WAUSAU METROPOLITAN
PLANNING ORGANIZATION

UNIFIED

PLANNING

WORK

PROGRAM

WAUSAU, WISCONSIN METROPOLITAN AREA

2012

MARATHON COUNTY METROPOLITAN PLANNING COMMISSION
December 2011

WAUSAU METROPOLITAN PLANNING ORGANIZATION (MPO)
UNIFIED PLANNING WORK PROGRAM 2012

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Dave Meurett	WisDOT - North Central Region
John Nordbo	WisDOT - Bureau of Planning
Dwight McComb	FHWA - Ex Officio Member
Alexis Klukinski	FHWA - Ex Officio Member
Marisol Simon	FTA - Ex Officio member

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2012 UNIFIED PLANNING WORK PROGRAM
FOR THE WAUSAU METROPOLITAN PLANNING ORGANIZATION

This document delineates the type and extent of planning activities programmed for the Wausau Metropolitan Planning Organization (MPO) staff during the year 2012. The Work Program includes activities under Long Range Transportation Planning, Short Range Transportation Planning, Short Range Transit Planning, Transportation Improvement Program, and Transportation Administration.

In 1996, the first Long Range Transportation Plan (LRTP) for the Wausau Metropolitan Area was completed. Long Range Transportation Planning focuses on development of the update of the actual Plan and projects that have a long term nature. Short Range Transportation Planning focuses on the implementation of the projects that fulfill the long range plan goals. In 2000, the Long Range Transportation Plan was five years old and a reaffirmation of the existing plan was completed. This reaffirmed the existing Long Range Transportation Plan elements and included updates to transit and major roadway projects identified in the original Plan. The 2035 LRTP was completed in 2006 and since then the main focus has been to ensure the LRTP's compliance with all SAFETEA-LU requirements. With a new 2011-2035 LRTP update approved in September 2011, the focus shifts to the implementation of the plan.

MPO staff continues to develop Short Range Transportation Plans to address immediate transportation needs of the communities within the Wausau Metropolitan Area. Some of the implementations of the short range plans were identified in the Long Range Plan. The implementation of the Bicycle and Pedestrian Plan for the Metro area will continue to be a major part of the upcoming year.

MPO staff continues to work with the Wausau Area Transit System (Metro Ride) and private transportation enterprises to provide the Wausau Urbanized Area with a reliable and efficient transit system. MPO staff continues to provide technical assistance for the WATS Commission and staff. With the adoption of the 2011 Transit Development Program (TDP), the MPO and WATS staffs will be working to overcome the budgetary and service delivery issues to implement identified aspects in the Plan.

MPO staff applies the Transportation Improvements Program (TIP) criteria to candidate projects, programs Surface Transportation Program/Urban funds, and develops a four year TIP for the metropolitan area.

MPO staff continues to enhance communications between the public and government agencies by providing information and technical assistance. MPO staff continues to develop projects and programs to meet the federal metropolitan planning requirements.

EXPLANATION OF COSTS

UPWP costs for work performed are allocated based on the grant amounts made available to the Wausau MPO from each funding agency and the amounts received, based on the cost share formulas, from all other funding sources.

Costs will be allocated to each work element (i.e., 3100, 3201, 3202, 3300, 3900). The direct costs will be billed to the federal and state agencies, and include labor plus fringe benefit costs. Based on County experience, the fringe benefit rate is 32% of salary. Fringe benefits include vacation, sick leave, holidays, insurance, retirement, etc. Expenses include office supplies, printing, mileage, and travel.

2012 UNIFIED PLANNING WORK PROGRAM
SUMMARY LIST OF IDENTIFIED PROJECTS

3100 - Long Range Planning

1. Long Range Transportation Plan – SAFETEA-LU Compliance
2. Adjusted Urbanized Area Boundary and Metro Planning Area Boundary Map
3. Assist WisDOT in Connections 2030
4. Bicycle and Pedestrian Plan Implementation
5. Environmental Consultation
6. Freight Planning issues

3201 - Short Range Planning

1. Miscellaneous, TIP related projects and short range studies
2. ITS strategies - Highway 51/29 and MPO wide
3. State Highway Safety Planning
4. Standardizing Operations and Maintenance issues
5. Implement Performance Measure
6. Environmental Justice Assessment

3202 - Transit Planning

1. WATS Commission Meetings
2. Implement the 2011 Transit Development Program (TDP)
3. Monitor area Paratransit and Elderly and Disabled transportation programs

3301 - Transportation Improvement Program (TIP)

1. Develop the 2013-2016 TIP
2. Monitor TIP identified projects

3900 - Transportation Administration and Public Relations

1. Develop the 2013 Unified Planning Work Program
2. Develop the 2012 Public Participation Plan
2. Prepare all reports for WisDOT
3. Prepare for and attend MPO, County, and related meetings
4. Quarterly MPO Directors meetings and semi-annual review meeting
5. Attend workshop, conferences, and training sessions.
6. Provide public relations and assistance on MPO and other County related issues, i.e., comprehensive planning, and other planning/zoning activities as it relates to transportation in the Metro area.

MARATHON COUNTY CONSERVATION, PLANNING AND ZONING DEPARTMENT STAFF

Marathon County Conservation, Planning and Zoning Department provide the staffing needs for the Marathon County Metropolitan Planning Commission. The staff involved with MPO functions are as follows:

James Burgener, Director	james.burgener@co.marathon.wi.us
David Mack, Planning & Regulatory Program Manager	david.mack@co.marathon.wi.us
Loretta Schultz, Secretary	loretta.schultz@co.marathon.wi.us
Preston Vande Voort, Planning Technician/GIS	preston.vandevoort@co.marathon.wi.us

Frank Matel, Marathon County Employee Resource Director, (frank.matel@co.marathon.wi.us) is the Title IV Coordinator for the Wausau MPO Area.

