to prepare or update a plan.

A summary of open space acquisition activity during 2018 in the Commission's *Annual Report*.

Reviews of locally proposed park and open space plans for conformity with the regional plan, typically in the form of letter reports.

Estimated Annual Hours

<u>Staff Position</u>	<u>Hours</u>
Executive Director/Division Head	404
Engineer/Planner/Specialist	720
Total Hours	1,124

Funding Source

<u>SEWRPC</u>	<u>Service</u>	<u>Total</u>
<u>(tax levy)</u>	<u>Agreements</u>	
40%	60%	100%
\$37,789	\$25,000	\$62,789

PROJECT 110-3000: PREPARATION OF REGIONAL ZONING GUIDE

Objective

To update the Regional Zoning Guide to assist county and local governments in developing and updating zoning ordinances and zoning related procedures to promote orderly community development and implementation of land use and transportation elements of the regional plan and county and local comprehensive plans.

Previous and Current Work

Shortly following its creation in 1960, SEWRPC prepared six planning guides, which were intended to constitute manuals of local planning practice. The guides, which were published between 1963 and 1969, include one each on zoning, land division control, official mapping, organization of planning agencies, floodplain and shoreland developments, and soils. The goal was to improve the overall quality of public planning within the Region and thereby promote sound community development, properly coordinated on a regionwide basis. The guides discuss basic planning and plan implementation practice, contain examples of good planning practice, and provide county and local governments with model ordinances and forms to assist them in their everyday planning efforts.

In 1996, a seventh planning guide was published providing information and model ordinances for rural cluster development. The official mapping guide was also updated in 1996, and the land division control guide was updated in 2001. Work on an update to the zoning guide was originally scheduled for 2014, but was delayed until 2016 due to commitments to other Commission planning programs. During 2016 2017, and 2018, work on an update to the Zoning Guide, focused on updating sections of the model zoning ordinance affected by recent changes to State law or Court decisions. Additional work in 2018 focused on preparing model zoning regulations to allow the development of affordable housing. The following have been posted on the SEWRPC website:

- Regulations for Exclusive Agricultural zoning districts not claiming farmland preservation tax credits, and consistent with limitations placed on local regulation of livestock facilities by State law
- Regulations for nonconforming uses, structures, and lots based on changes to the Wisconsin Statutes through 2017
- Shoreland regulations for areas adjacent to navigable waters in cities and villages
- An updated model bluff erosion setback ordinance for Lake Michigan bluffs, developed in cooperation with Wisconsin Sea Grant in 2002
- Links to WDNR model ordinances for floodplain, county shoreland, and city and village shoreland-wetland zoning regulations
- Links to model stormwater management and erosion and sedimentation control ordinances
- Regulations for wind energy systems
- A model ordinance for mobile (cell) tower facilities prepared by the Wisconsin Towns Association
- Model Farmland Preservation zoning ordinances consistent with State requirements for farmland tax credits prepared by the Department of Agriculture, Trade, and Consumer Protection
- Updated sign regulations to comply with the 2015 *Reed v. Town of Gilbert* Supreme Court decision, which requires sign regulations to be content-neutral

Relationship to Other Activities

County and local zoning regulations, if properly designed, can help implement regional plans. The new Zoning Guide will include information and model ordinance language to assist in implementing regional plan recommendations, such as property maintenance requirements and zoning to accommodate various

housing types to help implement recommendations from the regional housing plan, conservancy zoning regulations to help protect environmental corridors and other natural resource areas, and zoning to help preserve prime farmland. Information and model ordinance language to promote mixed-use and compact development in urban service areas, and to accommodate rural development at appropriate densities will also be included to assist in implementing recommendations from the regional land use and transportation plan. More specifically model ordinances will be developed to support the affordable housing and transit oriented development recommendations included in the regional housing plan and regional land use and transportation system plan (VISION 2050). In addition, model regulations to help preserve highway capacity by limiting the number and location of driveways, providing adequate on-site parking and loading facilities and providing appropriate vision clearance triangles at street intersections will also be included.

Work Description/Methodology

SEWRPC staff will continue to update sections of the Zoning Guide in 2018.

Schedule

Work on the update of the SEWRPC Zoning Guide was initiated on a limited basis in 2016 and 2017. Work continued in 2018 and will continue in 2019.

Products

The updated Zoning Guide will be published as a SEWRPC report. Interim materials will be continue to be posted on the SEWRPC website as they are completed.

Estimated Annual Hours

<u>Staff Position</u>	<u>Hours</u>
Executive Director/Division Head	100
Principal Engineer/Planner/Specialist	1,034
Clerical	104
Total Hours	1,238

Funding Source

<u>USDOT</u>	<u>WisDOT</u>	<u>SEWRPC (tax levy)</u>	<u>Total</u>
80%	10%	10%	100%
\$80,000	\$10,000	\$10,000	\$100,000

PROJECT 120-1000: REGIONAL LAND USE PLAN

Objectives

To refine and detail the adopted year 2050 regional land use plan information and recommendations for use in other Commission planning programs and for incorporation in to County and local comprehensive plans.

Previous and Current Work

In 2005, the Commission completed the basic framework of a land use plan for the Southeastern Wisconsin Region to the year 2035. The year 2035 plan represents the fifth generation regional land use plan, prior plans having been prepared for the design years of 1990, 2000, 2010, and 2020. The year 2035 land use plan includes recommendations for urban service areas, environmentally significant lands, and rural areas in the seven-county Region. The plan includes a database of planned population, households, and employment levels and land use for the Region that is adaptable for use in a wide range of regional and local planning activities.

In 2017, the Commission staff completed the work involved in updating and extending the regional land use plan to the year 2050. The plan is documented in SEWRPC Planning Report No. 55, *VISION 2050: A Regional Land Use and Transportation Plan for Southeastern Wisconsin*. Related activities in 2018 included work on an amendment to VISION 2050 to incorporate land use changes to accommodate additional residents and jobs related to the planned Foxconn manufacturing campus in the Village of Mount Pleasant, and public outreach activities related to the regional plan amendment (see project 220-1000).

Relationship to Other Activities

The regional land use plan serves as the key element of the comprehensive plan for the Southeastern Wisconsin Region. All of the other elements of the regional comprehensive plan—including the transportation element, housing element, water quality management element, and park and open space element—are prepared within the framework of the regional land use plan. The new regional land use plan for the year 2050 provides a basis for updating and extending the regional transportation plan and other elements of the regional comprehensive plan to that design year. The regional transportation plan is designed to serve the regional land use plan, which if implemented would serve to provide for more efficient travel patterns, support more efficient and cost effective transit system operations, and reduce vehicle miles of travel and attendant traffic congestion and vehicle emissions relative to a continuation of past development trends. The regional land use plan is also recommended for use by counties and communities as an overall framework for, and point of departure for, the preparation of more detailed county and local comprehensive plans.

Work Description/Methodology

In 2019, Commission staff efforts will focus on soliciting endorsement of the new regional plan, labeled “VISION 2050,” from State, County, and local government agencies. Information and recommendations contained in the plan will also be refined and detailed for use in other Commission planning programs, as well as for incorporation into upcoming updates to County and local comprehensive plans.

Schedule

The work described above will be ongoing throughout 2019.

Products

VISION 2050 includes recommendations for urban service areas, environmentally significant areas, and rural areas in the Region. The plan includes a database of planned land use and planned population, household, and employment levels available for use in the preparation of other regional plans, and adaptable for use in county and local planning.

Estimated Annual Hours

<u>Staff Position</u>	<u>Hours</u>
Executive Director/Division Head	451
Senior Engineer/Planner/Specialist	200
Total Hours	651

Funding Source

<u>USDOT</u>	<u>WisDOT</u>	<u>SEWRPC</u> <u>(tax levy)</u>	<u>Total</u>
80%	10%	10%	100%
\$40,000	\$5,000	\$5,000	\$50,000

Chapter III

PROPOSED 2019 REGIONAL TRANSPORTATION PLANNING PROGRAM

INTRODUCTION

The proposed 2019 regional transportation planning program consists of eight projects as follows:

<u>Task</u>	<u>Project Number</u>	<u>Project Name</u>
Data Collection and Assistance	200-1000	Transportation Planning Support and Assistance: Data Collection and Development, Model Refinement, and Technical Assistance
	200-1100	A Chloride Impact Study for the Southeastern Wisconsin Region
Transportation Systems Management and Programming	210-1000	Short-Range Transportation Improvement Programming and Transit Planning
Long-Range Planning and Plan Implementation	220-1000	Long-Range Transportation Planning and Plan Implementation
	220-1200	Flooding Vulnerability Assessment of the Arterial Streets and Highways in Southeastern Wisconsin
Traffic Forecasting	240-1000	Traffic Forecasting for the Wisconsin Department of Transportation
	250-1000	Bus Rapid Transit Planning

The balance of this chapter presents individual project descriptions. The program budget is summarized in Chapter X.

**PROJECT 200-1000: TRANSPORTATION PLANNING SUPPORT AND ASSISTANCE:
DATA COLLECTION AND DEVELOPMENT, MODEL REFINEMENT,
AND TECHNICAL ASSISTANCE**

Objective

- To maintain and provide data for transportation planning, including the existing and historic supply and use of transportation facilities and services, existing and historic travel behavior, and current and planned future land use data.
- To maintain and refine as needed the simulation models developed and installed for transportation planning.
- To promote and assist in the implementation of the adopted regional plan by providing inventory and forecast data to public and private agencies and individuals, and by providing traffic engineering and transportation planning services to the units of government within the Region. This includes assistance to the Wisconsin Department of Transportation and local governments for local and statewide plan preparation, and facility preliminary engineering.

Previous and Current Work

- Transportation system data are collated annually with respect to arterial street and highway physical and operational characteristics and traffic volumes; automobile and truck availability; transit facilities and services, supply, cost, and ridership; vehicular, transit, bicycle, and pedestrian crash data; and aviation demand. In U.S. census years and for years midway between census years, additional data are collected and developed, including data on highway and transit system networks and vehicle-miles of travel.
- Planned and alternative future land use data have been developed for the year 2050. Current land use data are developed for each U.S. census year.
- Travel simulation models were developed in 1963, and recalibrated and revalidated in 1972, 1993, 2005, and 2015, using data from major travel surveys conducted in 1963, 1972, 1991, 2001-2002, and 2011-2012. A review of models by the U.S. Department of Transportation was completed in 1997, and the refinements suggested were completed in 1998 and 1999. A peer review of the Commission's 2005 travel demand models was conducted in 2014 with refinements and suggestions being incorporated in the 2015 travel demand model update.
- In 2017/2018 Commission staff periodically reviewed the travel demand model battery, scripts implementing the model, and forecasting practice with WisDOT. FHWA and FTA staff will be invited to participate.

Data concerning the regional transportation system and system plan were provided through numerous letters, telephone calls, and meetings. Technical assistance was provided to local units of government and to State and Federal levels of government, including preparation or review of land development traffic impact studies; participation in review of facility planning and engineering studies; assistance to transit system operators in the preparation of their budgets; evaluation of the hydraulic impacts of proposed new bridges; and preparation of facility, corridor, and municipal traffic engineering, systems management, and transportation plans. Under this project, the Commission staff provides assistance to the Wisconsin Department of Transportation (WisDOT), including participation on WisDOT advisory committees. Key efforts in recent years included an analysis of routes to the City of Racine from IH 94 requested by the City of Racine, traffic forecasts for local government arterial reconstruction projects, a study of two-way street operations in the City of Waukesha, a parking inventory for the City of Port Washington, a traffic safety and engineering study of local streets surrounding the Village of Kewaskum Elementary School, a traffic engineering feasibility study of the intersection of 51st Street and Drexel Avenue in the City of Franklin, a

traffic study to develop recommendations for improving the safety of pedestrian crossings of Washington Boulevard in the City of Milwaukee, participation in the development of a Washington County Bicycle Plan, a study of potential northern reliever routes for STH 60 through the City of Hartford, traffic forecasts for the City of Milwaukee's study of the intersection of STH 175 and W. Lisbon Avenue, a study for the Milwaukee County Board of potential bus route extensions to serve suburban business parks, a review and evaluation of the Milwaukee Streetcar project estimates, and provision of data to assist with studying future extensions of the Milwaukee Streetcar project.

Relationship to Other Activities

This project provides essential travel and transportation system data, land use data, and travel simulation models for short- and long-range transportation planning.

Work Description/Methodology

- Transportation data collection/collation includes the following:
 1. Traffic count data for 2018, which will be collated from secondary sources (principally the Wisconsin Department of Transportation) and encoded into the highway network. The data will be used in the preparation of an estimate of year 2018 regional vehicle-miles of travel.
 2. Estimates of automobile and truck availability for 2018, which will be prepared from secondary sources (Wisconsin Department of Transportation).
 3. Inventories will be conducted of the year 2018 characteristics of public transit systems, including routes, headways, hours of operation, and fares (regional public transportation). Data will also be collated concerning ridership on each public transit system.
 4. Data on changes in arterial street physical and operational characteristics essential to capacity estimation will be updated, along with data on changes in arterial street system bicycle accommodation and off-street bicycle path systems.
 5. The Commission will continue and expand the non-motorized count program.
- Transportation planning support land use data development includes the following:
 1. Continuing inventories of vacant platted lots, developable land, and public utilities.
- Travel simulation model maintenance and refinement includes the following:

Travel Model Review and Recalibration

The review, refinement, recalibration, and validation of Commission travel simulation models was completed in 2015. The refinement and application of an hourly time period assignment including testing and validation was completed in 2016. Continued refinement and improvement of the 2015 travel demand model battery, primarily focused on improving the run times of the models, will be ongoing throughout 2019 as Commission staff works with the models.

Travel Data Analysis

The Commission will complete in 2019 a number of analyses of travel survey data in support of model refinements.

- Transportation planning data provision and technical assistance will include the following:

1. Provision to public agencies and private interests of data and technical assistance through letters, meetings, and memorandums to guide transportation and land use decisions to implement regional land use and transportation plans.
2. At the request of local municipalities, the Commission will conduct special transportation studies, including traffic impact studies, highway access plans, and short-range and long-range highway corridor or community plans, and law enforcement/emergency management telecommunications studies, plans, and implementation activities.
3. At the request of constituent county and local governments, the Commission will provide traffic forecasts for use in arterial street and highway preliminary and final engineering and design.
4. The Commission will continue to participate in, and assist the Wisconsin Department of Transportation in, statewide transportation planning efforts.
5. As may be necessary during 2019, the Commission will continue to provide support to the Wisconsin Department of Transportation and other agencies in conceiving and structuring corridor studies, including final engineering for the reconstruction of IH 43 between Silver Spring Drive in Milwaukee County and STH 60 in Ozaukee County, and IH 94 N/S between the Wisconsin-Illinois Stateline and the Mitchell Interchange.

Schedule

Addressed in discussion of work description.

Products

- Transportation system use and supply data for existing condition and historical trend analysis.
- Base and design year land use and related data files by U.S. Public Land Survey one quarter-section to support transportation modeling.
- Maintenance and refinement of travel simulation models and transportation system networks.
- Meetings, telephone conversations, letters, memorandums, community assistance planning reports, and travel and traffic data concerning the transportation system and the regional plan in an effort to promote plan implementation.

Estimated Annual Hours

<u>Staff Position</u>	<u>Hours</u>
Executive Director/Division Head	2,475
Principal Engineer/Planner/Specialist	2,660
Senior Engineer/Planner/Specialist	4,376
Engineer/Planner/Specialist	1,352
Technical/Analyst	2,356
Clerical	<u>640</u>
Total Hours	13,859

Funding Source

<u>USDOT</u>	<u>WisDOT</u>	<u>SEWRPC</u> <u>(tax levy)</u>	<u>Total</u>
80%	3%	17%	100%
\$720,000	\$30,000	\$150,000	\$900,000

(It is anticipated that approximately 30 percent of the work conducted in 2019 under this project is related to travel model development and traffic forecasting)

PROJECT 200-1100: A CHLORIDE IMPACT STUDY FOR THE SOUTHEASTERN WISCONSIN REGION

Objective

There is a growing public concern over the environmental impacts of chloride, including the use of road salt in winter street and highway maintenance operations and other possible significant sources of chloride such as water softening systems, other sources that discharge to sanitary sewers or private onsite wastewater treatment systems, salt storage areas, large agricultural feed lots, fertilizers, landfills, and certain manufacturing operations. In response to these concerns, the Southeastern Wisconsin Regional Planning Commission prepared a prospectus for the conduct of a study of the environmental impacts of chloride on the surface and groundwater resources of the seven county Southeastern Wisconsin Region. The proposed study would consider the relative magnitude of the chloride loads on the environment from all significant sources. The Study will recognize the need to maintain public safety through winter road maintenance and to protect public health through avoiding adverse effects of chloride on potable water supplies. This comprehensive approach will permit the identification of the importance of the various sources of chloride, and provide a basis for identifying means of abatement.

Previous and Current Work

The SEWRPC Prospectus for a Chloride Impact Study for the Southeastern Wisconsin was prepared and unanimously approved by a Commission Technical Advisory Committee in March 2016. This Prospectus sets forth in detail the need for and purpose of the study, the proposed scope and content of the study, identifies the most feasible means for organizing and accomplishing the study, recommends a practical time sequence and schedule for the study, recommends a budget and source of funding and cost of the study, and a recommended means of financing.

In 2017, work began on the design of the water quality monitoring program attendant to the study, and a pilot monitoring site was installed to evaluate monitoring equipment, telemetry units, and field sampling techniques. In 2018, monitoring equipment was purchased and field installation was completed for 40 stream locations throughout the Region. Quarterly monitoring to develop vertical chloride concentration profiles also began on six lakes in the Region.

Relationship to Other Activities

This study will establish baseline data, identify surface water and groundwater resources with problematic chloride concentrations under both existing and planned year 2050 conditions, estimate the relative contributions of chloride from significant sources, evaluate the impacts of chlorides on infrastructure, and provide the Region with a better understanding and quantification of the potential environmental impacts of the VISION 2050 land use and transportation system recommendations on chloride levels in the environment. As well, the identification of existing and emerging technologies and methodologies to reduce the dependence on chloride, in particular with regard to roadway deicing will provide the State, county, and local municipalities with valuable information and tools to reduce and mitigate stormwater runoff impacts, provide more efficient management and operation practices, and potentially reduce chloride-related damage to roadways and structures not only within Southeastern Wisconsin, but Statewide. The chloride study would directly address a minimum of four of the metropolitan planning factors (23 CFR 450.306) that the Commission needs to consider in developing transportation plans and programs. The four planning factors the chloride study benefits are as follows:

- Factor 5: Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
- Factor 7: Promote efficient system management and operation.

- Factor 8: Emphasize the preservation of the existing transportation system.
- Factor 9: Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation.

Work Description/Methodology

The primary purpose of the study is to investigate and define the relationship between sources of chloride and the chloride content of surface waters and groundwater within the Region. The study would:

- Provide accurate data on the historical, current, and forecast use of road salt in winter street and highway maintenance operations and on the attendant contribution of chloride to the environment, together with such baseline data for the other significant sources of chloride within the Region. The baseline data would be provided by pertinent geographic areas including counties and municipalities, and importantly, surface watersheds and groundwater recharge areas;
- Provide estimates of historical, existing, and forecast surface and groundwater quality conditions within the Region with respect to chloride content by defined surface watersheds;
- Provide surface and groundwater quality standards related to human health, the health of freshwater aquatic plant and animal communities, fertile soil conditions, and the health of terrestrial plant and animal communities;
- Identify particular surface water and groundwater resources significantly impacted by the existing and forecast use of road salt and other significant sources of chloride;
- Identify state-of-the-art technologies applicable to the reduction of road salt use and of other chloride sources discharging to the environment together with attendant costs; and
- Evaluate alternative scenarios for reducing the use of road salt and the discharge of chloride from other sources to abate the adverse impacts of chloride discharges on surface water and groundwater resources while protecting public health and safety.

Schedule

With field sampling work initiated in 2018, this four year effort will be completed in 2022.

Products

Described in Work Description/Methodology

Estimated Annual Hours

<u>Staff Position</u>	<u>Hours</u>
Executive Director/Division Head	678
Principal Engineer/Planner/Specialist	324
Senior Engineer/Planner/Specialist	424
Engineer/Planner/Specialist	4,160
Technical/Analyst	960
Clerical	724
Total Hours	7,270

NOTE:

The total cost of the proposed five-year regional chloride impact study is estimated to be \$1,719,000. The Southeastern Wisconsin Regional Planning Commission (SEWRPC) has committed to funding one-third of that cost (\$573,000) and the U.S. Department of Transportation Federal Highway Administration (FHWA) has committed to funding one-third (\$573,000) as PL funds. The FHWA component, representing the 80 percent Federal PL share, will be matched by \$143,250 provided by SEWRPC from tax levy funds as the 20 percent local PL match. SEWRPC will seek grant funds from multiple sources and will pursue possible local government and utility contributions to cover, or partially cover, the remaining one-third of the total study cost. The difference between any grant funds or local government and utility contributions obtained by SEWRPC and the remaining \$573,000 in study cost will be contributed by SEWRPC up to the \$573,000 total. The proposed funding distribution for calendar years 2018 through 2022 is outlined below.

Funding SourceJuly – December 2017

<u>USDOT</u>	<u>SEWRPC (tax levy)</u>	<u>SEWRPC (Program Development)</u>	<u>Service Agreements</u>	<u>Total</u>
33%	21%	33%	13%	100%
\$83,708	\$51,959	\$83,709	\$31,750	\$251,126

Calendar Year 2018

<u>USDOT</u>	<u>SEWRPC (tax levy)</u>	<u>SEWRPC (Program Development)</u>	<u>Service Agreements</u>	<u>Total</u>
33%	21%	33%	13%	100%
\$167,416	\$103,916	\$167,418	\$63,500	\$502,250

Calendar Year 2019

<u>USDOT</u>	<u>SEWRPC (tax levy)</u>	<u>SEWRPC (Program Development)</u>	<u>Service Agreements</u>	<u>Total</u>
33%	8%	25%	34%	100%
\$119,083	\$29,771	\$87,137	\$121,260	\$357,251

Calendar Year 2020

<u>USDOT</u>	<u>SEWRPC (tax levy)</u>	<u>SEWRPC (Program Development)</u>	<u>Service Agreements</u>	<u>Total</u>
33%	8%	42%	17%	100%
\$119,082	\$29,770	\$145,897	\$62,500	\$357,249

Calendar Year 2021

<u>USDOT</u>	<u>SEWRPC (tax levy)</u>	<u>SEWRPC (Program Development)</u>	<u>Service Agreements</u>	<u>Total</u>
33%	8%	42%	17%	100%
\$119,082	\$29,770	\$145,897	\$62,500	\$357,249

January – June 2022

<u>USDOT</u>	<u>SEWRPC (tax levy)</u>	<u>SEWRPC (Program Development)</u>	<u>Total</u>
33%	8%	59%	100%
\$99,089	\$24,772	\$173,393	\$297,254

PROJECT 210-1000: SHORT-RANGE TRANSPORTATION IMPROVEMENT PROGRAMMING AND TRANSIT PLANNING

Objective

- To prepare and maintain current the four-year transportation improvement program, including demonstration of the conformity of the transportation improvement program (TIP) and regional transportation plan (RTP) with the State Implementation Plan for Air Quality.
- To assist public transit operators in the Region in transit-related planning activities through the provision of staff services and data, including preparation of five-year transit development programs.

Previous and Current Work

Preparation of the 2019-2022 TIP and amendments and attendant conformity determination of the TIP and Year 2050 Fiscally Constrained Transportation Plan.

A short-range transit development plan (TDP) for Ozaukee County was completed in 2018. The Milwaukee County short-range transit plan was completed in 2011. The City of Waukesha short range plan was completed in 2012. The Racine TDP was completed in 2013, and the Washington County plan was completed in 2015. Updates to the public transit-human services coordination plans for each county were completed in 2016.

In 2009, the Commission staff identified the distribution of Federal Transit Administration (FTA) Section 5307/5340 formula program funds among the four formally designated recipients in the Milwaukee urbanized area—Milwaukee, Ozaukee, Washington, and Waukesha Counties. The funds were distributed among the designated recipients/transit operators based on annual transit ridership and service data—revenue vehicle miles of transit service, revenue vehicle hours of transit service, revenue passengers, and passenger miles—reported by each transit operator to the Federal Transit Administration and the Wisconsin Department of Transportation, with 25 percent of the urbanized area apportionment distributed using each criterion. The same methodology was used to distribute to Milwaukee area transit operators for FTA Section 5337 and 5339 formula funds allocated to the Milwaukee urbanized area. This process was used again in 2018 to distribute FTA 5307/5340, 5337, and 5339 formula funds.

In 2014, the Commission staff, working with Milwaukee urbanized area transit operators, developed a process to evaluate and recommend projects for FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program funding allocated to the Milwaukee urbanized area. The process was used to recommend projects that same year for rear 2013 FTA 5310 funding. This process was again used in 2018 to distribute two years of FTA 5310 funding.

In 2013, the Commission staff completed work on the development of a revised process to evaluate, prioritize, and recommend candidate projects for Federal Surface Transportation Program – Milwaukee Urbanized Area (STP-M) funding. This process would serve to improve pavement conditions of county and local arterial streets and highways, with priority given to routes with greater use measured by number of automobiles and transit riders travel along the length of the project on an average weekday, and the connectivity and function of the roadway facility. In the case of capacity expansion projects (widening and new facilities), priority would as well be given based on the level of existing congestion and average crash rate, along with the job/housing balance in a community and the extent of transit service in a community, as recommended in the adopted regional housing plan. This process was used in 2013 for the evaluation of candidate projects for years 2015-2018 STP-M funding. In 2017, this process was reevaluated and considered by the Advisory Committee on Transportation System Planning and Programming for the

Milwaukee Urbanized Area and used with modest revisions to evaluate candidate projects for years 2018-2022 STP-M Funding.

In 2018, the Wisconsin Department of Transportation (WisDOT) assumed the role of selecting projects to receive Federal Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds. Commission staff provided emissions estimates to WisDOT for those candidate projects located within the Southeastern Wisconsin Region.

Commission staff worked in 2014, 2016, and 2018 with the State and local governments, within the Milwaukee urbanized area, to prioritize and recommend projects for Federal Transportation Alternatives Program (TAP) funding allocated to the Milwaukee urbanized area.

The development of a Regional Transportation Operations Plan was completed in 2012.

Relationship to Other Activities

This project provides a refinement and staging of the transit element, and programming of all elements of the long-range regional transportation plan.

Work Description/Methodology

In 2019, Commission staff will continue to provide short-range planning support to the public transit operators within the Region, including the continuation of work on the Waukesha County and City of Waukesha transit development plan.

The Commission staff will periodically amend the 2019-2022 transportation improvement program (TIP) throughout 2019 for changes to projects listed in the TIP and new projects to be added to the TIP, as requested by WisDOT and local governments. The Commission will work with FHWA, FTA, WisDOT, and local units of government to periodically identify those projects that have been deferred beyond the four years of the TIP or have been dropped and should not be listed within the TIP.

Created in 2018, the Workforce Mobility Team, staffed by the Commission, will work, by request, with employers to identify and address transportation challenges that make it difficult to attract and retain workers having limited or no commuting transportation options.

The Commission staff will also, in 2019, work with the State, local transit operators, and local governments in the prioritization and selection of projects for FHWA STBG and TAP funding and FTA Section 5310 funding, and the allocation to Milwaukee area transit operators of FTA Sections 5307/5340, 5337, and 5339 transit capital funding allocated to the Milwaukee urbanized area. The Commission may also, upon request, assist the State and local governments within the Region in the prioritization of local and county projects for FHWA TAP and Highway Safety Improvement Program (HSIP) funding that is available to such projects statewide.

Commission staff will complete work on an safety implementation plan that will identify a list of intersections and corridors along the arterial street and highway system with the most severe crash rates in the Region.

Commission staff will complete work on an update to the Regional Transportation Operations Plan.

As the sponsor of the Group Transit Asset Management Plan: 2019-2022, completed in 2018, the Commission, in close coordination with the eight participating transit operators, will assist in the preparation of data, narrative reports, and an annual consolidated condition assessment in compliance with the final Transit Asset Management Rule (49 CFR 625.53 and 49 CFR 625.55)

Schedule

Addressed in discussion of work description.

Products

A transportation improvement program planning document, including air quality-related documentation. Community assistance planning reports documenting new transit development programs; plan amendment documents; and letter reports and other documents as required.

Estimated Annual Hours

<i><u>Staff Position</u></i>	<i><u>Hours</u></i>
Executive Director/Division Head	936
Principal Engineer/Planner/Specialist	2,496
Senior Engineer/Planner/Specialist	3,016
Engineer/Planner/Specialist	3,232
Technical/Analyst	2,080
Clerical	264
Total Hours	12,024

Funding Source

<u>USDOT</u>	<u>WisDOT</u>	<u>SEWRPC (tax levy)</u>	<u>Total</u>
80%	4%	16%	100%
\$560,000	\$30,000	\$110,000	\$700,000

PROJECT 220-1000: LONG-RANGE TRANSPORTATION PLANNING AND PLAN IMPLEMENTATION

Objective

- To maintain and refine the long-range regional transportation plan (VISION 2050) in ways that will meet local and State needs and Federal transportation planning requirements.
- To monitor and promote the adoption and implementation of VISION 2050.
- To implement a congestion management process that monitors existing levels of traffic congestion on the regional transportation system, evaluating those levels against forecast levels as identified in VISION 2050, and determining the need for amendments to that plan and the plan implementation schedule. The congestion management process is fully integrated with—that is, conducted as a part of—any amendment and reevaluation of VISION 2050.
- To help the Wisconsin Department of Transportation, the transit agencies in the Region, and concerned county and local governments in initiating the corridor studies identified in VISION 2050.
- To provide the necessary support to the Wisconsin Department of Natural Resources for the preparation of the State Implementation Plan for air quality attainment and to conduct necessary regional transportation plan conformity analyses.
- To provide for public participation, education, and debate in the conduct of the ongoing regional land use and transportation planning program, and to promote intergovernmental and interagency coordination in the conduct of the program.

Previous and Current Work

- Related to the Commission's congestion management process, past long-range regional transportation plans have defined congestion performance measures; established existing and forecast future levels of congestion; and evaluated and recommended alternative actions to resolve existing and future congestion problems. The measures and their attainment have been reviewed during each generation of the plan, including most recently as part of VISION 2050. This major update and extension of the regional land use and transportation plan also included an analysis of the expected costs of the VISION 2050 transportation system and identification of the improvements that would be implemented given reasonably expected revenues through the year 2050.
- The Commission has carried out an extensive public participation program associated with its regional land use and transportation planning efforts. During recent years, many of these activities have revolved around obtaining input on VISION 2050, which the Commission developed utilizing extensive public engagement and outreach. Input from residents was obtained at each step of the process, with staff engaging residents in a variety of ways, including five rounds of interactive workshops held to obtain input from the public at every step of the process. During each round, workshops for the general public were held in each county and eight community organizations partnered with the Commission to hold individual workshops for their constituents. These partnerships were designed to reach and engage certain groups that have traditionally been underrepresented—in particular, minority populations, people with disabilities, and low-income individuals—and encourage them to participate and provide input.

Web tools allowed residents to replicate the workshop experience with interactive maps of plan elements, survey questions on different concepts, and interactive graphics showing evaluation results and plan benefits. Following completion of VISION 2050, the Commission staff launched a new website for VISION 2050 (www.vision2050sewis.org), which presents the final plan recommendations and includes interactive map applications for several main elements, as well as a new Facebook page (@SEWRPC) and Twitter account (@SEW_RPC). Staff has also presented to numerous groups, attended various events, distributed news releases, published op-eds, and conducted informational sessions for the Region's State legislators. In addition, staff prepared public-friendly documents related to VISION 2050, including a fact sheet providing a quick overview of the plan and a plan summary identifying key plan recommendations.

