



# La Crosse Area Planning Committee

*Metropolitan Planning Organization  
Serving the La Crosse/La Crescent Urbanized Area*

Peter Fletcher, Director Jackie Eastwood, Transportation Planner  
La Crosse County Administrative Center  
212 6<sup>th</sup> Street North ☎ Room 2300 ☎ La Crosse, WI 54601  
PH: 608.785.5977 Website: [www.lacrossecounty.org/mpo](http://www.lacrossecounty.org/mpo)

## LA CROSSE COUNTY NOTICE OF MEETING

<b>COMMITTEE OR BOARD:</b>	<b>LA CROSSE AREA PLANNING COMMITTEE</b>
<b>DATE OF MEETING:</b>	<b>WEDNESDAY, September 15, 2021</b>
<b>MEETING PLACE:</b>	<b>ROOM 1700 ADMINISTRATIVE CENTER 212 6<sup>TH</sup> STREET N, LA CROSSE, WI 54601 THE MEETING WILL BE HELD IN PERSON WITH THE OPTION TO ATTEND VIRTUALLY VIA TEAMS – SEE MEETING ACCESS/ MONITORING INSTRUCTIONS DETAILED BELOW</b>
<b>TIME OF MEETING:</b>	<b>4:30 P.M.</b>
<b>PURPOSE OF MEETING:</b>	<b>Monthly Meeting</b>
1.	Call to Order and Roll Call
2.	Public comment (5 minutes time limit per comment)
3.	Approval of minutes of the July 21, 2021 LAPC meeting
4.	Approve amending the 2021-2024 Transportation Improvement Program (Resolution 6-2021)
5.	Approve the Wisconsin Department of Transportation 2022 Safety Targets (Resolution 7-2021)
6.	Approve Intermunicipal Agreement for Metropolitan Planning Organization
7.	Review 2022 Draft Work Program and Budget
8.	Fire/EMS update -Status of the City of La Crosse/Holmen Area Fire Department “Shared Fire Administration MOU”
9.	American Rescue Plan Act (ARPA) discussion
10.	Directors Report
11.	Other Business
12.	Future Agenda Items -2022-2025 Transportation Improvement Program -2021-2024 TIP Amendment -2022 Work Program
13.	Next Regular Meeting of LAPC: Wednesday, November 17, 2021
14.	Adjourn

**All attendees at meeting are strongly encouraged to wear a face mask.**

***Public Access: Any person may access/monitor the meeting utilizing the following options.***

### MEETING ACCESS/MONITORING INSTRUCTIONS:

**Option 1: Use the link below to join the TEAMS meeting on your desktop/laptop/phone to stream audio, video or both. If you do not have TEAMS on your desktop/laptop/phone, after you activate the link “Click here to join the meeting” you will have to follow several prompts to join the meeting.**

[Click here to join the meeting](#)

**Option 2: Join by phone (audio only): 1-262-683-8845, and enter 324754465# at the prompt**

[+1 262-683-8845,324754465#](tel:+12626838845,324754465#) United States, Kenosha

Phone Conference ID: 324 754 465#

*If you need assistance accessing or participating in this meeting, please contact LAPC staff as soon as possible by phone at 608-785-6141, by email at [jeastwood@lacrossecounty.org](mailto:jeastwood@lacrossecounty.org), or in person at 212 6<sup>th</sup> St N, Room 2300, La Crosse, WI 54601.*

*Yog tias koj xav tau kev pabcuam kom nkag mus lossis koom nrog hauv lub rooj sib tham no, thov hu rau LAPC cov neeg ua haujlwm kom sai li sai tau hauv xovtooj ntawm 608-785-6141, lossis email rau [jeastwood@lacrossecounty.org](mailto:jeastwood@lacrossecounty.org), lossis tus kheej rau 212 6<sup>th</sup> St N, Room 2300, La Crosse, WI 54601.*

*Si necesita ayuda para acceder o participar en esta reunión, comuníquese con el personal de LAPC lo antes posible por teléfono al 608-785-6141, por correo electrónico a [jeastwood@lacrossecounty.org](mailto:jeastwood@lacrossecounty.org), o en persona en 212 6<sup>th</sup> St N, Room 2300, La Crosse, WI 54601.*



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## NOTICES FAXED/MAILED TO:

### NEWS MEDIA

La Crosse Tribune  
Other Media

### OTHERS

LAPC Technical Committees  
Public Participation Process List

### DEPARTMENTS

County Administrator  
Corporation Counsel  
County Clerk  
Facilities

### COMMITTEE MEMBERS

Linda Seidel, Chair  
Patrick Barlow  
Monica Kruse  
Mitch Reynolds/Barb Janssen  
Scott Schumacher  
Mike Poellinger  
Tim Candahl  
Stan Hauser/Jerry Monti  
Joshua Johnson  
Kim Smith  
Bob Stupi/Steve Mieden

**MEMBERS:** If unable to attend, please contact Peter Fletcher, MPO Director at 608-785-5977.

**\*PUBLIC COMMENT:** The Committee may receive information from the public, but the Committee reserves the right to limit the time that the public may comment and the degree to which members of the public may participate in the meeting.

**PERSONS WITH DISABILITY:** If you need accommodation to access/monitor this meeting, please contact the County Clerk's Office at (608)785-9581 as soon as possible.

The LAPC reserves the right to reconsider issues taken up at previous meetings. Documents are emailed and/or mailed to LAPC Policy Board members; please contact the LAPC office to obtain copies. If you have a disability and need assistance participating in this meeting, please contact Jackie Eastwood at 608.785.6141 or at [jeastwood@lacrossecounty.org](mailto:jeastwood@lacrossecounty.org) as soon as possible in advance of the meeting.

**DATE NOTICE FAXED/MAILED/POSTED: September 8, 2021**

**This meeting may be recorded and any such recording is subject to  
Disclosure under the Wisconsin Open Records Law**



# La Crosse Area Planning Committee

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Serving the La Crosse/La Crescent Urbanized Area*

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## LA CROSSE AREA PLANNING COMMITTEE

**Minutes of July 21, 2021**

**Held via Microsoft Teams & in Person**

<b>MEMBERS PRESENT:</b>	Mike Poellinger, Patrick Barlow, Mitch Reynolds, Linda Seidel, Kim Smith, Stan Hauser, Monica Kruse, Bob Stupi, Joshua Johnson, Scott Schumacher
<b>MEMBERS EXCUSED:</b>	Tim Candahl
<b>OTHERS PRESENT:</b>	Peter Fletcher, Jackie Eastwood, Steve O'Malley, Erin Klar (Recorder), Francis Shelfhout (DOT), Bob Gollink, Barb Jansen

### CALL TO ORDER

Chair Linda Seidel called the meeting to order. Roll call was taken and a quorum was called.

**PUBLIC COMMENT:** There was no public comment.

### APPROVAL OF MINUTES OF THE MAY 19, 2021 LAPC MEETING

**MOTION** by Poellinger/Smith to approve the minutes of the May 19, 2021 La Crosse Area Planning Committee meeting. **Motion carried unanimously with one excused: Candahl**

### OVERVIEW OF THE METROPOLITAN PLANNING ORGANIZATION

Peter Fletcher gave a presentation on the overview of the Metropolitan Planning Organization.

### APPROVE THE MINNESOTA 2022-2025 TRANSPORTATION IMPROVEMENT PROGRAM PROJECT LIST (RESOLUTION 5-2021)

The U. S. Department of Transportation regulations require the development and approval of a Transportation Improvement Program (TIP) for the metropolitan planning area by the Metropolitan Planning Organization (MPO). Federal regulations require a continuing, cooperative, and comprehensive transportation planning and programming process for TIP/STIP coordination. The schedules for the adoption of the District 6 ATIP and Minnesota STIP require that the LAPC approve the Minnesota projects list by July 31. By approving the MN project list the projects will be incorporated into the final Minnesota STIP and the District 6 ATIP. LAPC 2022-2025 TIP will be approved in November, which will include the 2022-2025 Wisconsin TIP projects and the approved 2022-2025 Minnesota TIP projects list.

**MOTION** by Poellinger/Barlow to approve the Minnesota 2022-2025 Transportation Improvement Program Project List (Resolution 5-2021). **Motion carried unanimously with one excused: Candahl**

### APPROVE LA CROSSE AREA PLANNING COMMITTEE REVISED BYLAWS

The LAPC bylaws have not been updated since 2009. A revised draft was presented at the last meeting. Since no changes have been made since the last meeting the bylaws can be approved at this meeting.