Organizational Chart

MARATHON COUNTY
CONSERVATION, PLANNING AND ZONING DEPARTMENT

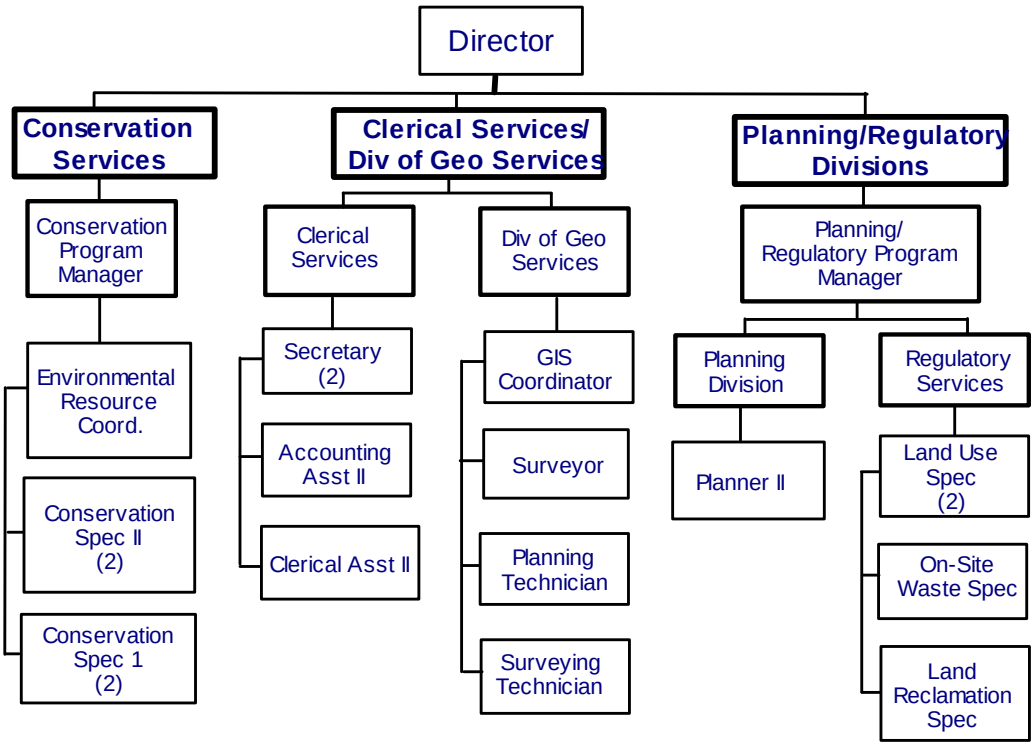


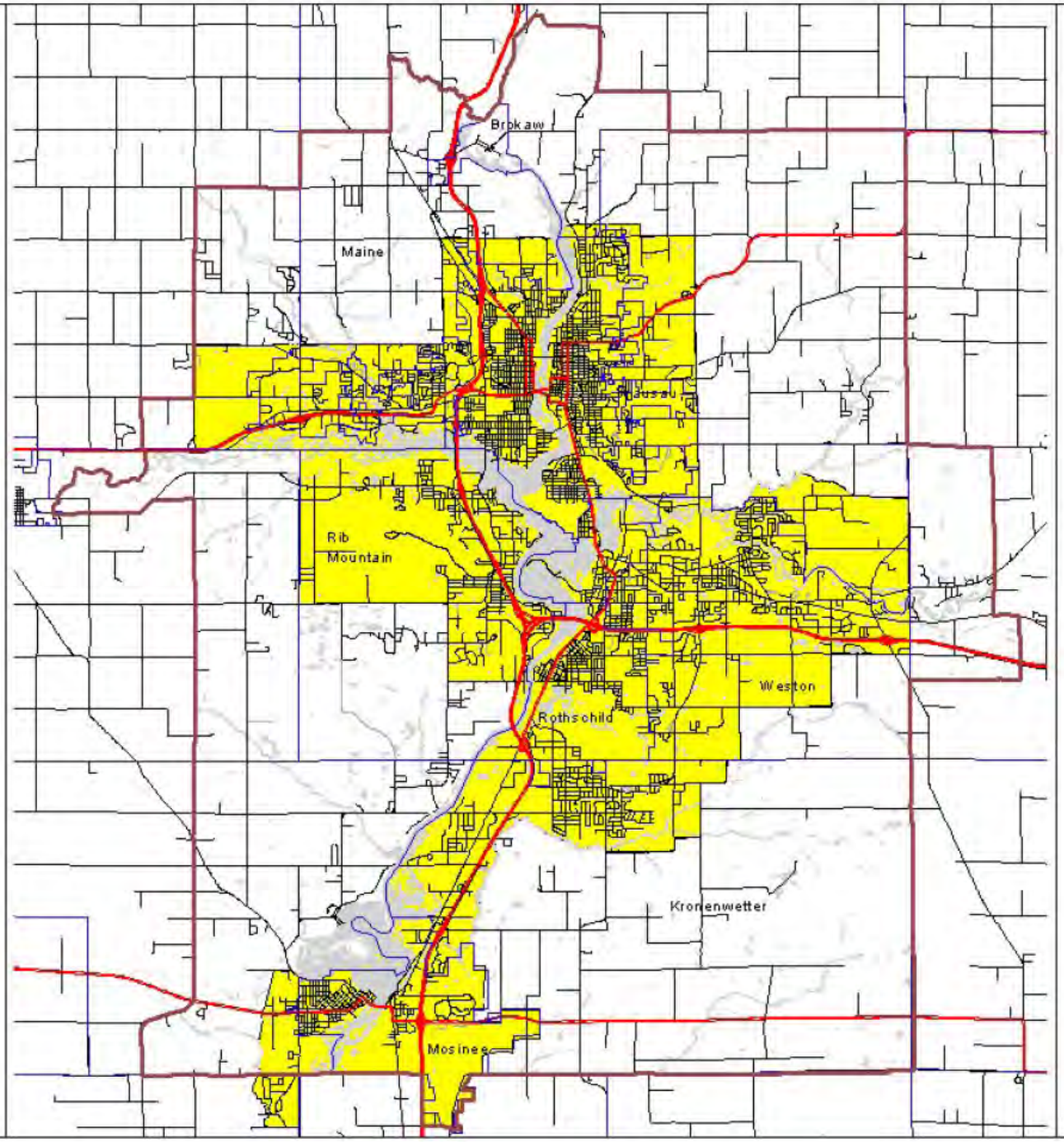
TABLE I
2012 PROJECT BUDGET

PROJECT	FEDERAL HIGHWAY ADMINISTRATION PL - FUNDS	WISCONSIN DEPARTMENT OF TRANSPORTATION	METROPOLITAN PLANNING ORGANIZATION	PERCENT OF BUDGET	TOTALS
3100 - LONG RANGE PLANNING	$12,844	$1,445	$1,766	17%	$16,055
3201 - SHORT RANGE PLANNING	$17,982	$2,023	$2,473	23%	$22,478
3202 - SHORT RANGE TRANSIT PLANNING	$17,982	$2,023	$2,473	23%	$22,478
3300 - TRANSPORTATION IMPROVEMENTS PROGRAM	$10,169	$1,014	$1,543	13%	$12,726
3900 - TRANSPORTATION ADMINISTRATION	$18,086	$2,023	$2,473	24%	$22,582
TOTALS	$77,063	$8,528	$10,728	100%	$96,319

Numbers may not add correctly due to rounding.

Federal PL funds and PL Discretionary funds are combined in Table I to indicate total program funding. Table I-A on the next page separates the amounts of Federal PL funds from the PL Discretionary funds.

Wausau MPO Planning Boundary



MPO Boundary
Municipal Boundary
Water
Urbanized Area

N

Marathon County CPZ - 11/07

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 UPWP is being developed considering the metropolitan planning factors from SAFETEA-LU. The eight metropolitan planning factors from SAFETEA-LU 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 aspects of the transportation system for its users.
4. Increase the accessibility and mobility options available to people and for freight.
5. Protect and enhance the environment, promote energy conservation, and improve quality of life.
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.

The following matrix illustrates the 2012 MPO work elements and the metropolitan planning factors to be addressed in each project.

METROPOLITAN PLANNING FACTORS
TO BE CONSIDERED IN THE 2012 UPWP