- The Commission's Environmental Justice Task Force met for the first time in 2007 and continues to meet quarterly, or as needed based on regional planning schedules. The primary role of the Task Force is to enhance the consideration and integration of environmental justice throughout the regional planning process. The Task Force assists the Commission staff in involving minority populations, low-income populations, and people with disabilities in regional planning. The Task Force also assists the Commission staff in identifying the potential benefits and adverse impacts of regional plans with respect to such populations and helps to assess whether they may be expected to receive a proportionate share of regional plan benefits and/or a disproportionate share of any negative impacts. In 2018, the Task Force provided guidance to Commission staff on potential changes to be incorporated into amendments to VISION 2050.
- In 2016, a review and update of the Commission's public involvement process was completed. The public participation plan for transportation planning is included in Appendix B.
- The Commission pursued the completion of the following agreements:
 - Agreement with Jefferson County regarding planning for those facilities included within the census-defined Milwaukee urbanized area (completed in 2016).
 - Agreement with Dodge County regarding planning for those facilities included within the adjusted West Bend urbanized area (completed in 2016).
 - An update to cooperative agreement with WisDOT and transit operators regarding planning within Southeastern Wisconsin (completed in 2017).
 - An update to the agreement with the Chicago Metropolitan Agency for Planning regarding planning within the Wisconsin portion of the Round Lake Beach urbanized area (completed in 2017).
- The Commission has provided the Wisconsin Department of Natural Resources with data analyses and forecasts, including traffic assignments for use in the State Implementation Plan. In addition, the Commission has conducted conformity analyses of the fiscally constrained transportation plan and transportation improvement program.
- During 2018, Commission staff prepared an amendment to VISION 2050 incorporating land use changes and transportation improvements related to the Foxconn manufacturing campus. As part of the amendment, staff also updated an analysis of costs and revenues associated with

the transportation system recommended in VISION 2050. Staff conducted public outreach, including six public meetings across the Region, to obtain input on the proposed amendment.

Relationship to Other Activities

The long-range transportation plan provides a framework for short-range transportation planning, and transportation improvement programming.

Work Description/Methodology

A review, update, and extension to the year 2050 of the regional land use and transportation plan (VISION 2050) was completed in 2016. In 2018, VISION 2050 was amended to incorporate the land use and transportation system changes associated with the Foxconn Development. During 2019, work will focus on supporting the plan's implementation, refining its recommendations, and monitoring plan implementation progress.

- Commission staff will continue to work with counties, by request, on county jurisdictional highway system planning. Arterial functional improvement changes recommended in VISION 2050 will be reviewed and refined, and jurisdictional responsibility changes will be addressed through work with each county jurisdictional highway planning committee.
- The work program associated with the congestion management system and the review and update of the regional transportation plan is envisioned to operate in four-year cycles related to the State traffic-volume-counting program operated by the Wisconsin Department of Transportation and the federally required four-year review cycle for the regional transportation plan. About every four years, analyses would be conducted to document comparison of actual regional change to forecast change – including population, employment, motor fuel price, vehicle-miles of travel, and transit ridership (some of these factors are monitored annually in the Commission's *Annual Report*); changes in levels of transportation system performance, such as traffic congestion on the regional arterial street and highway system, particularly as related to the congestion levels envisioned in the long-range transportation plan; and the implementation status of any management or capacity expansion projects included in the plan to address congestion and other problems. A review of current traffic congestion and plan implementation status was most recently completed as part of VISION 2050. In 2007 and 2008, the Commission worked with WisDOT, FHWA, and FTA to define the system performance measures to be used in this analysis.
- During 2019, Commission staff will incorporate the remaining federally required PM2/PM3 performance measures and targets relating to highway condition, highway system performance/congestion, vehicular emissions, and truck freight movement into VISION 2050 and the TIP.
- The Commission developed an overall set of transportation performance measures, which are monitored annually—and reported annually in the Commission's *Annual Report*—beginning in 2010, and will be compared to historical data if available.
- Commission staff will provide support to local units of government in the endorsement of VISION 2050, and will monitor and document the progress of implementation of the plan.
- During 2019, the Commission will continue implementing its ongoing process for public participation in its land use and transportation planning and plan implementation work efforts. In addition to holding public meetings as appropriate, this will involve maintaining and expanding the VISION 2050 website; providing regular updates via social media; giving presentations to various groups, university classes, and elected officials by request;

incorporating land use and transportation planning into youth education activities; assisting groups in addressing land use, transportation, and related matters pertaining to environmental quality; responding to requests by local officials, students, and other interested citizens; continuing to work with the Commission's nine partner groups to engage minority populations, people with disabilities, and low-income individuals; and continuing to publish and distribute brochures, newsletters, magazine articles, white papers, and other public informational materials essential to ensuring that the general public is educated and involved in the planning and programming processes.

- During 2019, the Commission intends to hold quarterly meetings of the Environmental Justice Task Force.
- It is anticipated that in 2019, the Commission will need to conduct conformity analyses attendant to amendments to VISION 2050 and the 2019-2022 Transportation Improvement Program. The Commission will be the lead agency in the development of the conformity analyses, working with the appropriate State and Federal transportation and environmental agencies.
- In 2019, Commission staff will initiate work on a feasibility study of bus-on-shoulder use as a potential way to increase the reliability of transit service within congested corridors and to encourage transit use by the public. Work in 2019 would include the creation of an advisory committee to guide the study effort, the development of a scope of work, and the conduct of the study.
- In 2019, Commission staff will continue to work with WisDOT and local communities on the implementation and monitoring of performance of the statewide freight corridors within Southeastern Wisconsin. More specifically:
 - The monitoring of the critical freight corridors.
 - Reviewing and refining the freight bottleneck analysis presented in the State Freight Plan.
- In 2019, Commission staff will initiate work on the quadrennial interim update to VISION 2050.

Schedule

Addressed in discussion of work description.

Products

- The VISION 2050 plan report; wall maps illustrating main plan elements; the VISION 2050 website; and supplemental technical documents as required, including air quality conformity analyses and determinations.
- Data files attendant to traffic volumes, congestion levels, and project implementation; letter and technical reports on traffic congestion.
- A file of the plan endorsement and implementation actions taken by Federal and State agencies and local units of government.
- Study designs, memorandums, letter reports, technical reports, and planning reports. Some of these documents could become the basis for formally amending VISION 2050.

- Teacher, youth, and local official training; public informational meetings and hearings; citizen surveys and analyses; and presentations, newsletters, fact sheets, brochures, articles, and white papers addressing important planning and public participation issues.
- Transmittal of data, attendance at meetings, and preparation of conformity analyses reports attendant to plan development and amendment.

Estimated Annual Hours

<u>Staff Position</u>	<u>Hours</u>
Executive Director/Division Head	4,060
Principal Engineer/Planner/Specialist	1,458
Senior Engineer/Planner/Specialist	3,428
Engineer/Planner/Specialist	3,536
Technical/Analyst	2,404
Clerical	<u>520</u>
Total Hours	15,406

Funding Source

<u>USDOT</u>	<u>WisDOT</u>	<u>SEWRPC (tax levy)</u>	<u>Total</u>
80%	3%	17%	100%
\$809,554	\$26,194	\$176,194	\$1,011,942

PROJECT 220-1200: FLOODING VULNERABILITY ASSESSMENT OF THE ARTERIAL STREETS AND HIGHWAYS IN SOUTHEASTERN WISCONSIN

Objective

To inventory the flooding vulnerability of the Region's arterial street and highway network.

Previous and Current Work

In 2016, the Commission adopted VISION 2050, the Region's comprehensive land use and transportation plan, which recommends the periodic conduct of vulnerability assessments, maintenance of a resilient arterial network that provides alternative routes during disruptions, and increasing transportation system resiliency to flooding events.

Relationship to Other Activities

This information will enable the Wisconsin Department of Transportation (WisDOT) and county and local public works departments to better respond to flooding of arterial streets and highways caused by the overflow of streams and rivers, and it will also assist WisDOT and local governments in developing approaches to eliminate the identified flooding risks as arterial streets and highways are reconstructed over time. At the Regional level, this information, in combination with other roadway metrics like traffic volume and pavement condition, could be used to inform the prioritization of projects competing for limited Federal funds. The flooding vulnerability assessment and the determination of flooding risk is the first phase in the development of a regional resiliency plan, which will look at the long-term adaptive capacity of the Region's transportation network.

Work Description/Methodology

The Commission staff will initiate an inventory of potential flood hazards relative to arterial streets and highways in the Region. The inventory will be generally based on the effective Federal Emergency Management Agency (FEMA) digital flood insurance rate maps (DFIRMs) for the seven counties in the Region. In cases where the Commission staff has developed more-current floodplain information, that will be used. Locations will be identified where a road segment may be flooded during the 1-percent-annual-probability (100-year recurrence interval) flood and/or the 0.2-percent-annual-probability (500-year recurrence interval) flood (where available) as shown on the DFIRMs. At locations where the potential for 1-percent-annual-probability flooding is identified, FEMA 10-percent-annual-probability (10-year recurrence interval) and 4-percent-annual-probability (25-year recurrence interval) flood profiles will be used to estimate whether those more-frequent events could also cause road flooding. Maps will be prepared using ArcGIS and showing the extent of potential 1-percent and/or 0.2-percent-annual-probability flooding at the identified locations and flooding attributes (e.g., estimated maximum depth and number and length of lanes flooded) will be determined.

Schedule

This project is expected to begin during the second quarter of 2019 and will be completed by year's end.

Products

A SEWRPC memorandum report will be prepared to document the inventory data sources and procedures and to summarize the results. Additionally a GIS file of the arterial network indicating the flooding risk will be compiled for the Region.

Estimated Annual Hours

<u>Staff Position</u>	<u>Hours</u>
Executive Director/Division Head	104
Principal Engineer/Planner/Specialist	520
Technical/Analyst	<u>616</u>
Total Hours	1,240

Funding Source

<u>USDOT</u>	<u>WisDOT</u>	SEWRPC <u>(tax levy)</u>	<u>Total</u>
80%	10%	10%	100%
\$60,000	\$7,500	\$7,500	\$75,000

**PROJECT 240-1000: TRAFFIC FORECASTING FOR THE WISCONSIN
DEPARTMENT OF TRANSPORTATION**

Objective

To provide traffic forecasts as requested by WisDOT in support of their preliminary and final engineering and environmental assessment of State highway projects.

Previous and Current Work

This project was initiated in 2008 for the preliminary engineering of the reconstruction of IH 94 between the Mitchell Interchange and the Wisconsin – Illinois Stateline and the preliminary engineering of the reconstruction of the Zoo Interchange.

Relationship to Other Activities

This project uses the travel models developed in project 200-1000.

Work Description/Methodology

Traffic forecasts for state highway facilities will be prepared and provided as requested by WisDOT as needed for WisDOT preliminary engineering and environmental assessment for the construction and reconstruction of state highway facilities. It is anticipated that in 2019 this will likely include construction diversion forecasts for IH 94 and IH 43, and forecasts for other state highway facilities.

Schedule

Each traffic forecast request will have a schedule developed by WisDOT and SEWRPC.

Products

Traffic forecasts needed for preliminary and final engineering and environmental assessment for state trunk highways.

Estimated Annual Hours

<u>Staff Position</u>	<u>Hours</u>
Executive Director/Division Head	179
Principal Engineer/Planner/Specialist	416
Total Hours	595

Funding Source

<u>SEWRPC (Service Agreements)</u>	<u>Total</u>
100%	100%
\$50,000	\$50,000

PROJECT 250-1000: BUS RAPID TRANSIT PROJECT DEVELOPMENT PLANNING

Objective

- To work with Milwaukee County, the Cities of Milwaukee and Wauwatosa, and the Wisconsin Department of Transportation (WisDOT) to develop a proposal and design for a bus rapid transit (BRT) line in the east-west corridor.
- To conduct the necessary project planning and environmental analysis to prepare a project development application for the BRT line for Federal Transit Administration (FTA) small starts funding.

Previous and Current Work

- The regional transportation plan has long recommended the development of fixed-guideway transit, including BRT in the east-west corridor.
- In 2018, the Commission continued supporting Milwaukee County in cooperation with the Cities of Milwaukee and Wauwatosa, and WisDOT in the refinement of a locally preferred alignment for BRT in the east-west corridor, including assisting the progression of the environmental analysis process.

Relationship to Other Activities

- The successful completion of this project will represent implementation of fixed-guideway transit recommended in VISION 2050.

Work Description/Methodology

- The Commission staff will continue to assist Milwaukee County in the conduct of project planning, engineering, and environmental analysis of the BRT project in the east-west corridor. The planning and analysis will be focused on the work necessary to secure FTA Small Start discretionary capital funding and implement BRT in the east-west corridor. It is anticipated that specific tasks of this work will be accomplished by Commission staff, and Commission staff will assist in, and support, other project work tasks.
- It is also anticipated that there will be other specific work tasks that will be conducted by a consultant under contract to the County.

Schedule

This effort will be completed in 2020.

Products

- The products of this effort will include a project plan and environmental analysis of an east-west corridor BRT line, and an FTA Small Starts project application for discretionary construction funding.

Estimated Annual Hours

<u>Staff Position</u>	<u>Hours</u>
Executive/Assistant Director/Division Head	104
Principal Engineer/Planner/Specialist	50
Senior Engineer/Planner/Specialist	100
Engineer/Planner/Specialist	<u>200</u>
Total Hours	454

Funding SourceCommission Staff Effort

<u>FTA Section 5304</u>	<u>WisDOT</u>	<u>Total</u>
80%	20%	100%
\$20,000	\$5,000	\$25,000

Chapter IV

PROPOSED 2019 REGIONAL WATER QUALITY PLANNING PROGRAM

INTRODUCTION

The proposed 2019 regional water quality planning program consists of five projects under two basic tasks as follows:

<u>Task</u>	<u>Project Number</u>	<u>Project Name</u>
Ongoing Plan Implementation	300-1000	Regional Water Quality and Refinement Projects Management Plan Coordination and Extension of Implementation Activities
	300-2000	Sanitary Sewer Extension Reviews and Assistance
	300-3000	Sanitary Sewer Service Area Plan Refinements
Plan Extension and Updating Projects	300-4000	Regional Water Quality Management Plan: Major Subregional Elements
	300-5000	Regional Water Quality Management Plan: Groundwater Management Studies

The balance of this chapter presents individual project descriptions. The program budget is summarized in Chapter X.

**PROJECT 300-1000: REGIONAL WATER QUALITY
MANAGEMENT PLAN COORDINATION AND
EXTENSION OF IMPLEMENTATION ACTIVITIES**

Objective

To assist local and State-designated management agencies in developing procedures and guidelines and in conducting second-level planning studies needed to implement point source and nonpoint source pollution abatement measures recommended in the adopted regional water quality management plan; and to effect needed intergovernmental cooperation in plan implementation.

Previous and Current Work

Since adoption of the regional water quality management plan in 1979, the Commission staff has worked with a large number and variety of designated management (plan implementation) agencies in a number of different ways to implement the regional water quality management plan. An update and status report on that plan was completed in 1995 and a regional water quality management plan update (RWQMUP) for the greater Milwaukee watersheds (the Kinnickinnic, Menomonee, Milwaukee, and Root River watersheds; the Oak Creek watershed; the Lake Michigan direct drainage area; and the nearshore Lake Michigan area) was completed in 2007.

This project includes working with the Wisconsin Department of Natural Resources (WDNR), the county land and water conservation departments, and designated management agencies, in the preparation and implementation of detailed nonpoint source pollution abatement plans; working with lake protection and rehabilitation districts and lake associations in preparing and implementing detailed lake management plans; working with wastewater treatment plant operators and counties in implementing the plan recommendations for treatment plants and attendant sewer service areas; and working with county land and water conservation and planning departments to carry out county land and water resource management and stormwater management planning.

In 2018, the Commission staff completed:

- A watershed protection plan for Mason Creek, which was developed within the U.S. Environmental Protection Agency nine element planning framework, and which addressed the Rock River Basin TMDL wasteload allocation and load allocations for the Mason Creek watershed;
- Aquatic plant management plans for Fowler and Phantom Lakes;
- An aquatic invasive species strategic plan for Waukesha County;
- A lake protection plan for Silver Lake; and,
- Lake management plans for Nagawicka and Pewaukee Lakes.

Relationship to Other Activities

Land and water quality inventory data is made available to communities and private interests for use in developing permit conditions and site designs which are environmentally sound. This supports local and regional land use planning and development activities. Nonpoint source pollution abatement planning activities are integrated with watershed planning and stormwater management planning described under the regional floodland management planning program.

Work Description/Methodology

During 2019, it is proposed that the Commission maintain a staff capability designed to respond to a variety of requests for assistance in implementing the regional water quality management plan. For the most part, these activities will be conducted in direct response to requests submitted by designated

management agencies. Under this project, Commission staff would attend meetings and prepare reports relating to the regional water quality management plan and its implementation recommendations. Such meetings and reports can be expected to involve all of the elements of the adopted regional water quality management plan. This project will include assisting local communities in resolving water quality problems through effective stormwater management planning and analysis integrating nonpoint source pollution abatement measures. For example, the Commission may assist some communities in the analysis and development of stormwater management plans and facilities designed to reduce nonpoint source pollutant loadings to downstream waters. This project will also include the provision of all sewerage system facility planning assistance and review, as well as the preparation of amendments to the regional water quality management plan. Such assistance typically includes provision of data, review of plans, and attendance at meetings.

In 2019, the Commission staff will continue to serve in an advisory role relative to implementation of the Milwaukee River Basin Total Maximum Daily Load (TMDL) wasteload and load allocations developed for the Kinnickinnic, Menomonee, and Milwaukee River watersheds and the Milwaukee Harbor estuary. The Commission staff will also provide technical support for the development of a Water Quality Improvement Plan for the Milwaukee River Basin in collaboration with MMSD and the municipalities wholly, or partially, within the MMSD Planning Area.

The WDNR and Commission staffs may meet to explore ways that WDNR resource managers can more effectively convey basin priorities to local governments to help improve resource management and protection of high priority resources areas as county land and water plans and local comprehensive plans are developed and implemented.

The project will include assistance to the WDNR, county land conservation departments and local units of government in preparing and review of detailed nonpoint source pollution abatement plans and refinements to county land and water resource management plans, and in developing data for statewide water quality and watershed management programs. It is anticipated that such assistance and data may include the provision of available land use and water quality and pollutant loading data; watershed characteristics and areas; wetland and environmental corridor evaluation reports; field survey records; and other support data available from related Commission work programs.

The work project will also involve the preparation of inventory and analysis reports to assist lake districts and organizations in the conduct of lake use and management planning activities, including the preparation of project descriptions for lake planning programs and public informational and educational materials attendant to implementation of the regional water quality management plan. Under this work program, the Commission staff will continue to work with the WDNR and statewide lake organizations to develop refined lake management programs. This element will include Commission participation as a committee member on water quality- and habitat-related WDNR teams, county land and water resources management planning committees, and other water quality-related committees. This element will also include the provision of assistance to the WDNR in developing additional data layers for watershed maps in Southeastern Wisconsin and maintenance and refinement of the sewer service area component of the SEWRPC website which will be linked to the WDNR website. Where applicable, the Commission staff will contribute information directly to the WDNR interactive web mapping databases related to the Wisconsin Wetland Inventory and water quality standards.

This work project will include the provision of assistance to State and local units of government in developing the quality aspects of local stormwater management and stream restoration. As examples, the Commission anticipates 1) technical assistance to counties in implementing the water quality management elements of the county land and water resource management plans, 2) assistance to local units of government through preparation of watershed protection plans, and 3) possible assistance to the Wisconsin Department of Transportation in preparing stream restoration plans for selected highway projects.

This work project will also include a process designed to consider water quality-related issues of importance to the planning program. This process may involve one WDNR-SEWRPC staff interagency meeting.

Schedule

This work effort is continuing with products being prepared over the course of the year.

Products

It is anticipated that the end products under this work project will be many and varied. Anticipated work products may be expected to include about two letter reports, staff memorandums or community assistance reports; assistance to the WDNR and county land conservation departments for water quality and watershed planning activities to consist of meeting attendance and materials review; lake management planning assistance to 35 lake districts and organizations; 30 public informational and educational presentations or reports; attendance at about 150 meetings; coordination of meetings and activities with the WDNR; and other miscellaneous plan implementation activities. The sewer service area component of the SEWRPC website will be maintained and refined.

Funding Source

<u>WisDNR</u>	<u>SEWRPC (tax levy)</u>	<u>SEWRPC (service agreements)</u>	<u>Total</u>
17%	70%	13%	100%
\$91,000	\$328,784	\$71,800	\$491,584

PROJECT: 300-2000: SANITARY SEWER EXTENSION REVIEWS AND ASSISTANCE

Objective

To review, comment on, and provide assistance in the preparation of proposals to construct public and private sanitary sewer extensions and major onsite sewage disposal systems, relating such reviews to the adopted regional water quality management plan. Such comments and assistance are provided in response to letters submitted by local units of government, consulting engineers, architects, plumbers, and others, and are forwarded to the Wisconsin Departments of Natural Resources (WDNR) and Commerce.

Previous and Current Work

This is an ongoing project. During the year 2018, the Commission staff provided review comments attendant to about 80 proposed public sewer extensions and 95 proposed private main sewers and building sewer extensions, all as required under Sections NR 110.08(4) and SPS382.20(4) of the *Wisconsin Administrative Code*. Assistance was also provided to local units of government and private land developers in the preliminary evaluation of land use development proposals. Such preliminary evaluation is particularly important since it makes the subsequent formal review of proposed sewer extensions routine. Letter reports and field staking of environmentally sensitive areas were provided for approximately 40 sewer extension projects.

Relationship to Other Activities

The sanitary sewer extension review process includes consideration of environmental corridor and other environmentally sensitive lands. Thus, the reviews are directly related to implementation of the regional land use plan. This project is also directly related to Project 300-3000, Sanitary Sewer Service Area Plan Refinements, under which the boundaries of the planned sewer service areas are developed through an intergovernmental planning effort.

Work Description/Methodology

During 2019, it is expected that about 75 proposals for public sanitary sewer extensions and about 90 proposals for private and building sewers will be reviewed. Numerous meetings will have to be held and letters written concerning the relationship of land development proposals to the adopted regional water quality management plan. Such review letters will indicate whether or not a land development proposal would encroach upon environmentally sensitive lands and whether or not such a proposal lies within an approved sanitary sewer service area. This work activity is expected to require about 175 meetings, phone calls, or electronic mail messages with people who visit or contact the Commission offices to review environmentally sensitive land mapping for land parcels being considered for sewer service. Letter reports and field staking of environmentally sensitive areas may be expected to be provided for about 40 sewer extension projects as part of the review or to assist in preparation of the sewer extension submitted. Each of these field staking projects will involve a written report as well as an in-field inspection and an in-field layout of the environmentally sensitive area.

Schedule

The work effort is continuing with reviews and field surveys being conducted over the course of the year.

Products

Approximately 165 letter reports relating to public and private sewer extensions and about 40 letter reports documenting in-field layouts of environmentally sensitive areas. Approximately 175 meetings are also conducted with people to review environmentally sensitive land information on a site-specific basis.

Funding Source

<u>WisDNR</u>	<u>SEWRPC (tax levy)</u>	<u>Total</u>
17%	83%	100%
\$30,000	\$150,000	\$180,000

PROJECT 300-3000: SANITARY SEWER SERVICE AREA PLAN REFINEMENTS

Objective

To refine and detail sanitary sewer service areas and environmentally sensitive lands as initially delineated in the 1979 regional water quality management plan.

Previous and Current Work

When the Commission adopted the regional water quality management plan in 1979, it was envisioned that a multi-year process would be undertaken to refine and detail the sanitary sewer service areas delineated in that plan in order to meet the requirements of Chapter NR 121 of the *Wisconsin Administrative Code*. This would involve working with the designated management agencies in efforts that would seek to incorporate local, as well as areawide, planning objectives into the sewer service area planning process. A total of 86 individual sewer service areas are currently identified in the Region. By the end of 2018, refined and detailed sewer service area plans will have been completed and adopted for 74 of those 86 areas. Following refinement, including consolidation and identification of new service areas, there are now 57 redefined named service areas in Southeastern Wisconsin. During 2018, there were no new editions of previously prepared sewer service area plans, and five revisions to previously prepared plans were completed.

Relationship to Other Activities

The sanitary sewer area refinement process includes delineation of, and protection recommendations for, environmental corridors and other environmentally sensitive lands as recommended in the regional land use plan. In addition, the sewer service areas are delineated with due consideration to the planned urban development as set forth in the regional land use plan.

Work Description/Methodology

The Commission will continue to work during 2019 toward completing the refinement process for all sanitary sewer service areas. This process involves working with the designated management agencies and other affected local units of government in revising the sewer service areas, incorporating into those revisions refined delineations of primary and secondary environmental corridors and isolated natural resource areas. In addition, where adequate data exist, floodplains outside of the environmental corridor lands will be delineated. Field evaluations and delineation of environmentally sensitive areas will be conducted for sites proposed to be included within the sewer service areas. Each refinement process is documented in a community assistance planning report which is presented to local governmental officials for review. One or more public hearings are held to present the final plans and obtain public reaction. The reports are then printed, adopted by the designated management agencies, adopted by the Commission as amendments to the regional water quality management plan, and forwarded by the Commission to the Wisconsin Department of Natural Resources (WDNR) as water quality plan amendments. During 2019, it is estimated that four requests for amendments to previously prepared sewer service area plans and 25 environmental corridor field delineations will be received and acted upon. Special letter reports, field evaluations, and environmental corridor field stakings will be conducted to support and consider specific requests for sewer service area refinements. Environmental impact assessment data will be provided where and as needed for sewer service area amendments. One revision to a previously prepared sewer service area plan is expected to be completed. Procedures for plan amendments will continue to be refined in conjunction with the WDNR staff to meet the requirements of Chapter NR 121 of the *Wisconsin Administrative Code*. A map of the sewer service areas and map designation as to the status of their refinement will be updated. The sewer service area program, including mapping, will be maintained and refined as an integral component of the SEWRPC website.

Schedule

This work effort is continuing with sewer service area plans and refinements being conducted over the course of the year.

Products

Community assistance planning reports and/or plan amendment reports documenting the revised sanitary sewer service areas (one anticipated in 2019), amendments to service areas (four anticipated), and environmentally sensitive lands, and special letter reports and field evaluations to support specific sewer service area amendment requests (25 anticipated). Data needed to complete WDNR environmental assessment forms as needed. An updated map indicating the sewer service areas and their refinement status for the Southeastern Wisconsin Region. Maintenance and refinement of a sewer service area component on the SEWRPC website.

Funding Source

<u>WisDNR</u>	<u>SEWRPC (tax levy)</u>	<u>Total</u>
14%	86%	100%
\$25,000	\$150,000	\$175,000

**PROJECT 300-4000: REGIONAL WATER QUALITY MANAGEMENT PLAN—
MAJOR SUBREGIONAL AMENDMENTS**

Objective

To update and extend the land use-, point source-, nonpoint source-, and surface-water-related elements of the regional water quality management plan. The plan updating process is intended to be a continuing process. As such, this work project will focus on major amendments to the plan which generally involve subregional considerations.

Previous and Current Work

The original regional water quality management plan was completed in 1979. Under the 1994-1995 water quality planning program, a report providing an update of and status report on the regional water quality management plan was completed. In 2008, the regional water quality management plan update (RWQMPU) for the greater Milwaukee watersheds (the Kinnickinnic, Menomonee, Milwaukee, and Root River watersheds; the Oak Creek watershed; the Lake Michigan direct drainage area; and the nearshore Lake Michigan area) was finalized and distributed. During 2009, the technical report on water quality conditions and sources of pollution in the greater Milwaukee watersheds, which is a companion to the RWQMPU, was completed. The Commission participated as a member of the Southeastern Wisconsin Watersheds Trust (SWWT), which is a broadly-based organization bringing together diverse interests for the purpose of implementing the RWQMPU. The Commission staff serves as a non-voting advisor on the SWWT Board of Directors and the Science and Policy Committees. The Commission staff also participates as a member of the MMSD Technical Advisory Team, which is a working committee which meets regularly to consider implementation-related steps associated with the MMSD facility plan. In 2018, work was completed on the watercourse planning component of the MMSD 2050 facility plan. Also in 2018, work continued on the restoration plan for the Oak Creek watershed. That plan is being prepared with funding from MMSD, Milwaukee County, the City of South Milwaukee, and SEWRPC and in collaboration with all municipalities that are wholly, or partially, within the watershed.

Relationship to Other Activities

This project is related to Projects 300-1000 and 300-3000, which include the provision of assistance to designated management agencies in plan implementation and updating on a local basis.

Work Description/Methodology

During the year 2019, the Commission staff will continue to provide input into the ongoing inter-governmental processes relating to implementation of major plan amendments relating to sewerage facilities and sewer service areas as the need arises. This project will also include activities related to implementing the regional water quality management plan update for the greater Milwaukee watersheds. In addition, the Commission staff will continue work on the Oak Creek watershed restoration plan.

Schedule

This work effort is continuing with facilities plan reviews and regional water quality plan amendments being conducted over the course of the year.

Products

Plan amendments and letter reports as appropriate.

Funding Source

<u>WisDNR</u>	<u>SEWRPC (tax levy)</u>	<u>Service Agreements</u>	<u>Total</u>
3%	61%	36%	100%
\$5,000	\$100,000	\$60,000	\$165,000

PROJECT 300-5000: REGIONAL WATER QUALITY MANAGEMENT PLAN GROUNDWATER MANAGEMENT STUDIES

Objective

To develop groundwater resources-related data and analyses for use in regional land use and water quality management planning over a multi-year period.

Previous and Current Work

Prior to 2018, work was completed on groundwater resources inventories, including a pollution potential mapping for the Region. The final report incorporating all inventories, mapping, and analyses and a prospectus describing a regional groundwater aquifer modeling program for Southeastern Wisconsin were published. In addition, work was completed on a regional groundwater aquifer model development. The model development was carried out under an interagency agreement by the Commission, the U.S. Geological Survey, and the Wisconsin Geological and Natural History Survey staffs. The work was overseen by the Commission's Technical Advisory Committee on Groundwater Resources. Work was also completed on a prospectus describing a regional water supply plan for Southeastern Wisconsin and on applying the regional aquifer simulation model to simulation analyses associated with groundwater withdrawals in the vicinity of the Village of Eagle. A regional water supply plan for Southeastern Wisconsin was published in December 2010.

During 2018, the Commission staff continued to provide support to communities for implementation of the regional water supply plan.

Relationship to Other Activities

This project is designed to provide for groundwater quantity and quality protection planning activities and supports the regional water quality and land use planning programs.

Work Description/Methodology

During the year 2019, on an as-needed basis, the Commission staff will continue groundwater quantity and quality protection planning activities in support of the regional water quality, water supply, and land use planning programs.

Schedule

This work effort is continuing with technical assistance to local units of government on matters related to groundwater management, possibly including ongoing applications of the regional groundwater model, being provided over the course of the year.

Products

The Commission will offer technical assistance to local units of government on matters related to groundwater management. This assistance will be documented in letter reports, as appropriate.

Funding Source

<u>WisDNR</u>	<u>SEWRPC (tax levy)</u>	<u>Total</u>
25%	75%	100%
\$5,000	\$15,000	\$20,000

Estimated Annual Hours for the Water Quality Planning Program

<u>Staff Position</u>	<u>Hours</u>
Executive Director/Division Head	1,954
Principal Engineer/Planner/Specialist	3,352
Senior Engineer/Planner/Specialist	2,118
Engineer/Planner/Specialist	8,512
Technical/Analyst	1,784
Clerical	<u>520</u>
Total Hours	18,240

Chapter V

PROPOSED 2019 REGIONAL FLOODPLAIN MANAGEMENT PLANNING PROGRAM

INTRODUCTION

The proposed year 2019 regional floodplain management planning program consists of five projects divided into two basic tasks as follows:

<u>Task</u>	<u>Project Number</u>	<u>Project Name</u>
General Floodplain Management Projects	330-1000	Continuing Floodplain and Stormwater Management Planning
	330-2000	Flood Hazard Area Mapping within Milwaukee County
	330-2100	Flood Hazard Area Mapping for Watersheds Tributary to Milwaukee County
	330-3000	Continuing Watershed Planning— Flood-Flow and Flood- Stage Revisions
Special Floodplain Management	350-1000	Cooperative Streamflow- Gaging Program

The balance of this chapter presents individual project descriptions. The program budget is summarized in Chapter X.