**Motion** by Reynolds/Kruse to approve La Crosse Area Planning Committee Revised Bylaws. **Motion carried unanimously with one excused: Candahl**



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## **REVIEW DRAFT INTRMUNICIPAL AGREEMENT FOR METROPOLITAN PLANNING ORGANIZATION**

Since the Town of Holland joined the LAPC the current intermunicipal agreement needs to be updated to include the Town of Holland. The current agreement went through a comprehensive revision and was approved and signed by LAPC members in 2019. The revised agreement is being presented at this meeting for discussion. It will be included on the September LAPC meeting agenda for consideration of approval. I wanted to provide each of your communities the opportunity to review the agreement and consult your legal counsel if necessary.

## **2022 WORK PROGRAM ACTIVITIES**

Items for the 2022 work program activities were reviewed. A draft of the plan will be presented at the September meeting.

## **TCMC UPDATE (AMTRAK – SECOND TRAIN)**

Minnesota legislature approved 10 million in the June special session. This provides a match to federal grants for construction and operation assistance. The Wisconsin DOT requires 6.5 million in matching funds which have been secured. A second train is moving ahead with a final design in 2022, construction in 2021-2024 and operational in 2024. Having two trains run daily will increase tourism and business travel options in the area.

## **FUTURE MEETING(S) FORMAT**

Meetings will be held in person with a virtual component as well. Members would be encouraged to attend in person as much as possible.

## **DIRECTORS REPORT**

- STP-Urban Program is in its 2022-2027 funding cycle which provides a transportation funding and allocation to MPO communities for transportation projects.
- SW DOT region is requiring initial draft applications by August 13, late/revised application by Sept. 17.
- Final applications due to WISDOT Central office by October 1.5
- The LAPC TAC will rank applications at their November TAC meeting.
- TDP Regional Transit Development plan is moving ahead – First phase of public input has been completed and the next phase will be identifying alternatives and recommendations

**OTHER BUSINESS** - none noted.

## **FUTURE AGENDA ITEMS**

- Fire/EMS Study updates
- Intermunicipal Agreements/Bylaws
- 2021-2024 TIP Amendment
- 2022 Draft Work Program and Budget



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**NEXT MEETING DATE: Wednesday, September 15, 2021**

## **ADJOURN**

**MOTION** by Poellinger/Reynolds to adjourn the meeting at 5:25 p.m. **Motion carried unanimously with one excused: Candahl**

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.

Recorded by Erin Klar

# La Crosse Area Planning Committee

## RESOLUTION 6 – 2021

### AMENDING THE

### *2021 - 2024 Transportation Improvement Program (TIP) for the La Crosse / La Crescent Planning Area*

**WHEREAS**, the U. S. Department of Transportation regulations require the development and approval of a Transportation Improvement Program (TIP) for the metropolitan planning area by the Metropolitan Planning Organization (MPO); and

**WHEREAS**, the La Crosse Area Planning Committee approved the 2021-2024 TIP on October 21, 2020; and

**WHEREAS**, since adoption of the TIP, three projects have been added to the TIP project list:

- 243-21-012     STH 33, City of La Crosse, State Road & Losey Boulevard Intersection, Design Obligated in 2021, Construction Obligated in 2025, Construction in 2026
- 243-21-013     East Avenue, City of Onalaska, Riders Club Road Intersection, Design Obligated in 2021, Construction Obligated in 2023
- 243-21-014     Various Highways, Vernon County Bridges - Approach Slab Repair, Construction Obligated in 2021, Construction in 2022

And,

**WHEREAS**, since adoption of the TIP, right-of-way has been obligated to project 243-19-034; and

**WHEREAS**, since adoption of the TIP, a terminus has been modified in project 243-20-030; and

**NOW, THEREFORE, BE IT RESOLVED** that the La Crosse Area Planning Committee, hereby, approves an amendment to the 2021-2024 TIP tables as reflected in the attachment.

