WAUSAU METROPOLITAN
PLANNING ORGANIZATION

UNIFIED

PLANNING

WORK

PROGRAM

WAUSAU, WISCONSIN METROPOLITAN AREA

2021

MARATHON COUNTY METROPOLITAN PLANNING COMMISSION
November 2020

U.S. Department of Transportation
Federal Highway Administration

U.S. Department of Transportation
Federal Transit Administration

WAUSAU METROPOLITAN PLANNING ORGANIZATION (MPO)
UNIFIED PLANNING WORK PROGRAM 2021

MARATHON COUNTY METROPOLITAN PLANNING COMMISSION

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TABLE OF CONTENTS

2021 Unified Planning Work Program 1
2021 Unified Planning Work Program Summary 2
Marathon County Conservation, Planning, and Zoning Department Staff 3
Table 1 5
Metropolitan Planning Factors 6
3220. Long Range Transportation Planning.....7
3230. Short Range Transportation Planning 10
3240. Transit Planning 12
3250. Transportation Improvement Program (TIP) 13
3260. Transportation Administration and Public Relations 14
Table I 17
Table II 18
Table III 19
Appendix A A-1
Appendix B B-1
Appendix C.....C-1
Appendix D.....D-1
Appendix E E-1

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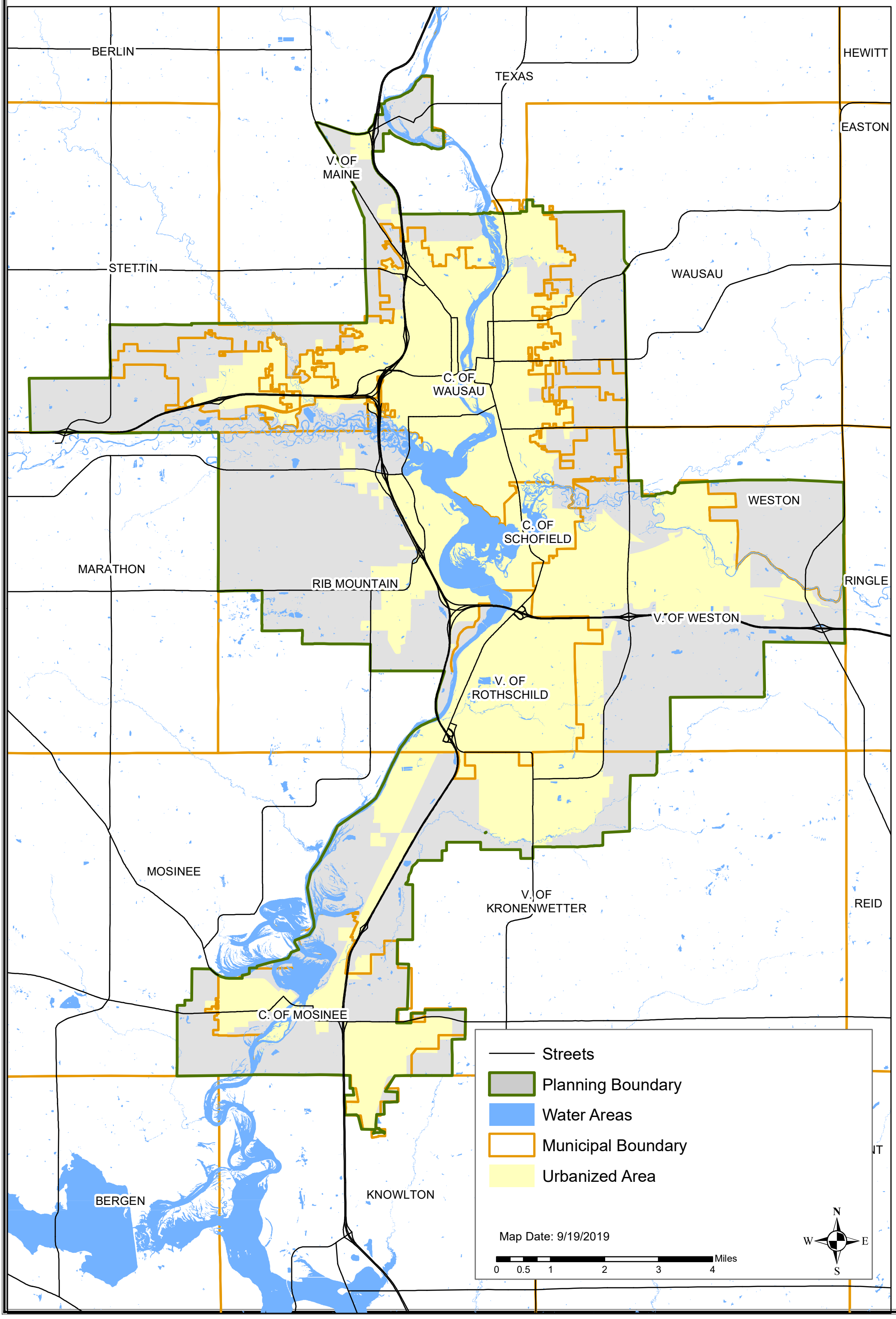
Wausau MPO Planning Boundary



2021 UNIFIED PLANNING WORK PROGRAM (UPWP)
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 2021. The Work Program includes activities under Long Range Transportation Planning (LRTP), Short Range Transportation Planning, Transit Planning, the Transportation Improvement Program, and Program Administration.