PROJECT 330-1000: CONTINUING FLOODPLAIN AND STORMWATER MANAGEMENT PLANNING

Objective

To abate flood damages through the development and implementation of sound comprehensive floodplain and stormwater management planning, and the preservation and protection of floodplains.

Previous and Current Work

This is a continuing program which relies and builds upon previous work and previously developed plans. Prior to 2018, a regional study of temporal storm rainfall distribution was conducted by the Commission staff in cooperation with the Wisconsin Department of Natural Resources (WDNR) and adopted by the WDNR for use in floodplain studies. Prior to 2018, the Commission staff also prepared stormwater management plans for the City of West Bend and the Villages of Hales Corners and Sussex, the Crayfish Creek subwatershed in the City of Oak Creek, the Underwood Creek subwatershed in the City of Brookfield and the Village of Elm Grove, the Lilly Creek subwatershed in the Village of Menomonee Falls, and the Butler Ditch subwatershed in the City of Brookfield and the Village of Menomonee Falls

During the year 2018, the Commission staff continued to provide available hydrologic and hydraulic data and technical assistance relating to stormwater and floodplain management to governmental agencies, local units of government, their contractors, and private interests. The Commission staff also completed an evaluation of the proposed stormwater management facilities for the Des Plaines River portion of the proposed Foxconn development in the Village of Mount Pleasant as well as a stormwater evaluation for a portion of the City of Burlington.

Relationship to Other Activities

This project involves activities which in part relate to implementation of comprehensive watershed plans as have been completed for eight of the Region's 12 watersheds.

Work Description/Methodology

The project involves the development and provision of hydrologic-hydraulic data and technical assistance to government agencies, local units of government, their contractors, and private parties. This technical work involves re-evaluation and refinement of hydrologic-hydraulic data developed, and flood control management recommendations set forth in adopted watershed plans. Special stormwater management plans may be prepared addressing stormwater drainage, flood control, and nonpoint source pollution control. Assistance will be provided to local units of government to develop project scoping and review of stormwater plans and in stormwater permitting activities.

Schedule

This work effort is continuing with products being prepared over the course of the year.

During 2019, it is anticipated that the Commission staff will continue work on evaluation of the proposed stormwater management facilities for the Pike River portion of the proposed Foxconn development in the Village of Mount Pleasant.

Products

An estimated two letter reports, memorandum reports, or intergovernmental meeting summaries will be prepared, and a full file maintained of all flood-flow and flood-stage data for the areas of the Region for which comprehensive watershed plans have been prepared and adopted.

Funding Source

SEWRPC <u>(tax levy)</u>	<u>Total</u>
100%	100%
\$120,000	\$120,000

PROJECT 330-2000: FLOOD HAZARD MAPPING WITHIN MILWAUKEE COUNTY

Objective

To complete a multi-purpose, multi-user, parcel-based automated mapping and land information system for all of Milwaukee County.

Previous and Current Work

Phase I work in 2013 included documentation of the hydrologic modeling of Beaver Creek in the Milwaukee River watershed and computation of the 10-, 25-, 50-, 100-, and 500-year flood profiles and preliminary mapping of the associated floodplains for the Little Menomonee River. During 2013 and 2014, work on Phase II of the project included continuing development of the hydrologic model of the Root River watershed, and continuing, or beginning work on the hydraulic models of the Root River main stem, the East and West Branches of the Root River, the Dakota Street and 130th Street Tributaries to the West Branch of the Root River, Unnamed Tributary No. 1 to the East Branch of the Root River, Oakwood Road Tributary, Ryan Creek, Tess Corners Creek, and Wildcat Creek. During 2014, the Commission staff completed mapping the floodplains along the Little Menomonee River and Fish Creek, and work began on developing a hydraulic model for the Menomonee River mainstem upstream of W. North Avenue. During 2015, work began on developing hydraulic models for the Root River tributaries of Whitnall Park Creek, Northwest and West Branches of Whitnall Park Creek, 104th Street Branch, Dale Creek, and Scout Lake Creek. During 2015 hydraulic modeling was also started for the Menomonee River tributaries of Grantosa Creek and Dretzka Park Creek. During 2015, Commission staff completed mapping the floodplains for Fish Creek, the Kinnickinnic River, Wilson Park Creek, Lyons Park Creek, and Villa Mann Creek. During 2016, modeling was completed for Grantosa Creek and the Menomonee River in Milwaukee County upstream of W. North Avenue, and modeling began for Crayfish Creek, the West Branch of Crayfish Creek, the Caledonia Branch, and Hale Creek, all in the Root River watershed.

During 2016 and 2017, work continued on the Root River watershed hydrologic model and hydraulic models were started for Oakwood Park Tributary and the Root River Canal. Floodplain mapping was completed in 2016 for Grantosa Creek and the Menomonee River in Milwaukee County upstream of W. North Avenue. In 2017 computation of flood profiles and preliminary mapping of associated floodplain mapping was completed for the Dretzka Park Tributary.

In 2018, draft hydrologic modeling was completed for the Root River watershed and work continued on the hydraulic modeling for the Root River mainstem.

Relationship to Other Activities

This project involves activities which relate to implementation of comprehensive watershed plans that have been completed for the Menomonee River, Milwaukee River, Kinnickinnic River, Root River, and Oak Creek watersheds. The project also complements and is being coordinated with project 330-2100 which provides for similar mapping in the watershed areas tributary to Milwaukee County.

Work Description/Methodology

The proposed project will consist of the development of accurate mapping in digital format of the 10-, 50-, 100-, and 500-year recurrence interval floodplain areas within Milwaukee County. The project area encompasses riverine floodplain areas in all of the communities in the County, including the Cities of Cudahy, Franklin, Glendale, Greenfield, Milwaukee, Oak Creek, South Milwaukee, Wauwatosa, and West Allis and the Villages of Bayside, Brown Deer, Fox Point, Greendale, Hales Corners, River Hills, Shorewood, and West Milwaukee.

Schedule

This work effort for Phases I and II is currently scheduled to be completed in 2023.

Products

Upon completion of this project, floodplain boundaries will have been accurately delineated and digitally added to all large-scale topographic maps prepared under the MCAMLIS project. The proposed mapping will consist of layers in the system which can readily be combined with the large-scale cadastral, as well as topographic maps which have been prepared under the MCAMLIS program. The layers will also be suitable for use with digital orthophotographic products and other map products correctly related to the MCAMLIS survey control network. Four layers will include the 10-, 50-, 100-, and 500-year recurrence interval floodplain boundaries; a fifth the 100-year recurrence interval floodway boundaries; and a sixth the flood stage elevations, cross-section locations, and river mile stations. The mapping will provide an improved basis for Federal flood insurance purposes and for local floodplain zoning, which is currently required under Chapter NR 116 of the *Wisconsin Administrative Code* and is in place in all of the communities in Milwaukee County.

Funding Source

<u>SEWRPC (tax levy)</u>	<u>SEWRPC (service agreements)</u>	<u>Total</u>
60%	40%	100%
\$75,000	\$50,000	\$125,000

PROJECT 330-2100: FLOOD HAZARD MAPPING FOR AREAS TRIBUTARY TO MILWAUKEE COUNTY

Objective

To complete a multi-purpose, multi-user, parcel-based automated mapping and land information system for the watershed areas tributary to Milwaukee County.

Previous and Current Work

During 2018, work continued on extending the Menomonee River floodplain in Waukesha and Washington Counties. Work was completed on the draft hydrologic model of the Root River watershed, including those areas outside of Milwaukee County..

Relationship to Other Activities

This project involves activities which relate to implementation of comprehensive watershed plans as have been completed for the Menomonee River and Root River watersheds. The project also complements and is being coordinated with project 330-2000 which provides for similar mapping for flood hazard areas within Milwaukee County.

Work Description/Methodology

This project will consist of the development of accurate mapping in digital format of the 10-, 50-, 100-, and 500-year recurrence interval flood hazard areas along those stream reaches in the Menomonee and Root River watersheds located outside Milwaukee County, but tributary to stream reaches within Milwaukee County. The project area consists of 211 U.S. Public Land Survey one-quarter sections and encompasses riverine floodplain areas in the City of Mequon in Ozaukee County, the Village and Town of Germantown in Washington County, and the Cities of Brookfield, Muskego, and New Berlin and the Villages of Butler, Elm Grove, and Menomonee Falls in Waukesha County.

Schedule

These work efforts for Phases I (Menomonee River watershed) and II (Root River watershed) are scheduled to be completed in 2023.

Products

Upon completion of this project, flood hazard area boundaries will have been accurately delineated and digitized along the stream reaches concerned. The proposed mapping will consist of digital layers which can readily be combined with the digital, large-scale topographic mapping which has been prepared to SEWRPC standards in the study area. The layers will also be suitable for use with digital orthophotographic and other map products prepared to SEWRPC standards. Four layers will include the 10-, 50-, 100-, and 500-year recurrence interval flood hazard area boundaries; a fifth the 100-year recurrence interval floodway boundaries; and a sixth the flood stage elevations, cross-section locations, and river mile stations. The mapping will provide an improved basis for Federal flood insurance purposes and for local floodplain zoning, which is currently required under Chapter NR 116 of the *Wisconsin Administrative Code* and is in place in all of the studied communities in Ozaukee, Racine, Washington, and Waukesha Counties.

Funding Source

<u>SEWRPC (tax levy)</u>	<u>SEWRPC (service agreements)</u>	<u>Total</u>
83%	17%	100%
\$63,000	\$12,908	\$75,908

PROJECT 330-3000: CONTINUING WATERSHED PLANNING— FLOOD-FLOW AND FLOOD-STAGE REVISIONS

Objective

To assist local, State, and Federal units and agencies of government through the reevaluation of flood flows and stages, using all available hydrologic, hydraulic, and topographic data.

Previous and Current Work

Prior to the year 2018, the Commission staff 1) assisted the Wisconsin Department of Natural Resources (WDNR) and the Federal Emergency Management Agency (FEMA) in implementing the FEMA Floodplain Map Modernization and Risk Mapping, Assessment, and Planning (RiskMAP) programs in Kenosha, Milwaukee, Ozaukee, Racine, Walworth, Washington, and Waukesha Counties.

In 2017, the Commission staff 1) continued work for the Milwaukee Metropolitan Sewerage District (MMSD) on a flood mitigation and stream rehabilitation study of Honey Creek in the Menomonee River watershed in Milwaukee County; 2) continued a watercourse system plan for Schoonmaker Creek in Milwaukee County; and 3) provided technical support to MMSD for the Water Quality Improvement Plan (WQIP) and Nine Key Element plans for portions of the upper Milwaukee River watershed.

The Commission staff also responded to numerous hydrologic and hydraulic data and analysis requests from counties, municipalities, State and Federal agencies, and private consultants.

Relationship to Other Activities

This project involves the preparation of basic watershed wide, hydrologic and hydraulic data. This data is used for site-specific analyses by the Commission staff and others as described under Project 330-1000, Continuing Floodplain and Stormwater Management Planning.

Work Description/Methodology

Comprehensive plans have been completed for eight of the Region's 12 watersheds: the Root River, Fox River, Milwaukee River, Menomonee River, Kinnickinnic River, Pike River, Des Plaines River, and Oak Creek watersheds. Moreover, the Commission has developed tools for use in those parts of the Region for which watershed studies have not been prepared and for selected smaller streams not previously studied. The Commission will conduct data research and analyses needed for re-evaluation and refinement of hydrologic-hydraulic data and flood control analyses, integrating all available data, including flood insurance study results. Data are incorporated as a layer in the Commission's Regional geographic information system database.

During 2019, it is anticipated that the Commission staff will continue work on the MMSD Honey Creek flood mitigation and stream rehabilitation study the MMSD Schoonmaker Creek plan, and the WQIP and Milwaukee River Nine Key Element plans. Work will also begin on a floodplain study for the South Branch Pike River for Kenosha County.

Schedule

Work will be ongoing during the year.

Products

Flood-flow and flood-stage data, flood profiles, and delineated areas of inundation will be prepared and documented in letter reports, SEWRPC staff memoranda, and WDNR/FEMA technical support data notebook format in cases where FEMA digital flood insurance maps are to be revised.

Funding Source

<u>SEWRPC (tax levy)</u>	<u>SEWRPC (service agreements)</u>	<u>Total</u>
70%	30%	100%
\$284,887	\$134,117	\$449,004

Estimated Annual Hours for the Floodplain Management Planning Program

<u>Staff Position</u>	<u>Hours</u>
Executive Director/Division Head	936
Principal Engineer/Planner/Specialist	2,488
Senior Engineer/Planner/Specialist	3,536
Engineer/Planner/Specialist	3,316
Technical/Analyst	416
Clerical	<u>312</u>
Total Hours	11,004

PROJECT 350-1000 COOPERATIVE STREAMFLOW-GAGING PROGRAM

Objective

To provide long-term records of streamflow data in support of local, State, and Federal water resources management decisions.

Previous and Current Work

Streamflow data were collected and published by the U.S. Geological Survey (USGS) for a network of 38 continuous-recording stream-gaging stations in the Region during 2018. The Commission functions as a USGS stream gaging cooperator by coordinating and administering the local aspects of the stream gaging program for 15 locally-supported gages (out of the total of 38).

Relationship to Other Activities

The streamflow data collected are essential to sound hydrologic analyses of the storm system and are integrated into the continuing floodplain management and watershed planning work.

Work Description/Methodology

This project involves the preparation of an annual work program and contract with the U.S. Geological Survey (USGS) and the maintenance of a set of 15 recording stream gages. The USGS will perform the gage maintenance work and collect and publish the data.

Schedule

This is an ongoing project carried out over the course of the year.

Products

Streamflow data is set forth in a published report by the U.S. Geological Survey. Data from most gages is available electronically on a real time basis.

This is a pass through project. No staff time is allocated to this project.

Funding Source

<u>USGS</u>	<u>SEWRPC</u> <u>(service agreements)</u>	<u>Total</u>
45%	55%	100%
\$82,500	\$99,000	\$181,500

Chapter VI

PROPOSED 2019 COASTAL MANAGEMENT PLANNING PROGRAM

INTRODUCTION

The proposed 2019 coastal management planning program consists of two projects classified within one task, as follows:

<u>Task</u>	<u>Project Number</u>	<u>Project Name</u>
Coastal Management Coordination Projects	390-1000	Coastal Management Program Coordination
	390-1500	Lake Michigan Coastal Resilience Project

The balance of this chapter presents the project description. The program budget is summarized in Chapter X.

PROJECT 390-1000: COASTAL MANAGEMENT PROGRAM COORDINATION

Objective

To assist the Wisconsin Department of Administration in the conduct of the Wisconsin Coastal Management Program; to assist local units and agencies of government in their ability to better manage their coastal resources; to develop planning and engineering data which can contribute to the resolution of encroachment on ecologically sensitive areas, waterfront blight, and flooding problems; to undertake both the collection of statistical data and public attitudinal surveys concerning the demand for commercial and recreational fishing and the need for further port developments along the Southeastern Wisconsin lake-shore as requested by the Wisconsin Coastal Management Program; and to develop a public attitudinal program under which the major and complex issue of the desirability of public accessibility to the shoreline can be determined.

Current and Previous Work

Assisted numerous local units of government to develop coastal management program projects as well as conducted wetland delineation, environmental corridor, and natural area assessments. Participated in activities designated by the Wisconsin Coastal Management Program.

Relationship to Other Activities

The Commission's data base is actively used in the conduct of this project. Specifically, the Commission's land use, natural resource, soils, and topographic information is used in the development of planning and engineering data related to the coastal zone. In addition, the Commission's land use; sewer service area; park recreation, open space; and natural area and critical species habitat plans are continuously utilized.

Work Description/Methodology

The Commission staff will assist local units and agencies of government within the coastal management area in the identification and management of special coastal areas, as well as assist in identifying coastal management projects for local implementation utilizing coastal management funds. In addition, Commission staff will, upon request, assist local coastal governments with developing project requests for possible Federal funding under the Coastal Zone Management Act of 1972, as amended. Public attitudes on issues pertaining to the coastal area will continue to be solicited through the Southeastern Wisconsin Coastal Management Committee, made up of local public officials, technical experts, and appointed citizen leaders. The Commission will continue to participate in public information activities through the solicitation and dissemination of news releases, public informational meetings, and other means. Further, the Commission will continue to support specialized training related to wetland delineation, environmental corridor delineation, natural areas assessments, fish passage design, and stream restoration design.

Schedule

This project is conducted annually.

Products

News releases, committee meetings, staff meetings, training workshops, local government meetings, letters, and letter reports.

Estimated Annual Hours

<u>Staff Position</u>	<u>Hours</u>
Executive Director/Division Head	40
Principal Engineer/Planner/Specialist	74
Senior Engineer/Planner/Specialist	425
Engineer/Planner/Specialist	<u>84</u>
Total Hours	623

Funding Source

<u>WisDOA</u>	<u>SEWRPC</u>	<u>Total</u>
50%	(tax levy) 50%	100%
\$20,000	\$20,101	\$40,101

PROJECT 390-1500: LAKE MICHIGAN COASTAL RESILIENCE STUDY

Objective

SEWRPC is partnering with staff from Wisconsin Coastal Management, the University of Wisconsin Sea Grant Institute, and the University of Wisconsin-Madison Department of Civil and Environmental Engineering on a Lake Michigan Coastal Resilience Study. The three year study will focus on the Lake Michigan coast in Ozaukee, Milwaukee, Racine, and Kenosha Counties. Deliverables for the study will include projecting future shoreline recession, developing guidance materials for implementing risk reduction practices and communicating risk along the coastal shoreline, organizing a network for communities to collaborate, and identifying coastal resilience projects to fund. SEWRPC staff are participating in the effort by providing technical support for guidance materials related to bluff vegetation and assisting in organizing and interacting with the project Community of Practice, which will be a network of local officials, scientists, and outreach specialists in the study region. The Community of Practice will meet periodically throughout the project to discuss local projects, share information related to coastal resilience, learn about coastal risks, and plan regionally resilient strategies for the shared Lake Michigan coast.

Current and Previous Work

In 2018, Commission staff continued work in support of the Community of Practice with local communities, facilitating vulnerability assessments and providing technical support for the Bluff Vegetation Guide.

Relationship to Other Activities

This project will complement other coastal activities being undertaken by Commission staff by broadening the technical resources available to staff and the Region's coastal communities. Commission staff will act as the liaison between the study team and the coastal communities.

Schedule

This project began in 2017 and is anticipated to be completed in 2020.

Estimated Annual Hours

<u>Staff Position</u>	<u>Hours</u>
Executive Director/Division Head	10
Principal Engineer/Planner/Specialist	30
Senior Engineer/Planner/Specialist	95
Engineer/Planner/Specialist	<u>20</u>
Total Hours	155

Funding Source

<u>WisDOA</u>	<u>Total</u>
100%	100%
\$10,000	\$10,000

Chapter VII

PROPOSED 2019 PLANNING RESEARCH PROGRAM

INTRODUCTION

The proposed 2019 planning research program consists of four projects divided into two basic tasks as follows:

<u>Task</u>	<u>Project Number</u>	<u>Project Name</u>
Basic Research Projects	400-1000	Demographic and Economic Data Research, Base File Creation and Maintenance, and Data Provision
	420-1000	Regional Base Mapping and Survey Control
Mapping and Related Projects	430-1000	Re-monumentation Assistance
	490-1000	Transportation-Related Environmental Inventories, Assessments, and Evaluations

The balance of this chapter presents individual project descriptions. The program budget is summarized in Chapter X.

PROJECT 400-1000: DEMOGRAPHIC AND ECONOMIC DATA RESEARCH, BASE FILE CREATION AND MAINTENANCE, AND DATA PROVISION

Objective

To maintain current information on the Region's population and economy, analyze current population and economic trends, and prepare population, employment, and personal income forecasts in support of Commission planning programs.

To provide, upon appropriate request, historic, current, and planned demographic, economic, and related data and staff capabilities as may be useful in the day-to-day work of public and private agencies within the Region.

To provide technical assistance to the U.S. Bureau of the Census, the Wisconsin Department of Administration, and local units of government, as may be needed to help coordinate the efficient dissemination of various Census Bureau data products.

Previous and Current Work

The Commission staff annually collates and analyzes information on current population, household, and employment estimates for the Region.

The Commission has prepared data files indicating population, household, and employment levels by U.S. Public Land Survey quarter section on a periodic basis since 1963. An update of the quarter-section population/household file to the year 2010 was completed in 2012. An update of the quarter-section employment file was initiated in 2012 and completed in 2013. In 2013 the Commission also completed a major inventory and analysis of the Region's population and economy, and prepared new county-level population, household, and employment projections for the Region, extending those projections to the year 2050. The new population and household projections are documented in SEWRPC Technical Report No. 11 (5th Edition), *The Population of Southeastern Wisconsin*, and the new employment projections are documented in SEWRPC Technical Report No. 10 (5th Edition), *The Economy of Southeastern Wisconsin*.

The provision of data to public agencies and private interests from the Commission's demographic and economic data files is an ongoing activity. In a typical year, the Commission staff responds to about 60 requests for socioeconomic data.

Relationship to Other Activities

Historic, current, and projected demographic and economic data are essential to the Commission's land use, transportation, water quality, and community assistance planning programs. The year 2010 population, household, and employment quarter-section files and the new projections of population, households, and employment for the Region to the year 2050 served as a basis for updating and extending the regional land use and transportation system plans to 2050. State, county, and local government agencies also utilize Commission historic, current, and projected demographic and economic data files for a wide range of planning activities. Use of Commission demographic and economic forecasts by other public agencies and private interests enables them to formulate land use and public facility plans and development proposals which are consistent with the regional plan.

Work Description/Methodology

The Commission will monitor and analyze population and employment trends in the Region using all available demographic and economic base data.

The Commission will continue to respond to requests from public agencies and private interests for historic, current, and planned demographic and economic data and assist in the interpretation and use of such data.

Population, household, and employment data will also be collated from the quarter-section files and other data sources as required in support of Commission planning programs.

Upon request, Commission personnel will be assigned to advisory committees or task forces to coordinate research activities and to make available information contained in Commission data files.

The Commission will continue to assist in the dissemination of Census Bureau data—including data from the 2010 Federal Census and the American Community Survey—to State, county, and local units and agencies of government.

Schedule

Collation of demographic and economic data in support of the preparation of the new regional land use and transportation plans will continue into 2019.

Monitoring of population and employment trends and data provision are ongoing activities.

Products

Data files, tables, graphs, maps, and written analyses regarding the Region's demographic and economic base for use in Commission planning programs; and in response to requests from public agencies and private interests.

Current estimates of population, households, and employment presented yearly in the Commission *Annual Report*, along with a comparison of current and Commission-projected population, household, and employment levels.

Estimated Annual Hours

<u>Staff Position</u>	<u>Hours</u>
Principal Engineer/Planner/Specialist	1,664
Engineer/Planner/Specialist	308
Technical/Analyst	440
Total Hours	2,412

Funding Source

<u>USDOT</u>	<u>WisDOT</u>	<u>SEWRPC</u> <u>(tax levy)</u>	<u>Total</u>
80%	10%	10%	100%
\$100,000	\$12,500	\$12,500	\$125,000

PROJECT 420-1000: REGIONAL BASE MAPPING AND SURVEY CONTROL

Objective

To prepare and update base maps necessary to the conduct of ongoing Commission programs. To collect, collate, and disseminate control survey data necessary to the conduct of Commission, State, county, and municipal planning and engineering programs.

Previous and Current Work

The base maps, which were converted to digital format by the Commission staff, are updated annually as resources permit to include municipal boundary changes. The maps are updated every five years to include changes in physical features. Control survey data files are maintained on a continuing basis.

Relationship to Other Activities

Base mapping products are essential to the conduct of the regional planning program. The data developed and maintained under this project serves as the basis for and is used in the development and summary of requisite land use and transportation inventories and analyses, which will be conducted during the major update of the regional land use and transportation plans to the year 2050. They also provide the basis for graphic presentation of data collected under regional inventories of urban growth and land use change. Control survey data products are used in regional base mapping as well as other Commission planning and engineering programs. Control survey data products are widely distributed.

Work Description/Methodology

The Commission digital base map series will be updated using Wisconsin Department of Transportation State aid mileage summary maps to make changes in municipal boundaries; and using aerial photography obtained in the spring of 2015 to make changes in physical features. A variety of control survey data will be collected, collated, and disseminated including control survey summary diagrams; U.S. Public Land Survey corner, traverse station, and benchmark dossier sheets; and selected computer files. A project has been completed to disseminate control survey data via the internet. Maintenance work for monumented control survey stations established under previous programs will be carried out as required.

Schedule

The regional base mapping program and the regional control survey data program are continuous. Work will be conducted throughout the year 2019.

Products

Updated digital base maps will be produced as described above. Updated control survey data files will be produced. Maintenance of control survey stations will produce the basis for current control survey data files.

Estimated Annual Hours

<u>Staff Position</u>	<u>Hours</u>
Executive Director/Division Head	624
Principal Engineer/Planner/Specialist	325
Technical/Analyst	<u>728</u>
Total Hours	1,677

Funding Source

<u>USDOT</u>	<u>WisDOT</u>	<u>SEWRPC (tax levy)</u>	<u>Total</u>
80%	10%	10%	100%
\$100,000	\$12,500	\$12,500	\$125,000

PROJECT 430-1000: REMONUMENTATION ASSISTANCE

Objective

To perform the duties and functions of replacement of U.S. Public Land Survey Corners and attendant recording of the documentation in the form of a Record of U.S. Public Land Survey Corner dossier sheet as requested under an agreement with the Wisconsin Department of Transportation (WisDOT) within the counties of Kenosha, Milwaukee, Ozaukee, Racine, Walworth, and Waukesha. Such work perpetuates the U.S. Public Land Survey System within the Region on State and local construction projects where monumentation will be destroyed or lost due to specific WisDOT funded and approved construction projects. This on-going work helps to maintain the foundation for the modernized land records systems in the Region.

Previous and Current Work

Perform the duties and functions of a State of Wisconsin registered land surveyor, as required by statute; to replace U.S. Public Land Survey monumentation destroyed during WisDOT funded and approved construction activity.

Relationship to Other Activities

The monumented U.S. Public Land Survey System is essential to the conduct of the regional planning program. It provides the basis for the regional base mapping program (PROJECT 420-1000) and for the conduct of both private cadastral and public engineering surveys. U.S. Public Land Survey data products are widely distributed.

Work Description/Methodology

The U.S. Public Land Survey System will be maintained by perpetuating the corner locations in areas where WisDOT funded and approved construction projects have or are being conducted. The previously established horizontal and vertical control surveys for the corners will also be maintained. Dossier sheets for the perpetuation of the corners will be prepared.

Schedule

Surveying services will be provided throughout the year 2019 to the counties of Kenosha, Milwaukee, Ozaukee, Walworth, and Waukesha, and Racine Counties.

Products

Perpetuate U.S. Public Land Survey corners; revise survey corner and supplementary vertical control benchmark dossier sheets; and revise control survey summary diagrams for those corners that are destroyed during construction funded and approved by the Wisconsin Department of Transportation.

Estimated Annual Hours

<u>Staff Position</u>	<u>Hours</u>
Executive Director/Division Head	74
Principal Engineer/Planner/Specialist	158
Technical/Analyst	<u>416</u>
Total Hours	648

Funding Source

SEWRPC (Service <u>Agreements)</u>	<u>Total</u>
100%	100%
\$40,000	\$40,000

PROJECT 490-1000: TRANSPORTATION-RELATED ENVIRONMENTAL INVENTORY, ASSESSMENT, AND EVALUATION

Objective

To maintain up-to-date inventory data on primary environmental corridors, secondary environmental corridors, and isolated natural resource areas and also on woodlands, wetlands, prairies, wildlife habitats, and fish and other aquatic life in the Region.

Previous and Current Work

The Commission has used aerial photography and topographic mapping, with some field investigation to identify primary environmental corridors, secondary environmental corridors, and isolated natural resource areas, and their component elements including woodlands, wetlands, prairies, and wildlife habitat areas. Regional plans have recommended preservation of these areas. Field investigation and delineation, however, is essential to the precise identification and preservation of the boundaries of these areas. The Commission also conducted the necessary land surveying work utilizing GPS technology to obtain coordinate values for the wetland boundaries staked for all projects pursuant to new requirements related to WDNR's Assured Wetland Delineation Program (see <http://dnr.wi.gov/topic/wetlands/assurance.html>). The coordinate values obtained provide a more precise location of the boundaries and the area encompassed.

In addition, the Commission has provided technical assistance to the WisDOT for transportation related projects that impact stream systems by providing interagency coordination assistance, data collection and planning services, onsite field investigations, data analysis, and preliminary design recommendations. This has required technical assistance for pre-, during-, and post-construction on-site meetings with WisDOT, WDNR, and other team partners to prevent and resolve problems that have occurred at various phases of a construction project.

Relationship to Other Activities

The Commission's large-scale aerial photography and topographic mapping is used to identify environmental corridor and their component element sites and to report findings. In addition, the Commission's land use inventory, natural area and critical species habitat plan, soils mapping, and wetland inventory mapping are all used in identifying these sites.

Work Description/Methodology

Upon request, inventories, including field staking, of environmental corridors and natural resource areas including woodlands, wetlands, prairies, wildlife habitats, and fish and other aquatic life habitats will be conducted along with the preparation of a species list and noting of any rare, endangered, or threatened species present for sites being considered for roadway, culvert crossings, or bridge projects. Evaluation of sites will be made regarding their ecological value and significance within the Region. An assessment of environmental impacts will be provided upon request. This field investigation and delineation work will provide the precise delineation of environmental corridors and their component elements thus providing for regional plan refinement and also plan implementation.

Instream physical habitat and stability inventories will be conducted and preliminary design concepts will be prepared for stream restoration and relocation projects in collaboration with WisDOT, WDNR, and other team partners. The inventories require use of Global Positioning System (GIS) and tools to conduct numerous measurements of the stream channel width, depth, length, flow velocity, bank slope, bed slope, substrate composition, sinuosity, meander length, pool-riffle structure, woody debris, flow amplitude, hydraulic structures, among other features within the proposed affected stream reach as well as upstream and downstream of the project area. In some cases, it may be necessary for Commission staff to conduct or assist in chemical and biological assessments downstream, within, and above a project site. Analysis and stream habitat design recommendations are compiled and are combined with the necessary GIS elements to develop recommendations for the stream reconfiguration details and locations for inclusion in WisDOT digital files and plan design sheets.

Schedule

This is a continuing project.

Products

Refinement of environmental corridor and component element inventories. Letter reports providing the wetland and environmental corridor inventory data and evaluating and assessing the environmental quality of selected sites within the Region.

The survey data collected for projects funded by WisDOT will be utilized by the Commission's Geographic Information System Division to accurately locate the wetland boundaries staked in a digital format. This information will also be transmitted to WisDOT and be placed in a digital format which will be used for existing and future street and highway construction and reconstruction project plans, where wetland boundaries are an issue.

The instream habitat inventory, analysis, and design recommendations will be compiled within a letter report format, which typically includes a summary of the physical and biological status of a specific stream or tributary reach, recommendations for the proposed stream location and specific features (width, depth, meander length, etc.) of the replacement stream design and construction; and recommendations for construction staging. These also include specific recommendations to provide and/or improve fish and aquatic organism passage at road crossings, including culverts and bridges to reduce the impacts on water quality and wildlife associated with the transportation infrastructure, to the extent practicable.

Estimated Annual Hours

<u>Staff Position</u>	<u>Hours</u>
Executive Director/Division Head	54
Principal Engineer/Planner/Specialist	212
Senior Engineer/Planner/Specialist	832
Engineer/Planner/Specialist	208
Technical/Analyst	120
Clerical	<u>104</u>
Total Hours	1,530

Funding Source

SEWRPC (Service <u>Agreements)</u>	<u>Total</u>
100%	100%
\$75,000	\$75,000

Chapter VIII

PROPOSED 2019 COMMUNITY ASSISTANCE PLANNING PROGRAM

INTRODUCTION

The proposed 2019 community assistance planning program consists of seven projects divided into five basic tasks as follows:

<u>Task</u>	<u>Project Number</u>	<u>Project Name</u>
County and Local Planning Assistance	500-1000	Guidance on Local Planning Matters
Review Services	510-4000	Land Division Review Services
Local Plan Implementation Devices	530-1000	Land Use Ordinances and Other Local Plan Implementation Devices
Local Economic Development Assistance	630-3000	Economic Development Technical and Project Assistance
Special Community Assistance Projects	770-9000	County Land Information System Assistance
	780-1000	Datum Conversion Project
	790-5000	County Surveyor Services

The balance of this chapter presents individual project descriptions. The program budget is summarized in Chapter X.