UPWP Category	UPWP Elements	Metropolitan Planning Factors							
		1	2	3	4	5	6	7	8
3100	LRTP's SAFETEA-LU Compliance	X	X	X	X	X	X	X	X
3100	LRTP's Update	X	X	X	X	X	X	X	X
3100	Traffic Model Update	X					X	X	
3100	Bicycle and Pedestrian Plan Implementation	X	X	X	X	X	X	X	X
3100	Urbanized Area and Planning Boundary Maps						X	X	
3201	TIP Projects	X	X	X	X	X	X	X	X
3201	Performance Measures	X	X	X	X	X	X	X	X
3201	State Highway Safety Planning	X		X		X	X	X	X
3201	Standardizing Operations & Maintenance issues	X	X	X		X	X	X	X
3202	WATS assistance	X	X	X	X	X	X	X	X
3202	TDP Development	X	X	X	X	X	X	X	X
3300	Transportation Improvement Program 2011-2014	X				X	X	X	X
3900	2011 Unified Planning Work Program	X	X	X	X	X	X	X	X
3900	Administration and Public Relations	X	X	X	X	X	X	X	

3100. LONG RANGE TRANSPORTATION PLANNING

Objective

Improve mobility and safety within the Wausau Metropolitan Area through systematic transportation planning of a multi modal Long Range Transportation Plan.

Previous Work

In June 1996, the MPO Policy Committee was reconstituted into the Marathon County Metropolitan Planning Commission. In October 1996, the Marathon County Metropolitan Planning Commission approved the Long Range Transportation Plan for the Wausau Metropolitan Area (LRTP).

In 2003, the MPO began to develop the update to the LRTP. This LRTP was completed in May 2006. This update has a planning period ending in 2035.

In 2009, the MPO completed the Bicycle and Pedestrian Plan for the Wausau Metro Area. This is a 20 year plan that will address the needs and approaches to continue the development of a network of facilities to accommodate non-motorized travel.

In 2011, the MPO completed the 2011-2035 update to the Long Range Transportation Plan for the Wausau Metropolitan Area. This plan reaffirmed many of the concepts and ideas illustrated in the 2006 LRTP.