Long Range Transportation Planning focuses on development of the 2050 Plan and projects that have a long term nature. The Public Participation Plan for the metro area was just updated and includes opportunities for people to access information about MPO planning through the use of a new website, virtual meetings, and different social media platforms. Short Range Transportation Planning focuses on the implementation of the projects that fulfill the long range plan goals. The LRTP's main focus is to ensure compliance with all Federal Highway Bill requirements and this year's work program will involve working toward the implementation of that 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 and projects were identified in the Long Range Transportation Plan. Continuing to implementation the *2015 Bicycle and Pedestrians Plan* for the Metro area will remain a part of that focus.

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 Transit Commission and its staff. Based on the 2018 Transit Development Plan (TDP), the MPO and Metro Ride staffs are working to overcome the budgetary and service delivery issues identified in the plan to recreate a system that works in the metro area.

MPO staff have begun applying the new Transportation Improvements Program (TIP) criteria to candidate projects, programs, and allocate the Surface Transportation Block Grant Program (STBG) funds, and develops a four year TIP for the metropolitan area.

MPO staff is currently focused on creating communications methods to involve more platforms between the public and government agencies to provide information and technical assistance and gather public input during the COVID19 pandemic. 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 identified by an internal numerical identifier (i.e., 3220, 3230, 3240, 3250, and 3260). The direct costs will be billed to the federal and state agencies, and include labor plus fringe benefit costs. Based on Marathon County experience, the fringe benefit rate is 34% of salary. Fringe benefits include vacation, sick leave, holidays, insurance, retirement, etc. Expenses include office supplies, printing, mileage, and travel. Indirect costs allocation information can be viewed in the Marathon County Cost Allocation Plan on the county's website: www.co.marathon.wi.us

2021 UNIFIED PLANNING WORK PROGRAM
SUMMARY LIST OF IDENTIFIED PROJECTS

3220 - Long Range Planning

a. MAP-21/FAST Act Compliance
b. ADA Compliance
c. 2016 LRTP Implementation
d. 2021 Plan Preparation utilizing the Arterial and Bridge Plan
e. Statewide Transportation Plans (Freight Plan, Connect 2050, WI Rail Plan 2050)

3230 - Short Range Planning

a. Miscellaneous TIP related projects
b. Short range studies
c. Implement the 2020 Bicycle and Pedestrian Plan Update
d. State Highway Safety Planning
e. Performance Measures implementation
f. Environmental Justice Assessment

3240 - Transit Planning

a. Attend Metro Ride Transit Commission Meetings
b. Implement the 2018 Transit Development Plan (TDP)
c. Paratransit and Elderly and Disabled (85.21) transportation programs
d. Staff the Marathon County Transportation Coordinating Committee
e. Update the Human Services Transportation Needs Assessment

3250 - Transportation Improvement Program (TIP)

a. Develop the 2022-2025 TIP
b. Monitor TIP identified projects
c. Conduct the STBG allocation process with WisDOT

3260 - Transportation Administration and Public Relations

a. Develop the 2022 Unified Planning Work Program
b. Prepare new Metropolitan Planning Commission Bylaws
c. Prepare all reports for WisDOT and FHWA
d. Prepare for and attend MPO, County, and related meetings
e. Attend quarterly MPO Directors meetings and semi-annual review meeting
f. Attend workshop, conferences, and training sessions
g. 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 (Wausau MPO). The staff involved with MPO functions are as follows:

Vacant, CPZ Director	
David Mack, Program Manager/MPO Director	dave.mack@co.marathon.wi.us
Brenda Iczkowski, Administrative Coordinator	brenda.iczkowski@co.marathon.wi.us
Diane Hanson, Administrative Manager	diane.hanson@co.marathon.wi.us
Andrew Lynch, Transportation Planner	andrew.lynch@co.marathon.wi.us

Approximate staff time allocated to the Wausau MPO:

Director	3% or 62 hours per year
Program Manager (MPO Director)	75% or 1560 hours per year
Administrative Coordinator	25% or 520 hours per year
Assistant Administrative Manager	8% or 166 hours per year
Transportation Planner	100% or 2080 hours per year

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

Any entity receiving federal dollars, either directly from the Federal Transit Administration (FTA) or through the WisDOT, Division of Transportation Investment Management (DTIM) Bureau of Transit, Local Roads, Rails and Harbors (BTLR), must not discriminate based on factors which include, but are not limited to, race, ethnicity, age, disability status or gender.