PROJECT 500-1000: GUIDANCE ON LOCAL PLANNING MATTERS

Objective

To extend basic planning and engineering data and planning services to county and local units of government in the Region and to give advice on local planning matters on an ad hoc basis. To further the principles of sound planning by providing advisory and educational services to interested citizens, private organizations, and local units of government.

Previous and Current Work

Information concerning specific Commission work programs, as well as the general work of the Commission, has been discussed with numerous groups. Commission staff has made formal presentations to advanced education classes. The staff has also responded to many telephone calls, e-mails, and visits to the Commission offices.

The Commission staff has responded to questions regarding the interpretation of local zoning and land division ordinances and comprehensive plans, provided examples of regulatory solutions to various development issues, provided urban and rural design solutions to various development problems, and provided basic demographic, housing, and economic data to local units of government, consultants, interest groups, and interested citizens in the Region. During 2016, the Commission staff updated the model land division ordinance to reflect changes to the State platting law (Chapter 236 of the Wisconsin Statutes) and to clarify language regarding the review of condominium plats.

In 2018, the Commission began work on an update to the hazard mitigation plan for Ozaukee County and continued work on updating the hazard mitigation plan for the City of Milwaukee. In addition, the Commission continued to support the Milwaukee Metropolitan Sewerage District (MMSD) in preparing a resilience plan for the MMSD service area by providing socioeconomic data and relevant information from key regional plans as well as document review. MMSD is undertaking the Resilience Plan to develop a coordinated approach for managing external systemic risks.

In 2018, the Commission also initiated work on an update of the Ozaukee County park and open space plan to the year 2050.

Also in 2018, the Commission continued work on updating the Multi-Jurisdictional Comprehensive Plan for Walworth County. In addition, staff completed a refinement to the model land division ordinance to reflect changes to the State platting law that have occurred since 2016 when the model was last updated.

Relationship to Other Activities

Providing information and education on the relationship between local planning matters and other aspects of the Commission work programs helps to implement the regional planning program. Preparation of updated comprehensive plans helps counties and communities (i.e. cities, villages, and towns) implement desired recommendations of the regional plan through their local plans, and helps counties and communities comply with State comprehensive planning and other laws and regulations (see additional information regarding comprehensive plans under Project Code 110-1000). Upon completion of the hazard mitigation plan, the County will be eligible to apply for Federal grants for hazard mitigation planning, pre-disaster mitigation planning, and flood mitigation assistance.

Work Description/Methodology

Educational services are provided to local units of government, private organizations, and citizen groups in order to explain the need for, and the purpose of, continuing local, regional, and state planning programs, and the relationships that exist among these several levels of planning, and to encourage creation,

organization, staffing, and financing of local planning programs. The Commission staff prepares model ordinances and planning guides and general educational materials on local planning, plan implementation, and land development matters. It is anticipated that Commission staff will continue to update portions of its model zoning and land division ordinances in 2019.

The Commission provides basic planning and engineering data available in Commission files. The provision of data may also include analytical work by the Commission staff, but such work efforts are short in duration, normally not exceeding five days to prepare. On request, Commission staff will attend local plan commission or other public meetings to give advice on local planning matters. Commission staff also maintains model ordinances and extensive information on preparing, updating, amending, and implementing comprehensive plans on its website.

The Commission will continue work on the 10-year update of the Multi-Jurisdictional Comprehensive Plan for Walworth County in 2019, which will include working with town governments to update their land use plan maps to incorporate into the multi-jurisdictional plan. Work on the hazard mitigation plan for the City of Milwaukee will be completed in 2019. It is anticipated that assistance with the MMSD Resilience Plan will also be completed in 2018. Work on the hazard mitigation plan for Ozaukee County will continue in 2019. Work on the park and open space update for Ozaukee County will continue in 2019.

Schedule

This activity is conducted on an on-going basis in response to community and county requests for information or assistance.

Products

Formal oral presentations and discussions with groups and individual citizens; model or sample ordinances and other educational materials; letter reports; meeting attendance; hazard mitigation plan; socioeconomic overview report; and comprehensive plan reports.

Funding Source

<u>SEWRPC</u> <u>(tax levy)</u>	<u>SEWRPC</u> <u>(service agreements)</u>	<u>Total</u>
71%	29%	100%
\$271,554	\$109,018	\$380,572

PROJECT 510-4000: LAND DIVISION REVIEW SERVICES

Objective

To respond to requests from local governments to determine whether preliminary plats and certified survey maps are in conformance with adopted regional plans.

Previous and Current Work

The Commission staff reviewed 11 preliminary plats and one certified survey map in the Southeastern Wisconsin Region in 2016. The Commission staff expects to review an estimated 10 to 15 preliminary plats and certified survey maps during 2017.

Relationship to Other Activities

Local units of government are advised whether or not submitted applications for subdivisions or certified survey maps are in conformance with, and serve to implement, regional, watershed, and other plans or plan elements prepared and adopted by the Commission.

Work Description/Methodology

The Commission staff, in response to requests from local governments, reviews preliminary subdivision plats and certified survey maps to determine whether they are in conformance with and serve to implement regional, watershed, and other plans or plan elements prepared and adopted by the Commission. Copies of Commission letters are provided to the District Office of the Wisconsin Department of Transportation if the plat abuts a state trunk highway or connecting highway.

Schedule

This activity is conducted on an on-going basis. The Commission staff will review an estimated 10 to 15 preliminary plats and certified survey maps during 2018.

Products

Letter reports.

Funding Source

SEWRPC <u>(tax levy)</u>	<u>Total</u>
100%	100%
\$5,000	\$5,000

PROJECT 530-1000: LAND USE ORDINANCES AND OTHER LOCAL PLAN IMPLEMENTATION DEVICES

Objective

To prepare or revise local zoning ordinances and maps to promote sound planning, better reflect existing and planned urban and rural development, and to protect natural resource and floodplain areas from incompatible development. To prepare or revise local land division ordinances to better enable local governments to accommodate sound land development. To prepare local official maps to reserve planned street rights-of-way, parks, and open spaces. To assist communities in preparing other plan implementation devices, such as design guidelines, erosion and sedimentation controls, stormwater management regulations and “green” infrastructure, and impact fee provisions or ordinances.

Previous and Current Work

During 2016, work was completed on updates to the Town of Addison land division and zoning ordinances. The land division ordinance was updated to reflect recent changes to Chapter 236 of the Wisconsin Statutes and to modernize other requirements of the ordinance. Work on the zoning ordinance included incorporating recent changes to State law limiting local government authority to regulate cell towers, wind towers, and livestock facilities, and to include regulations to allow lot averaging to help preserve farmland in the Town. Commission staff also completed work on an update to the Village of Kewaskum zoning map to incorporate recent rezonings and conservancy zoning districts. In addition, Commission staff reviewed and provided a number of comments on an update of the Ozaukee County shoreland and floodplain zoning ordinance.

Work was completed in 2017 on an update to the Kenosha County land division ordinance for consideration by towns in the County. Following town review, the ordinance was forwarded to the County Board and appropriate County Board committees for review and adoption. An update to the Town of Polk zoning ordinance to add new multi-family residential and planned unit development overlay districts was also completed in 2017.

In 2018, staff continued to provide advice on implementation of local ordinances prepared by the Commission, and to provide examples of ordinance language to address issues relating to land use regulation to local governments on request.

Relationship to Other Activities

Zoning ordinances, land division ordinances, and official maps are some of the most important devices available for the implementation of County and local comprehensive plans. Section 66.1001(3) of the *Wisconsin Statutes* requires that amendments to such ordinances be consistent with adopted comprehensive plans. The implementation of County and local comprehensive plans that are consistent with regional plans furthers the objectives of the regional planning program in the Region.

Work Description/Methodology

Zoning or land division ordinances are prepared for County and local governments from model and other ordinances prepared by the Commission. Ordinance language, zoning maps, and official maps are customized to the needs of each community. Assistance with street layouts is provided for use in official maps.

Schedule

During 2019, Commission staff will provide assistance to local governments, on request and subject to staff availability, to update zoning ordinances and maps and land division and official mapping ordinances as

necessary to implement comprehensive plans, to adopt updated floodplain maps, and to address new State laws and regulations and Court decisions that affect local land use regulation.

Products

Published zoning ordinances and maps, land division ordinances, and official map ordinances.

Funding Source

<u>SEWRPC</u> <u>(tax levy)</u>	<u>Total</u>
100%	100%
\$10,000	\$10,000

PROJECT 630-3000: ECONOMIC DEVELOPMENT TECHNICAL AND PROJECT ASSISTANCE

Objective

To assist local units of government, nonprofit development corporations, and other economic development organizations in developing technical and institutional capacity by providing information and assistance on economic development, housing, public facility, and flood recovery assistance projects.

Previous and Current Work

The Commission staff routinely provides economic development-related data and information to local units of government in the Region, Federal and State agencies, local development corporations, and businesses. Commission staff has also participated in the activities of the Regional Economic Partnership (REP), an economic development initiative of the seven counties in the Southeastern Wisconsin Region, the City of Milwaukee, We Energies, the Milwaukee 7 (M7), and the Commission. Commission staff has provided technical support to the M7 economic development initiative, including substantial materials for use on the www.choosemilwaukee.com website. During 2014 and 2015, SEWRPC took the lead role in completing a draft Comprehensive Economic Development Strategy (CEDS) report for the Region in consultation with the REP. The CEDS draws heavily from the “Framework for Economic Growth” report completed by the M7 in late 2013. The CEDS was adopted by all seven County Boards in the Region and by the Regional Planning Commission in late 2015. The CEDS was submitted to the U.S. Department of Commerce – Economic Development Administration (EDA) in 2016. Adopting the CEDS makes county and local units of government in the Region eligible to apply for EDA grants to assist economically distressed areas.

During 2015, SEWRPC provided data and other assistance to Waukesha County staff preparing a County economic development plan. SEWRPC assisted in the development of the survey questionnaire, attended advisory committee meetings, and provided review comments on the draft report. SEWRPC also provided an inventory of existing and proposed business parks in the County, housing and employment data, forecasts of future population and employment levels developed as part of the Commission’s VISION 2050 planning effort, and information on economic development programs established by local governments in the County for inclusion in the County plan.

SEWRPC staff also worked with the Wisconsin Economic Development Corporation (WEDC) beginning in 2013 to provide economic data to county and local governments. WEDC provided funding for all regional planning commissions in the State to access Economic Modeling Specialist International (EMSI) software. The EMSI software includes extensive industry, occupation, and workforce data, and is used in business and industry analysis and attraction. County and local economic development organizations and units of government can request SEWRPC staff to apply the software to conduct analyses. SEWRPC staff provided 30 EMSI reports in response to 7 data requests during 2016.

During 2017, the Commission initiated and completed work with the Waukesha County Center for Growth (WCCG) and We Energies to prepare draft economic profiles for twelve communities in Waukesha County. The profiles highlight community assets to help attract, retain, and grow businesses within each community. Each profile includes information on demographics, housing, educational opportunities, healthcare facilities, transportation, business/industrial parks, labor force, major employment centers, and contact information for local governments and utilities. During 2018, Commission staff incorporated comments from the participating communities to finalize the profiles. The profiles were posted on the WCCG and Commission websites. PDFs and paper copies were provided to the communities. In addition, the Commission provided Waukesha County with socioeconomic data to assist with an update of the Business Growth Strategy for Waukesha County.

Commission staff also provides continuing assistance to the City of Muskego and the Villages of Menomonee Falls and Shorewood in administering existing and approving new loans from revolving loan fund (RLF) programs that support business development. This activity includes meeting with individuals in the private sector who seek information about these revolving loan programs.

The Commission has also provided staff support to the Kenosha County Housing Authority since 1985 in the administration and management of the County's housing rehabilitation RLF program. A Commission staff member serves as the Housing Authority's Program Coordinator and is responsible for providing information to county residents, outside the City of Kenosha, for the packaging and closing of new housing assistance loans and for servicing outstanding loans. During 2016, one new loan was made and seven loans were serviced.

SEWRPC staff also coordinated the County loan program and loan applications with the Southern Housing Region established by the Wisconsin Department of Administration (DOA). The Southern Housing Region was established in 2012 to administer housing-related community development block grant funds awarded to the State by the U.S. Department of Housing and Urban Development (HUD). About \$200,000 is allocated by DOA each year for housing rehabilitation loans for low- and moderate-income households in each participating county. The DOA policy is to not release funding from that program in any county that has an outstanding, uncommitted balance in an existing RLF of more than \$10,000.

SEWRPC staff worked diligently to reduce the Kenosha County Housing Authority RLF balance from approximately \$127,000 in mid-2014 to approximately \$9,000 by the end of 2017 by making additional loans to qualified low- and moderate-income households. Because of these efforts, low- and moderate-income households in the County outside the City of Kenosha are now able to apply for loans administered by the Southern Housing Region. A similar program is administered by the City of Kenosha from community development block grant funds allocated directly to the City by HUD.

The Commission staff also administered several Federal grant awards to acquire and remove homes located in the Fox River floodplain on behalf of Kenosha County and the Town of Wheatland.

Relationship to Other Activities

Assistance to county and regional economic development organizations to develop a regional economic development strategy to align regional, county, and local economic development efforts, and assistance to county and local governments, residents, and property and business owners in the Region to successfully apply for and utilize publicly-funded programs.

Work Description/Methodology

During 2019, Commission staff will continue to provide economic development-related data and business finance information upon request to local units of government, Federal and State agencies, local development organizations, and businesses. In addition, Commission staff will continue to administer grant-in-aid awards and revolving loan fund programs. Commission staff will continue to serve as the Program Coordinator of the Kenosha County Housing Authority.

The Commission staff will also continue to participate in the activities of the REP and will continue to work with the EDA for designation of the Region as an Economic Development District. In addition, it is anticipated that the Commission will take the lead role in consultation with the REP in initiating a five-year update to the CEDS. Regions must update their CEDS at least once every five years for local units of government to remain eligible to apply for EDA grants to assist economically distressed areas.

Schedule

Revolving loan fund, Kenosha County Housing Authority, and data provision activities will be on-going. It is anticipated that work in consultation with the REP will begin in 2019 on the five-year update of the CEDS

Products

Oral presentations and meetings with local officials, business people, homeowners, and other citizens; telephone and in-person consultations; letter correspondence; loan packaging; progress reports; financial and project files and records; and project management services. Providing technical assistance with emphasis on individualized instruction to local government staff and officials to establish community development technical and institutional capacity. Dissemination of information to local units of government and local businesses relative to the policies, regulations, and application procedures governing State and Federal community development and business development assistance programs. Dissemination of socioeconomic data to local units of government and economic development organizations to assist with the preparation of the economic development plans. Preparing economic development planning reports and materials related to the CEDS.

Funding Source

<u>SEWRPC (tax levy)</u>	<u>SEWRPC (service agreements)</u>	<u>Total</u>
77%	23%	100%
\$49,873	\$15,000	\$64,873

PROJECT 770-9000: COUNTY LAND INFORMATION SYSTEM ASSISTANCE

Objective

To assist county and local units of government in the Region in developing modernized systems of land records management, with particular emphasis on the development of countywide, multi-purpose, automated land information systems using modern computer hardware and software technology.

Previous and Current Work

Prior to 1993, the Commission completed initial county land information system plans for each of the Region's seven counties. In 1993, the Commission began work under separate contracts with Kenosha, Milwaukee, and Waukesha Counties toward implementation of their land information system plans. The work continued until 2004 in Waukesha County, 2008 in Kenosha County, and 2009 in Milwaukee County. In 1994, the Commission entered into contracts with Walworth and Washington Counties to assist in carrying out the land information system plans in those two counties. This work continued until 2005 in Walworth County and until 2007 in Washington County. In 1995, the Commission entered into a contract with Racine County directed toward the implementation of the Racine County land information system plan. This work continued between 1995 and 2007. Technical assistance in laying the foundation for implementation of the Ozaukee County land information system plan was provided to Ozaukee County during 1993 and 1994. During 1999, the Commission prepared updated land information system plans for Kenosha, Milwaukee, Racine, and Walworth Counties. Amendments to the Milwaukee County land information plan were prepared during 2003 and 2004. In 2005, the Commission assisted Racine County with another update of its land information system plan. In 2012, the Commission staff completed two land information projects for Kenosha County; the first project converted historical aerial photographs into digital imagery, and the second acquired digitized road pavement edges from 2010 orthophotography. Between 2013 and 2015, the Commission assisted Walworth County in acquiring new digital topographic mapping for two project areas totaling approximately 18.25 square miles.

Relationship to Other Activities

The development of modern land information systems in the Region's seven counties is important for both local and regional planning efforts. The countywide systems provide ready access and retrieval of information, assist in the maintenance of land records and maps, and facilitate planning and development at the local and regional levels.

Work Description/Methodology

Much of the work under this project is done pursuant to letter agreements and contracts with the county and local units of government concerned. The Commission staff anticipates providing technical assistance to all seven counties in the Region in the implementation of their land information system plans.

Schedule

This project is conducted annually.

Products

Community assistance planning reports, staff memoranda, hardcopy and digital base maps, miscellaneous digital land information files, and technical advice related to the promulgation and implementation of land records modernization projects.

Funding Source

<u>SEWRPC</u> <u>(tax levy)</u>	<u>Total</u>
100%	100%
\$5,000	\$5,000

PROJECT 780-1000: DATUM CONVERSION PROJECT

Objective

Converting the legacy datum control networks to the newer Federal datums.

Previous and Current Work

The use of a unique system of survey control is essential for the completion of large scale topographic and cadastral maps, the conduct of land and engineering services, and development of parcel based land information and public works management systems. Survey control datums that the Commission has recommended have, since 1964, been the North American Datum of 1927, and the National Geodetic Vertical Datum of 1929.

Acting in response to practicing surveyors and land information system managers concerning the continued use of legacy datums, the Commission in 2015 developed unique procedures for, and evaluated the costs of, converting the legacy datums to the new datums, the North American Datum of 1983 (2011) and the North American Vertical Datum of 1988 (2012).

Relationship to Other Activities

The monumented U.S. Public Land Survey System is essential to the conduct of the regional planning program. It provides the basis for the regional base mapping program (PROJECT 420-1000) and for the conduct of both private cadastral and public engineering surveys.

Work Description/Methodology

Datum conversion issues and methodologies are described in SEWRPC Memorandum Report No. 206 (MR No. 206), *Estimate of the Costs of Converting the Foundational Elements of the Land Information and Public Works Management Systems in Southeastern Wisconsin from Legacy to New Datums*, October 2012. Given the continued concern about datum conversion within the Region and advances in global positioning system techniques since MR No. 206 was published, a second conversion option was also developed by the Commission staff, reevaluating the procedures for, and attendant costs of, conversion. That conversion option is described in the Addendum to SEWRPC Memorandum Report No. 206, *Revised Estimate of the Costs of Converting the Legacy Datums within the Region to New National Datums*, August 2015. This addendum presents the findings of that reevaluation, set forth more fully in an additional appendix.

Washington County elected to observe all U.S. Public Land Survey System (USPLSS) corners as originally outlined in SEWRPC Memorandum Report No. 206. The project requires that all USPLSS are observed using GPS technologies and the geodetic network will consist of both a primary network and secondary network with the resultant accuracy achieving greater than one part in 50,000.

Kenosha, Milwaukee, Ozaukee, Racine, Walworth, and Waukesha Counties elected to observe USPLSS corners as outlined in the Addendum to SEWRPC MR No. 206. The horizontal conversion utilizes the measurements made in the creation of the legacy control network and minimizes the number of field observations required to position the control survey station on the new datum. The combination of the field observations and legacy input measurements will be incorporated into a least squares adjustment so the differences (measurement residuals) can be effectively distributed between GPS observed USPLSS corners. This method minimizes the number of field observations which significantly reduces the cost but this method also preserves the integrity of the legacy horizontal network with the use of the legacy measurements as part of the adjustment. The resultant accuracy will maintain the legacy accuracy of one part in 10,000.

With regard to the vertical conversion, all counties within the Region will utilize the existing legacy vertical network along with the Wisconsin Height Modernization Program (WI-HMP) to develop differences

between the two datums. Approximately half-mile level routes are needed to transfer the legacy elevations to the approximately 460 WI-HMP bench marks. An iso-hypsometric map is prepared from the differences which can then be used to transfer orthometric heights and elevations between to the two datums to a reliable accuracy.

Schedule

The Primary Network horizontal conversion for Washington County has been completed and the secondary network is about 80 percent complete with the GPS observations on all of the County USPLSS corners. It is anticipated that the Washington County conversion will be completed in early 2019.

The conversions for Milwaukee, Kenosha, and Racine Counties were completed in 2017 and for Ozaukee and Walworth in 2018. The horizontal conversion for Waukesha County is scheduled to be completed in late 2018 or early 2019.

The vertical conversion for all counties in the Region is in progress and is scheduled to be completed in early 2019.

Kenosha and Racine Counties have also made an additional request for the conversion of existing digital base mapping data layers to the latest Federal datums. Separate agreements have been executed for these projects. The conversion for Kenosha County was completed in March of 2018 and Racine County is expected to be complete in late 2018. It is also anticipated that additional counties will be requesting conversion services of their existing base mapping in 2019.

Products

Revised Record of U.S. Public Land Survey Control Station that contains both the legacy control information along with the new datum control values; development of new control survey summary diagrams associated with the new datums positioning; and assists the GIS Division with the distribution of the new data on the Commission website.

Funding Source

<u>SEWRPC</u> <u>(service agreements)</u>	<u>Total</u>
100%	100%
\$221,414	\$221,414

PROJECT 790-5000: COUNTY SURVEYOR SERVICES

Objective

To perform the statutory duties and functions of the County Surveyor within those southeastern Wisconsin Counties that request such services. Such work helps perpetuate the U.S. Public Land Survey System within the Region, and maintains the foundation for the modernized land records systems in the Region.

Previous and Current Work

Perform the duties and functions of County Surveyor, as required by statute; provide field support to County Surveyors.

Relationship to Other Activities

The monumented U.S. Public Land Survey System is essential to the conduct of the regional planning program. It provides the basis for the regional base mapping program (PROJECT 420-1000) and for the conduct of both private cadastral and public engineering surveys. U.S. Public Land Survey data products are widely distributed.

Work Description/Methodology

The U.S. Public Land Survey System will be maintained by perpetuating the corner locations as needed. The previously established horizontal and vertical control surveys for the corners will also be maintained. Dossier sheets for the perpetuation of the corners will be prepared.

Schedule

County Surveyor services will be provided throughout the year 2019 to the counties of Kenosha, Milwaukee, Ozaukee, Walworth, and Waukesha.

Products

Perpetuated U.S. Public Land Survey corners; revised survey corner and supplementary vertical control benchmark dossier sheets; and revised control survey summary diagrams. This data is posted on the Commission website.

Funding Source

SEWRPC	
<u>(service agreements)</u>	<u>Total</u>
100%	100%
\$394,000	\$394,000

Estimated Annual Hours for the Community Assistance Planning Program

<u>Staff Position</u>	<u>Hours</u>
Executive Director/Division Head	2,334
Principal Engineer/Planner/Specialist	3,251
Senior Engineer/Planner/Specialist	208
Engineer/Planner/Specialist	5,004
Technical/Analyst	9,136
Clerical	<u>520</u>
Total Hours	20,453

Chapter IX

PROPOSED 2019 COMMISSION ADMINISTRATIVE ACTIVITIES

INTRODUCTION

Commission administrative projects are those activities which are necessary to the successful completion of the Commission's work program, but for which costs cannot reasonably be allocated to individual work projects. Accordingly, the costs for these services are included in all planning programs as indirect expenses in accordance with the provisions of Title 2 U.S. Code of Federal Regulations, Part 200. One administrative project is included in this chapter:

<u>Project Number</u>	<u>Project Name</u>
900-1000	Administration Activities

The remainder of this chapter presents the administrative project description and concludes with the Commission's proposed 2019 indirect cost plan.

PROJECT 900-1000: ADMINISTRATION ACTIVITIES

Objective

To provide administrative support to the overall operation of the Regional Planning Commission.

Previous and Current Work

Continuing activity.

Relationship to Other Activities

Administrative activities are essential to the Regional Planning Commission. Such activities provide the Commission with a support basis for all work projects, such as clerical support, personnel and human resource administration, financial guidance, and travel.

Work Description/Methodology

Administration consists of the following: general operational support services and supplies; overall managerial supervision and direction; Commission budget and overall work program preparation; personnel activities; annual audit preparation as directed by a local certified public accounting firm; report and newsletter preparation and distribution; updating and implementation of an affirmative action plan; Disadvantaged Business Enterprise support; Title VI Coordination; and other managerial operations and activities not detailed in other existing projects.

Schedule

This is an on-going activity.

Products

The end products of this project are the Commission's annual budget; overall work program; annual report; employee salary and benefits analysis; the Commission's annual audit; affirmative action plan updating and follow-through; Title VI Implementation as required by 23 Code of Federal Regulation (CFR) 200 and 49 Code of Federal Regulation 21; and Disadvantaged Business Enterprise compliance with regard to the U.S. Department of Transportation Disadvantaged Business Enterprise regulations (49 CFR, Part 26).

Funding Source

All activities are included in the Commission's indirect cost plan.

Estimated Hours for Administrative/Indirect Staff

<u>Staff Position</u>	<u>Hours</u>
Executive Director/Division Head	3,724
Principal Engineer/Planner/Specialist	1,560
Technical/Analyst	1,864
Clerical	824
Total Hours	7,972

COST ALLOCATION PLANS
OF THE
SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

For Calendar Year Ending
December 31, 2019

Prepared by the
Southeastern Wisconsin Regional Planning Commission
W239 N1812 Rockwood Drive
P. O. Box 1607
Waukesha, Wisconsin 53187-1607

For Submittal to the
U.S. Department of Transportation
Federal Highway Administration
Region 5, Wisconsin Division

INTRODUCTION

The Southeastern Wisconsin Regional Planning Commission proposes to establish two indirect cost allocation plans for calendar year 2019. One plan pertains to administrative costs, with such costs to be allocated to all projects in the Commission's planning programs on the basis of a percentage of salary costs directly charged to such project. The second plan pertains to fringe benefit costs. These costs include: 1) annual leave, sick leave, holidays, and other similar benefits paid to employees during periods of authorized absences from the job; and 2) employer contributions or expenses for social security, unemployment compensation, and employee life, health, disability, and pension plans. These cost allocation plans have been prepared in accordance with the principles set forth in Title 2 U.S. Code of Federal Regulations, Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements.

ADMINISTRATIVE COST ALLOCATION PLAN

The costs included in this plan are administrative in nature and cannot be readily assignable to specific work programs and projects. Accordingly, such costs have been determined to benefit all Commission planning projects. These costs are to be charged to all projects on a basis of percentage of salary costs directly charged to all projects.

The following is an estimate of administrative indirect costs and an administrative indirect cost rate. The indirect cost rate is used only for budgeting and work program planning purposes. Actual cumulative year-to-date costs incurred in the administrative indirect cost categories are used as the basis for invoicing such costs to all funding agencies. Final administrative costs will be subject to the Commission's annual single audit.

<u>Cost Category</u>	<u>2019 Estimate</u>
Office and Drafting Supplies	\$ 20,000
Library Acquisition	18,600
Printing and Publication	32,500
Travel and Related	6,000
Telephone	25,000
Postage	20,000
Insurance, Audit, Legal Fees	92,300
Building Maintenance	170,000
Depreciation	137,270
Equipment Maintenance	78,700
Automobile Maintenance	10,000
Administrative Salaries	623,043
Other Operating Expenses	10,400
Rent	<u>26,400</u>
Total	\$1,270,213

COMPUTATION OF ESTIMATED
ADMINISTRATIVE INDIRECT COST RATE

<u>Estimated Indirect Costs</u>	<u>\$1,270,213</u> = 38.84%
Estimated Direct	\$3,270,357
Project Salaries and Wages	

FRINGE BENEFIT AND LEAVE COST ALLOCATION PLAN

The costs included in this plan are the fringe and leave benefits the Commission offers to employees. Fringe benefits include the costs of employer contributions for social security, pensions, employee insurance, and unemployment. Leave costs include annual leave, sick leave, court leave, military leave, and other similar leave benefits. Insurance benefits include the employer cost for medical insurance, life insurance, and disability insurance. These costs are to be charged to all projects on a basis of percentage of salary costs directly charged to all projects.

<u>Cost Category</u>	<u>2019 Estimate</u>
Fringe Benefits	\$1,675,452
Annual (Holiday and vacation), Sick leave, and other leave benefits	582,985
Unemployment Compensation	<u>5,000</u>
Total	\$2,263,437

COMPUTATION OF ESTIMATED
FRINGE BENEFIT AND LEAVE COST RATE

<u>Estimated Fringe Benefit and Leave Costs</u>	<u>\$2,263,437</u> = 52.11%
Estimated Direct Project	\$4,343,400
Salaries and Wages	

CERTIFICATION—INDIRECT COST PLANS

This is to certify that I have reviewed the indirect cost rate proposal submitted herewith and to the best of my knowledge and belief:

(1) All costs included in this Overall Work Program to establish billing or final indirect cost rates for Calendar Year 2019 are allowable in accordance with the requirements of the Federal award(s) to which they apply and the Code of Federal Regulations Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements. Unallowable costs have been adjusted for allocating costs as indicated in the cost allocation plan.

(2) All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the agreements to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs, similar types of costs have been accounted for consistently, and the Federal Government will be notified of any accounting changes that would affect the predetermined rate.

I declare that the foregoing is true and correct.

September 27, 2018

Date

A handwritten signature in black ink that reads "Michael G. Hahn". The signature is written in a cursive style with a large, stylized 'M'.

Michael G. Hahn, Executive Director
Southeastern Wisconsin Regional
Planning Commission

Chapter X

PROPOSED FUNDING SUMMARY 2019 SEWRPC OVERALL WORK PROGRAM

INTRODUCTION

For the convenience of the reader, all proposed planning program budgets and 2019 activity schedules are set forth in this chapter. More specifically, this chapter consists of the following materials:

1. A narrative pertaining to the fiscal aspects of the entire work program.
2. Tables setting forth budgets for the work tasks and projects included in each planning program (Tables 10-1 through 10-7).
3. A table summarizing funding for the continuing regional land use-transportation study (Table 10-8).
4. A table summarizing the proposed funding sources for all programs included within the 2019 overall work program (Table 10-9).
5. A table summarizing the direct hours charged to federal and local projects for Calendar Year 2019 (Table 10-10).
6. A table summarizing the project schedule for the Continuing Regional Land Use Transportation Study (Table 10-11).

FINANCIAL ACCOUNTING AND REPORTING: AN OVERVIEW

Based upon previous discussions with State and Federal agency program managers, the overall work program budget set forth in this chapter includes detailed project budget estimates. While such detailed project budget estimates are useful for program management purposes, the Federal and State agency managers have agreed that it would not be appropriate for financial accounting purposes to hold the Commission accountable at the individual project level of detail. It was agreed that, beginning with the 1980 overall work program, individual work projects would be aggregated into work tasks and that the Commission would be held financially accountable at the work task level of detail.

In this regard the following definitions are used in this work program:

1. **Work Project.** A work project is an individual activity identified by a Commission-assigned seven-digit code. The Commission will collect fiscal data at the seven-digit level. Financial reporting at this level of detail, however, is beyond the requirements of the State and Federal agencies concerned. While the budget detail for the work project provides a valuable internal resource planning tool, it is presented for informational purposes only.
2. **Task.** A task is a summation of specific work projects and is represented as a subtotal on the work programs, tasks, and projects summary tables set forth in this chapter. The task is an agreed-upon level of detail by which the Commission will be held accountable for accounting, invoicing, and auditing.

3. Program. A program is a grouping of tasks which together represent one component of the Commission's total planning operations. The program level serves as a general summary level of detail for internal management purposes.