Methodology

MPO staff and others developed the transportation network model which simulates year 2000 conditions. The model inputs include roadway, land use, population, housing and employment data. These data sets were taken from different points over the past decade to create the model. The model was calibrated to resemble the existing average daily traffic counts. Forecasts of 2035 land use, population, housing and employment were developed and entered into the model. The existing land use and transportation was also refined to create the model. This model was used to identify the deficiencies in the transportation system as it relates to traffic capacity and not traffic operations. The information in the model helped identify the roadway segments that needed attention by the communities and WisDOT.

Long Range Transportation Plan

SAFETEA-LU is the Transportation Authorization Bill that requires Long Range Transportation Planning for the MPO. Work items in 2012 include working with citizens, local staff, WisDOT, and consultants that aid in the implementation of the Long Range Transportation Plan for the Wausau Metropolitan Area. MPO staff will use the LRTP and continue its implementation. The LRTP update will maintain a 20 year planning horizon to ensure eligible use of federal funding. The following planning activities are incorporated into the work program:

- Boundary review of urbanized area, metropolitan planning, sewer service,
- Compile and generate GIS data for this planning purpose,
- Update the MPO Land Use databases and maps,
- Create Performance Measures to monitor and track transportation and land use impacts and planning assumptions that are related to the projects, policies, and recommendations in the Long Range Transportation Plan.
- Continue with the 2011 LRTP update with consultation with federal and state agencies on the environmental impacts.

The Public Participation Plan for the MPO was created in 2006. This Plan addresses all facets of the public involvement process as it relates to the information and documents prepared by the MPO. This plan will be updated in 2012 and will undertake the:

- Evaluation of the effectiveness of existing involvement processes,
- Development and enhancement of the analytical capabilities for assessing impact distributions of transportation programs, policies and activities established in the transportation plan and the TIP,
- Assurance of SAFETEA-LU compliance.

Other LRTP implementation activities will include working with the US Census Bureau to update and adjust the Urbanized Area Boundary and the Metropolitan Planning Area Boundary for the area.

WisDOT will consult with the MPO on safety issues on State Highways and the MPO will assist with, where possible, the implementation of the State's Strategic Highway Safety Plan.

Staff will discuss the impacts of area Freight issues for possible inclusion in the LRTP.

As it relates to the Presidential Executive Order regarding environmental justice, the MPO will also address the identification and involvement of minority and low-income populations by the development of improved strategies for engaging minority and low-income populations through public involvement as it relates to the accessibility to major destinations identified by the minority and low-income populations.

Transportation System Database

MPO staff work items include continued development and maintenance of a database on land use and the transportation system in the Wausau Metropolitan Area. The database includes a roadway attribute file and TAZ boundaries with all data associated with them linked to the graphic elements of the County's Geographic Information System (GIS). As transportation data is collected, a major objective will be to maintain a format compatible with the County's GIS to allow the information to be conveniently accessed for a wide range of planning applications.

One of those applications and ways to disseminate this information is to use the Marathon County Website. Staff created a unique transportation page to allow people to gain more access and information for this MPO. The website address is WausauMPO.org.

With Marathon County obtaining high resolution digital orthophotography in 2010, the information provides the basis for developing the 2011 land cover mapping for the County and the MPO. This land cover will be used for any traffic forecast modeling being generated for the MPO and WisDOT.

The information in the area traffic model was used for the LRTP and may be used by the MPO and WisDOT to evaluate future projects and policies. Traffic Impact Analysis on new roadways and development projects, as well as new transit routes, will be addressed.

Statewide Planning Assistance

The MPO staff coordinates activities between the MPO and WisDOT regarding the development and implementation of state transportation plans and coordinates, to the extent possible, the Wausau Area Long Range Transportation Plan with the adopted statewide strategies. The MPO also works with FHWA and WisDOT to coordinate any efforts related to the federal Surface Transportation Program (STP), National Highway System (NHS), Interstate Maintenance System (IM), and Bridge Replacement and Rehabilitation (BR). The MPO will assist WisDOT in the implementation of Wisconsin's statewide transportation plan, "Connections 2030" and the statewide railroad plan. This may also include work on the transit system needs, ITS architecture guidelines, local road needs, and state highway capacity needs. The MPO will work with WisDOT and provide technical assistance in the development of a corridor study along STH 29 from Abbotsford to Wausau.

Product

The staff will continue the primarily work on studies that will become the basis for the MPO to create a number of new policies. These studies will look at congestion management with issues like Intelligent Transportation Systems (ITS), traffic signals and their related policies; safety issues with crash data of area hot spots; freight movements and related impacts; air quality and environmental concerns; and the financial costs of the operation and maintenance of the policies that will be established.

Staff will continue the monitoring of projects identified in the LRTP throughout the year. These projects may have begun their implementation phase, whether it is a preliminary study, design or actual reconstruction or new construction. These projects will be assessed to determine whether they are proceeding as identified in the LRTP.

The MPO staff will help coordinate with the County and individual MPO communities on Comprehensive Planning. This will help maintain consistency in the data and information between the communities and the MPO. Any land use information and decisions made by the County and the individual communities will benefit the MPO when creating or utilizing land use information for the Long Range Transportation Plan update.

MPO staff will continue the implementation of the area-wide Bicycle/Pedestrian Plan. The Bicycle and Pedestrian sub-committee of the MPO oversees the implementation of the plan.