MARATHON COUNTY

Conservation, Planning, & Zoning Department

Organizational Structure
June, 2020

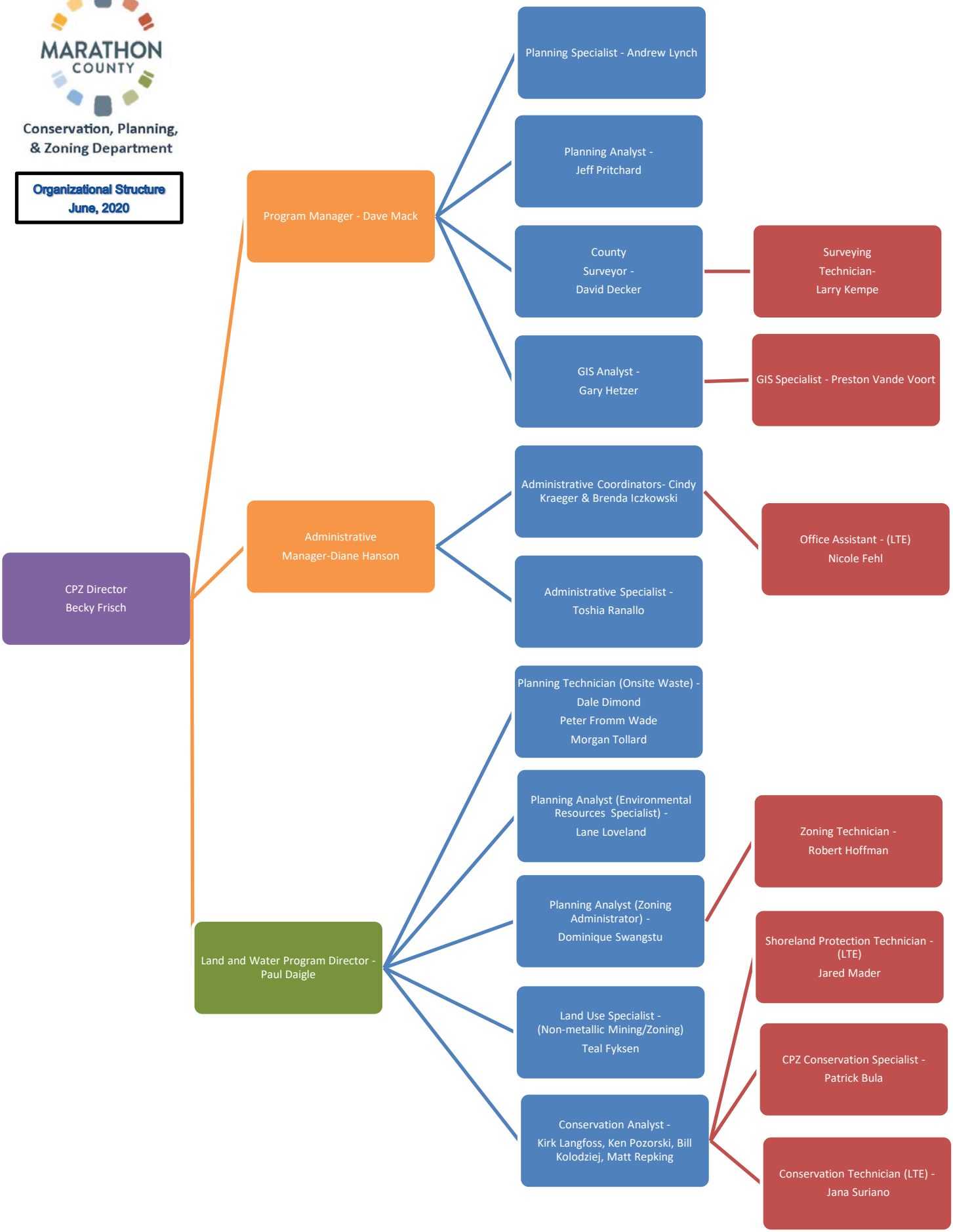


TABLE I

2021 PROJECT BUDGET

PROJECT	FEDERAL HIGHWAY ADMINISTRATION PL - FUNDS	WISCONSIN DEPARTMENT OF TRANSPORTATION	METROPOLITAN PLANNING ORGRANIZATION	PERCENT OF BUDGET	TOTALS
3220 - LONG RANGE PLANNING	$43,498	$2,262	$8,612	26%	$54,372
3230 - SHORT RANGE PLANNING	$24,048	$1,250	$4,762	14%	$30,060
3240 - SHORT RANGE TRANSIT PLANNING	$28,398	$1,477	$5,623	17%	$35,498
3250 - TRANSPORTATION IMPROVEMENTS PROGRAM	$7,300	$380	$1,445	4%	$9,125
3260 - TRANSPORTATION ADMINISTRATION	$64,756	$3,367	$12,822	39%	$80,945
TOTALS	$168,000	$8,736	$33,264	100%	$210,000

Numbers may not add correctly due to rounding. Rounding is to the nearest dollar.

Disclaimer: These allocation totals are only estimates. Final 2021 Planning (PL) funding will be based on FHWA approvals of the MPO's UPWP.

METROPOLITAN PLANNING FACTORS

The Federal Transportation Bill, Fixing America's Surface Transportation (FAST) Act continues the planning factors from federal bills MAP-21 and SAFETEA-LU 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 the FAST Act. 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 aspects of the transportation system for its motorized and non-motorized 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 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 storm water impacts of surface transportation.
10. Enhance travel and tourism.

The following matrix illustrates the 2021 MPO work elements and the metropolitan planning factors to be addressed in each project.