LA CROSSE AREA PLANNING COMMITTEE

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Linda Seidel, Chair

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Peter Fletcher, Executive Director  
Dated: September 15, 2021

2021 - 2024 Transportation Improvement Program Project List						2021 (x\$1000)										2022 (x\$1000)					2023 (x\$1000)					2024 (x\$1000)					Source of Funds
Project Number	State ID Number	Sponsoring Agency	Project Description	Project Type	Exp. Type	Fed	WI	MN	Local / Other	Total	Fed	WI	MN	Local / Other	Total	Fed	WI	MN	Local / Other	Total	Fed	WI	MN	Local / Other	Total						
243-06-013	1630-08-21, 23, 25, 27, 40, 44, 46, 48, 70, 71, 75, 77, 80, 81, 84, 86, 88, 89	State of Wisconsin	USH 53, USH 14/61 - IH 90, Reconstruction, (ROW, Utilities, Construction Anticipated after 2030)	Major(E)	PE																							NHPP MAJOR			
					RW/UTL																										
					Const																										
					Total																										
243-17-013	1630-03-01, 61	State of Wisconsin	USH 53, Black River Bridge B-32-0079, Bridge Rehabilitation. Design obligation in 2017, Construction obligation in 2021	Sys Pres	PE																								NHPP		
					ROW																										
					Const	1,349.3	278.3			1,627.6																					
					Total	1,349.3	278.3			1,627.6																					
243-20-016	5250-06-02, 72, 74	State of Wisconsin	USH 53, City of La Crosse, Third Street (Cass Street to 2nd Street), Pavement Replacement, Design Anticipated in 2020, Construction Anticipated in 2026-2027	Sys Pres	PE																							NHPP			
					ROW																										
					Const																										
					Total																										
243-20-028	5250-06-03, 73, 75	State of Wisconsin	USH 53, City of La Crosse, Fourth Street (Cass Street to 2nd Street), Pavement Replacement, Design Anticipated in 2020, Construction Anticipated in 2027/2028	Sys Pres	PE																							NHPP			
					ROW																										
					Const																										
					Total																										
243-20-031	1640-01-05, 75	State of Wisconsin	USH 14, La Crosse - Westby (Marion Road to Garner Place), Mill & Overlay, Design obligated 2020, Construction scheduled for 2028, Advanceable Construction to 2024.	Sys Pres	PE																							NHPP			
					ROW																										
					Const																										
					Total																										
243-18-015	1640-03-31, 61	State of Wisconsin	USH 14, Brickyard Lane - CTH M, Mill & Overlay, Design obligated 2017, Construction obligated in 2020, with construction in 2021.	Sys Pres	PE																							NHPP			
					ROW																										
					Const																										
					Total																										
243-13-015	1641-02-02, 22, 53, 72, 82, 3700-10-79	State of Wisconsin	USH 14, City of La Crosse, South Avenue; Green Bay St. to Ward Ave., Reconstruct the roadway and improve the intersections, including traffic signal rehab at Green Bay St. Design obligated 2013, Construction in 2022. ROW in 2019-2021	Re Const	PE																							HSIP NHPP ITS			
					ROW	300.0			300.0																						
					Const					6,283.9	1,288.9		1,138.5	8,711.3																	
					Total	300.0			300.0	6,283.9	1,288.9		1,138.5	8,711.3																	
243-19-022	5200-03-33, 63	State of Wisconsin	USH 14, Cameron Ave & Cass St Structures B-32-202 & -300, Paint and Repair. Design Obligated in 2019, Construction Obligated in 2023 with construction in 2024	Sys Pres	PE																						NHPP				
					ROW																										
					Const																										
					Total										2,016.0	504.0					2,520.0					Construction Continued					
243-18-024	5160-06-00, 70	State of Wisconsin	STH 35, Genoa - La Crosse (Village of Stoddard North Limit to North Vernon County Line, Mill & Overlay, Design Obligated in 2018, Construction Obligated for 2021 with Construction in 2022	Sys Pres	PE																						NHPP				
					ROW																										
					Const	1,182.2	295.5		1,477.7																						
					Total	1,182.2	295.5		1,477.7																						
243-14-026	5163-07-02, 20, 24, 42, 52, 53, 72, 77	State of Wisconsin	STH 35, La Crosse County Line to Garner Place, Reconstruct STH 35 / USH 14/61 Intersection. Design obligated in 2014, North half (-77) -ROW 2020, Construction 2021-2022. South half (-72) -ROW 2020, Construction 2024-2025 (Advanceable to 2022)	Re Const	PE																							NHPP			
					ROW																										
					Const	4,409.1	1,102.3		5,511.4																						
					Total	4,409.1	1,102.3		5,511.4																						
243-11-024	7575-07-03, 23, 73, 83	State of Wisconsin	STH 16, (La Crosse Street, City of La Crosse), Oakland St. to Losey Blvd., Patch and overlay, Design obligated 2011. Construction in 2022.	Sys Pres	PE																						HSIP NHPP				
					ROW																										
					Const																										
					Total					1,984.5	250.3		3,533.8	5,768.6																	
243-11-028	7575-01-01, 05, 80	State of Wisconsin	STH 16, Gillette St. to STH 157, Bridge and Approach Reconstruction, Preliminary Design Obligated in 2013, Final Design (Environmental Document to PS&E for bridges B-32-0111 and B-32-0115), Final Design to begin in 2020. (Construction obligated in 2025, Construction in 2026)	BR Repl	PE																						NHPP				
					ROW																										
					Const																										
					Total					1,984.5	250.3		3,533.8	5,768.6																	
243-19-017	7575-01-35, 65	State of Wisconsin	STH 16, Medary Overpass Structures B-32-111 & 115, Concrete Overlay, Paint, Repair, Design Obligated in 2019, Construction Obligated in 2024 with Construction in 2025	Sys Pres	PE																						NHPP				
					ROW																										
					Const																										
					Total																										
243-18-019	7575-00-01, 71	State of Wisconsin	STH 16, Braund Street to CTH OS, Monotubes and Left Turn Lane Improvements, Design Obligated in 2018, Construction LET in 2020 with actual construction in 2021	Sys Pres	PE																						HSIP				
					ROW																										
					Const																										
					Total																										
243-18-025	7570-05-34, 64	State of Wisconsin	STH 16, La Crosse - Sparta (0.27 Miles East of La Crosse River to Big Creek), Mill & Overlay, Design Obligated in 2018, Construction Obligated for 2021 with Construction in 2022	Sys Pres	PE																						STBG				
					ROW																										
					Const	4,547.5	1,073.7		5,621.2																						
					Total	4,547.5	1,073.7		5,621.2																						
243-20-029	7570-05-00, 70	State of Wisconsin	STH 16 (La Crosse to Sparta), CTH M Intersection (Monotubes and Left-Turn Lanes), Design Obligated in 2020, Construction Anticipated in 2024	Sys Pres	PE																						HSIP				
					ROW																										
					Const																										
					Total																										
243-20-014	3700-10-83	State of Wisconsin	STH 16, La Crosse - Sparta (STH 16/IH 90 Interchange EB/WB Ramps), Monotube Installation, Construction in 2020.	Sys Pres	PE																						ITS				
					ROW																										
					Const																										
					Total																										
243-19-034	7575-01																														