Tables 10-1 through 10-9 in this chapter indicate which of the individual projects have been placed into the various task categories and set forth appropriate subtotals with respect to the task budgets. State and Federal agency managers have agreed that the task budget subtotals attached to each of the categories would be used for budgeting, accounting, invoicing, and auditing purposes, with an appropriate system to be determined upon the relative percentage participation of each funding agency in the task category. The following guidelines are established with respect to financial and work progress reports and to changes in the scope of the work program:

1. The Commission shall provide quarterly financial reports to the State and/or Federal agency program managers which set forth the following information at the project and task level of detail:
 - a. The original task budget as set forth in the Overall Work Program.
 - b. A revised task budget as may be required during the course of the calendar year.
 - c. The actual current-quarterly expenditures.
 - d. The actual quarterly staff hours by employment category.
2. The Commission shall notify, in writing, the appropriate funding agencies of any additional work projects to be undertaken or previously approved work projects to be deleted. The following information shall be set forth in the Commission's written notification:
 - a. Name of project.
 - b. Project number as assigned by Commission staff.
 - c. Preliminary estimate of project cost.
 - d. Statement of impact of project on previously approved work effort, where appropriate.
 - e. Specific project cost and the impact on previously approved work effort.

In addition, the Commission shall provide a program completion report within its Annual Report.

4. SEWRPC will initiate the process of budget revision by submitting a formal request for amendment to WisDOT. Request for budget revision is necessary if the cumulative amount of funding transfers among tasks is expected to exceed 10 percent of the total budget of the continuing land use planning, transportation planning, and planning research programs, or if a new project is to be undertaken, or if a previously approved project is to be deleted or significantly changed in scope. Upon receipt of such a request, WisDOT and/or such other funding agencies as may be necessary will act upon the request within 20 working days.
5. SEWRPC and WisDOT will confer from time to time to determine if work programs and/or budget adjustments are in order in light of final funding amounts. If necessary, SEWRPC and WisDOT will meet to resolve such matters.

RATIONALE FOR DETERMINING PROPORTIONAL COST SHARES AND BENEFITS TO BE DERIVED BY EACH FUNDING AGENCY

In general, the allocation of costs for each project in each task within each functional planning program area has been assigned on a basis that takes into account Federal grant program eligibility requirements, federally specified and State-specified cost-sharing formulas, and the estimated total grant amounts to be made available to the Commission from each Federal and State funding agency.

The proposed 2019 land use and housing element of the continuing regional land use transportation study of the regional land use planning program includes a variety of tasks funded primarily by the Commission, the local communities concerned through planning agreements, and by FHWA, and WisDOT. These tasks include preparation of the regional land use plan. Other land use tasks, including park and open space planning, which are part of the 2019 regional land use planning program, would be funded by SEWRPC and local governments.

With respect to the proposed 2019 regional transportation planning program, the projects are proposed to be funded by FHWA, WisDOT, and SEWRPC on a shared basis, reflecting that these highway and public transit planning efforts should be shared in accordance with the formulas specified in the Federal grant programs and the existing WisDOT-SEWRPC “3C” agreement. Other transportation tasks include WisDOT traffic forecasting which is funded by Wisconsin Department of Transportation monies.

With respect to the proposed 2019 regional water quality planning program, the projects are proposed to be funded jointly by the Regional Planning Commission, the Milwaukee Metropolitan Sewerage District and local units of government through planning agreements, and the Wisconsin Department of Natural Resources.

The proposed 2019 floodplain management planning program includes a variety of tasks funded primarily by the Commission and by the local communities concerned through contract agreements. No Federal funding is involved except for the Federal cost share by the U.S. Geological Survey for the operation of the continuing cooperative streamflow-gaging program.

With respect to the proposed 2019 planning research program, the Demographic and Economic Data Research and Provision element and the Regional Base Mapping element is jointly funded by FHWA, WisDOT, and SEWRPC. Other planning research projects such as the Transportation Related Environmental Inventories and the Remonumentation Assistance is funded by Wisconsin Department of Transportation monies.

The various projects contained within the proposed 2019 community assistance planning program are proposed to be funded by SEWRPC and local units of government in the Region through planning agreements.

Table 10 - 1

2019 REGIONAL LAND USE PLANNING
PROGRAM WORK TASKS AND PROJECTS

Work Tasks and Projects	Funding Source (in dollars)				Total
	USDOT	WisDOT	SEWRPC	Service Agreements	
TASK 1--DATABASE DEVELOPMENT					
100-1000 Land Use Inventory.....	\$160,000	\$20,000	\$20,000	\$-	\$200,000
100-2000 Land Platting Inventory and Special Environmental Assessments.....	300,000	17,500	57,500	-	375,000
100-2150 Wetland Inventory Update.....	-	-	20,000	20,000	40,000
100-2160 Natural Areas Plan Update.....	-	-	30,000	20,000	50,000
Subtotal	\$460,000	\$37,500	\$127,500	\$40,000	\$665,000
TASK 2--PLAN EXTENSION AND REFINEMENT					
110-1000 Plan Implementation and Community Assistance.....	\$300,000	\$31,708	\$43,292	\$-	\$375,000
110-2000 Regional Park and Open Space Plan Implementation.....	-	-	37,789	25,000	62,789
110-3000 Preparation of Regional Zoning Guide.....	80,000	10,000	10,000	-	100,000
Subtotal	\$380,000	\$41,708	\$91,081	\$25,000	\$537,789
TASK 3--LONG RANGE PLANNING					
120-1000 Regional Land Use Plan.....	\$40,000	\$5,000	\$5,000	\$-	\$50,000
Subtotal	\$40,000	\$5,000	\$5,000	\$-	\$50,000
Total	\$880,000	\$84,208	\$223,581	\$65,000	\$1,252,789

Table 10 - 2

2019 REGIONAL TRANSPORTATION PLANNING
PROGRAM WORK TASKS AND PROJECTS

Work Tasks and Projects	Funding Source (in dollars)					Total
	USDOT	WisDOT	SEWRPC	SEWRPC Program Development	Service Agreements	
TASK 1--DATA BASE AND ASSISTANCE						
200-1000 Transportation Planning Support and Assistance: Data Collection and Development, Model Refinement, and Technical Assistance.....	\$720,000	\$30,000	\$150,000	\$-	\$-	\$900,000
200-1100 Chloride Impact Study.....	119,083	-	29,771	87,137	121,260	357,251
Subtotal	\$839,083	\$30,000	\$179,771	\$87,137	\$121,260	\$1,257,251
TASK 2--TRANSPORTATION SYSTEMS MANAGEMENT AND PROGRAMMING						
210-1000 Short-Range Transportation Improvement Programming and Transit Planning.....	\$560,000	\$30,000	\$110,000	\$-	\$-	\$700,000
Subtotal	\$560,000	\$30,000	\$110,000	\$-	\$-	\$700,000
TASK 3--LONG-RANGE PLANNING AND PLAN IMPLEMENTATION						
220-1000 Long-Range Transportation Planning and Plan Implementation.....	\$809,554	\$26,194	\$176,194	\$-	\$-	\$1,011,942
220-1200 Flooding Vulnerability Assessment of the Arterial Streets and Highways in Southeastern Wisconsin.....	60,000	7,500	7,500	-	-	75,000
250-1000 Bus Rapid Transit Project Development Planning.....	20,000 ^a	5,000 ^b	-	-	-	25,000
Subtotal	\$889,554	\$38,694	\$183,694	\$-	\$-	\$1,111,942
TASK 4--TRAFFIC FORECASTING						
240-1000 Traffic Forecasting for the Wisconsin Department of Transportation.....	\$-	\$-	\$-	\$-	\$50,000	\$50,000
Subtotal	\$-	\$-	\$-	\$-	\$50,000	\$50,000
Total	\$2,288,637	\$98,694	\$473,465	\$87,137	\$171,260	\$3,119,193

^a This amount represents FTA 5304 monies

^b This amount represents the WisDOT match on the FTA 5304 monies

Table 10 - 3

2019 WATER QUALITY PLANNING
PROGRAM WORK TASKS AND PROJECTS

Work Tasks and Projects	Funding Source (in dollars)			Total
	WisDNR	SEWRPC	Service Agreements	
TASK 1--ONGOING PLAN IMPLEMENTATION AND REFINEMENT PROJECTS				
300-1000 Water Quality Management Plan Coordination and Extension of Implementation Activities.....	\$91,000	\$328,784	\$71,800	\$491,584
300-2000 Sanitary Sewer Extension Reviews and Assistance.....	30,000	150,000	-	180,000
300-3000 Sanitary Sewer Service Area Plan Refinements.....	25,000	150,000	-	175,000
Subtotal	\$146,000	\$628,784	\$71,800	\$846,584
TASK 2--PLAN EXTENSION AND UPDATING PROJECTS				
300-4000 Regional Water Quality Management Plan Update: Major Subregional Amendments.....	\$5,000	\$100,000	\$60,000	\$165,000
300-5000 Regional Water Quality Management Plan Update: Groundwater Management Studies.....	5,000	15,000	-	20,000
Subtotal	\$10,000	\$115,000	\$60,000	\$185,000
Total	\$156,000	\$743,784	\$131,800	\$1,031,584

Table 10 - 4

2019 FLOODPLAIN MANAGEMENT PLANNING
PROGRAM WORK TASKS AND PROJECTS

Work Tasks and Projects	Funding Source (in dollars)			Total
	USGS	SEWRPC	Service Agreements	
TASK 1--GENERAL FLOODPLAIN MANAGEMENT PROJECTS				
330-1000 Continuing Floodplain and Stormwater Management Planning.....	\$-	\$120,000	\$-	\$120,000
330-3000 Continuing Watershed Planning-- Flood-Flow and Flood Stage Revisions.....	-	284,887	134,117	419,004
Subtotal	\$-	\$404,887	\$134,117	\$539,004
TASK 2--SPECIAL FLOODPLAIN MANAGEMENT STUDIES				
330-2000 Flood Hazard Area Mapping within Milwaukee County.....	\$-	\$75,000	\$50,000	\$125,000
330-2100 Flood Hazard Area Mapping for Watersheds Tributary to Milwaukee County.....	-	63,000	12,908	75,908
350-1000 Cooperative Streamflow Gaging Program.....	82,500	-	99,000	181,500
Subtotal	\$82,500	\$138,000	\$161,908	\$382,408
Total	\$82,500	\$542,887	\$296,025	\$921,412

Table 10 - 5

2019 COASTAL MANAGEMENT PLANNING
PROGRAM WORK TASKS AND PROJECTS

Work Tasks and Projects	Funding Source (in dollars)			Total
	WisDOA	SEWRPC	Service Agreements	
TASK 1--COASTAL MANAGEMENT COORDINATION PROJECT				
390-1000 Coastal Management Program Coordination.....	\$20,000	\$20,101	\$-	\$40,101
390-1500 Lake Michigan Coastal Resilience Study	-	-	10,000	10,000
Subtotal	\$20,000	\$20,101	\$10,000	\$50,101
Total	\$20,000	\$20,101	\$10,000	\$50,101

Table 10 - 6

2019 PLANNING RESEARCH
PROGRAM WORK TASKS AND PROJECTS

Work Tasks and Projects		Funding Source (in dollars)				Total
		USDOT	WisDOT	SEWRPC	Service Agreements	
TASK 1--BASIC RESEARCH PROJECTS						
400-1000	Demographic and Economic Data Research, Base File Creation and Maintenance, and Data Provision.....	\$100,000	\$12,500	\$12,500	\$-	\$125,000
490-1000	Transportation-Related Environmental Inventories, Assessments, and Evaluations.....	-	-	-	75,000	75,000
	Subtotal	\$100,000	\$12,500	\$12,500	\$75,000	\$200,000
TASK 2--MAPPING AND RELATED PROJECTS						
420-1000	Regional Base Mapping and Survey Control.....	\$100,000	\$12,500	\$12,500	\$-	\$125,000
430-1000	Re-monumentation Assistance.....	-	-	-	40,000	40,000
	Subtotal	\$100,000	\$12,500	\$12,500	\$40,000	\$165,000
	Total	\$200,000	\$25,000	\$25,000	\$115,000	\$365,000

Table 10 - 7

2019 COMMUNITY ASSISTANCE PLANNING
PROGRAM WORK TASKS AND PROJECTS

Work Tasks and Projects	Funding Source (in dollars)		Total
	SEWRPC	Service Agreements	
TASK 1--ADVISORY AND EDUCATIONAL PROJECT			
500-1000 Guidance on Local Planning Matters and Educational Services.....	\$271,554	\$109,018	\$380,572
Subtotal	\$271,554	\$109,018	\$380,572
TASK 2--REVIEW PROJECTS			
510-4000 Land Division Review Services.....	\$5,000	\$-	\$5,000
Subtotal	\$5,000	\$-	\$5,000
TASK 3--LOCAL PLAN IMPLEMENTATION DEVICES			
530-1000 Land Use Ordinances, and Other Local Plan Implementation Devices.....	\$10,000	\$-	\$10,000
Subtotal	\$10,000	\$-	\$10,000

Table 10-7 (continued)

Work Tasks and Projects	Funding Source (in dollars)		Total
	SEWRPC	Service Agreements	
TASK 4--LOCAL ECONOMIC DEVELOPMENT PROJECTS			
630-3000 Economic Development Technical and Project Assistance.....	\$49,873	\$15,000	\$64,873
Subtotal	\$49,873	\$15,000	\$64,873
TASK 5--SPECIAL COMMUNITY ASSISTANCE PROJECTS			
770-9000 County Land Information System Assistance.....	\$5,000	\$-	\$5,000
780-1000 Datum Conversion Project.....	-	221,414	221,414
790-5000 County Surveyor Services.....	-	394,000	394,000
Subtotal	\$5,000	\$615,414	\$620,414
Total	\$341,427	\$739,432	\$1,080,859

Table 10-8

SUMMARY OF PROPOSED FUNDING FOR ALL PROJECTS INCLUDED IN THE
SEWRPC 2019 CONTINUING REGIONAL LAND USE TRANSPORTATION STUDY

Program Area	Project	Funding Source										Percent of Program Total by Project	
		FHWA PL	Percent of FHWA Total	WisDOT	Percent of WisDOT Total	SEWRPC	Percent of SEWRPC Total	SEWPRC Program Development	Percent of Program Development Total	Service Agreements	Percent of Service Agreements Total		Project Total
LAND USE	100-1000 Land Use Inventory.....	\$160,000	5%	\$20,000	10%	\$20,000	3%	-	-	-	-	\$200,000	5%
	100-2000 Land Platting Inventory and Special Environmental Assessments.....	300,000	9%	17,500	9%	57,500	9%	-	-	-	-	375,000	9%
	110-1000 Regional Land Use Plan Implementation.....	300,000	9%	31,708	16%	43,292	7%	-	-	-	-	375,000	9%
	110-3000 Preparation of a Regional Zoning Guide.....	80,000	2%	10,000	5%	10,000	2%	-	-	-	-	100,000	2%
	120-1000 Year 2050 Regional Land Use Plan.....	40,000	1%	5,000	2%	5,000	1%	-	-	-	-	50,000	1%
	Subtotal	\$880,000	N/A	\$84,208	N/A	\$135,792	N/A	\$-	N/A	\$-	N/A	\$1,100,000	N/A
TRANSPORTATION	200-1000 Transportation Planning Support and Assistance: Data Collection and Development, Model Refinement, and Technical Assistance.....	\$720,000	22%	\$30,000	15%	\$150,000	24%	\$-	-	-	-	\$900,000	20%
	200-1100 Chloride Impact Study.....	119,083	4%	-	0%	29,771	5%	87,137	100%	121,260	100%	357,251	8%
	210-1000 Short Range Transportation Improvement Programming and Transit Planning.....	560,000	17%	30,000	15%	110,000	17%	-	-	-	-	700,000	16%
	220-1000 Long Range Transportation Planning and Plan Implementation.....	809,554	24%	26,194	13%	176,194	28%	-	-	-	-	1,011,942	23%
	220-1200 Freeway	60,000	2%	7,500	4%	7,500	1%	-	-	-	-	75,000	2%
	Subtotal	\$2,268,637	N/A	\$93,694	N/A	\$473,465	N/A	\$87,137	N/A	\$121,260	N/A	\$3,044,193	N/A
PLANNING RESEARCH	400-1000 Demographic and Economic Data Research Data Research, Base File Creation and Maintenance, and Data Provision.....	\$100,000	3%	\$12,500	6%	\$12,500	2%	-	-	-	-	\$125,000	3%
	420-1000 Regional Base Mapping and Surveying.....	100,000	3%	12,500	6%	12,500	2%	-	-	-	-	125,000	3%
	Subtotal	\$200,000	N/A	\$25,000	N/A	\$25,000	N/A	\$-	N/A	\$-	N/A	\$250,000	N/A
TOTAL PROGRAM AREA	Total	\$3,348,637	86%	\$202,902	88%	\$634,257	85%	\$87,137	100%	\$121,260	100%	\$4,394,193	90%

Table 10 - 9

SUMMARY OF FUNDING SOURCES FOR ALL WORK PROGRAMS, TASKS,
AND PROJECTS INCLUDED IN THE SEWRPC 2019 OVERALL WORK PROGRAM
(in dollars)

Planning Program	Federal				State				Local				Total		
	USDOT Funding	Percent of USDOT Total	USGS	Percent of USGS Total	WisDOT	Percent of WDOT Total	WisDNR	Percent of WDNR Total	WisDOA	Percent of WDOA Total	SEWRPC	Percent of SEWRPC Total		Service Agreements	Percent of Service Agreements Total
SEWRPC															
Land Use Planning	\$880,000	26%	\$-	-	\$84,208	41%	\$-	-	\$-	-	\$223,581	9%	\$65,000	4%	\$1,252,789
Transportation Planning															
Normal "3C" Projects	2,268,637	67%	-	-	93,694	45%	-	-	-	-	560,602	23%	171,260	11%	3,094,193
Special Projects	20,000 ^a	1%	-	-	5,000	2%	-	-	-	-	-	-	-	-	25,000
Water Quality Planning	-	-	-	-	-	-	156,000	100%	-	-	743,784	30%	131,800	9%	1,031,584
Floodland Management															
Planning	-	-	82,500	100%	-	-	-	-	-	-	542,887	22%	296,025	19%	921,412
Coastal Management															
Planning	-	-	-	-	-	-	-	-	20,000	100%	20,101	1%	10,000	-	50,101
Planning Research	200,000	6%	-	-	25,000	12%	-	-	-	-	25,000	1%	115,000	8%	365,000
Community Assistance	-	-	-	-	-	-	-	-	-	-	341,427	14%	739,432	48%	1,080,859
Total	\$3,368,637	100%	\$82,500	100%	\$207,902	100%	\$156,000	100%	\$20,000	100%	\$2,457,382	100%	\$1,528,517	100%	\$7,820,938

^a Of this total, \$20,000 is FTA 5304 grant monies; \$5,000 represents the 20 percent WDOT match on this funding

Table 10-10
DIRECT HOURS CHARGED TO FEDERAL PROJECTS BY JOB TITLE FOR CALENDAR YEAR 2019

		Project Title																				
	Land Use Inventory 100-1000	Land Plating Inventory & Special Environmental Assessments 100-2150	Wetland Inventory Update/ Natural Areas Plan Update 100-2150	Plan Implemen- tation and Community Assit. 110-1000	Regional Park and Open Space Plan Implemen- tion 110-2000	Regional Zoning Guide 110-3000	Regional Land Use Plan 120-1000	Transportation Planning Support and Assist: Data Collection and Development, Model Refinement, and Technical Assistance 200-1000	Chloride Impact Study 200-1100	Short Range Transportation Programming and Transit Planning 210-1000	Long Range Transportation Planning and Plan Implementation 220-1000	Flooding Vulnerability Assessment 220-1200	Traffic Forecasting 240-1000	Bus Rapid Transit Planning 250-1000	Water Quality Planning 300-1000	Floodplain Manage- ment Planning 330-1000	Coastal Manage- ment Planning 390-1000	Demographic and Economic Data Research, Base File Creation and Maintenance, and Data Provision 400-1000	Regional Base Mapping and Surveying 420-1000	WOOT Re- Monumen- tation 430-1000	Transportation- Related Environmental Assessments, and Evaluations 490-1000	Community Assistance, County Surveyor Services and Economic Development Planning 500-1000
	432	1511	125	555	404	100	451	2475	678	936	4060	104	179	104	2254	986	50	0	624	74	54	3000
Principal Planner/Engineer/Specialist	308	866	750	524	0	1034	0	2660	324	2496	1458	520	416	50	3352	2488	104	1664	325	158	212	3091
Senior Planner/Engineer/Specialist	2180	756	350	3964	0	0	200	4376	424	3016	3428		0	100	2118	3736	520	0	0	0	832	3120
Planner/Engineer/Specialist/ Research Analyst	0	1552	440	0	720	0	0	1352	4160	3232	3536		0	200	8512	3316	104	308	0	0	208	232
Technician	1040	1544	0	1656	0	0	0	2356	960	2080	2404	616	0	0	1784	416	0	0	728	416	120	6448
Clerical	0	608	0	580	0	104	0	640	724	264	520	0	0	0	520	312	0	0	0	0	104	840

Table 10-11

CONTINUING REGIONAL LAND USE TRANSPORTATION STUDY SCHEDULE

Program Area	Project	2019											
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Land Use	100-1000 Land Use Inventory												
	100-2000 Land Platting Inventory and Special Environmental Assessments.....												
	110-1000 Regional Land Use Plan Implementation.....												
	110-3000 Preparation of a Regional Zoning Guide.....												
	120-1000 Year 2050 Regional Land Use Plan.....												
	• Ozaukee County Comprehensive Plan.....												
Transportation	• Washington County Comprehensive Plan.....												
	200-1000 Transportation Planning Support and Assistance: Data Collection and Development, Model Refinement, and Technical Assistance.....												
	200-1100 A Chloride Impact Study for Southeastern Wisconsin.....												
	210-1000 Short Range Transportation Improvement Programming and Transit Planning.....												
	• Waukesha City/County Transit Development Plan.....												
	• Transportation Asset Management Reporting.....												
	220-1000 Long Range Transportation Planning and Plan Implementation.....												
	• Bus-on-Shoulder Feasibility Study.....												
	• Performance Measure Monitoring and Target Setting.....												
	• Quadrennial Update to VISION 2050.....												
Planning Research	• Arterial Street & Highway Resiliency Study.....												
	400-1000 Demographic and Economic Data Research Data Research, Base File Creation and Maintenance, and Data Provision.....												
	420-1000 Regional Base Mapping and Surveying.....												

APPENDICES

Appendix A

**COOPERATIVE AGREEMENT FOR CONTINUING TRANSPORTATION PLANNING
FOR THE SOUTHEASTERN WISCONSIN REGION**

between

STATE OF WISCONSIN, DEPARTMENT OF TRANSPORTATION

and

SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

and

MILWAUKEE COUNTY (FOR MILWAUKEE COUNTY TRANSIT SYSTEM)

(Transit Operator)

and the

CITY OF KENOSHA (FOR THE KENOSHA TRANSIT SYSTEM)

(Transit Operator)

and the

CITY OF RACINE (FOR THE RACINE TRANSIT SYSTEM)

(Transit Operator)

and

OZAUKEE COUNTY (FOR THE OZAUKEE COUNTY TRANSIT SYSTEM)

(Transit Operator)

and

WASHINGTON COUNTY (FOR THE WASHINGTON COUNTY TRANSIT SYSTEM)

(Transit Operator)

and

WAUKESHA COUNTY (FOR THE WAUKESHA COUNTY TRANSIT SYSTEM)

(Transit Operator)

and the

CITY OF WAUKESHA (FOR THE WAUKESHA TRANSIT COMMISSION)

(Transit Operator)

This Cooperative Agreement is made and entered into this 2nd day of May, 2008 Wisconsin Department of Transportation (hereinafter referred to as "WisDOT"), the Southeastern Wisconsin Regional Planning Commission (hereinafter referred to as the "Commission"), and the operators of publicly owned transit services within southeastern Wisconsin, including Milwaukee County, Ozaukee County, Washington County, Waukesha County, the City of Kenosha, the City of Racine, and the City of Waukesha (hereinafter referred to as "Transit Operators").

WHEREAS, the Commission has been established under Section 66.0309 of the Wisconsin Statutes with authority to carry on comprehensive, areawide development planning to promote the physical, social, and economic well-being of the seven-county Southeastern Wisconsin Region; and

WHEREAS, the Commission is charged in its enabling legislation with the function and duty of making and adopting a comprehensive plan for the development of the Region, and of certifying that plan to its constituent local units of government and concerned State and Federal agencies; and

WHEREAS, the Wisconsin Department of Transportation is authorized under Section 85.02 of the Wisconsin Statutes to direct, undertake, and expend Federal monies for planning for the use of all transportation modes; and

WHEREAS, the Governor of the State of Wisconsin on December 27, 1973, after consultation with local elected officials in the Kenosha, Milwaukee, and Racine urbanized areas, has designated the Commission as the metropolitan planning organization (MPO) to carry out urban land use and transportation planning activities for the Kenosha, Milwaukee, and Racine urbanized areas and such additional areas as may be required under Title 23, U.S. Code, Section 134 and Section 8 of the Federal Transit Act, as amended; and

WHEREAS, in accordance with Federal metropolitan planning requirements, the Commission became the MPO for the Wisconsin portion of the Round Lake Beach-McHenry-Grayslake, IL-WI urbanized area upon designation by the Bureau of the Census and as provided in the Cooperative Agreement (with Illinois entities) for Coordination of Land Use and Transportation Planning in the Round Lake Beach-McHenry-Grayslake, IL-WI Urbanized Area, that area already being part of the SEWRPC metropolitan planning area; and

WHEREAS, various Federal grants and aids and State funding are available to the Department and the Commission for carrying out metropolitan land use and transportation planning activities; and

WHEREAS, urban transportation planning activities come under the jurisdiction of the U.S. Department of Transportation (hereinafter referred to as "USDOT") and are subject to the metropolitan planning requirements of 23 U.S.C. 134 and Section 5303 of the Federal Transit Act, as amended; and

WHEREAS, metropolitan area boundaries for purposes of the Federal planning provisions are determined by agreement between the Commission and the Governor; and

WHEREAS, the Southeastern Wisconsin Regional Planning Area has been designated as a non-attainment area with respect to Federal air quality standards for ozone; and

WHEREAS, the Wisconsin Department of Natural Resources (WDNR) has the responsibility for the preparation and submission of the State Implementation Plan (SIP) mandated by the Clean Air Act Amendment of 1990; and

WHEREAS, the Transit Operators provide public transit service within the Milwaukee, Kenosha, and Racine urbanized areas; and

WHEREAS, the Transit Operators are the designated recipients in their urbanized areas -- the only exception being the City of Waukesha -- for Federal transit operating aids under Section 5307 of the Federal Transit Act, as amended; and

WHEREAS, the Federal metropolitan planning requirements mandate that the responsibilities for cooperatively carrying out transportation planning and programming be identified in an agreement among the State, the MPO, and the publicly-owned operators of mass transportation services provided within the metropolitan planning area; and

NOW THEREFORE, in consideration of these premises, and of their mutual and dependent needs, the parties hereto contract and agree as follows:

Article I: Statement of Purpose

WisDOT and the Commission, in cooperation with the Transit Operators and with the county and local units of government concerned, shall cooperatively undertake a continuing, comprehensive, and cooperative transportation planning and programming process for the metropolitan planning area in accordance with the requirements of Section 66.0309 of the Wisconsin Statutes and, the provisions of 23 U.S.C. 134, 49 U.S.C. 5303, and 23 CFR 450, as amended, and in accordance with the provisions of this Agreement.

Article II: Geographic Area for Planning

The cooperative urban transportation planning process to be conducted under this Agreement shall encompass the area as determined by agreement between the Governor and the Commission and include the entire seven-county Southeastern Wisconsin Region, consisting of the Counties of Kenosha, Milwaukee, Ozaukee, Racine, Walworth, Washington, and Waukesha. With respect to that portion of the planning process governed by the provisions of 23 CFR 450, the geographic area shall consist of the Counties of Kenosha, Milwaukee, Ozaukee, Racine, Washington, and Waukesha. (This planning process also addresses, and has historically addressed, a 0.5 square mile portion of the Town of Ixonia, Jefferson County, centered on STH 16 immediately west of the City of Oconomowoc, Waukesha County, which was defined by the U.S. Bureau of Census as part of the year 2000 Milwaukee urbanized area. Regional land use and water quality management planning have addressed, and will continue to address this area, as it is part of the Oconomowoc planned sanitary sewer service area. Regional transportation planning has also addressed, and will continue to address, this area, including public transit, bicycle and pedestrian facility, and arterial street and highway planning.)

Article III: Overall Responsibilities

A. The **Commission** shall be responsible for and shall be considered the lead agency in conducting the following transportation planning and programming activities pursuant to 23 CFR 450:

1. Formulating, adopting and periodically reviewing, updating and amending a long-range land use plan and multi-modal transportation plan for the Planning Area, which shall conform to all applicable Federal requirements;
2. Formulating and approving the short-range Transportation Improvement Program (TIP) for the Planning Area which shall cover a period of not less than 4 years and must have 4 years of projects and may include projects outside the Planning Area for information only;
3. Preparation in close cooperation with each Transit Operator of a mid-range (3-5 year) Transit Development Plan (TDP) for each Transit Operator on approximately a 5 year cycle, and also conduct of other transit studies as requested;
4. Providing a forum for cooperative transportation planning and decision-making, and establishing a public involvement process that ensures opportunities for early and continuing involvement of county and local governmental units, transit operators, and the general public in the review and evaluation of all transportation plans and programs;
5. Considering and implementing WisDOT planning guidance to the fullest extent consistent with local and regional goals;

6. Making data, assumptions, criteria, methodology and analyses available to WisDOT and other participants in a timely manner;
7. Providing WisDOT with copies of all transportation plans and programs and all resolutions concerning their adoption, endorsement or amendment;
8. Providing WisDOT with an annual self-certification that the Commission's transportation planning process conforms to all applicable Federal requirements pursuant to 23 CFR 450 with the TMA certification cycle being conducted every 4 years;
9. Complying with ADA plan certification procedures as required in 49 CFR 37.139;
10. Assessing the conformity of the metropolitan area transportation plan and TIP with the SIP for air quality management;
11. Conducting such additional air quality related transportation planning and analyses as shall be determined by a separate Agreement or Memorandum of Understanding between the Commission, WDNR, and WisDOT;
12. Formulating and annually approving the urban transportation planning work program, which shall identify all transportation-related planning activities to be funded with State and Federal financial aids in accordance with the provisions of this Agreement, and
13. The Commission's regional transportation planning shall take the lead in addressing intra-regional passenger and freight travel (travel with both ends of the trip within southeastern Wisconsin) and the travel modes which predominately carry such travel, including streets and highways, urban and regional public transit, and pedestrian and bicycle facilities. The WisDOT's statewide transportation planning shall take the lead in addressing travel which occurs through southeastern Wisconsin, or between southeastern Wisconsin and other regions of the State, including the travel modes of freight rail and intercity passenger rail. The WisDOT's planning must also address State highways as these highways carry through and inter-regional passenger and freight travel within southeastern Wisconsin, but such planning should be closely coordinated with the Commission's planning as the predominant travel on these facilities is intra-regional travel.