METROPOLITAN PLANNING FACTORS TO BE CONSIDERED IN THE 2021 UPWP											
UPWP Category (From Page 3)	UPWP Elements	Metropolitan Planning Factors									
		1	2	3	4	5	6	7	8	9	10
3220a	MAP-21/FAST Act Compliance	X	X	X	X	X	X	X	X	X	X
3220c	2016 LRTP Implement		X	X				X	X		X
3220d	2021 Plan Preparation	X	X	X	X	X	X	X	X	X	X
3230c	Implement 2020 Bicycle and Pedestrian Plan	X	X	X	X	X	X	X	X	X	X
3230e	Performance Measures	X		X		X	X	X	X	X	X
3240b	Implement the 2018-2022 TDP	X	X	X	X	X	X	X	X	X	X
3240c	Elderly and Disabled Transportation			X	X	X	X	X	X		X
3240d	Human Services Transportation Needs Assessment			X	X	X	X	X	X		X
3250a	Transportation Improvement Program 2022-2025	X			X	X	X	X	X	X	X
3260a	2022 Unified Planning Work Program	X	X	X	X	X		X	X	X	X
3260b-f	Administration and Public Relations		X					X			

3220. 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 2016, the Long Range Transportation Plan for the Wausau Metropolitan Area was developed to specifically identify the areas of compliance with the previous and new Federal Highway Bills.

Methodology

WisDOT and their hired consultant have developed the transportation network model which simulates year 2010 conditions. The model inputs include roadway, land use, population, housing and employment data. Forecasts of 2050 population, housing and employment were developed and entered into the model. The existing land use will also be monitored by the local communities to create any modification to the model, if needed. This model will be used to identify the deficiencies in the transportation system as it relates to traffic capacity and not traffic operations. The information in the model helps identify the roadway segments that need attention by the communities and WisDOT.

Long Range Transportation Plan

The FAST Act regulations will continue to be used in the implementation of the Long Range Transportation Planning for the MPO. Work items in 2021 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. The 2050 LRTP will maintain the 20 year planning horizon that will ensure eligible use of federal funding. The U.S. Department of Transportation recommends MPOs also include 2021 work program activities to (1) address the transition to performance based planning and programming; (2) coordinate planning efforts to ensure a regional approach, including among state DOTs, MPOs, and operators of public transportation; and (3) identify and address access to essential services. The following planning activities are incorporated into the work program:

- Compile and generate GIS data for this planning purpose,
- Update the MPO Land Use databases and maps,
- Create and utilize Performance Based Planning and Programming which relates to performance measures/indicators/targets 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.
- Work on Regional Planning Coordination with WisDOT and the North Central Wisconsin Regional Planning Commission by involving the MPO on plans and programs that are being conducted to enhance the performance of the group.
- Continue to collaborate on activities to better provide for access to transportation that will entail Environmental Justice analysis and accessibility analysis for all users.
- Work through the 2016 LRTP on consultation with federal and state agencies on the environmental impacts.

The new version of the Public Participation Plan for the MPO was approved in November 2020. Development of a new Plan addressed all facets of the public involvement process as it relates to the information and documents prepared by the MPO. This plan also undertakes the:

- Evaluation and criteria used for the effectiveness of existing involvement processes.

- Development of new and more efficient means to engage the public, specifically using technology, i.e., social media and website applications.
- 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 FAST Act compliance.
- New thoughts and ideas regarding public engagement in a COVID19 world.

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.

As it relates to the Presidential Executive Order regarding environmental justice and Title VI issues, the MPO will use its Title VI, Non-discrimination program/Limited English Proficiency Plan to address the involvement and non-discrimination issues of the MPO with regards to minority and low-income populations and race, color, or national origin. The update to the plan, adopted in October 2020, aims at helping develop strategies for engaging these populations through public involvement as it relates to the accessibility of major destinations.

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. 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. Specific to the bicycling aspects of the MPO, another unique website was created, bicyclewausau.org, to engage the population interested in bicycling in the Wausau area.

Marathon County obtained high resolution digital orthophotography in the fall of 2015. In 2020, Marathon County will again have the entire county flown to obtain new digital orthophotography. That information provides the basis for updating the latest land cover mapping for the County and the MPO. The land cover will be used for any traffic forecast modeling being generated for the MPO and WisDOT.

The information from the area traffic model was used for the LRTP and may be used by the MPO and WisDOT to evaluate future projects and policies.

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 Block Grant Program (STBG) and National Highway System (NHS). The MPO will assist WisDOT when needed in the implementation of Wisconsin's statewide transportation plan, "Connections 2030", their statewide railroad plan, the State Freight Plan, and the State Highway Plan. This may also include work on the transit system needs, Intelligent Transportation System (ITS), local road needs, and state highway capacity needs.

Staff will continue to coordinate with WisDOT on the update and development of the functional classification system and the planning boundary for the metro area. By utilizing more current and

accurate mapping of parcel data, the boundary will reflect a more useful area to plan within. The functional roadways within the area will need to be monitored for their correctness and inclusion in the planning boundary.

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, storm water and other 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 and particularly in the traffic modeling process. This work will begin to prepare the MPO and its communities for the development of the 2021 Long Range Plan.