# La Crosse Area Planning Committee

## RESOLUTION 7 - 2021

### Adopting the Wisconsin Department of Transportation Highway Safety Improvement Program Performance Measure Targets

**WHEREAS**, the U.S. Department of Transportation established five performance measures for the Highway Safety Improvement Program (HSIP) within the National Performance Management Measures: Highway Safety Improvement Program; Final (23 CFR 490, Subpart B); and

**WHEREAS**, the Wisconsin Department of Transportation (WisDOT) established statewide calendar year 2022 targets for each of the five HSIP performance measures in accordance with 23 CFR 490.209; and

**WHEREAS**, metropolitan planning organizations (MPOs) must annually establish calendar year targets for each of the five HSIP performance measures by either agreeing to plan and program projects so that they contribute to the accomplishment of State HSIP targets or commit to quantifiable HSIP targets for the metropolitan planning area;

**NOW, THEREFORE, BE IT RESOLVED:** that the La Crosse Area Planning Committee agrees to plan and program projects that support the following WisDOT 2022 HSIP targets:

<b>Safety Performance Measure</b>	<b>2016-2020 Baseline</b>	<b>WisDOT 2022 Target</b>
Number of fatalities	596.6	584.7
Rate of fatalities per 100 million vehicle miles traveled	0.938	0.919
Number of serious injuries	3,056.6	2,995.5
Rate of serious injuries per 100 million vehicle miles traveled	4.808	4.712
Number of non-motorized fatalities and serious injuries	365.8	358.5

LA CROSSE AREA PLANNING COMMITTEE

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Linda Seidel Chair

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Peter Fletcher, Executive Director