Time Schedule

All Year	LRTP Implementation
All Year	Assist WisDOT in Connections 2030 Plan
All Year	LRTP's SAFETEA-LU Compliance
All Year	MPO Area Bicycle/Pedestrian Plan Implementation
All Year	Wisconsin State Rail Plan – 2030
Jan. - June	Adjust Urbanized Area and Metropolitan Planning Boundaries
All Year	Environmental Consultation

ESTIMATED TIME AND COST

M.C.CPZ Person-Weeks: (5 Planner)	5
Preliminary Program Costs:	$ 16,055

Sources of Funds	Amount
FHWA	$12,844
WisDOT	$ 1,445
Local	$ 1,766

TOTAL **$ 16,055**

3201. SHORT RANGE TRANSPORTATION PLANNING

Objective

Develop short range transportation plans which address immediate transportation needs of the MPO communities. These plans are developed in conjunction with, or as a result of, the recommendations of the Long Range Transportation Plan.

Previous Work

Short Range projects have been developed in response to the requests made by the MPO communities. Examples of previous projects include access control plans on Stewart Avenue, and in the Town of Weston; impact studies; river crossing feasibility for the Rib River; Cedar Creek Interchange analysis; traffic analysis and intersection turning movement studies, and assistance with preliminary design on road construction projects.

Methodology

This program consists of strategies to address short-range transportation concerns and issues as they arise. Strategies may include studies of traffic flow and operation improvements for arterials and collectors; development of plans to manage and control access to principal and minor arterials; development of plans to improve safety of motorists, bicyclists, and pedestrians; and traffic impact studies for proposed land use developments as requested by the MPO communities. In accordance with the multimodal emphasis of SAFETEA-LU, all system management plans will include multimodal analysis. Implementations of management systems identified in the LRTP also generate Short Range Planning projects. Intelligent Transportation System (ITS) strategies will be considered to possibly increase the efficiency of the area transportation system. Use of ITS may help solve transportation problems in the Wausau area as a whole.

Product

MPO staff will continue the implementation of the LRTP. This will be based on the recommendations set forth in the document. These implementation items will be working with the communities to develop the initial planning or review designs, or assist in public involvement of the projects identified in the LRTP.

MPO staff will utilize elements of the State Highway Safety Plan to inform and request that area communities look at standardizing safety issues regarding operations and maintenance in their community plan.

MPO staff will continue to use ITS strategies in the Wausau area, specifically those associated with the Highway 51/29 project. The I39 ITS Corridor Strategic Deployment Plan developed by WisDOT will be used. Examples of strategies which may be investigated are message boards, continuous count loop detectors, and bridge de-icing equipment. With the influx of data from the newly deployed technologies, the MPO will be able to utilize more current and realistic information for decision making.
MPO staff will undertake or assist on miscellaneous short range transportation studies requested by the MPO communities, such as: I39 Interchange Access, the development of a local river crossing at Fox Glove Rd. and Military Rd. with associated facilities, North WI River Crossing Corridor Study, TIP identified reconstruction projects, and grant applications.

MPO staff will create Performance Measures to monitor and track transportation and land use impacts and planning assumptions that are related to the projects, policies, and recommendations in the Long Range Transportation Plan.

Time Schedule

As Needed	ITS Strategies
All Year Long	State Highway Safety Plan involvement
All Year Long	Development of LRTP Identified projects

All Year Long	Short Range Studies	
All Year Long	Performance Measures	
	ESTIMATED TIME AND COST	
	M.C. CPZ Person-Weeks: (7 Planner)	7
	Preliminary Program Costs:	$ 22,477
	Sources of Funds	Amount
	FHWA	$ 17,982
	WisDOT	$ 2,023
	Local	$ 2,472
	TOTAL	**$ 22,477**

3202. SHORT RANGE TRANSIT PLANNING

Objective

Provide the Wausau Urbanized Area with reliable transit service; to enhance the efficiency of MetroRide; and to comply with requirements of the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) as described in the cooperative agreement between the City of Wausau (representing MetroRide), Marathon County (through the Conservation, Planning, and Zoning Department representing the MPO) and WisDOT.

Previous Work

In 2005, WATS and the MPO contracted to conduct a Transit Development Program (TDP) for the Wausau Area. Service extensions to some surrounding communities were again the focus of the recommendations of the study. The Study was finalized in 2006.

In 2008, WATS renamed themselves to be more of a metropolitan service and not just a Wausau service. The new name is MetroRide.

Product

MPO staff will continue to work with the Transit Commission and MetroRide staff in reviewing and improving the system efficiency by attending the monthly Transit Commission meetings and performing any needed analysis of the system by means of surveys and special studies. These items will be used to enhance the safety and security of the transit ridership in the Wausau metro area.

MPO staff will assist MetroRide staff in the implementation of the 2006 Transit Development Program (TDP). Staff will assist by providing data and information, as well as, review information and plans provided by the member communities. Staff will work with MetroRide and the consultants to create the next update to the 2006 TDP. The 2011 TDP should be completed in the fall.

Time Schedule

Monthly Commission Meetings
All year TDP Implementation Assistance
July – Dec. 2011 TDP Development

ESTIMATED TIME AND COST	
M.C.CPZ. Person-Weeks: (7 Planner)	7
Preliminary Program Costs:	$ 22,477
Sources of Funds	Amount
FHWA - Transit	$ 17,982
WisDOT	$ 2,023
Local	$ 2,472
TOTAL	**$ 22,477**

3301. TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Objective

Develop a Transportation Improvement Program necessary to program 2012-2015 multi modal transportation improvements within the Wausau Metropolitan Area.

Previous Work

Transportation Improvement Programs have been developed annually since the formation of the Wausau MPO in 1983. The TIP includes federally-funded pedestrian, bicycle, transit, and street/highway projects located within the Wausau Metropolitan Area. Annual/biennial elements have been prepared as a component of the TIP to enumerate transportation improvement projects and transit operating and capital needs. The annual TIP contains a section on privatization efforts made by MetroRide and MPO staff.