To enhance the ability to utilize this information and all other aspects of the MPO, Staff will begin the development of a new MPO website. This site will be independent of the Marathon County website but have all the appropriate links back to the County's website. The new website will provide an ease of operation over the existing situation.

Time Schedule

All Year	2016 LRTP Implementation
All Year	2021 LRTP Plan Preparation
All Year	MAP-21/FAST Act Compliance
All Year	ADA Compliance

ESTIMATED TIME AND COST

Marathon County Conservation, Planning and Zoning Department/MPO Person-Hours (Director-0, Manager-400, Planner-800, Admin. Coordin.-00, Admin.Manager-0)	1200
Direct Program Costs:	$ 54,372

Sources of Funds	Amount
FHWA	$43,498
WisDOT	$ 2,262
Local	$ 8,612
TOTAL	**$ 54,372**

3230. SHORT RANGE TRANSPORTATION PLANNING

Objective

Develop short range transportation plans which address immediate transportation needs in consultation with the MPO communities and WisDOT. 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; traffic 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.

In September 2015, staff developed a Metropolitan Bicycle/Pedestrian Plan with monthly meetings of the Bicycle/Pedestrian Sub Committee and the hired consultant.

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 previous federal highway bills, all system management plans will include multimodal analysis. Intelligent Transportation System (ITS) strategies will be considered to possibly increase the efficiency of the area transportation system.

Product

MPO staff will continue the implementation of the LRTP. 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 will assist WisDOT with the local needs and prioritizing projects to be identified in the State Highway Safety Plan. Staff will also provide assistance to communities on WisDOT Grant Applications when asked, like the STBG, TAP, and the new State Multimodal Local Supplement Funds.

Staff will undertake the Metro Area Arterial and Bridge Plan to take a look at the roadway network and determine the desired places for further growth and road development in the metro area along with any potential river crossing locations for both auto and truck as well as bicycle and pedestrian.

MPO staff will continue to use ITS strategies in the Wausau area, specifically those associated with the Highway 51/29 corridor. The I39 ITS Corridor Strategic Deployment Plan will be used. Examples of strategies which may be investigated are message boards, continuous count loop detectors, and bridge de-icing equipment, as well as general operations issues like turning radii of corners and also the local freight network. With the influx of data from these 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. In previous years they were: the Camp Phillip Centre, Maple Ridge Interchange development, I39 Interchange Access, as well as a Wisconsin River crossing in the City of Wausau, monitoring the Surface Transportation Block Grant (STBG) funded projects, TIP identified reconstruction projects, and STGB and TAP grant applications.

MPO staff will continue the implementation of the area-wide bicycle/pedestrian plan. The Bicycle/Pedestrian Sub-committee of the MPO oversees the implementation of the plan. Over the past few years more time has been spent working with the Bicycle/Pedestrian Sub-committee and the biking community to warrant having more staff associated with it. The CPZ Transportation Planner will provide planning assistance by overseeing the committee work and participating in the Bicycle/Pedestrian Plan implementation.

Performance-Base Planning and Programming

The federal transportation bills MAP-21 and FAST Act require incorporation of Performance-Base Planning and Programming (PBPP) in the development of the Metropolitan Planning Organization (MPO) Long Range Transportation Plans (LRTP) and Transportation Improvement Programs (TIP). The Final Rule on Statewide and Nonmetropolitan Transportation Planning and Metropolitan Transportation Planning further defined that the TIP shall include, to the maximum extent practicable, a description of the anticipated effect of the TIP toward achieving the 23 CFR 490 performance measures targets identified in the metropolitan transportation plan, linking investment priorities to those performance targets (23 CFR 450.326(d)).

The Wausau Metropolitan Planning Organization has participated in performance-based planning and programming and will continue to advance the national performance measure goals (23 USC 150). MPO staff will continue to 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. In 2021, the MPO will follow WisDOT guidance and set the performance measures based on the WisDOT performance targets when they are created.

Time Schedule

As Needed	State Highway Safety Plan involvement
All Year Long	Development of LRTP Identified projects
All Year Long	Short Range Studies
All Year Long	Bike and Pedestrian Committee Oversight
All Year Long	Performance Measures
All Year Long	TIP Project Monitoring

ESTIMATED TIME AND COST

Marathon County Conservation, Planning and Zoning Department/MPO Person-Hours (Director-0, Manager-200, Planner-480, Admin. Coordin.-0, Admin.Manager-0)	680
Direct Program Costs:	$ 30,060

Sources of Funds	Amount
FHWA	$ 24,048
WisDOT	$ 1,250
Local	$ 4,762
TOTAL	**$ 30,060**

3240. TRANSIT PLANNING

Objective

Provide the Wausau Urbanized Area with reliable transit planning service; to enhance the efficiency of Metro Ride; 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 Metro Ride), Marathon County (through the Conservation, Planning, and Zoning Department representing the MPO) and WisDOT.

Previous Work

In 2006, WATS and the MPO contracted and conducted a Transit Development Program (TDP) for the Wausau Area. Service extensions to some surrounding communities were the focus of the recommendations of the study. In 2008, WATS renamed themselves Metro Ride, to be more of a metropolitan service and not just a Wausau service. In the next few area Transit Development Programs (TDP) for the Wausau Area, service extensions to some surrounding communities were the focus of the recommendations.