B. WisDOT shall be responsible for and shall be considered the lead agency in conducting the following transportation planning and programming activities:

1. Informing the Commission relative to the availability, or anticipated availability, of State and Federal financial aids and technical assistance for urban transportation planning activities and providing financial support in the form of Federal and State funds to the Commission in accordance with the approved annual work program;
2. Providing information relative to the availability, or anticipated availability, of State and Federal financial aids for urban transportation improvements and services that fall under local programming jurisdiction;
3. Providing information relative to the proposed programming of State and Federal financial aids for urban transportation improvements and services, which fall under State jurisdiction;

4. Informing the Commission relative to Federal or State statutes, policies, regulations and guidelines, which bear upon urban transportation planning and programming activities and contractual arrangements;
5. Developing and issuing statewide strategies and guidance for the preparation and scoping of the area transportation system plan, improvement program and work program to address Federal and State planning requirements and goals;
6. Coordinating the development of the schedule and procedures for annual submittal and interagency review and approval of the urban transportation planning work program;
7. Providing technical support and data and information collected or maintained by WisDOT that is pertinent to the transportation planning work to be performed by the Commission under this Agreement;
8. Endorsing the Commission transportation plan, in a timely manner, for use as a guide in statewide planning and programming activities;
9. Approving the Commission TIP on behalf of the Governor;
10. Developing the statewide transportation plan and the Statewide Transportation Improvement Program (STIP), pursuant to the provisions of 23 U.S.C. 135;
11. Coordinating and reconciling Commission transportation plans and programs with statewide plans and programs as necessary to ensure connectivity within transportation systems, in consultation with the Commission; and
12. Monitoring the Commission's transportation planning process to ensure compatibility with State and USDOT programs and objectives and to certify compliance with applicable Federal requirements.

C. The **Transit Operator** shall be responsible for and shall be considered the lead agency in conducting the following transportation planning and programming activities:

1. Participating with the Commission in preparing and updating a mid-range (3-5 year) TDP, which plan shall include, but not be limited to transit system policies and service demands, transit service modifications and extensions, transit fares, and transit system capital facilities needs;
2. Providing information relative to the proposed programming of Federal, State and local funds for urban transit system improvements and services that fall under the Transit Operator jurisdiction;
3. Preparing and submitting applications for State and Federal mass transportation capital and operating assistance grants and administering approved grants;
4. Conducting preliminary engineering and final design studies relating to mass transportation capital facilities, including but not limited to transit stations, shelters, bus stop signs, garages, maintenance buildings, operator buildings, and rolling stock;
5. Conducting detailed operational planning necessary to establish or modify transit routes, schedules, fares, stop locations, transfer points, vehicle assignments, and other operating procedures in accord with the proposals contained in the TDP;

6. Preparing and updating paratransit service plans in conformance with the Americans with Disabilities Act of 1990;
7. Endorsing the Commission transportation plan in a timely manner, for use as a guide in local transit planning and programming activities;
8. Conducting transit marketing planning, including but not limited to the conduct of market surveys, the design of user information materials, and the development of transit promotion programs;
9. Conducting transit management planning, including but not limited to activities related to personnel procedures and training programs, maintenance policies, fare collection and handling procedures, and accounting practices;
10. Collecting data to meet the requirements of 49 U.S.C. 5335; and
11. Collecting data to meet the requirements of Wisconsin Administrative Code Trans 3, 4, and 8;

Article IV: Scope of Work

A. The cooperative urban transportation planning process shall be carried out in accordance with a unified planning work program (hereinafter referred to as the "Planning Work Program") approved by the Commission, WisDOT and USDOT, in consultation with appropriate transportation providers, and made a part of this Agreement which shall constitute the scope of work to be performed under this Agreement. The draft Planning Work Program will be provided to the Transit Operators for their review, and their comments will be considered and incorporated in the preparation of the final Planning Work Program.

It is the intent of this Agreement that the metropolitan transportation planning process appropriately address the eight (8) planning factors and six (6) plan elements as identified in 23 U.S.C. 134.

The Planning Work Program shall set forth a description of the specific urban transportation planning activities and products to be completed each calendar year, the corresponding staff and budgetary requirements, and the allocation of the total costs between the participating agencies. Responsibility for the following planning activities shall be identified in the Planning Work Program, where applicable:

1. Preparing technical and other reports to assure documentation of the development, refinement and reappraisal of the transportation plan; and
2. Conducting detailed corridor or subarea studies to evaluate major transportation investment alternatives and their social, economic and environmental impacts pursuant to 23 CFR 450;

B. Upon adoption of the Planning Work Program by the Commission and approval by WisDOT and by USDOT funding agencies, WisDOT shall, in writing, authorize the Commission to proceed with the Planning Work Program in accordance with the terms and conditions of such approval.

The Planning Work Program may be amended during the course of the year upon written request of the Commission and subject to (1) the written concurrence of WisDOT and USDOT and (2) the availability of funding, if applicable.

Article V: Organization and Administration

A. The governing body of the Commission shall appoint and maintain advisory committees as deemed appropriate to effectively carry out the regional comprehensive urban transportation planning process under this Agreement. WisDOT and the Transit Operators shall be represented on such advisory committees. The Commission shall request that the chief elected official for each Transit Operator appoint an advisory committee to guide the preparation of the Transit Development Plan for the Transit Operator.

B. The Commission may enter into such institutional arrangements, service contracts or agency Agreements as it deems necessary to carry out the scope of work under this Agreement with the understanding that the Commission shall remain accountable for completion of planning products in accordance with the Planning Work Program. All such contracts, subcontracts, Agreements or other written understandings for services shall conform to the appropriate provisions of 49 CFR 18 (common rule) as supplemented by 23 CFR 420.119 issued by the Federal Highway Administration (FHWA); Federal Transit Administration (FTA) Circular 42201.E and any changes or revisions thereto; and other applicable guidance the FTA, FHWA or USDOT may issue.

C. When consultants are to be employed in accomplishing work under this Agreement, all parties providing funding or technical support for such work shall have the right to review and advise on basic study methods and procedures and upon request, to review and approve contracts and subcontracts.

Article VI: Inspection of Work

WisDOT and USDOT shall, at all times during the effective period of this Agreement, be accorded proper facilities for inspection of the urban transportation planning work activities and shall, in accordance with Article XII have access to all data, information, records and documents pertaining to the work under this Agreement.

Article VII: Work Product

A. WisDOT, the Commission and the Transit Operators shall give each other and applicable USDOT agencies the opportunity to review and comment on their respective reports produced under this Agreement prior to publication of the final report. This review will be accomplished through active participation or advisory committees.

B. All reports and documents published by all parties under this Agreement shall give credit to all other parties and to participating USDOT agencies.

C. WisDOT and USDOT shall have the royalty-free nonexclusive and irrevocable right to reproduce, publish, distribute, or otherwise use, and to authorize others to use, the work produced under this Agreement for government purposes.

Article VIII: Prohibited Interest

A. No member, officer or employee of the Commission or any State or local public body during his or her tenure or for one year thereafter may have or acquire any interest whatsoever, direct or indirect, in this Agreement or proceeds thereof or any benefit arising therefrom.

B. No member of or delegate to the Congress of the United States of America may have or acquire any interest whatsoever, direct or indirect, in this Agreement or proceeds thereof or any benefit arising therefrom.

Article IX: Funding and Payment

A. Funding levels and financial responsibilities for the continuing urban transportation planning process shall be negotiated annually in conjunction with the preparation, review and approval of the Planning Work Program, and shall consider such factors as the availability of Federal planning monies and State and local matching funds, statewide allocation formulas developed in cooperation with Commissions, and the relative benefits to participating agencies.

B. Upon adoption of the Planning Work Program by the Commission and approval by WisDOT and by USDOT funding agencies, the Planning Work Program shall be deemed to constitute a part of this Agreement with respect to the scope of work and funding arrangements. Specific terms or conditions governing the financial aspects of the Planning Work Program will be set forth in WisDOT's annual authorization letter.

C. All costs incurred during the progress of the urban transportation planning work activities under this Agreement shall be shared by the Commission and the other participating agencies on the basis of the cost allocation schedule set forth in the approved Planning Work Program.

WisDOT's share of program costs, together with any USDOT share, which is administered by WisDOT, will be made available to the Commission following the receipt of a properly executed invoice and a detailed status of expenditures report in a format compatible with the approved Planning Work Program.

Progress reports containing a narrative and financial account of the work accomplished to date shall be furnished by the Commission semi-annually to WisDOT, USDOT, and the Transit Operators. These reports shall be due 60 days after the end of the second quarter of the calendar year, and 60 days after the final quarter of the calendar year.

WisDOT may withhold or delay approval of invoices if the Commission fails to submit progress reports or scheduled products in a timely and satisfactory manner. WisDOT shall provide reimbursement, on all invoices meeting requirements, to the Commission within 30 days so as to comply with Federal planning requirements for the timely payment of all submitted and approved progress reports, finished products, and invoices.

Article X: Cost Principles

A. Allowable Costs. Actual costs incurred by the Commission under this Agreement shall be eligible for reimbursement provided the costs are:

1. Verifiable from the Commission's records;
2. Not included as match funds as prescribed by Federal law or regulation for any other Federally assisted program;
3. Necessary and reasonable for proper and efficient accomplishment of the approved Planning Work Program;

4. In conformance with the standards for allowability of costs set forth in Office of Management and Budget (OMB) Circular A-87, revised, and with applicable guidelines, regulations or Federal Agreement provisions issued by FHWA or FTA.
5. Not paid by the Federal government under another assistance agreement unless authorized to be used as match funds under the other Federal agreement and the laws and regulations governing such agreement; and
6. Provided for in the approved Planning Work Program budget;

No contributions where costs are not incurred, such as volunteer services or donated property, may be accepted as the non-Federal share.

B. Indirect Costs. Expenditures charged on an indirect basis shall be supported by an indirect cost allocation plan and/or indirect cost proposal. Such plans and/or proposals will be negotiated and approved by the cognizant Federal agency prior to recovering any indirect costs included under this Agreement.

Article XI: Property Utilization and Management

The Commission shall comply with the property management standards as set forth in 49 CFR 18.31, 18.32 and 18.33, as amended, and, if applicable, OMB Circular A-102, Attachment M, as amended.

Article XII: Records and Audits

A. The Commission shall, for the program of continuing, comprehensive transportation planning and programming activities maintain an accounting system that adequately accounts for all funds provided for, accruing to, or otherwise received from the Federal, State and local units of government, or any other quasi-public or private source under this Agreement.

B. All eligible costs, including paid services and expenses contributed by the Commission, shall be charged to the approved Planning Work Program by the Commission and shall be supported by properly executed payrolls, time records, invoices, contracts, or vouchers evidencing in proper detail the nature and propriety of the charges. All accounting records and other evidence pertaining to the costs incurred by the Commission under this Agreement shall be maintained by the Commission and shall be clearly identified and readily accessible. WisDOT and USDOT shall have authority to audit, review, examine copy and transcribe any pertinent data, information, records or documents relating to this Agreement at any reasonable time. The Commission shall retain all records and documents applicable to this Agreement for a period of not less than three (3) years after final payment is made to WisDOT by the Federal funding agencies.

C. The Commission shall have a single, organization-wide financial and compliance audit performed by a qualified, independent auditor if required to do so under Federal laws and regulations. (See OMB Circular A-133, Subpart B.). This audit shall be performed in accordance with OMB Circular A-133, and State single, organization-wide audit guidelines issued by the Wisconsin Department of Administration (DOA). A copy of the audit shall be furnished to WisDOT.

Article XIII: Certification Regarding Lobbying

A. The Commission certifies, by signing this Agreement, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

B. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

C. The Commission also agrees by signing this Agreement that it shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such sub-recipients shall certify and disclose accordingly.

Article XIV: Effective Date and Duration of Agreement

A. This Agreement shall become effective upon execution by WisDOT, the Commission, and the Transit Operator and shall remain in force until terminated under provisions of Article XV, or until superseded by a new agreement.

B. This Agreement may be amended from time-to-time as facts or circumstances warrant or as may be required by OMB and/or State laws, administrative regulations, departmental orders, or guidelines having the full force and effect of law.

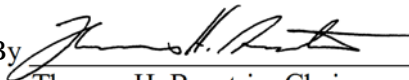
C. This Agreement supersedes any previous cooperative agreements for urban transportation planning between the Commission and WisDOT, and between the Commission and the Transit Operators.

Article XV: Termination of Agreement

WisDOT, the Commission or a Transit Operator may terminate this Agreement by giving sixty (60) days written notice of such termination to the other parties. In the event of termination, the Commission will be entitled to receive just and equitable compensation for any satisfactory work completed under this Agreement to the effective date of such termination.

IN WITNESS WHEREOF, the parties have hereto caused this Agreement to be executed by their proper officers and representatives.

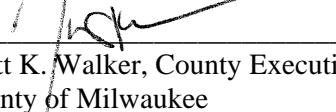
SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

By  Date 9/11/07
Thomas H. Buestrin, Chairman

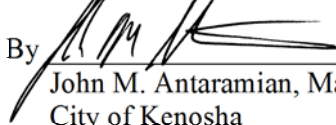
STATE OF WISCONSIN, DEPARTMENT OF TRANSPORTATION

By  Date 5/2/08
Frank J. Busalacchi, Secretary

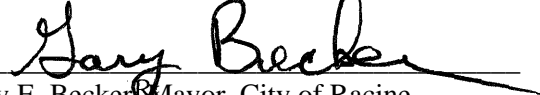
MILWAUKEE COUNTY (FOR MILWAUKEE COUNTY TRANSIT SYSTEM) TRANSIT OPERATOR

By  Date 9-26-2007
Scott K. Walker, County Executive
County of Milwaukee


CITY OF KENOSHA (FOR THE KENOSHA TRANSIT SYSTEM) TRANSIT OPERATOR

By  Date 9-17-07
John M. Antaramian, Mayor
City of Kenosha


CITY OF RACINE (FOR THE RACINE TRANSIT SYSTEM) TRANSIT OPERATOR

By  Date October 12, 2007
Gary E. Becker, Mayor, City of Racine

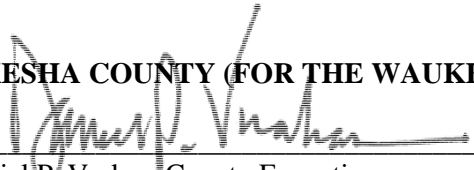
OZAUKEE COUNTY (FOR THE OZAUKEE COUNTY TRANSIT SYSTEM) TRANSIT OPERATOR

By  Date 11/12/07
Robert A. Brooks, County Board Chairman
County of Ozaukee

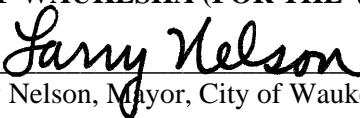
WASHINGTON COUNTY (FOR THE WASHINGTON COUNTY TRANSIT SYSTEM) TRANSIT OPERATOR

By  Date 9-19-07
Thomas J. Sackett, County Board Chairman
County of Washington

WAUKESHA COUNTY (FOR THE WAUKESHA COUNTY TRANSIT SYSTEM) TRANSIT OPERATOR

By  Date 4-22-08
Daniel P. Vrakas, County Executive
County of Waukesha

CITY OF WAUKESHA (FOR THE WAUKESHA TRANSIT COMMISSION) TRANSIT OPERATOR

By  Date 9-25-07
Larry Nelson, Mayor, City of Waukesha

Appendix B

Southeastern Wisconsin Regional Planning Commission Staff Memorandum

PUBLIC PARTICIPATION PLAN FOR TRANSPORTATION PLANNING CONDUCTED BY THE SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

INTRODUCTION

The Southeastern Wisconsin Regional Planning Commission (SEWRPC) is the official areawide planning agency for the seven-county Southeastern Wisconsin Region, including Kenosha, Milwaukee, Ozaukee, Racine, Walworth, Washington, and Waukesha Counties. The Commission also serves as the Metropolitan Planning Organization (MPO) for transportation planning in the Kenosha, Milwaukee, Racine, Round Lake Beach (Wisconsin portion), and West Bend urbanized areas and the Federally designated six-county transportation management area, including Kenosha, Milwaukee, Ozaukee, Racine, Washington, and Waukesha Counties, and small portions of Dodge, Jefferson, and Walworth Counties.

The Commission is responsible for preparing the regional transportation plan and transportation improvement program for the seven-county Region, including the five urbanized areas and the six-county transportation management area.

This document outlines how the Commission will involve the public in its regional transportation planning and transportation improvement programming, including with respect to:

- Providing information about, and access to, regional transportation planning and programming activities
- Obtaining public input during regional transportation planning and programming activities
- Considering public input received when regional transportation planning and programming recommendations are made
- Evaluating the effectiveness of the public participation plan and continuing to improve public participation when possible

This appendix supplements, and adds detail to, the overall Commission “*Public Participation Plan for Regional Planning in Southeastern Wisconsin*.” The Public Participation Plan (including its appendices) and a summary brochure on public participation are available on the Commission’s website at sewrpc.org/ppp, which also contains a host of other information.

RECOMMENDED PUBLIC PARTICIPATION PLAN FOR TRANSPORTATION PLANNING

The Commission aims to ensure early and continuous public notification about regional transportation planning and programming activities, provide meaningful information concerning such activities, and obtain participation in and input to the preparation and adoption of regional transportation plans and improvement programs. In addition, the public participation process described here satisfies the public participation process requirements for the Program of Projects, as prescribed in accordance with Chapter 53 of Title 49, United States Code, and the current metropolitan and statewide planning regulations, for the following Federal Transit Administration grantees: City of Hartford, City of Kenosha, Kenosha County, City of Milwaukee, Milwaukee County, Ozaukee County, City of Racine, Walworth County, Washington County, Waukesha County, City of West Bend, and City of Whitewater.

The Commission will work to achieve these goals cooperatively with other public agencies and units of government—local, State, and Federal—by coordinating public participation processes when possible. The

Commission views these other agencies and governments as partners in the public participation process. In particular, the Commission will coordinate with the Wisconsin Department of Transportation regarding public participation efforts.

The remainder of this document describes how the Commission proposes to achieve these public participation goals, and outlines a framework for public participation to be followed for each type of transportation planning and programming effort. However, the Commission strives to be responsive and encourages involvement in whatever way is desired and convenient. Suggestions are welcome on how the Commission can meet participation needs and best receive public comments. Please go to www.sewrpc.org or see the contact information at the end of this document.

Public Notification, Access, and Input

Timely notification of and provision of access to Commission regional transportation planning and programming activities will be provided to encourage early and continuous public participation. The Commission's planning and programming efforts benefit from having a well-informed citizenry. The ability for the general public to become actively involved and to provide meaningful input on needs, plans, and programs depends on knowledge of the issues under consideration and the study being undertaken to address those issues. In addition, the public will be encouraged to contribute to transportation planning and programming efforts to improve the results of planning and programming efforts, increase the public knowledge and understanding of those efforts, and increase the likelihood that those efforts are successfully implemented.

The techniques listed below will be used by the Commission to raise awareness of, provide public access to, and obtain public input on the preparation and adoption of regional transportation plans and programs.

Advisory Committees

Advisory committees will be formed by the Commission for each planning and programming effort to guide the development of the desired plan or program. The membership of the advisory committees will primarily, although not exclusively, consist of concerned and affected local government elected and appointed public officials who will have the authority and expertise to represent the residents of their local units of government. The membership will also include representatives of State and Federal transportation and environmental resource agencies. The Commission will seek diversity—specifically, members of minority population groups—as it considers, solicits, and makes appointments to advisory committees.

The use of advisory committees promotes intergovernmental and interagency coordination and broadens the technical knowledge and expertise available to the Commission. The members of advisory committees serve as direct liaisons between the Commission planning and programming efforts and the local and State governments that will be responsible for implementing the recommendations of those planning and programming efforts. The advisory committees will be responsible for proposing to the Commission, after careful study and evaluation, recommended plans and programs. Information regarding public comment received will be provided to the advisory committees, which will consider that public comment prior to determining final recommended plans and programs. In some cases, non-governmental officials will be asked to serve on advisory committees to represent different interests.

- **Public Notice and Agenda Availability:** The agendas for all meetings of the Commission and the Commission's advisory committees will normally be posted on the Commission website and at the offices of the Commission as soon as available, but at least five business days prior to each meeting. Meeting notifications will request that people needing disability-related accommodations contact the Commission a minimum of three business days in advance of the meeting they wish to attend so that appropriate arrangements can be made.
- **Public Access:** Meetings of the Commission and the Commission's advisory committees will be open to the public to ensure that interested residents have access to the regional transportation planning and programming process. Advisory committee meetings will be held at transit-accessible locations, to the extent practicable, particularly meetings addressing plan alternatives, and preliminary and final

recommended plans. Advisory committee meetings will be held at locations accessible to people with disabilities, and compliant with the Americans with Disabilities Act of 1990.

- **Public Input:** Numerous opportunities for submitting public comment for consideration by the Commission and the Commission’s advisory committees will be provided. These include written comments, oral comments at public meetings, comments through the Commission website, comments through outreach activities, and other means. All comments will be documented as described below—under “Incorporation of Public Input”—and will be provided to the Commission and the Commission’s advisory committees. This documentation is intended as the primary source of formal comment to these decision-making bodies. Meetings of the Commission’s Planning and Research Committee and the Commission’s Advisory Committees on Regional Land Use Planning and Regional Transportation Planning will include in their meetings a short public comment period (up to 15 minutes). The time allowed for public comment will be divided between each registered speaker, limited to a maximum of three minutes per speaker.

Environmental Justice Task Force

The Commission has formed and will use an Environmental Justice Task Force (EJTF) to enhance the consideration and integration of environmental justice throughout the regional planning process. The purposes of the EJTF include:

- Further facilitate the involvement of low-income communities, minority communities, and people with disabilities in regional planning
- Make recommendations on issues and analyses relevant to the needs and circumstances of low-income communities, minority communities, and people with disabilities
- Help identify the potential benefits and adverse effects of public infrastructure and services addressed in regional planning programs with respect to low-income communities, minority communities, and people with disabilities
- Advise and recommend methods to prevent the denial of benefits to low-income communities, minority communities, and people with disabilities, and to minimize or mitigate disproportionately high and adverse negative impacts on those groups
- Enhance awareness and implementation of plans, with emphasis on the needs of low-income communities, minority communities, and people with disabilities. The membership is appointed by the Regional Planning Commission, after consultation with organizations representing low-income communities, African-American communities, Latino communities, Asian communities, Native American communities, people with disabilities, and/or transit-dependent populations as appropriate.

EJTF members are from and represent low-income communities, minority communities, people with disabilities, and/or transit-dependent communities, and thereby enhance representation of such populations. Seven of the EJTF members represent the counties in the Region (one per county). Three additional members represent the largest city in the Region; three more represent the three next-largest cities in the Region (one per city); and one represents the remainder of the Region. The fifteenth member serves as an at-large regional representative. The EJTF meets as appropriate and necessary, usually on a quarterly basis. As provided for during EJTF formation, agenda topics including geographic or subject matter considerations may result in meetings in smaller or needs-based configurations, with invited local or specific subject representatives.

- **Public Notice and Agenda Availability:** The agendas for all EJTF meetings will normally be posted on the Commission website and at the offices of the Commission as soon as available, but at least five business days prior to each meeting. Meeting notifications will request that people needing disability-related accommodations contact the Commission a minimum of three business days in advance of the meeting they wish to attend so that appropriate arrangements can be made.

- **Public Access:** All EJTF meetings are open to the public to ensure that interested residents have access to the regional transportation planning and programming process. All EJTF meetings will be held in locations that are physically accessible to people with disabilities and served by public transportation.
- **Public Input:** All EJTF meetings will include two opportunities for public comment: one near the beginning of the meeting, before new business is discussed, and one at the end of the meeting, before the EJTF adjourns.

The impact of the EJTF will be evaluated by the EJTF and the Commission in terms of process (the extent to which public involvement of low-income communities, minority communities, and people with disabilities has been enhanced) and outcomes (the extent to which regional plans and planning processes balance the benefits and burdens of decisions, particularly as related to the interests of low-income communities, minority communities, and people with disabilities). The evaluation includes determination of the degree to which EJTF recommendations have been acted upon or implemented in practice by the Commission.

Public Meetings and Public Comment Periods

Public meetings provide opportunities to obtain public comment and input, as well as to notify and inform the public about transportation planning and programming. Public meetings will typically utilize a variety of techniques to provide information about transportation planning and programming, including the distribution of materials, the use of visual displays, the availability of Commission staff to answer questions, and summary presentations by Commission staff. Study Advisory Committee members and SEWRPC Commissioners will be encouraged to attend and participate. Public meetings will also use a variety of techniques to obtain public comment, including the use of keypad polling devices and interactive small group discussions as appropriate. Annually, at least one public meeting will be held whether for a major or routine regional transportation plan update, transportation improvement program preparation, or other major regional or sub-regional study. At these meetings, the regional transportation plan will be available for review and comment.

- **Public Notice:** The Commission will place paid advertisements in newspapers appropriate for the study area and meeting locations, with the amount and timing of the advertisements to be determined based upon the individual planning or programming effort. Paid advertisements will also be placed in newspapers serving minority populations and low-income populations. Advertisements providing notification of public meetings will be published 10 business days prior to the first meeting date announced. Additionally, press releases announcing the public meetings may be distributed for an area appropriate to each planning or programming effort. Any notification of meetings will request that people needing disability-related accommodations contact the Commission a minimum of three business days in advance of the meeting they wish to attend so that appropriate arrangements can be made. Notification of public meetings will also be provided on the Commission's website, and through the Commission's electronic newsletter distribution list.
- Notification of public meetings may also be accomplished through the development and distribution of summary materials—brochures, fact sheets, and/or newsletters. A summary publication or brochure will be developed for each study, and may be updated during the course of the study as appropriate. A newsletter—or series of newsletters, depending on the planning study—will also be developed and may serve this summary purpose. The summary materials will provide general information regarding the study; updates on study progress, findings, and recommendations; and information regarding upcoming public meetings and hearings. These materials will be used to inform the general public and be distributed to media representatives when using press releases. Brochures, fact sheets, public meeting notices, and newsletters will be prepared in user-friendly lay language to the extent possible.
- **Public Access:** The Commission will attempt to select locations that are accessible to minority populations and low-income populations, and the selection of locations for public meetings and hearings will take into consideration the potential availability of transit-accessible locations. In all cases, meetings and hearings will be held in venues that substantially comply with the Americans with Disabilities Act of 1990.

- **Public Input:** The comments received by the Commission at public meetings—written and oral comments—will be recorded for consideration prior to preparing the final recommendations of the plan or program under consideration. All meetings will include the opportunity for written comment and to provide comments one-on-one to Commission staff. Some meetings may include question and answer sessions. Some meetings—specifically including those at which a preliminary recommended plan is being presented—will also include the opportunity to formally offer oral comment. Oral comment will either be taken in a town hall format or one-on-one with a court reporter, or sometimes both, if suitable facilities are available at meeting locations.

The number and locations of public meetings will be tailored to each transportation planning and programming study. For example, it may be appropriate to hold public meetings only in one county of the Region for a transit development plan focusing on the transit services within that county. The public meetings will be scheduled during a formal public comment period as discussed under each bullet below. The public will be notified of the duration of the formal comment period in conjunction with the announcement of a public meeting, or in a manner similar to that announcing a public meeting.

- **Major Regional Transportation Plan Updates and Other Major Regional Studies:** During the conduct of major regional transportation plan updates—anticipated to occur about every 10 years—and during other major regional studies, multiple series of public meetings will be held, with at least one meeting in each county during each series. At least one of the series will be held early in the study and may be expected to address topics such as study scope and inventory findings, and may also describe potential alternatives to be considered. Another series of meetings will be held later in the study, with plan alternatives presented for review and comment, and potentially a preliminary recommended plan as well.

A formal public comment period of at least 30 days will be offered before the adoption of a major regional transportation plan update or other major regional study, and will coincide with at least one series of public meetings.

- **Minor Reviews and Reaffirmations of the Regional Transportation Plan and Sub-Regional Studies:** During the conduct of a routine regional transportation plan review and reaffirmation—anticipated to occur about every three or four years—and during the conduct of sub-regional studies, at least one public meeting will be held. Sub-regional studies include, but are not limited to, county- or community-specific transit development plans and jurisdictional highway system plans. The meeting will be held when alternatives are being considered (if applicable) and when a preliminary recommended plan is presented.

A formal public comment period of at least 30 days will be offered before the adoption of a minor review and reaffirmation of the regional transportation plan or sub-regional study, and will coincide with at least one public meeting. In addition, a formal comment period of at least 30 days will be provided before the adoption of an amendment to the regional transportation plan or any sub-regional study.

- **Transportation Improvement Program:** During the preparation of the transportation improvement program (TIP)—anticipated to occur every two years—at least one public meeting will be held. A formal public comment period of at least 30 days will be offered before the adoption of the TIP, and will coincide with at least one public meeting.

Periodically, amendment to the TIP—adding or deleting a transportation projects, or incorporating changes in project scope, cost, or timing—are necessary to ensure the relevancy of the program. As part of incorporating these changes to the program—anticipated to occur every one to two months—appropriate opportunity for public review and comment will be provided. The criteria used to determine the type of change (major or minor amendment or administrative modification) and attendant level of advisory committee and public involvement are provided in the TIP. Major amendments that do not also require amendment to the regional transportation plan will have a comment period of at least 14 days. Notification of the comment period for these amendments will be provided only through the Commission’s website.

Information on proposed minor amendments that would not require a public comment period would be provided on the Commission's website while the amendments are being considered for approval by the Commission and the appropriate advisory committee. All administrative modifications and approved amendments will also be provided on the Commission's website.

- **Public Participation Plan:** The Commission will periodically review this public participation plan document, considering the evaluations of public participation following completed studies (see "Evaluation of Public Participation," below), public comment regarding public participation efforts, and new applicable regulations and guidance. Should the Commission determine that a substantial modification of this public participation plan document is in order, the Commission will review and revise this public participation plan document including a public meeting and a 45 day public comment period, prior to its update.

Should it be determined by the Commission or an advisory committee guiding a particular effort that a public meeting will be held for a planning or programming effort other than those previously listed, a formal public comment period of at least 30 days will be established.

Website

The Commission will maintain and update a website. The website will include general information about the Commission as well as more detailed information regarding regional transportation planning and programming activities. A portion of the website will be dedicated to public participation, highlighting how the public can obtain additional information regarding Commission planning efforts, including methods of contacting Commission staff other than through the website. The website will also include this public participation plan document.

The Commission's website will be designed as a portal into virtually all of the Commission's work, which the public is encouraged to utilize. All committee memberships, meetings, agendas, minutes, notices, and materials pertaining to current planning efforts will be online, as well as hundreds of publications, planning data and resource inventories, and background information on relevant planning efforts. People visiting the website will have ready access to a full range of information prepared at various planning stages and levels of detail, including final reports, draft chapters, newsletters and brochures, comments received, and related website links. Importantly, the website will also provide ready access and an open opportunity to comment on regional planning 24 hours a day, 7 days a week.

The website will also provide comprehensive information about each Commission regional and subregional transportation planning and programming effort underway. In some cases, individual websites (linked to the main Commission website) will be created for major regional studies to increase public involvement and understanding of the study. Regardless of whether or not an individual website is created, information provided for each planning and programming effort will include:

- Background information, including the purpose of the effort
- Notification of public comment periods and meetings, including advisory committee, EJTF, and public meetings, and also Commission meetings addressing initiation or adoption of a regional transportation plan or transportation improvement program
- Advisory committee and EJTF meeting materials, such as agendas, minutes, and presentation materials
- Summary materials, such as newsletters and brochures
- Draft sections of reports
- Contact information for Commissioners and Commission staff
- Means to submit comments regarding the planning or programming effort
- Records of public comments

Mailing and E-Mailing Lists

In order to increase awareness of public meetings, planning efforts, and other Commission activities, the Commission will maintain a regional listing of individuals, groups, agencies, and organizations that have expressed interest in receiving information regarding Commission activities. Interested individuals may sign up for these contact lists on the Commission website or by contacting the Commission staff. The contact lists will include organizations and media associated with minority populations and low-income populations. Newsletters prepared for Commission transportation planning studies will utilize these contact lists, and notification of all public meetings will be transmitted electronically to individuals on the e-mailing list.

Media List

The Commission will maintain and use a list of significant media outlets in the Region—including minority media outlets—for use in distributing materials such as news releases and newsletters as appropriate for each work effort.

Document Availability

In addition to the advisory committees, EJTF, public meetings, and other public involvement techniques described previously, all Commission preliminary plans will be available for public review on the Commission website and at the Commission offices in order to increase public awareness of the Commission's work and provide an opportunity for the public to comment before a final plan is developed. Copies of preliminary plans will be distributed upon request. Preliminary regional plans will be summarized in newsletters and/or shorter documents and brochures, that will be widely distributed and available upon request.