In 2007, the MPO developed and adopted a policy which is applied to the candidate projects programmed with Surface Transportation Program (STP)/Urban funds. The policy contains eligibility and prioritization criteria which are used in funding the candidate projects.

Methodology

Anticipated transportation projects are requested from the MPO communities. Candidate projects for federal funding are screened and prioritized according to the TIP prioritization criteria. The Marathon County Metropolitan Planning Commission reviews the list and the final selection of STP/Urban projects is determined. The draft TIP is distributed to the Planning Commission, public and private transportation providers in the area, and other interested parties. A public informational meeting is conducted on the draft TIP in conformance with the Public Participation Plan for the TIP. The final TIP is developed to identify the projects in the Metropolitan Area which utilize federal highway and federal transit funds, and is sent to WisDOT and the appropriate federal agencies. Public Participation requirements under SAFETEA-LU will result in greater efforts by MPO staff in the public relations category.

Product

A 2012-2015 Transportation Improvements Program is to be developed identifying highway, transit, and multimodal projects utilizing federal highway and federal transit funds in the Wausau Metropolitan Area.

Time Schedule

June - August	Project Identification
September	Draft TIP Document
October	Final TIP Document
November	Approved TIP submitted to WisDOT

ESTIMATED TIME AND COST

M.C. CPZ. Person-Weeks: (4 Planner)	4
Preliminary Program Costs:	$ 12,726

Sources of Funds	Amount
FHWA	$ 10,169
WisDOT	$ 1,014
Local	$ 1,543
TOTAL	**$ 12,726**

3900. TRANSPORTATION ADMINISTRATION AND PUBLIC RELATIONS

Objective

Prepare a year 2012 Unified Planning Work program (UPWP); prepare procedures necessary to carry out the transportation planning activities set forth in the 2012 work program; provide continuous educational opportunities for the MPO staff through attendance at WisDOT, FHWA and FTA sponsored or approved training courses and seminars; provide for technical and industry related publications; provide for public information, public relations and program audits; increase interactions and enhance communications between the public and MPO staff; and cooperate with WisDOT's statewide planning efforts.

Previous Work

MPO staff has coordinated meetings of the Marathon County Metropolitan Planning Commission, prepared the annual UPWP, and attended transportation related meetings, seminars and workshops. Information on area-wide transportation developments and issues has been provided to the public on a regular basis. MPO quarterly progress and annual program reports have been submitted to WisDOT. MPO staff has conducted various planning exercises in response to the metropolitan planning requirements from ISTEA, TEA-21, and SAFETEA-LU.

Methodology

MPO staff solicits the opinions of the MPO communities on the types of transportation planning activities which should take place in the Wausau Metropolitan Area. A UPWP for 2012 will be developed in response to federal planning requirements and the transportation needs of the MPO communities. Staff attends transportation seminars and workshops promoted, sponsored or recommended by WisDOT, FHWA and FTA for the development and maintenance of continuing, comprehensive transportation planning programs. MPO staff cooperates with WisDOT projects and programs. MPO staff serves as a public source of information on transportation plans and issues including statistical data gathered for various transportation projects.

Product

MPO Staff will prepare a UPWP for 2012, as well as periodic financial and activity reports. The mid-year review meeting with FHWA and WisDOT regarding the UPWP will be held on May 17, 2011 with the annual review meeting to be scheduled in October 2011. The Wisconsin MPO directors will also be having scheduled meetings on January 24, April 26, July 26, and October 25, 2011 to discuss planning policy, financial and technical issues and concerns. Public awareness of transportation issues and MPO activities will be promoted through the *Public Participation Plan for the Marathon County Metropolitan Planning Commission and the Wausau MPO, 2005*. A number of activities are described in the plan to disseminate information to the public and gain their input. A few of these are public meetings, news media coverage of events, news releases, and presentations to various groups, committees, and organizations as well as being presented on Marathon County's Website. Time spent on education and training which applies to several categories is charged to this category. Support staff functions are allotted to this category, including recording and preparation of meeting minutes and the maintenance of financial records. In 2011, the MPO will continue with the meeting schedule policy for the Planning Commission. The meetings will be held every second Tuesday of the month at 2:00 pm at 212 River Drive, Wausau, WI. In 2011, these dates will be January 11, February 8, March 8, April 14, May 10, June 14, July 12, August 9, September 13, October 11, November 8, and December 13.

The MPO Technical Advisory Committee will meet, as needed, and the dates and times will be arranged by staff.

Time Schedule

July	Departmental Budget
September	Draft UPWP Document
November	Approved UPWP submitted to WisDOT
Quarterly	Submit reports and invoices
Quarterly	MPO Director's Meetings
Monthly	County Highway Committee Meetings
Monthly	MPO Meetings

ESTIMATED TIME AND COST	
M.C. CPZ. Person-Weeks: (7 Planner)	7
Preliminary Program Cost:	$ 22,581
Sources of Funds	Amount
FHWA	$ 18,086
WisDOT	$ 2,023
Local	$ 2,472
TOTAL	**$ 22,581**

TRANSIT DEVELOPMENT PROGRAM (TDP)

Objective

Create an area-wide plan for transit service.

Methodology

The MetroRide Transit Commission will oversee the development of the plan. A transit planning consulting firm will develop and write the plan. Financial assistance from WisDOT's discretionary funds are being used on this project. Both MPO and MetroRide staffs will provide the necessary data needed by the consultants for the project.