The 2012 TDP took an unanticipated turn during the development of the recommendations section when three of the four communities involved in the transit system withdrew from providing service in their communities. A total rewrite of the recommendations needed to be completed along with a large outreach effort to the communities and users groups in the area to determine how service will be provided to those now not being served, especially the paratransit and transit dependent customers. Service to the three communities was restored in 2013 on a limited basis and in 2014 the communities again withdrew from providing service in each of their communities leaving only the City of Wausau with transit service.

Work will continue in 2021 on educating residents and businesses of the value and need for public transit and paratransit in their communities. The 2018 TDP focuses on reestablishing the relationships with Wausau's surrounding communities and their willingness to provide transit service in their communities. The development of the TDP used public opinion surveys to develop strategies for moving forward with the expansion of the service area as well as provide a general sense of how the metro area communities view transit in the area.

In the fall of 2020, the MPO began working with the NCWRPC to conduct a Needs Assessment for the Elderly and Disabled for Marathon County and the Wausau MPO. Projects like this will continue to take place as part of the Regional Models of Cooperation and Ladders of Opportunity concepts from MAP-21.

Product

MPO staff will continue to work with the Transit Commission and Metro Ride 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. Additional staff time will be spent working with the Transit Commission and the local communities on ways to solidify the involvement by the communities and to look for ways to make the transit system more viable in areas not currently served.

MPO staff will work with Metro Ride staff to implement the 2018 Transit Development Programs (TDP). As part of that work, the MPO staff will work with the Wausau Area Chamber of Commerce to survey their membership and educate and formulate policy questions for the Planning Commission relating to creating and implementing a MPO region wide transit system.

Staff will work with MPO member communities to reestablish the relationships they had when a broader transit system was in place. The relationships between the MPO, Metro Ride Transit, and the WisDOT are explained in the Cooperative Agreement for Continuing Transportation Planning found at WausauMPO.org.
Staff, with Metro Ride, NCHC and the NCWRPC will work on the relationships identified in the Coordinated Public Transit Human Service Transportation Plan for 2020.

The signed documents by all parties and can be found on the Marathon County and the MPO websites.

Time Schedule

Monthly	Commission Meetings
All year	TDP Implementation Assistance
All year	Elderly and Disabled Transportation Program Implementation
All year	85.21 Elderly and Disabled Transportation Program

ESTIMATED TIME AND COST

Marathon County Conservation, Planning and Zoning Department/MPO Person-Hours (Director-0, Manager-240, Planner-560, Admin. Coordin.-0, Admin.Manager-0)	800
Direct Program Costs:	$ 35,498
Sources of Funds	Amount
FHWA - Transit	$ 28,398
WisDOT	$ 1,477
Local	$ 5,623
TOTAL	**$ 35,498**

3250. TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Objective

Develop a Transportation Improvement Program necessary to program 2022-2025 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 Metro Ride and MPO staff. In 2007, a policy was created that contains eligibility and prioritization criteria which are used in funding the candidate projects. The Technical Advisory Committee modified the selection criteria for selecting projects in 2019.

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 MPO reviews the list and the final selection of Surface Transportation block Grant (STBG) projects is determined. In 2019, the MPO TAC revised the TIP prioritization criteria and made modifications needed to make the best informed decisions when prioritizing projects for funding. The draft TIP is distributed to the Planning Commission, public and private transportation providers in the area, other interested parties, and the general public. 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 MAP-21/FAST Act will result in greater efforts by MPO staff in the public relations category.

Product

A 2022-2025 Transportation Improvements Program is to be developed identifying highway and transit projects utilizing federal highway and federal transit funds in the Wausau Metropolitan Area.

Time Schedule

June - August	Project Identification
September	Draft 2022-2025 TIP Document
October	Final 2022-2025 TIP Document
November	Approved TIP submitted to WisDOT

ESTIMATED TIME AND COST

Marathon County Conservation, Planning and Zoning Department/MPO Person-Hours	160
(Director-0, Manager-120, Planner-40, Admin. Coordin.-0, Admin.Manager-0)	
Direct Program Costs:	$ 9,125

Sources of Funds	Amount
FHWA	$ 7,300
WisDOT	$ 380
Local	$ 1,445
TOTAL	**$ 9,125**

3260. TRANSPORTATION ADMINISTRATION AND PUBLIC RELATIONS

Objective

Prepare a year 2022 Unified Planning Work Program (UPWP); prepare procedures necessary to carry out the transportation planning activities set forth in the 2022 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, workshops, and conferences. 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, SAFETEA-LU, MAP-21 and now the FAST Act.

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 2021 will be developed in response to federal planning requirements and the transportation needs of the MPO communities through the 2016 Long Range Transportation Plan. Staff attends transportation seminars and conferences 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 and Meetings

MPO staff will prepare a UPWP for 2022, as well as periodic financial and activity reports. The mid-year review meeting with FHWA and WisDOT regarding the UPWP will be held in May/June 2021 with the annual review meeting to be scheduled in October 2021. The Wisconsin MPO directors will also be having scheduled meetings on January 26, April 27, July 27, and October 26, 2021 to discuss planning policy, financial and technical issues and concerns.