All Commission published final plans and documents are provided to all public libraries within Southeastern Wisconsin and will also be available for public review at the Commission offices. In addition, Commission final plans and documents will be available on the Commission website. Published plans and documents may be obtained from the Commission. A charge may be applied for copies of publications to cover the approximate cost of producing and, if applicable, mailing the publication.

Outreach and Briefings

Beyond Commission efforts to notify, inform, and obtain input from the general public, the Commission will seek opportunities to notify, inform, and obtain input from those most likely to be impacted by transportation proposals. The Commission will, for example, contact community groups of an affected and concerned area, and offer briefings and presentations to those groups at meetings held expressly for that purpose or during regularly scheduled meetings of those groups. Outreach contacts and materials will be prepared in user-friendly, lay language. Outreach efforts will also particularly be made to notify and inform, and obtain input from, low-income populations and minority populations. A list of organizational contacts will be maintained for such purposes. Elected officials and citizen leaders may be offered such briefings and presentations as well. Briefings and presentations will be specifically offered during at least two periods in each study—in the early stages of study prior to the consideration of alternatives, and later in the study after alternatives have been developed and evaluated. Meetings with staff, including comment opportunities, will be conducted anytime there is interest during a planning effort.

During regional land use and transportation planning efforts, the Commission will also use other means to obtain public involvement and input, including for example, focus groups, small group techniques, visioning or brainstorming, and obtaining participation and input at non-traditional meeting places and events, such as fairs, festivals, social media, and others.

Incorporation of Public Input

The results of the public participation process will be documented and taken into account by the Commission and its advisory committees guiding regional transportation planning and programming.

Documentation of Public Input

The results of each public participation process will be documented and published. Individual comments will be included, whether submitted to the Commission in writing, offered as testimony at a town hall meeting, or provided orally to a public meeting court reporter. The documentation of public comment will be provided to the study advisory committee and the Commission and will be published on the Commission website and available at the

Commission offices for review by the public. The documentation may be contained within the primary plan or program document being produced or within a separate document. If a separate document is produced to provide the full record of public comments, the primary planning or programming document will contain a summary of the public comment. Responses to public comments will also be documented, addressing each issue raised in public comments, and will be included in either the primary planning or programming document being produced or within the separate document. The summarization and documentation will occur prior to the consideration of any final recommended action.

Consideration of Public Input

The public input will be considered by the Commission and its advisory committees during key stages in the planning process, if applicable, and prior to determination of final recommended plans or programs.

Supplemental Opportunity for Public Review and Comment

Final recommended plans and programs are typically very similar to the preliminary plans and programs reviewed by the public. Normally, when changes are made following review of preliminary plans and programs, the changes are not significant, and the changes are made to respond to public comment. Also, when changes are made, they often reflect alternatives previously considered and reviewed during the public participation process. Therefore, no additional public review and comment is typically necessary following the completion of the planned public participation process. However, it is possible that significant changes that were not previously available for public review and comment may be made to a preliminary plan or program following the completion of a public participation process. In such a circumstance, either the Commission or advisory committee may direct that additional public notification and a formal period for public comment be provided regarding the revised plan or program prior to adoption.

Evaluation of Public Participation

The effectiveness of the Commission's public participation policies and practices will be monitored and evaluated, and modified as needed based on experience, consideration of suggestions, agency requirements, and/or the changing state of the art of public participation. The Commission will continue to seek improvements to its public participation processes when possible. Annually, the criteria outlined in Table 1 will be evaluated to assess the public participation in Commission regional transportation planning.

Evaluation of Individual Public Participation Efforts

Following the conclusion of each planning effort, Commission staff will complete an evaluation of the public participation process for that particular effort. The evaluation will indicate the effort being evaluated, the Commission publications where the effort is documented, the public involvement techniques used with brief evaluations of those techniques, and conclusions regarding the overall public participation effort undertaken for the specific planning study. The evaluation will also identify how public involvement and input shaped the planning effort and final plan, and explain the public comment incorporated, and not incorporated, in the final plan. The Commission staff will consider any comments that were made during the plan preparation effort regarding public participation when completing such an evaluation. Each evaluation completed by the Commission will be provided to the Wisconsin Department of Transportation and the U.S. Department of Transportation through the Commission's quarterly Progress Report, in which the Commission reports on the progress of the Commission's transportation work program every three months.

Modification of Public Participation Efforts

While the Commission's evaluation of public participation efforts will occur after the completion of each regional or subregional planning effort, Commission staff will modify ongoing public participation while a planning effort is underway, as necessary and practicable. The Commission will in particular consider public comments made regarding the public participation efforts underway when considering any potential modification.

Individual public participation activities and events will also be evaluated in response to measures such as participation level, feedback which may be provided by attendees and/or reviewers, and periodic sampling with more formal assessment of a technique's intent and outcome achieved. Examples may include how well meetings

Table 1

SEWRPC PUBLIC PARTICIPATION PROCESS EVALUATION CRITERIA*

Measured Activity Descriptions by Public Participation Goal Components		Evaluation Criteria/Mechanisms	Target or Measurement
Goal Part 1: Ensure Early and Continuous Public Notification			
*	Central city, minority, and low-income group updates via personal letter, often with informational materials, and follow-up as appropriate	Such letters correspond to all major stages in relevant planning programs, notably transportation, otherwise routine updates are given	At least 2 updates per year to approximately 90 to 100 organization contacts (subgroupings for local studies)
*	Paid advertisements for public meetings and/or planning program announcements in a variety of newspapers (dependent on number of planning programs active and their respective stages of planning)	Publication in newspapers of record for counties as appropriate, and minority owned papers	Approximately 10 events or activities advertised per year, many with multiple ads
*	Website hits to be monitored numerically and for trends; website comments also monitored for trends	Research recent SEWRPC website use patterns; monitoring of use changes and comments	Increase hits by 5 percent
Goal Part 2: Provide Meaningful Information			
*	Briefings, presentations, or other meetings with groups representing environmental justice interests	In-person contacts with group directors, boards, clientele, membership, or other parties	Reach at least 100 groups, totaling at least 200 meetings annually (includes primary contacts and key partners)
*	SEWRPC newsletter development and distribution, to share information and maintain continuity	Newsletter published and distributed to interested parties and contacts	At least 2 issues per year
*	Summary publications including brochures to help shorten and simplify newsletter content and other planning material, or to introduce programs or basic concepts	Publications are developed and used, matching needs	At least 3 products per year
Goal Part 3: Obtain Participation and Input			
*	Formal meetings with representatives from the primary organizational contacts identified by SEWRPC and its Environmental Justice Task Force	Written summary of key concerns and suggestions; follow-up contacts; and involvement in joint activities	At least 2 direct contacts with each of some 41 primary organizations per year, totaling at least 60 meetings
*	Public informational meetings held at each major stage of planning efforts	Numbers and locations of meetings are appropriate to the planning study/program; meetings are held in each appropriate county, including central cities	At least 1 meeting or a series of meetings each year, regardless of planning activity (often more)
*	Nontraditional public outreach techniques used in addition to the more traditional efforts noted above	SEWRPC presence is exhibited at festivals, fairs, neighborhood events and/or similar opportunities	Approximately 3-4 times per year

* The years 2009 and 2010 will be considered a base period for formal monitoring and evaluation of annual activity.

were attended and received by target audiences, receptivity regarding outreach publications, and number of hits or comments generated by the Commission website. Any improvements could then immediately be implemented for related future activities and events.

Engaging Minority Populations and Low-Income Populations

The recommended public participation plan seeks to encourage the participation from all concerned and interested persons in the Region, but there is a recognized need to take additional specific steps to engage minority populations and low-income populations in transportation planning and programming studies, as partly described under the Public Notification, Access, and Input section. The Environmental Justice Task Force discussed in that section is one additional step taken by the Commission. Below, additional detail on engaging minority populations and low-income populations is provided.

The Commission is committed to complying with both Title VI of the Civil Rights Act of 1964 and Executive Order 12898, concerning Environmental Justice, including as they relate to public involvement in the Commission's transportation planning and programming efforts. The Commission maintains and routinely updates demographic data that allows for the identification of the general size and location of low-income populations and minority populations. The Commission has taken steps to increase planning process participation by minority populations and low-income populations, and to remove any barriers to their involvement. The Commission will continue working to improve its techniques, and to seek out and consider the needs of these populations.

The amount and type of efforts undertaken by the Commission to encourage increased participation by minority populations and low-income populations will be determined for each individual planning effort, with factors affecting which techniques will be applied, and to what extent. These factors include:

- The population that may potentially be affected as a result of the planning or programming process. The results of a regional study could potentially affect the entire population of the Region, but other studies may include only a single municipality.
- The potential benefits and impacts of the plan or program to be considered—what effects a plan or program may have on the population of the study area.

While Title VI and Environmental Justice will be considerations under any planning or programming effort, the measures taken will vary by planning effort due to the considerations noted above. The following are steps that the Commission has taken in the past, and will continue to use to encourage early and continuous participation of minority and low-income populations:

- **Environmental Justice Task Force:** The Commission will involve the Environmental Justice Task Force in planning efforts, seeking input on scope, alternatives, potential costs, benefits and impacts, and public involvement.
- **Public Meetings Hosted by Community Partners:** The Commission has identified nine community partners that represent or work closely with low-income communities, minority communities, or people with disabilities. Currently, these partners include Common Ground of Southeastern Wisconsin, Ethnically Diverse Business Coalition, Hmong American Friendship Association, IndependenceFirst, Milwaukee Urban League, Renew Environmental Public Health Advocates, Inc., Southside Organizing Committee, Urban Economic Development Association of Wisconsin, and Urban League of Racine and Kenosha. During each major planning effort, the Commission staff will work with each of these community partners to host a parallel series of public meetings targeted at gathering input from the communities that each partner represents to enhance and strengthen the Commission's outreach to these communities and the level of public input received by the Commission from these communities.
- **Commission Outreach:** The Commission will actively conduct outreach to provide information to, and receive comments from, minority and low-income groups and organizations. The Commission will

maintain a list of central city, minority, and low-income groups and organizations for this outreach. These groups and organizations will be consulted regarding effective means and materials for interacting with their membership and/or clientele, including types of meetings if appropriate and production of summary publications in lay language.

- **Public Meetings:** The number and location of public meetings will be selected to encourage participation of minority and low-income populations.
- **Media List:** The list of media contacts in the Region to be used for purposes such as the distribution of news releases and newsletters will include minority media outlets.
- **Newsletters:** Study newsletters and/or other summary materials will be mailed to all groups and organizations associated with minority and low-income populations.
- **Notices in Additional Publications:** Paid advertisements will be placed in newspapers appropriate for the study area for formal notification of public meetings and comment periods, and will also be placed in minority community newspapers—and possibly in languages other than English as discussed below.
- **Non-traditional Means or Strategies to Engage Participation:** Particularly those means demonstrated to have provided successful results elsewhere and/or which have been requested by the minority and low-income populations themselves will be considered and used.
- **Limited English Proficiency Considerations:** The Commission will also consider actions appropriate to each study effort to ensure that meaningful access is provided for persons having limited English proficiency. These measures include placing notifications of public meetings in minority publications in the Region's predominant non-English languages, notably Spanish. At public meetings, the Commission will have a translator available upon request. Summary materials, particularly those relating to alternative, preliminary, and final plans will be produced in the Region's predominant non-English languages, notably Spanish. The Commission will also contact leaders of the predominant limited English proficiency communities during studies to determine how best to inform, and obtain input from, their communities. These measures are provided to illustrate the types of activities that may be implemented by the Commission.

Compliance with the Americans with Disabilities Act

The Commission is also committed to complying with the Americans with Disabilities Act of 1990 (ADA), including as it relates to public involvement in its transportation planning and programming efforts. Measures will be taken to ensure that people with disabilities have opportunities to be involved in the Commission's planning and programming studies. The Commission will take steps including, for example, that all Commission public meetings will be held in venues that are ADA compliant. Additionally, the Commission will respond to requests for disability-related accommodations, and will arrange to accommodate those needs. As stated earlier in this document, all public notices and advertisements of public meetings will indicate that people needing disability-related accommodations should contact the Commission offices to allow for arrangements to be made prior to the meeting date.

REGIONAL TRANSPORTATION CONSULTATION PROCESS

The Commission obtains considerable input through consultation with the agencies and officials within the metropolitan planning area who are responsible for other planning activities affected by transportation, as well as transit operators for public and other transit services, Indian Tribal governments, and Federal land management agencies. Federal Statute and regulations require the Commission, as the metropolitan planning organization (MPO) for Southeastern Wisconsin, to carry out and document this consultation process. Appendix B to the *"Public Participation Plan for Regional Planning in Southeastern Wisconsin"* explains and documents this consultation process, which was followed most recently during the preparation of VISION 2050, the year 2050 regional land use and transportation system plan, which was adopted in July 2016.

* * *

Contact Information for the Southeastern Wisconsin Regional Planning Commission:

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Appendix C

TITLE VI YEAR 2017 ACCOMPLISHMENTS, YEAR 2019 GOALS, AND CERTIFICATION

Year 2017 Accomplishments

- Outreach and involvement efforts have continued and been expanded for minority communities—African-American, Asian and Pacific Islander, American Indian and Alaska Native, and Hispanic—and particularly include Milwaukee, Racine, Kenosha, and Waukesha central city areas. The Commission’s public involvement process continues to be implemented, including recommendations for outreach to address Title VI and environmental justice, and the agency’s limited English proficiency (LEP) language assistance plan, which was updated in 2016.
- As part of VISION 2050, the Commission continued its partnership with eight community organizations to conduct targeted outreach to their constituents. This partnership was designed to reach and engage certain groups that have traditionally been underrepresented—in particular, minority populations, people with disabilities, and low-income individuals—and encourage them to participate and provide input. Five of the eight partner organizations represented minority populations and include: the Hmong American Friendship Association, the Milwaukee Urban League, the Southside Organizing Committee, the Urban League of Racine and Kenosha, and the Ethnically Diverse Business Coalition.
- Continued increase in minority staff, including implementation of minority student engineering and planning research aide program.
- Surpassed our DBE goal of 10 percent.
- Environmental Justice Task Force held two regularly scheduled meetings.
- In 2016, the Milwaukee Satellite Office started operating at the offices of The Global Water Center, which is located within the Walker’s Point area of the City of Milwaukee. This area has been a continuing focus for commercial and neighborhood revitalization collaboratively involving various community, business and government entities.

Year 2019 Goals

- Continue and expand our outreach and involvement efforts for minority communities, and address all minority populations – African-American, Asian and Pacific Islander, American Indian and Alaska Native, and Hispanic – and particularly include Milwaukee, Racine, Kenosha, and Waukesha central city areas.
- Implement Commission public involvement process, including recommendations for outreach to address Title VI and environmental justice, and limited English proficiency (LEP) language assistance plan.
- Conduct an agency-wide training program in LEP language assistance.

- Continue and expand implementation of minority student engineering and planning research aide program and increase minority staff.
- Achieve and surpass our DBE goal of 10 percent.
- Promote increases in the appointment of minorities and women to Commission Advisory Committees and the Commission.
- Actively engage and promote appointments of seniors, veterans and people with disabilities to committees related to the planning process.
- Promote and encourage continued public participation and outreach during the upcoming year, including continuing and expanding collaborative relationships with nine Community Partners to better target and engage low-income neighborhoods, communities of color, individuals with disabilities, and seniors and the elderly.
- With the Milwaukee Satellite Office operating at the offices of The Global Water Center, SEWRPC also looks to continue partnerships with environmentally focused organizations within the Global Water Center, as well as the commercial and neighborhood revitalization efforts.

These activities will be completed by the Commission's Public Involvement and Outreach staff and, at events, the Transportation Division staff.

Appendix D

FHWA-SUBRECIPIENT TITLE VI/NONDISCRIMINATION AGREEMENT & ASSURANCES FFY 2019

This signed **FHWA- Subrecipient Title VI/Nondiscrimination Agreement and Assurances FFY 2019**, herein referred to as "**Agreement and Assurances**," is a requirement of all of WisDOT's FHWA subrecipients. This **Agreement and Assurances** and the annual **WisDOT Title VI/Nondiscrimination Subrecipient Survey** are REQUIRED by ALL FHWA Subrecipients to meet the FHWA requirements for a **Title VI Annual Implementation Plan** and a **Title VI Annual Accomplishments Report**. Subrecipients of Federal Transit Administration (FTA) funds must submit a separate Title VI Plan to the WisDOT, Bureau of Planning and Economic Development (BOPED) for review.

Instructions:

1. Fill-in all blanks with the appropriate information (search for the word "Click")
2. Obtain the signature of the Executive Director or other responsible official on Page No. 11
3. Submit an organizational chart showing the position of your Title VI Coordinator
4. Submit Title VI goals for FFY 2019 (scan or attach to email when returning this signed **Agreement**)
5. Submit an outline or Table as described in VI.13.b below (scan or attach to email when returning this signed **Agreement**)

This **Agreement and Assurances** is between the Wisconsin Department of Transportation (WisDOT) and *Southeastern Wisconsin Regional Planning Commission*, a WisDOT Subrecipient of Federal Highway Administration (FHWA) funds.

Subrecipient Title VI Coordinator (STSC) for FHWA Activities and Monitoring:

Name: Elizabeth Larsen Title: Assistant Director - Administration

Employing Organization: *Southeastern Wisconsin Regional Planning Commission*

Mailing Address: PO Box 1607, Waukesha, WI 53187

Email Address: elarsen@sewrpc.org

Phone: 262-547-6721

Fax : 262-547-1103

Name of the Signatory of this document (see p.10): Michael G. Hahn

Does your organization require the approval of a Board or Commission to execute this *Agreement and Assurances* (click on box to insert "X")? Yes ☐ No ☒

If yes, provide date of expected Board or Commission approval: *[Click and type here to enter text.]*

I. Introduction

The Wisconsin Department of Transportation (WisDOT) is a recipient of Federal Highway Administration (FHWA) financial assistance. All entities that receive FHWA funding through WisDOT are termed "Subrecipients" of FHWA funds. WisDOT is responsible for annual monitoring and reporting on Title VI/Nondiscrimination compliance and the activities of all FHWA Subrecipients. Subrecipients are required to comply with various nondiscrimination laws and regulations, including the Title

VI Civil Rights Act of 1964, to be eligible to continue receiving FHWA financial assistance. This ***FHWA-Subrecipient Title VI/Nondiscrimination Agreement and Assurances FFY 2019*** (hereinafter referred to as ***Agreement and Assurances***) is a binding legal agreement between WisDOT and the Subrecipient that provides a framework and the required assurances for the Subrecipient to obtain FHWA Title VI compliance.

Additionally, this ***Agreement and Assurances***, in conjunction with the annual ***WisDOT Title VI/Nondiscrimination Subrecipient Survey*** serves as the above Subrecipients' FHWA ***Title VI/Nondiscrimination Implementation Plan***. Each Subrecipient entering into this ***Agreement and Assurances*** is responsible for knowing, understanding and executing all policies, procedures and expectations contained herein.

II. Policy Statement

The Southeastern Wisconsin Regional Planning Commission, a WisDOT Subrecipient of Federal Highway Administration (FHWA) funds, (hereinafter referred to as the "Subrecipient") assures that no person shall, on the grounds of race, color, national origin, sex, age, disability, low income or Limited English Proficiency (LEP), as provided by the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 (P.L. 100.259) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. The Subrecipient further assures every effort will be made to ensure non-discrimination in all its programs and activities whether those programs and activities are federally-funded or not.

In the event the Subrecipient distributes federal aid funds to additional subrecipients such as: contractors, consultants, sub-grantees, subcontractors, transferees, successors in interest and other participants (hereinafter referred to as "contractors/consultants"), the Subrecipient will include Title VI language in all written agreements and will monitor all contractors/consultants for compliance (see Appendices 1-3).

The Subrecipient's Responsible Official has authorized and charged the above identified Subrecipient Title VI Coordinator (STSC) with the authority and responsibility for initiating and monitoring the Title VI activities of itself and its subcontractors, for preparing reports, and for other responsibilities as required by 23 Code of Federal Regulations (CFR) 200, and 49 CFR 21.

III. Authorities

The above Title VI Policy Statement and the following *Assurances* are provided under a range of authorities, including federal laws, regulations and Executive Orders (see 23 CFR 200.5(p)). Those authorities (hereinafter referred to as "Acts and Regulations") include, but are not limited to:

A. Nondiscrimination Statutes

- **Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, provides:** No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.
- **Section 504 of the Rehabilitation Act of 1973, 42 U.S.C. 794, et seq., provides:** No qualified handicapped person shall, solely by reason of his handicap, be excluded from participation in, be denied the benefits of, be subjected to discrimination under any program or activity that receives or benefits from Federal financial assistance.
- **Age Discrimination Act of 1975, 42 U.S.C. 6101, provides:** No person in the United States shall, on the basis of age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

- **Federal Aid Highway Act of 1973, 23 U.S.C. 324, provides:** No person shall, on the ground of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal assistance under this Title or carried on under this Title.
- **The Civil Rights Restoration Act of 1987, P.L. 100-209, provides:** Clarification of the original intent of Congress in Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973. The Act restores the broad, institution-wide scope and coverage of the nondiscrimination statutes to include all programs and activities of Federal-aid recipients, sub-recipients, and contractors, whether such programs and activities are federally assisted or not.
- **Title II of the Americans with Disabilities Act of 1990, 42 U.S.C. 12131, et seq., provides:** No qualified individual with a disability shall, by reason of such disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination by a department, agency, special purpose district, or other instrumentality of a State or local government.
- **Title II of the Americans with Disabilities Act of 1990, 42 U.S.C. 12131, et seq., provides:** No qualified individual with a disability shall, by reason of such disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination by a department, agency, special purpose district, or other instrumentality of a State or local government.

B. Regulations

- C. 23 Code of Federal Regulations (CFR) 1.36, Compliance with Federal Laws and Regulations
- D. 23 CFR 200, Title VI Program and Related Statutes-Implementation and Review Procedures
- E. 28 CFR 35, Nondiscrimination on the Basis of Disability in State and Local Government Services
- F. 28 CFR 36, Nondiscrimination on the Basis of Disability in Public Accommodations and in Commercial Facilities
- G. 28 CFR 42, Subpart C, Implementing Title VI of the Civil Rights Act of 1964
- H. 28 CFR 50.3, USDOJ's Guidelines Enforcement of Title VI of the Civil Rights Act of 1964
- I. 49 CFR 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964
- J. 49 CFR 27, Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance
- K. 49 CFR 28, Enforcement of Nondiscrimination on the Basis of Handicap in Programs or Activities Conducted by the Department of Transportation (DOT)

L. Executive Orders (E.O.)

- E.O. 12250, Leadership and Coordination of Nondiscrimination Laws
- E.O. 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations
- E.O. 13166, Improving Access to Services for Persons with Limited English Proficiency

M. Title VI Program

A. Organization and Staffing

1. *Southeastern Wisconsin Regional Planning Commission* has a civil rights unit and a designated manager who has a responsible position in the organization and easy access to the head of the Subrecipient organization. This unit shall contain a Subrecipient Title VI Coordinator (STSC).

2. The Subrecipient has appointed or will appoint, within thirty days of signing this **Agreement and Assurances**, the above identified (see Page No. 1) Subrecipient Title VI Coordinator (STSC) as the designated representative for responsibilities and actions pertaining to this **Agreement and Assurances** and who is responsible for implementing the Subrecipients' Title VI Program.

Assurances

A. The Subrecipient, Southeastern Wisconsin Regional Planning Commission, hereby gives the following assurances consistent with 49 CFR Part 21.7:

1. That no person shall on the grounds of race, color, national origin, sex, age, disability, low income or Limited English Proficiency (LEP) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity conducted by the Subrecipient whether those programs and activities are federally funded or not.
2. That the Subrecipient will promptly take any measures necessary to effectuate this **Agreement and Assurances**.
3. That each program, activity, and facility as defined at 49 CFR 21.23(b) and (e), and the Civil Rights Restoration Act of 1987 will be conducted (with regard to a program or activity), or will be operated (with regard to a facility) in compliance with the nondiscriminatory requirements imposed by, or pursuant to, this **Agreement and Assurances**.
4. That these Assurances are given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts or other federal financial assistance, extended after the date hereof, to the Subrecipient by the Wisconsin Department of Transportation (WisDOT) under a federally-funded program. These Assurances are binding on it, additional subrecipients, sub-grantees, contractors, consultants, subcontractors, transferees, successors in interest and other participants.
5. That the person or persons whose signature(s) appear below are authorized to sign this **Agreement and Assurances** on behalf of the Subrecipient.
6. That the Subrecipient shall insert the following notification in all solicitations for bids for work or material subject to the Acts and Regulations and made in connection with all federally funded programs and, in adapted form, in all proposals for negotiated agreements.

The Subrecipient, in accordance with **Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4** and **Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, "Nondiscrimination in Federally-assisted programs of the Department of Transportation"** issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 23 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

7. That the Subrecipient shall insert the clauses of Appendix 1 of this **Agreement and Assurances** in every contract subject to the Act and the Regulations.

8. That the Subrecipient shall insert the clauses of Appendix 2 of this ***Agreement and Assurances***, as a covenant running with the land, in any deed from the United States or the Wisconsin Department of Transportation effecting a transfer of real property, structures, or improvements thereon, or interest therein.
9. That the Subrecipient shall include the appropriate clauses set forth in Appendix 3 of this ***Agreement and Assurances***, as a covenant running with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the Subrecipient with other parties: (a) for the subsequent transfer of real property acquired or improved under an FHWA aid program; and (b) for the construction or use of or access to space on, over or under real property acquired, or improved under a FHWA aid program.
10. That the Subrecipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts and Regulations, and this ***Agreement and Assurances***.

VI. Implementation Procedures

A. For the purpose of this *Agreement and Assurances*, “federal assistance” shall include:

1. Grants and loans of federal funds
2. The grant or donation of Federal property and interest in property
3. The detail of Federal personnel
4. The sale and lease of, and the permission to use (on other than a casual or transient basis), Federal property or any interest in such property without consideration or at a nominal consideration, or at a consideration which is reduced for the purpose of assisting the Subrecipient, or in recognition of the public interest to be served by such sale or lease to the Subrecipient, and
5. Any Federal agreement, arrangement, or other contract which, has as one of its purposes, the provision of assistance.

B. The Subrecipient shall:

3. Issue a policy statement, signed by the head of the Subrecipient, which expresses its commitment to the nondiscrimination provisions of the Title VI Acts and Regulations set out in Part III of this document.
4. Circulate the Title VI Policy Statement throughout the Subrecipient’s organization and to the general public. Such information shall be published where appropriate in languages other than English.
5. Take affirmative action to correct any deficiencies found by WisDOT or the United States Department of Transportation (USDOT) within a reasonable time period, not to exceed 90 days, in order to implement Title VI compliance in accordance with this ***Agreement and Assurances*** and the Acts and Regulations. The head of the Subrecipient shall be held responsible for implementing Title VI requirements.

6. Designate a Subrecipient Title VI Coordinator (STSC) annually. The STSC shall be responsible for initiating and monitoring Title VI activities, preparing required reports and other activities as appropriate to the Subrecipient's Title VI Program, the Acts and Regulations and this ***Agreement and Assurances***.
7. Attach to this ***Agreement and Assurances***, or otherwise provide WisDOT with a copy of the Subrecipient's organizational chart illustrating the level and placement of the STSC within thirty days of the signing of this ***Agreement and Assurances***.
8. Immediately notify WisDOT in writing of any changes to the Subrecipients' organizational chart, STSC, or STSC contact information.
9. Process complaints of discrimination consistent with the provisions contained in this ***Agreement and Assurances*** (especially Section VII).
10. Collect statistical data (race, color, national origin, sex, age, disability, low income, and limited English proficiency) of participants in, and beneficiaries of the programs and activities conducted by the Subrecipient.
11. Conduct Title VI reviews of the Subrecipient program areas and activities, and reviews of contractor/consultant program areas and activities. Revise where applicable, policies, procedures and directives to include Title VI requirements.
12. Complete training programs on Title VI and related statutes, regulations and procedures.
13. Annually submit the following information to comply with the FHWA requirement for a ***Title VI Annual Accomplishments Report*** for the coming FFY [as required under 23 CFR 200.9(11)] to WisDOT. Fully responding to the ***WisDOT Title VI/Nondiscrimination Subrecipient Survey*** will fulfill this requirement:
 - a) A description of FHWA Title VI issues that were identified
 - b) A description of discrimination that was prevented
 - c) A description of activities and efforts undertaken by the STSC, Program Area personnel, or others to monitor FHWA Title VI activities
 - d) A description of any corrective action taken on any discrimination issues
 - e) A description of the scope and conclusions of any special reviews (internal or external) conducted by the STSC or others within the Subrecipient Organization
 - f) A summary and status report on all Title VI complaints filed with the Subrecipient.
 - g) A description of major accomplishments regarding Title VI activities.
 - h) Any clarifying comments, descriptions of procedures, and any additional major goals for the following year
14. Annually submit the following information to WisDOT, Title VI Office to comply with the FHWA requirements for a ***Title VI Annual Implementation Plan*** for the coming FFY [as required under 23 CFR 200.9(11)]. This information should be submitted as an attachment to this ***Agreement and Assurances***:

- a) Title VI/nondiscrimination goals for the following year
- b) An outline or Table showing planned Title VI monitoring and review activities for the coming year to include:
 - i. the name and title of who will be completing each Title VI Work Plan activity, and
 - ii. the target date for completion of Title VI Work Plan activities planned for the coming year.

VII. Discrimination Complaint Procedures

A. The Subrecipient adopts the following discrimination complaint procedures:

1. Any person who believes that he or she, individually, as a member of any specific class, or in connection with any Disadvantaged Business Enterprise (DBE), has been subjected to discrimination (based on race, color, national origin/low English proficiency, sex, age, disability or low income) by the Subrecipient or sub-grantees, contractors, consultants, subcontractors, transferees, successors in interest and other participants as prohibited by **Title VI of the Civil Rights Act of 1964**, or the **Civil Rights Restoration Act of 1987 as amended, Section 504 of the Rehabilitation Act of 1973** or the **Americans with Disabilities Act of 1990**, the **Age Discrimination Act of 1975**, or the **Federal Aid Highway Act of 1973**, may file a complaint with the Subrecipient STSC, the Wisconsin Department of Transportation, Office of Business Opportunity and Equity Compliance (WisDOT, OBOEC) Title VI Office, or to the Federal Highway Administration (see contact information on Page No. 9). A complaint may also be filed by a representative on behalf of such a person.
2. In the event that a verbal complaint is made by a Complainant (hereinafter referred to as a “Verbal Complainant”) of discrimination to an officer or employee of the Subrecipient, the Verbal Complainant shall be referred to the Subrecipient Title Six Coordinator (STSC) and will be asked to provide their name and contact information. The STSC will immediately refer the Verbal Complainant to the WisDOT, Title VI Coordinator or the WisDOT, Title VI Coordinator will be referred to the Verbal Complainant. If necessary, the WisDOT Title VI Coordinator will assist the Verbal Complainant with putting the complaint into writing and will provide the written version of the complaint to the Verbal Complainant for signature. The complaint shall then be forwarded to the FHWA, Wisconsin Division Office.
3. In order to have a complaint considered under this procedure, the Complainant (including Verbal Complaints, see 2. above) must file the complaint no later than 180 days after:
 - a) The date of alleged act of discrimination; or
 - b) Where there has been a continuing course of conduct, the date on which that conduct was last encountered.

In either case, WisDOT or FHWA may extend the time for filing or waive the time limit in the interest of justice, specifying in writing the reason for so doing.

4. Complaints shall be in writing and shall be signed by the Complainant and/or the Complainant’s representative. Complaints shall set forth, as fully as possible, the facts and circumstances surrounding the claimed discrimination. The following information should be included in the complaint:

- a) Name, address, and phone number of the Complainant.
 - b) Name(s) and address(es) of alleged discriminating party or parties.
 - c) Basis and nature of the complaint (i.e., race, color, national origin, sex, age, disability, low income or LEP).
 - d) Date of alleged discriminatory act(s).
 - e) Date complaint originally received by the Subrecipient or WisDOT.
 - f) A statement or description of the complaint as provided by the Complainant.
 - g) Other agencies (state, local or Federal) where the complaint has been filed, if known.
 - h) An explanation of the actions the Subrecipient recommends to resolve the issue raised in the complaint.
5. Upon receiving a Title VI/Nondiscrimination complaint the STSC shall:
- a) Forward all Title VI/nondiscrimination complaints to the WisDOT, OBOEC, Title VI Office (see contact information below).
 - b) Inform the Complainant that the complaint has been received and forwarded to the WisDOT, OBOEC, Title VI Office.