Product

An area-wide Transit Development Plan.

Time Schedule

Jan. - February	Continue Document Development
February 2011	Project completion

ESTIMATED TIME AND COST

M.C. CPZ. Person-Weeks:	0
Contracted Consultant	
Preliminary Program Cost:	$ 5,000

Sources of Funds	Amount
FHWA	$ 4,000
WisDOT	$ 0
Local	$ 1,000
TOTAL	**$ 5.000**

These funds were programmed from remaining 2011 PL funding. Finalization of the plan development will continue into 2012. This is a continuation of the Plan established and funded in 2010.

TABLE I
2011 PROJECT BUDGET

PROJECT	FEDERAL HIGHWAY ADMINISTRATION PL - FUNDS	WISCONSIN DEPARTMENT OF TRANSPORTATION	METROPOLITAN PLANNING ORGANIZATION	PERCENT OF BUDGET	TOTALS
3100 - LONG RANGE PLANNING	$12,844	$1,445	$1,766	17%	$16,055
3201 - SHORT RANGE PLANNING	$17,982	$2,023	$2,473	23%	$22,478
3202 - SHORT RANGE TRANSIT PLANNING	$17.982	$2,023	$2,473	23%	$22,478
3300 - TRANSPORTATION IMPROVEMENTS PROGRAM	$10,169	$1,014	$1,543	13%	$12,726
3900 - TRANSPORTATION ADMINISTRATION	$18,086	$2,023	$2,473	24%	$22,582
TOTALS	$77,063	$8,528	$10,728	100%	$96,319

Numbers may not add correctly due to rounding.

Federal PL funds and PL Discretionary funds are combined in Table I to indicate total program funding. Table I-A on the next page separates the amounts of Federal PL funds from the PL Discretionary funds.

TABLE I-A
2012 PROJECT BUDGET

PROJECT	FEDERAL HIGHWAY ADMINISTRATION PL - FUNDS	WISCONSIN DEPARTMENT OF TRANSPORTATION	METROPOLITAN PLANNING ORGANIZATION	PERCENT OF BUDGET	TOTALS
WAUSAU MPO	$77,063	$8,528	$10,728	95%	$96,319
PL - DISCRETIONARY FUNDS TDP DEVELOPMENT	$4,000	$0	$1,000	5%	$5,000
TOTALS	$81,063	$8,528	$11,728	100%	$101,319

Numbers may not add correctly due to rounding.

PL Discretionary Funds are additional funds for the TDP development to supplement the funds used from the 2010 UPWP.

TABLE II
2012 OBJECT CLASS BUDGET

OBJECT	FHWA PL - FUNDS	STATE MATCH	LOCAL MATCH	TOTAL
	80%	9%	11%	
SALARIES*	$71,227	$7,872	$9,926	$89,025
PRINTING	$1,810	$203	$249	$2,262
MILEAGE	$338	$38	$46	$422
TRAVEL	$3,396	$382	$467	$4,245
OFFICE	$668	$75	$92	$835
TOTAL	77,063	$8,528	$10,728	$96,319

Numbers may not add correctly due to rounding.

* Salaries includes fringe benefits at a rate of 32% and do not include any indirect charges

TABLE III
2011 COST SHARE DISTRIBUTION
WAUSAU METROPOLITAN PLANNING ORGANIZATION

MUNICIPALITY	PERCENT	AMOUNT
MARATHON COUNTY	50.00%	$5,364.00
CITY OF WAUSAU	22.04%	$2,364.45
VILLAGE OF WESTON	6.97%	$747.74
TOWN OF RIB MOUNTAIN	4.32%	$463.45
VILLAGE OF ROTHSCHILD	2.84%	$304.67
VILLAGE OF KRONENWETTER	3.08%	$330.42
CITY OF MOSINEE	2.33%	$249.96
CITY OF SCHOFIELD	1.21%	$129.81
TOWN OF WAUSAU	1.03%	$110.50
TOWN OF STETTIN	1.03%	$110.50
TOWN OF MAINE	1.03%	$110.50
TOWN OF WESTON	1.03%	$110.50
TOWN OF MOSINEE	1.03%	$110.50
TOWN OF BERGEN	1.03%	$110.50
TOWN OF TEXAS	1.03%	$110.50
TOTAL	100.00%	$10,728.00

Note: Percent is based upon the 2000 population for communities within the Wausau Metropolitan Area. Population figures are based on the April, 2000 counts from the Bureau of the Census and aggregated by the 2002 municipal boundaries and the 2002 Wausau Urbanized Area

APPENDIX A

RESOLUTION ADOPTING

2012

UNIFIED PLANNING WORK PROGRAM

APPENDIX A
MARATHON COUNTY METROPOLITAN PLANNING COMMISSION

RESOLUTION

RESOLUTION ADOPTING THE
2011 UNIFIED PLANNING WORK PROGRAM
FOR THE WAUSAU METROPOLITAN AREA

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

WHEREAS, in compliance with Metropolitan Transportation Planning Regulations by the U.S. Department of Transportation, the Marathon County Conservation, Planning and Zoning Department has developed a one-year Unified Planning Work Program for the Wausau Metropolitan Area; and

WHEREAS, the Unified Planning Work Program identifies the transportation planning activities of the Metropolitan Planning Organization for a period of one year; and

NOW, THEREFORE, BE IT RESOLVED, that the Marathon County Metropolitan Planning Commission endorses the *Long Range Transportation Plan for the Wausau Metropolitan Area*, the *Transit Development Program for the Wausau Area Transit System*, which will be continually updated and maintained as part of the urban transportation planning process;