Public awareness of transportation issues and MPO activities will be promoted through the use of the new *Wausau, Wisconsin Area Public Participation Plan for its Transportation Plans and Programs.* 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 the MPO and Marathon County websites. All of these concepts will be evaluated for their effectiveness and new approaches will be analyzed.

To enhance the ability to utilize this information and all other aspects of the MPO, Staff development a new MPO website. This site is independent of the Marathon County website and has all the appropriate links back to the County's website. The new website provides a separation of the two websites for ease of operation over the existing situation with les confusion.

Staff will work with WisDOT to implement the Title VI Plan for the metro area based on the MAP-21/FAST Act requirements. 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 2021, 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 2021, these dates will be January 12, February 9, March 9, April 13, May 11, June 8, July 13, August 10, September 14, October 12, November 9, and December 14. 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

Marathon County Conservation, Planning and Zoning Department/MPO Person-Hours (Director-63, Manager-600, Admin. Coordin.- 520, Planner-200, Admin. Manager-166)	1,549
Direct Program Cost:	$ 80,945

Sources of Funds	Amount
FHWA	$ 64,756
WisDOT	$ 3,367
Local	$ 12,822
TOTAL	**$ 80,945**

TABLE I
2021 PROJECT BUDGET

PROJECT	FEDERAL HIGHWAY ADMINISTRATION PL - FUNDS	WISCONSIN DEPARTMENT OF TRANSPORTATION	METROPOLITAN PLANNING ORGRANIZATION	PERCENT OF BUDGET	TOTALS
3220 - LONG RANGE PLANNING	$43,498	$2,262	$8,612	26%	$54,372
3230 - SHORT RANGE PLANNING	$24,048	$1,250	$4,762	14%	$30,060
3240 - SHORT RANGE TRANSIT PLANNING	$28,398	$1,477	$5,623	17%	$35,498
3250 - TRANSPORTATION IMPROVEMENTS PROGRAM	$7,300	$380	$1,445	4%	$9,125
3260 - TRANSPORTATION ADMINISTRATION	$64,756	$3,367	$12,822	39%	$80,945
TOTALS	$168,000	$8,736	$33,264	100%	$210,000

Numbers may not add correctly due to rounding.

Disclaimer: These allocation totals are only estimates. Final 2021 Planning (PL) funding will be based on FHWA approvals of the MPO's UPWP.

TABLE II
2021 OBJECT CLASS BUDGET

OBJECT	FHWA PL - FUNDS	STATE MATCH	LOCAL MATCH	TOTAL
	80%	4.16%	15.84%	
SALARIES*	$149,859	$7,793	$29,672	$187,324
PRINTING	$1,600	$83	$317	$2,000
MILEAGE	$800	$42	$158	$1,000
TRAVEL	$8,640	$449	$1,711	$10,800
OFFICE	$7,101	$369	$1,406	$8,876
TOTAL	$168,000	$8,736	$33,264	$210,000

Numbers may not add correctly due to rounding, rounding is to the nearest dollar.

* Salaries includes fringe benefits at a rate of 34% and do not include any indirect charges

Disclaimer: These allocation totals are only estimates. Final 2021 Planning (PL) funding will be based on FHWA approvals of the MPO's UPWP.

TABLE III
2021 COST SHARE DISTRIBUTION
WAUSAU METROPOLITAN PLANNING ORGANIZATION

MUNICIPALITY	PERCENT	AMOUNT
MARATHON COUNTY	50.00%	$16,632.00
CITY OF WAUSAU	24.05%	$7,999.97
VILLAGE OF WESTON	9.08%	$3,020.37
TOWN OF RIB MOUNTAIN	3.92%	$1,303.95
VILLAGE OF KRONENWETTER	3.80%	$1,264.03
VILLAGE OF ROTHSCHILD	3.24%	$1,077.75
CITY OF MOSINEE	2.45%	$814.97
CITY OF SCHOFIELD	1.42%	$472.35
VILLAGE OF MAINE	0.68%	$226.20
TOWN OF WAUSAU	0.34%	$113.10
TOWN OF STETTIN	0.34%	$113.10
TOWN OF WESTON	0.34%	$113.10
TOWN OF MOSINEE	0.34%	$113.10
TOTAL	100.00%	$33,264

Note: Percent is based upon the 2010 population for communities within the Wausau Metropolitan Area. Population figures are based on the April, 2010 counts from the Bureau of the Census and aggregated by the 2012 municipal boundaries and the 2012 Wausau Urbanized Area

APPENDIX A

RESOLUTION ADOPTING

2021

UNIFIED PLANNING WORK PROGRAM

APPENDIX A

MARATHON COUNTY METROPOLITAN PLANNING COMMISSION

RESOLUTION # 4-20

RESOLUTION ADOPTING THE 2021 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.