Dated: September 15, 2021

2022

# Draft-LAPC Planning Work Program



Approved November \_\_, 2021

La Crosse Area Planning Committee,  
Metropolitan Planning Organization for the La  
Crosse, WI–La Crescent, MN Urbanized Area



# DRAFT - 2022 Planning Work Program (PWP)

for the

La Crosse Area Planning Committee (LAPC), the Metropolitan Planning Organization for the La Crosse, WI – La Crescent, MN Urbanized Area

## CONTACTS:

All questions, comments, or requests for documents and services may be directed to:

Peter Fletcher, Executive Director

Phone: 608.785.5977

Email: [pfletcher@lacrossecounty.org](mailto:pfletcher@lacrossecounty.org)

or

Jackie Eastwood, Transportation Planner

Phone: 608.785.6141

E-mail: [jeastwood@lacrossecounty.org](mailto:jeastwood@lacrossecounty.org)

At:

La Crosse Area Planning Committee  
La Crosse County Administrative Center  
212 6<sup>th</sup> St N, Room 2300  
La Crosse, WI 54601

This Transportation Improvement Program and other LAPC documents, meeting minutes and agendas, and other information may also be obtained on our website at [www.lacrossecounty.org/mpo](http://www.lacrossecounty.org/mpo).

To request this document in an alternate format, please contact Jackie Eastwood at 608.785.6141 or at [jeastwood@lacrossecounty.org](mailto:jeastwood@lacrossecounty.org).

This Planning Work Program is funded in part through grants from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation; Wisconsin Department of Transportation; and Minnesota Department of Transportation. The views and opinions of the authors expressed herein do not necessarily state or reflect those of the U. S. Department of Transportation or other funding agencies.





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# Introduction

## Introduction

The *2022 Planning Work Program for the La Crosse Area Planning Committee* (PWP, work program) presents work activities that the La Crosse Area Planning Committee (LAPC) will undertake as the designated Metropolitan Planning Organization (MPO) for the La Crosse, Wisconsin and La Crescent, Minnesota Metropolitan Planning Area (MPA).

The PWP is developed with the input and cooperation of the local municipalities, agencies, transit providers, and the public through the LAPC Policy Board, technical committees, and public participation process. Input is also sought from the Federal Highway Administration (FHWA), Federal Transit Administration (FTA) and Minnesota and Wisconsin Departments of Transportation (MnDOT and WisDOT). The PWP is developed to be consistent with the guidance provided in the [Wisconsin Department of Transportation Unified Planning Work Program Handbook](#).

The work program implements *Beyond Coulee Vision 2040*, the metropolitan transportation plan (MTP) for the La Crosse and La Crescent area, adopted by the LAPC in September 2020 in accordance with Fixing America's Surface Transportation (FAST) Act, which was signed on December 4, 2015.

## MPO Resolution

**Resolution \_\_-2021** approving the 2022 Planning Work Program is included in [Appendix A](#).

## Self-Certification

Self-certification of the metropolitan planning process in accordance with 23 CFR 450.334(a) is included in the resolution adopting the Planning Work Program. The LAPC certifies that the metropolitan transportation planning process is being carried out in accordance with all applicable requirements including:

- **23 U.S.C. 134 and 49 U.S.C. 5303.** The current documentation and approvals include:

Transportation Plan	<a href="#">Beyond Coulee Vision 2040: A performance-based approach to moving people and goods</a> ; adopted September 16, 2020.
Transportation Improvement Program (TIP)	<a href="#">2021-2024 LAPC Transportation Improvement Program</a> ; approved on October 21, 2020.
Planning Work Program (PWP)	<a href="#">2021 LAPC Planning Work Program</a> ; approved on November 18, 2020.
Public Participation Plan	<a href="#">Public Participation Plan for the La Crosse Area Planning Committee</a> ; approved on March 20, 2019.
MPO Cooperative Agreements	<a href="#">WisDOT/MTU</a> , May 8, 2017; <a href="#">MnDOT/MTU</a> , November 14, 2012; <a href="#">MnDOT/MTU</a> , November 15, 2017; <a href="#">Intermunicipal Agreement for Metropolitan Planning Organization</a> , approved August 21, 2019.
<a href="#">Metropolitan Planning Area Boundary</a>	Approved by the LAPC and MnDOT on March 20, 2013; approved by WisDOT on July 30, 2013.