BE IT FURTHER RESOLVED, that the Marathon County Metropolitan Planning Commission adopts the *2012 Unified Planning Work Program for the Wausau Metropolitan Area*; and

BE IT FURTHER RESOLVED, in accordance with 23 CFR 450.334(a), the Wausau Metropolitan Planning Organization for the Wausau, WI urbanized area hereby certifies that the metropolitan transportation planning process is addressing the major issues facing the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

1. 23 U.S.C. 134 and 49 U.S.C. 5303, and this subpart;

2. Sections 174 and 176 (c) and (d) of the Clean Air Act as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;

3. Title VI of the Civil Rights Act of 1964, as amended (42 USC 2000d-1) and 49 CFR part 21;

4. 49 USC 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;

5. Section 1101(b) of the Safe, Accountable, Flexible, and Efficient Transportation Equity Act of 2005, a Legacy for Users (SAFETEA-LU) (Pub. L. 109-59) and 49 CFR Part 26 regarding the involvement of disadvantaged business enterprises in the US DOT funded projects;

6. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;

7. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et seq.*) and 49 CRF Parts 27, 37, and 38;

8. The Older Americans Act, as amended (42 U.S.C. 6101, prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;

9. Section 324 of title 23, U.S.C. regarding the prohibition of discrimination based on gender; and

10. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR 27 regarding discrimination against individuals with disabilities.

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

Dated this 20th day of December, 2011.

Robert Wiesman, Chairman

James Burgener, Secretary and Director
Marathon County
Conservation, Planning and Zoning Department

APPENDIX B

2011 TITLE VI ACCOMPLISHMENTS

APPENDIX B
2011 TITLE VI ACCOMPLISHMENTS

The Wausau MPO strives to find innovative ways to engage the minority and low income populations and overcome any cultural differences that may preclude them from being involved in the transportation planning process in the Wausau area.

2011 Accomplishments

- Using the 2000 U.S. Census Bureau information and the Marathon County GIS, analysis was conducted on the location and proximity of low-income and minority populations to the projects listed in the Transportation Improvement Program (TIP). This analysis was conducted to verify if the planning process or individual projects had any adverse affects on the minority and low-income populations of the area.

  This analysis was also conducted using the MetroRide routes to verify that the minority and low-income populations were able to reasonably access public transportation.

- MPO staff participated in approximately 200 public meetings and open houses pertaining to projects being conducted in the Wausau area. All of the meetings were held to get more people involved in the decision making process and inform them of the impacts of the projects.

- The MPO through its Bicycle/Pedestrian Committee created the *Wausau MPO Bicycle and Pedestrian Plan*. This Plan identifies routes and areas to walk and bike that will give the minority and low income populations more options to get to their destinations throughout the metro area.

- Staff developed a Wausau MPO Webpage as part of the Marathon County Website to disseminate information in a timely, visual, electronic format.

2012 Goals

- Continue to developed and articulate how the area will address issues pertaining to involvement of minority and low-income populations in the planning and project development process by expanding the outreach and involvement efforts.

- Continue to develop and enhance the internet Website for the Wausau MPO to disseminate information in a timely, visual, electronic format.

- Assess the needs for a written language assistance plan, which may include the availability of minority language publications.

- Assess the accessibility needs of the area. (Do people have the ability to get to where they would like to go in the area, and how easy is it for them to do so?)

APPENDIX C

COST ALLOCATION PLAN

APPENDIX C
MARATHON COUNTY METROPOLITAN PLANNING COMMISSION
ESTIMATE OF 2011 COSTS FOR THE WAUSAU MPO

The 2011 budgeted expenses for the Marathon County Conservation, Planning, & Zoning Department (CPZ) is $1,250,556.

The 2011 budgeted expenses for the MPO is $96,332.

As a percent of the CPZ Budget, the MPO's expenses are at 7.7%.

Total Expenses $96,332 + $1,154,224 = 1,250,556

MPO Expenses of the Total Expenses $\frac{\$96,332}{\$1,250,556} = 7.7\%$

The 2011 Indirect Cost Plan for the CPZ is $212,495.

$212,495 X 7.7% = $16,363

The 2011 Total Costs for the MPO are $16,363.

The allocation of costs for the MPO has been derived from the Central Services Cost Allocation Plan for each County department prepared by Maximus, Inc. and the Marathon County Finance Department.

The MPO budgets for its direct costs (Salaries, Fringe & Expenses) that are submitted to WisDOT. At this time, the FHWA - PL funds and the State matching funds represent 89% of the budget. This means the local MPO communities will need to pay the local cost share which represents 11% in 2011. This is a minor shift in the funding from the historical 90% State and Federal share with 10% coming from the local communities.

APPENDIX D

TITLE VI
NON-DISCRIMINATION
AGREEMENT

AND THE

WisDOT, MPO, METRORIDE
COOPERATIVE AGREEMENT

APPENDIX D

TITLE VI
NON-DISCRIMINATION AGREEMENT

AND THE

WisDOT, MPO, METRORIDE
COOPERATIVE AGREEMENT

These two agreements describing how the MPO will conduct itself with regards to any Title IV issues and how the three entities will work together to provide Transit Planning functions is the Wausau Metro Area can be obtained by going to the Marathon County, WI webpage and accessing the transportation section under the County's Conservation, Planning and Zoning department. The Website is:

www.co.marathon.wi.us or at
wausaumpo.org