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 *2021 Unified Planning Work Program for the Wausau Metropolitan Area*; and

BE IT FURTHER RESOLVED, in accordance with 23 CFR 450.336, 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 MAP-21 (Pub. L. 112-141), FAST Act (Pub. L. 114-94) and 49 CFR Part 26 regarding the involvement of disadvantaged business enterprises (DBEs) in the US DOT funded projects. The DBE program ensures equal opportunity in transportation contracting markets, and in the statute Congress established a national goal that 10%of federal funding go to certified DBE firms;

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. Programs and activities funded with federal dollars are prohibited from discrimination based on disability;

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 10th day of November 2020

John Robinson, Chairman

David Mack, Acting Commission Secretary,
Metropolitan Planning Organization Director

APPENDIX B

2020 TITLE VI ACCOMPLISHMENTS

APPENDIX B
2020 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.

2020 Accomplishments

- Using the 2010 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 effects on the minority and low-income populations of the area. The areas referenced on the maps indicate the census blocks that have a minority and low-income population that is higher than the MPO average.

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

- MPO staff used the MPO Public Participation Plan to articulate the way information and ideas are gathered and disseminated to the general public, specifying with the COVID19 pandemic changing the way the public is being engaged and will be in the future.

- MPO staff participated in 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. Since March 2020, all the meeting were attended virtually.

- The MPO through its Bicycle/Pedestrian Committee updated and began the work on implementing the *Wausau MPO 2020 Bicycle and Pedestrian Plan Update.* The 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. MPO Staff continued to monitor the Bike Route/Signage System that was put in place in 2013 to identify the best routes to bike between communities representing more of an arterial bike route system.

- Staff developed a new independent Wausau MPO webpage to disseminate information in a timely, visual, electronic format. The WausauMPO.org and bicyclewausau.org websites are the main focus for information.

2021 Goals

- Continue to develop 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.

- Begin utilizing the updated Title VI Non-Discrimination Program/Limited English Proficiency Plan for the MPO area. The Plan sets forth the assurances that no person or group shall be excluded from participation in any and all programs or services administered by the MPO.

- Implement the new Public Participation Plan to engage with the public better, specifically in the age of the COVID19 pandemic.

- Continue to enhance the internet website and social media presence for the Wausau MPO to disseminate information in a timely, visual, electronic format.

- Begin using a written language assistance plan, which will include the availability of minority language publications.

- Conduct a new *2021 Coordinated Public Transit Human Services Transportation Needs Assessment for Marathon County,* address the accessibility needs for the elderly and disabled populations of the area.

APPENDIX C

TITLE VI
NON-DISCRIMINATION PROGRAM/LIMITED ENGLISH PROFICIENCY PLAN AND AGREEMENT

AND THE

WisDOT, MPO, METRO RIDE COOPERATIVE AGREEMENT

AND THE

PUBLIC PARTICIPATION PLAN FOR ITS TRANSPORTATION PLANS AND PROGRAMS

APPENDIX C

TITLE VI
NON-DISCRIMINATION PROGRAM/
LIMITED ENGLISH PROFICIENCY PLAN

and the

TITLE VI NON-DISCRIMINATION AGREEMENT,

and the

WISCONSIN DEPARTMENT OF TRANSPORTATION (WISDOT), METROPOLITAN PLANNING ORGANIZATION (MPO), and METRORIDE
COOPERATIVE AGREEMENT

and the

PUBLIC PARTICIPATION PLAN
FOR ITS TRANSPORTATION PLANS AND PROGRAMS

These four documents describing how the MPO will conduct itself with regards to any Title IV, Non-Discrimination and Limited English Proficiency issues and how the 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:

http://www.co.marathon.wi.us/Departments/ConservationPlanningZoning/WausauMPO.aspx

or can also be found through

WausauMPO.org

APPENDIX D

MEETINGS CALENDAR

2021

January

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26	27	28	29	30	31	

* Planning Commission meeting dates

* MPO Directors meeting dates

APPENDIX E

MPO
UNIFIED PLANNING WORK PROGRAM

CHECKLIST

APPENDIX E

MPO UPWP CHECKLIST

Item — Page #

Name of MPO agency and area represented ..... Cover
- Fiscal Year of UPWP
- Agencies logos

Committee lists and Contact Information for MPO i
Table of Contents, Agencies providing funds or support, USDOT Disclaimer iii
MPO Planning and Urbanized area boundary map v

Introduction / Preface / Definition of UPWP purpose 1
Summary List of Identified Projects 2
Staff names, positions and responsibilities with activities time 3
Organizational Chart 4
Funding Sources (Table I) 5
Ten planning factors 6

LRTP Planning 7
- Products 9
- Time Schedule 9

Short Range Planning 10
- Products 10
- Time Schedule 11

Transit Planning 12
- Products 12
- Time Schedule 13

TIP Development 13
- Products 14
- Time Schedule 14

Administration 14
- Products 15
- Annual Meeting Schedule 15
- Time Schedule 16
- Funding Sources (Table I) 17
- Budget Summary (Table II) 18
- Cost Share Distribution (Table III) 19

MPO Approval Resolution – signed ..... Appendix A
Summary of previous year's accomplishments ..... Appendix B
Title VI Program ..... Appendix C
Title VI Nondiscrimination Agreement – signed ..... Appendix C
Cooperative Agreement – signed ..... Appendix C
Public Involvement Plan ..... Appendix C
Meetings Calendar ..... Appendix D
MPO UPWP Checklist ..... Appendix E