WisDOT will then forward complaints to the FHWA, Wisconsin Division Office, where it will be forwarded on to the FHWA Headquarters, Office of Civil Rights (HCR) for review and action.

Send Complaints Regarding Subrecipient Services, Facilities or Employee(s) to:

Wisconsin Department of Transportation

OBOEC, Title VI Office

Attn: Mary Robb, Title VI Coordinator

4822 Madison Yards Way, 5th Floor South

PO Box 7986

Madison, Wisconsin 53707-7986

Phone (608) 267-4489 Fax: (608) 267-3641

mary.robb@dot.wi.gov

Send Complaints Regarding WisDOT Services, Facilities or Employee(s) at any location to:

Federal Highway Administration

U.S. Department of Transportation

Office of Civil Rights

1200 New Jersey Avenue, SE

8th Floor E81-105

Washington, DC 20590

Phone: 202-366-0693

Fax: 202-366-1599

CivilRights.FHWA@dot.gov

Complaints Regarding Transit May be Sent to:

U.S. Federal Transit Administration

Office of Civil Rights

Attention: Title VI Program Coordinator

East Building, 5th Floor-TCR,

1200 New Jersey Ave., SE

Washington, DC 20590

6. Within 10 days of receiving a complaint the WisDOT, Title VI Coordinator shall:
- a) Inform the Complainant that the allegation has been received
 - b) Forward all Title VI/nondiscrimination complaints against the Subrecipient organization to the FHWA, Wisconsin Division Office.
 - c) Forward all Title VI/nondiscrimination complaints regarding transit or transit systems to the WisDOT, Bureau of Transit and Local Roads or the Federal Transit Association (see FTA contact information above).
 - d) Forward all complaints against the Wisconsin Department of Transportation (WisDOT) or regarding its projects or activities, to the Federal Highway Administration, (FHWA) Wisconsin

- f) Inform the STSC and the Complainant that the complaint has been received and forwarded to the FHWA, Wisconsin Division Office.
- 7. FHWA HCR will undertake the final disposition of all Title VI complaints through (1) informal resolution or (2) issuance of a Letter of Finding of compliance or noncompliance with Title VI. A copy of the Letter of Finding will be sent to the FHWA, Wisconsin Division Office, WisDOT and the Subrecipient organization.

VIII. Sanctions

In the event the Southeastern Wisconsin Regional Planning Commission fails or refuses to comply with the terms of this **Agreement and Assurances**, WisDOT may take any or all of the following actions:

- A. Refrain from extending any further assistance to the Subrecipient under the program from which the failure or refusal occurred, or any other program, until sufficient evidence of past correction of noncompliance and/or satisfactory assurance of future compliance has been received from the Subrecipient.
- B. Take such other action that may be deemed appropriate under the circumstances, until compliance or remedial action has been accomplished by the Subrecipient.
- C. Refer the case to the U.S. Department of Justice for appropriate legal proceedings.

(continued on next page)

IX. Signatures

By signing this **Agreement and Assurances**, the *Southeastern Wisconsin Regional Planning Commission* 's responsible official (named below) agrees and is guaranteeing responsibility for the execution and implementation of this **Agreement and Assurances** and agrees that the Southeastern Wisconsin Regional Planning Commission is performing the stated tasks and procedures or is seeking assistance from the Wisconsin Department of Transportation to perform all aspects of the Agreement and Assurances herein.

Wisconsin Department of Transportation

Signature/Title

Agency/Office

Date

Subrecipient Responsible Official:

Michael G. Halin
Responsible Official Signature

Executive Director
Title

Southeastern Wisconsin Regional Planning Commission
Subrecipient Agency/Organization

10-24-18
Date

Appendix 1

During the performance of this contract, the contractor/consultant, for itself, its assignees and successors in interest, agrees as follows:

1. Compliance with Regulations

The contractor shall comply with the Regulations relative to non-discrimination in federally assisted programs of United States Department of Transportation (USDOT), Title 49, Code of Federal Regulations, part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

2. Non-discrimination

The contractor/consultant, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, sex or national origin in the selection and retention of subcontractors/sub-consultants, including procurement of materials and leases of equipment. The contractor/consultant shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

3. Solicitations for Sub-contracts, Including Procurement of Materials and Equipment

In all solicitations either by competitive bidding or negotiations made by the contractor/consultant for work to be performed under a sub-contract, including procurement of materials or leases of equipment, each potential sub-contractor or supplier shall be notified by the contractor/consultant of the contractor's/consultant's obligations under this contract and the Regulations relative to non-discrimination on the grounds of race, color, sex, or national origin.

4. Information and Reports

The contractor/consultant shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the agency that engages or hires the contractor/consultant or the appropriate federal agency to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor/consultant is in the exclusive possession of another who fails or refuses to furnish this information, the contractor/consultant shall so certify to WISDOT or the USDOT as appropriate, and shall set forth what efforts it has made to obtain the information.

5. Sanctions for Non-compliance

In the event of the contractor/consultant's non-compliance with the non-discrimination provisions of this contract, the agency that engages or hires the contractor/consult shall impose such contract sanctions as it or the USDOT may determine to be appropriate, including, but not limited to:

- Withholding of payments to the contractor/consultant under the contract until the contractor/consultant complies, and/or;
- Cancellation, termination, or suspension of the contract, in whole or in part

Appendix 1 (continued)

6. Incorporation of Provisions

The contractor/consultant shall include the provisions of paragraphs (1) through (5) in every sub-contract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor/consultant shall take such action with respect to any sub-contractor or procurement as the agency that engages or hires the contractor/consultant or USDOT may direct as a means of enforcing such provisions including sanctions for non-compliance.

Provided, however, that in the event a contractor/consultant becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the contractor/consultant may request WISDOT enter into such litigation to protect the interests of the State of Wisconsin and, in addition, the contractor/consultant may request the USDOT enter into such litigation to protect the interests of the United States.

Appendix 2

The following clauses shall be included in any and all deeds affecting or recording the transfer of real property, structures or improvements thereon, or interest therein from the United States.

GRANTING CLAUSE

NOW THEREFORE, the U.S. Department of Transportation, as authorized by law, and upon the condition that the _____ (Subrecipient Name), will accept title to the lands and maintain the project constructed thereon, in accordance with Title 23, United States Code, the Regulations for the Administration of Federal Aid for Highways and the policies and procedures prescribed by the United States Department of Transportation and, also in accordance with and in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A (hereinafter referred to as the Regulations) pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252: 42 USC 2000d to 2000d - 4) does hereby remise, release, quitclaim, and convey unto the _____ (Subrecipient Name) all the right, title, and interest of the U.S. Department of Transportation in and to said land described in Exhibit [A] attached hereto and made a part thereof.

HABENDUM CLAUSE

TO HAVE AND TO HOLD said lands and interests therein unto the _____ (Subrecipient Name), and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which the federal financial assistance is extended or for another purpose involving the provisions of similar services or benefits and shall be binding on the _____ (Subrecipient Name), its successors, and assigns.

The _____ (Subrecipient Name), in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person shall on the grounds of race, color, sex, or national origin be excluded from participation in, be denied the benefits of, or be otherwise subject to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed, and (2) that the _____ (Subrecipient Name), shall use the lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21, Non-discrimination of federally assisted programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended, and (3) that in the event of breach of any of the above mentioned non-discrimination conditions, the U.S. Department of Transportation shall have a right to reenter said lands and facilities on said land, and the above described land and facilities shall thereon revert to and vest in and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this instruction.¹

¹ Reverter Clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purpose of the Title VI of the Civil Rights Act of 1964.

Appendix 3

The following clauses shall be included in all deeds, licenses, leases, permits, or similar instruments entered into by the Subrecipient pursuant to the provisions of Assurance 9.

The ____ (GRANTEE/LICENSEE/LESSEE/PERMITEE) ____ (select appropriate term), for himself or herself, his or her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree as a covenant running with the land that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this ____ (deed/license/lease/permit/other) ____ (select appropriate term), for a purpose of which a Department of Transportation program or activity is extended or for another purpose involving the provision of similar services or benefits, the ____ (GRANTEE/LICENSEE/LESSEE/PERMITEE) ____ (select appropriate term), shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21, Non-discrimination in federally assisted programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, as said Regulations may be amended.

That in the event of breach of any of the above non-discrimination covenants, the Wisconsin Department of Transportation or the U.S. Department of Transportation shall have the right to terminate the ____ (deed/license/lease/permit/other) ____ (select appropriate term), and to reenter and repossess said land and the facilities thereon, and hold the same as if said ____ (deed/license/lease/permit/other) ____, (select appropriate term) had never been made or issued.

Appendix E

METROPOLITAN PLANNING FACTORS

The Federal Transportation Bill, the Safe, Accountable, Flexible, and Efficient Transportation Equity Act of 2005, A Legacy for Users (SAFETEA-LU) created the planning factors that were to be considered by Metropolitan Planning Organizations when developing transportation plans and programs. This year's OWP is being developed considering these metropolitan planning factors. The Moving Ahead for Progress in the 21st Century Act of 2012 (Map-21) and the Fixing America's Surface Transportation Act (FAST-Act) made minor modifications to these factors. The ten metropolitan planning factors include:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the security of the transportation system for motorized and non-motorized users.
3. Increase the safety of the transportation system for motorized and non-motorized users.
4. Increase the accessibility and mobility of people and for freight.
5. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
7. Promote efficient system management and operations.
8. Emphasize the preservation of the existing transportation system.
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.
10. Enhance travel and tourism.

The following table illustrates the 2019 OWP projects included in the SEWRPC 2019 continuing regional land use transportation study and the metropolitan planning factors to be considered in each project:

Project Number	Project Name	Metropolitan Planning Factors									
		1	2	3	4	5	6	7	8	9	10
100-1000	Land Use Inventory	X				X				X	
100-2000	Land Platting Inventory and Special Environmental Assessments					X				X	
110-1000	Land Use Plan Implementation and Community Assistance	X	X	X	X	X	X	X	X	X	X
110-3000	Preparation of Regional Zoning Guide					X				X	
120-1000	Year 2050 Land Use Plan	X				X				X	X
200-1000	Transportation Planning Support and Assistance	X	X	X	X	X	X	X	X	X	X
210-1000	Short-Range Transportation Planning and Programming	X	X	X	X	X	X	X	X	X	X
220-1000	Long-Range Transportation Planning and Programming	X	X	X	X	X	X	X	X	X	X
400-1000	Demographic and Economic Data Research, Base File Creation and Maintenance, and Data Provision	X				X				X	
420-1000	Regional Base Mapping and Survey Control	X				X				X	

Appendix F

Southeastern Wisconsin Regional Planning Commission Staff Memorandum

REGIONAL TRANSPORTATION CONSULTATION PROCESS

INTRODUCTION

In addition to actively seeking participation by Southeastern Wisconsin residents, the Commission obtains considerable input through consultation with the agencies and officials within the metropolitan planning area who are responsible for other planning activities affected by transportation, as well as transit operators for public and other transit services, Indian Tribal governments, and Federal land management agencies. Federal Statute and regulations require the Commission, as the metropolitan planning organization (MPO) for Southeastern Wisconsin, to carry out and document this consultation process. This memorandum documents the Commission's consultation process, which was followed most recently during the preparation of VISION 2050, the year 2050 regional land use and transportation system plan, which was adopted in July 2016. For the purposes of this memorandum, the transportation component of the regional land use and transportation plan is referred to simply as the regional transportation plan.

ADVISORY COMMITTEES

The regional transportation plan is developed under the guidance and direction of the Advisory Committee on Regional Transportation Planning. This Advisory Committee reviews and approves each step of the regional transportation planning process, and is responsible for proposing to the Commission, after careful study and evaluation, a recommended regional transportation system plan. The advisory committee structure is intended to promote intergovernmental and interagency coordination, and to provide direct liaisons between the Commission's planning effort and the local and State governments that are responsible for implementing the recommendations of the regional transportation plan. The Advisory Committee on Regional Transportation Planning includes representatives from:

- Each of the seven counties in the Region (Kenosha, Milwaukee, Ozaukee, Racine, Walworth, Washington, and Waukesha)
- Jefferson and Dodge Counties (which include small portions of the Milwaukee and West Bend urbanized areas, respectively)
- Selected municipalities in the Region
- Wisconsin Department of Transportation
- Wisconsin Department of Natural Resources
- U.S. Department of Transportation, Federal Highway Administration
- U.S. Department of Transportation, Federal Transit Administration
- U.S. Environmental Protection Agency

The development of the regional transportation plan also includes consultation with each of the seven jurisdictional highway planning advisory committees—one for each county. These advisory committees are involved throughout the planning process, including early in the process to contribute to the development of

alternative regional transportation system plans, and later in the process to review and comment on preliminary and final recommended regional transportation plans. These advisory committees include representatives from:

- Each of the 147 local governments (cities, villages, and towns) in Southeastern Wisconsin
- Each of the seven counties (Kenosha, Milwaukee, Ozaukee, Racine, Walworth, Washington, and Waukesha)
- Wisconsin Department of Transportation
- U.S. Department of Transportation, Federal Highway Administration

Together, the Advisory Committee on Regional Transportation Planning and the jurisdictional highway planning advisory committees include the units of government, agencies, and officials in Southeastern Wisconsin responsible for land use planning and growth, economic development, environmental protection, airports, ports, freight movement, and transit operations (both public and specialized service for seniors and people with disabilities).

The transportation improvement program (TIP) includes projects consistent with the regional transportation plan to be implemented over the immediate four-year period. Its preparation is guided by five advisory committees on transportation system planning and programming—one for each of the five urbanized areas of the Region. These committees include units of government, agencies, and officials responsible for land use planning and growth, economic development, environmental protection, airports, ports, and transit operators (both public and specialized service). Also, as part of the TIP process, the Commission solicits projects from transit operators and local units of government and agencies.

OTHER CONSULTATION EFFORTS

The Commission conducts a number of additional consultation efforts during the preparation of the regional transportation plan. One such effort involves consulting with numerous groups, organizations, and officials representing minority and low-income populations. For this purpose, the Commission maintains a list of nearly 100 minority and low-income organization contacts, which is periodically reviewed and updated. Consultation with these groups is initiated at the beginning of the planning process and continues throughout the process. During major junctures in the process, staff makes personal contacts, sends summary materials, and holds meetings or presentations with groups, their staff, and/or their leadership. A subset of over 40 primary organization contacts have also been identified for more frequent and/or more intensive contact.

Initiated during VISION 2050, the Commission also has partnerships with eight community organizations (from the primary organization list) specifically targeted at reaching and engaging minority populations, low-income individuals, and people with disabilities. These community partners host meetings for their constituents that correspond with, and augment, public meetings held during the regional transportation planning process. Attendees at these meetings are specifically asked to identify their transportation needs. The eight partners include:¹

- Common Ground of Southeastern Wisconsin
- Ethnically Diverse Business Coalition
- Hmong American Friendship Association
- IndependenceFirst
- Milwaukee Urban League

¹ A ninth partner, *Renew Environmental Public Health Advocates, Inc.* was added following completion of VISION 2050.

- Southside Organizing Committee
- Urban Economic Development Association of Wisconsin
- Urban League of Racine and Kenosha

Another such effort is through a series of task forces convened to examine specific issues related to land use and transportation during the plan development process. Consultation occurs throughout the process, and includes meetings and other direct communications with task force members. These task forces and their associated issues include:

- Environmental justice (including minority populations, low-income populations, and people with disabilities)
- Freight movement
- Human services transportation needs (including seniors and people with disabilities)
- Land use (including farming, builder, realtor, and environmental interests)
- Natural resource agencies
- Non-motorized transportation (including bicycle and pedestrian facilities)
- Public transit
- Transportation needs of business, industry, workforce development, and higher education
- Transportation systems management
- Women's land use and transportation issues

Environmental Justice Task Force

This task force, discussed in more detail in the Commission's Public Participation Plan, was established to enhance the consideration and integration of environmental justice for minority and low-income groups and people with disabilities throughout the Commission's regional planning processes. One of its roles is to review and comment on regional planning documents and analyses, with a specific focus on the plan's effects on environmental justice populations and whether and how the benefits and burdens would be shared. The Environmental Justice Task Force is a formal advisory body to the Commission, meeting as appropriate, usually on a quarterly basis. Its appointed voting members are from and represent one or more of the following communities: minority populations, low-income individuals, people with disabilities, and/or transit-dependent populations.

Task Force on Freight Movement

The intent in consulting with this task force is to identify freight transportation problems and needs in the Region, and to identify potential improvements for consideration in the regional transportation plan. The task force includes air, rail, and highway freight movement interests. These groups and organizations include the Wisconsin Department of Transportation (WisDOT), the Port of Milwaukee, General Mitchell International Airport, freight logistics and parcel express companies, bulk freight transportation interests, railroads, trucking companies, freight transportation associations, and major industries.

Task Force on Human Services Transportation Needs

The object of this task force is to consider the transportation needs of seniors, particularly related to addressing challenges associated with seniors being able to age in place, and as well consider ways to independently meet the transportation needs of people with disabilities. Through this task force, the Commission consults with representatives of governmental agencies and non-profit organizations that receive Federal assistance to provide non-emergency transportation services from a source other than the U.S. Department of Transportation. The

Commission also consults with these representatives in conducting other transportation planning activities, such as preparing coordinated public transit-human services transportation plans for each of the seven counties in the Region.

Task Force on Land Use

The purpose of consulting with this task force is to identify and consider issues related to land use development and redevelopment as well as open space preservation. As part of land use planning activities, such as preparation of the regional land use and transportation plan, the Commission consults with representatives of governmental agencies such as the Wisconsin Department of Natural Resources; non-profit organizations such as land trusts and conservancies, farm bureaus, and builder and realtor associations; and the University of Wisconsin-Extension.

Task Force on Non-motorized Transportation

The intent in consulting with this task force is to identify bicycle and pedestrian problems and needs in the Region, and to identify potential improvements for consideration in the regional transportation plan. The task force includes representatives from local governments, the Wisconsin Department of Natural Resources, WisDOT, non-profit organizations and university researchers interested in improving bicycle and pedestrian travel in the Region, and bicycle manufacturers and retailers.

Natural Resource Agencies Task Force

The goal of this task force is to link regional transportation planning with the National Environmental Policy Act and project preliminary engineering. Through this linkage, there is an improved understanding of the data and alternatives considered and recommendations made through the regional transportation planning process, as well as an enhanced consideration and evaluation of the environmental impacts of regional plan alternatives. The task force involves Federal and State environmental resource agencies, as well as transportation agencies. The agencies and groups involved include:

- Wisconsin Department of Transportation
- Wisconsin Department of Natural Resources
- Wisconsin Historical Society
- Wisconsin Department of Agriculture, Trade and Consumer Protection
- U.S. Department of Transportation, Federal Highway Administration
- U.S. Department of Transportation, Federal Transit Administration
- U.S. Department of Agriculture, Natural Resource Conservation Service
- U.S. Coast Guard
- U.S. Department of the Interior, National Park Service
- U.S. Department of Agriculture, Forest Service
- U.S. Army Corps of Engineers
- U.S. Fish and Wildlife Service
- U.S. Environmental Protection Agency
- Great Lakes Inter-Tribal Council—a coalition of 12 Native American Tribes of Wisconsin and Upper Michigan, which includes Bad River Band of Lake Superior Chippewa, Forest County Potawatomi, Ho-Chunk Nation, Lac Courte Oreilles Band of Lake Superior Chippewa, Lac du Flambeau Band of Lake Superior Chippewa, Lac Vieux Desert Tribe of Michigan, Menomonee Indian Tribe of Wisconsin, Oneida Nation, Red Cliff Band of Lake Superior Chippewa, Sokaogon Chippewa (Mole Lake), St. Croix Chippewa, and Stockbridge-Munsee Indians of Wisconsin

Task Force on Public Transit

The objective of consulting with this task force is to identify existing public transit problems and needs, and to identify potential public transit improvements for consideration in the regional transportation plan. The task force includes representatives of the operators of public transit services in the Region, local governments, WisDOT, non-profit organizations interested in improving public transit service in the Region, and private sector firms involved with planning public transit improvements. Outside the task force setting, the Commission also consults directly with the public transit operators.

Transportation Needs of Business, Industry, Workforce Development, and Higher Education

This group is consulted to identify the transportation needs of business, industry, workforce development, and higher education. Business and industry groups that are consulted include business alliances, economic development corporations, chambers of commerce, Greater Milwaukee Committee, Milwaukee Metropolitan Association of Commerce, the Milwaukee 7 Regional Economic Development Council, and the Wisconsin Economic Development Corporation. Workforce development and higher education groups consulted include workforce development/investment boards and major technical colleges and universities.

Task Force on Transportation Systems Management

This task force involves consulting with transportation system operations professionals to identify existing transportation systems operations actions and systems, and to identify alternative operations actions and systems to be considered for inclusion in the regional transportation plan. Involvement in this group includes: highway commissioners and directors of public works from the Region's seven counties; city engineers and directors of public works from selected representative municipalities; and WisDOT engineering and traffic operations staff, including the director of the Statewide Traffic Operations Center.

Task Force on Women's Land Use and Transportation Issues

This task force is focused on identifying land use and transportation issues for women and families in the Region, such as access to jobs, affordable housing and social services, as well as safety and security concerns. The task force primarily includes representatives from non-profit organizations such as Habitat for Humanity, Interfaith Caregivers, Sojourner Family Peace Center, United Way, Women's Resource Center, and YWCA.

* * *

Appendix G

MEETING SCHEDULE FOR 2019

Meeting	Responsible Agency	Tentative Dates (2019)
Director Meetings	WisDOT	January 22, April 23, July 23, October 22
Mid-Year Review & Tour	MPO/WisDOT/FHWA	May/June 2019
Work Program Meeting	WisDOT/MPO	October 2019
Plan and Program Advisory Committee Meetings	MPO	At Call of Committee Chairs
Commission Quarterly Meetings	MPO	March, June, September, and December 2019. Specific dates to be scheduled in December 2018

All meetings hosted by the MPO are tentatively scheduled. To confirm the meeting date, time, and location, agendas and information packets will be sent out to all members of the Advisory Committee and Commission, and will be posted on the Commission website and at Commission offices, at least one week prior to meeting.

Appendix H

SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION STAFF: 2019

EXECUTIVE DIVISION

Kevin J. Muhs, PE, AICP
Executive Director

ADMINISTRATIVE SERVICES DIVISION

Elizabeth A. Larsen, SPHR,
SHRM-SCP
Assistant Director–
Administration

Megan I. Deau
Graphic Designer/Secretary

Crystal S. Edwards
Accounting Clerk/Human
Resource Assistant

Robert J. Klatkiewicz
Office Clerk

Nancee A. Nejedlo
Receptionist

Jean C. Peters
Principal Planning
Draftsman

Richard J. Wazny
Print Shop Supervisor

LAND USE PLANNING DIVISION

David A. Schilling
Chief Land Use Planner

Kathryn E. Sobottke
Principal Specialist

Frank G. Fierek, Jr.
Senior Specialist

Rochelle M. Brien
Laurie B. Miller
Senior Planners

James P. Siegler
Planner

Joyce A. Gramz
Senior GIS Specialist

SURVEYING AND MAPPING DIVISION

Robert W. Merry, PLS
Chief Surveyor

Michael G. Gosetti
Geographic Information
Systems Manager

Paul J. Clavette
Principal Systems
Analyst

John T. Washburn, PLS
Principle Specialist–
Land Surveyor

Bradley T. Subotnik
Senior GIS
Specialist

Patricia L. Bouchard
Timothy R. Gorseger
GIS Specialists

Andrew J. Traeger
Certified Survey
Technician

Benjamin O. Johnson
Joseph David
Land Survey
Assistants

PUBLIC INVOLVEMENT AND OUTREACH DIVISION

Nakeisha Payne
Public Involvement and
Outreach Manager

Gary K. Korb
Marcus L. Smith
Public Involvement and
Outreach Specialists

TRANSPORTATION PLANNING DIVISION

Christopher T. Hiebert, PE
Chief Transportation
Engineer

Ryan W. Hoel, PE
Chief Deputy
Transportation Engineer

Robert E. Beglinger
Principal Engineer

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Appendix I

MEMBERSHIP OF THE COMMISSION AND TRANSPORTATION ADVISORY COMMITTEES

Since the Southeastern Wisconsin Regional Planning Commission (SEWRPC) was created in 1960, its governing structure has been mandated by State law and remains unchanged to this day. That structure provides equal representation on the governing board from seven counties, a total of 21 members, three selected to represent each of the counties. One of the three members from each County is appointed by the County Executive/County Board Chair and is, by custom, a County Board Supervisor or County Executive. The other two members from each county are appointed by the Governor, with one of the gubernatorial appointments coming from a list provided by the county. Each of the 21 members has a six-year term.

For more than 55 years this board membership has officially sponsored a comprehensive regional planning process that by law produces plans that are advisory to the constituent county and local governments. In carrying out its metropolitan planning organization (MPO) responsibilities, SEWRPC relies very heavily upon a system of advisory committees for carrying out its regional transportation planning efforts and for programming of transportation projects for the five urbanized areas in Southeastern Wisconsin. While the Commission board itself is responsible for the formal adoption of regional plans as required by State law, that board has accepted the recommendations of its advisory committees that deal with the MPO function as the preparation and adoption of transportation plans and programs is pursued. In addition, the Commission has established an Environmental Justice Task Force (EJTF) which reviews regional transportation plans, programs, and public outreach with respect to civil rights and environmental justice concerns. Links to the current rosters of these transportation advisory committees and EJTF are provided below.

- Advisory Committee on Transportation System Planning and Programming for the Kenosha Urbanized Area
<http://www.sewrpc.org/SEWRPC/DataResources/CommissionAdvisoryCommittees/TSPPKenoshaUrbanizedArea.htm>
- Advisory Committee on Transportation System Planning and Programming for the Milwaukee Urbanized Area
<http://www.sewrpc.org/SEWRPC/DataResources/CommissionAdvisoryCommittees/TSPPMilwaukeeUrbanizedArea.htm>
- Advisory Committee on Transportation System Planning and Programming for the Racine Urbanized Area
<http://www.sewrpc.org/SEWRPC/DataResources/CommissionAdvisoryCommittees/TSPPRacineUrbanizedArea.htm>
- Advisory Committee on Transportation System Planning and Programming for the Round Lake Beach-McHenry-Grayslake, IL-WI Urbanized Area (Wisconsin Portion)
<http://www.sewrpc.org/SEWRPC/DataResources/CommissionAdvisoryCommittees/IC-ACTranSystemPlanningRound-M.htm>
- Advisory Committee on Transportation System Planning and Programming for the West Bend Urbanized Area
<http://www.sewrpc.org/SEWRPC/DataResources/CommissionAdvisoryCommittees/TSPPWestBendUrbanizedArea.htm>

- Advisory Committee on Regional Transportation Planning
<http://www.sewrpc.org/SEWRPC/DataResources/CommissionAdvisoryCommittees/TC-AConRegionalTransPlanning.htm>
- Environmental Justice Task Force
<http://www.sewrpc.org/SEWRPC/DataResources/CommissionAdvisoryCommittees/EnvironmentalJusticeTaskForce.htm>

Membership on the SEWRPC MPO, or transportation, Advisory Committees is highly intergovernmental in nature, since these committees have primary responsibilities for overseeing the Commission's MPO-related work programs and since State agencies and county and local governments are responsible for ultimately implementing the array of recommendations that are included in SEWRPC regional transportation plans. With respect to voting membership on these MPO committees, two committees have county and local membership structures that approximate population proportionality (One committee dealing with regional transportation system planning and the other dealing with programming of transportation projects in the Milwaukee urbanized area where SEWRPC, as the MPO, has responsibilities to allocate Federal transit and highway funds made available to that area—currently about \$25 million of Federal Highway Administration Surface Transportation Program – Milwaukee Urbanized Area funds and about \$20 million annually of Federal Transit Administration Section 5307 – Milwaukee Urbanized Area funds).

The Commission's Advisory Committee on Regional Transportation Planning—structured on a population-proportional basis—provides guidance and direction to the Commission staff in the preparation of the regional transportation plan, and provides to the Commission a recommended regional transportation plan for the Commission to consider adopting. The 32 members of the Committee include local technical staff and elected officials typically appointed by the community/county's chief elected official, along with representatives from State and Federal transportation and natural resource agencies. The structure of the county/community members of the Committee reflects the population proportionality of each county and municipality within Southeastern Wisconsin. The Committee includes four members representing Milwaukee County (with three members appointed by the County Executive and one member appointed by the County Board Chairman) and five members representing the City of Milwaukee (with four members appointed by the Mayor and one member appointed by the Common Council President). In addition to the 32 Committee members, there are four liaisons to the Committee. As small portions of the Milwaukee and West Bend urbanized areas are located in counties outside of the seven-county Region (Jefferson County and Dodge County, respectively), the Committee includes a liaison from Jefferson County to represent the portion of that county in the Milwaukee urbanized area and a liaison from Dodge County to represent the portion of that county in the West Bend urbanized area. The other two liaisons include a member of the Commission's Environmental Justice Task Force and a representative from the Chicago Metropolitan Agency for Planning.

The Commission's Advisory Committee for Transportation System Planning and Programming in the Milwaukee urbanized area (Milwaukee Area TIP Committee) is also established on a population-proportional basis reflecting the population proportionality of each County and municipality within the Milwaukee urbanized area; This Committee guides preparation of the Milwaukee urbanized area transportation improvement program, guides the development of the procedures to evaluate, prioritize, and recommend projects for Federal Surface Transportation Program funding allocated to the Milwaukee urbanized area; reviews and approves the allocation of FTA Section 5307 Milwaukee urbanized area funds to the area's five public transit operators; and, along with the TIP Committees for the Region's other urbanized areas, guides development of the procedures to evaluate, prioritize, and recommend projects for Federal Highway Administration Congestion Management and Air-Quality Improvement Program (CMAQ) funding. The 22 members of the Milwaukee TIP Committee include local technical staff and elected officials typically appointed by the community/county's chief elected official, and include five members representing Milwaukee County (with four members appointed by the County Executive and one member appointed by the County Board Chairman) and six members representing the City of Milwaukee (with five members appointed by the Mayor and one member appointed by the Common Council President). The Milwaukee TIP Committee also includes representation from each of the five public transit operators within the

Milwaukee urbanized area—Milwaukee County, Waukesha County, City of Waukesha, Washington County, and Ozaukee County. As a small portion of the Milwaukee Urbanized Area is located outside of the seven County Region in Jefferson County, the Committee includes a liaison from Jefferson County to represent the portion of the Milwaukee Urbanized Area in that county.

The deference to local authorities for appointing members of these two committees, particularly with respect to Milwaukee County and the City of Milwaukee (the county and city with the highest number and proportion of minorities in Southeastern Wisconsin), provides substantial opportunities for the appointment of members of minority groups to important advisory committees. In addition, as openings occur on existing committees, the Commission seeks diversity as it solicits or makes appointments to its advisory committees.

The Commission also has Advisory Committees on Transportation System Planning and Programming for the smaller urbanized areas in the Southeastern Wisconsin Region: Kenosha, Racine, West Bend, and Round Lake Beach (Wisconsin portion). The local government representatives on these committees are appointed by the chief elected official of the communities/counties that are represented on the committees.

The Commission established in 2007 the Environmental Justice Task Force (EJTF) to enhance the consideration and integration of environmental justice for minority groups and low-income groups, and the representation of such groups, throughout the regional planning and programming process. The Task Force is made up of a diverse collection of individuals and organizations representing interests of low-income, minority, disabled, and/or transit dependent communities. The Task Force meets as appropriate and necessary, usually on a quarterly basis. The Commission staff has consulted with, and sought recommendations from this Task Force on appointment of members to new committees, such as the advisory committee that was established to guide the development of the regional housing plan. In addition, a member of the Task Force, as previously noted, serves as a liaison to the Advisory Committee on Regional Transportation Planning.