- **Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21.** The LAPC complies with this requirement through the policies identified in the [Title VI Non-Discrimination Program and Limited-English Proficiency Plan](#) as approved on November 18, 2020.
- **49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity.** The LAPC complies with this requirement through the policies identified in the [Title VI Non-Discrimination Program and Limited-English Proficiency Plan](#) as approved on November 18, 2020 and in the [Public Participation Plan for the La Crosse Area Planning Committee](#) approved on March 20, 2019.
- **Section 1101(b) of the FAST Act (Pub. L. 114-357) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in DOT-funded projects.** The LAPC will follow the WisDOT's federally approved DBE program when soliciting contractors to complete projects using federal planning funds.
- **23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts.** This requirement does not directly apply to the LAPC because we are not involved in federal or federal-aid highway construction contracts. The LAPC does operate under La Crosse County's *Equal Opportunity in Employment and Service Delivery*.
- **The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et seq.*) and 49 CFR parts 27, 37, and 38.** The LAPC complies with this requirement through the policies identified in the [Public Participation Plan for the La Crosse Area Planning Committee](#) approved on March 20, 2019. The policies and procedures are posted on our website at [www.lacrossecounty.org/mpo](http://www.lacrossecounty.org/mpo) and in our office at 212 6<sup>th</sup> St N, Room 2300, La Crosse County Administrative Center, La Crosse, WI 54601.
- **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.** The LAPC complies with this requirement through the policies identified in the [Public Participation Plan for the La Crosse Area Planning Committee](#) approved on March 20, 2019 and through La Crosse County's policy of *Equal Opportunity in Employment and Service Delivery*.
- **Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender.** The LAPC complies with this requirement through the policies identified in the [Public Participation Plan for the La Crosse Area Planning Committee](#) approved on March 20, 2019 and through La Crosse County's policy of *Equal Opportunity in Employment and Service Delivery*.
- **Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.** The LAPC complies with this requirement through the policies identified in the [Public Participation Plan for the La Crosse Area Planning Committee](#) approved on March 20, 2019. The policies and procedures are posted on our website at [www.lacrossecounty.org/mpo](http://www.lacrossecounty.org/mpo) and in our office at 212 6<sup>th</sup> St N, Room 2300, La Crosse County Administrative Center, La Crosse, WI 54601.

## Operational Procedures and Bylaws

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The following agreements that govern the operation of the LAPC are available on the main page of our website at [www.lacrossecounty.org/mpo](http://www.lacrossecounty.org/mpo):

- [Cooperative Agreement for Continuing Transportation Planning for the La Crosse, Wisconsin Metropolitan Area \(WisDOT / LAPC / MTU, 2017\)](#)
- [Intermunicipal Agreement for Metropolitan Planning Organization](#) (MN and WI municipalities, LAPC, 2019)
- [Memorandum of Understanding Between MnDOT, LAPC and MTU](#) (2012) for cooperative planning
- [Memorandum of Understanding Between MnDOT, LAPC, and MTU](#) (2017) for performance planning
- Bylaws of the La Crosse Area Planning Committee (Municipalities, 2021)
- Title VI Non-Discrimination Agreement (LAPC and WisDOT, 2020) is in Appendix B of the [Title VI Non-Discrimination Program and Limited-English Proficiency Plan](#), November 18, 2020.

## MPO Committees and Membership

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### La Crosse Area Planning Committee Policy Board

**Linda Seidel, Chair**  
Chair, Town of Medary

**Mitch Reynolds**  
Mayor, City of La Crosse

**Kim Smith**  
Mayor, City of Onalaska

**Mike Poellinger, Chair**  
Mayor, City of La Crescent

**Patrick Barlow, Vice Chair**  
President, Village of Holmen

**Timothy L. Candahl**  
Chair, Town of Shelby

**Scott Schumacher**  
President, Village of West Salem

**Joshua Johnson**  
Chair, Town of Campbell

**Stan Hauser**  
Chair, Town of Onalaska

**Bob Stupi**  
Chair, Town of Holland

**Monica Kruse**  
Chair, La Crosse County Board

In addition to the Policy Board, the LAPC has two technical committees: The Technical Advisory Committee (TAC) and the Committee on Transit and Active Transportation (CTAT).

The TAC advises the LAPC on technical aspects of transportation planning. The TAC is the primary review group for most proposals brought before the LAPC and makes recommendations on roadway, freight, and Surface Transportation Program-Urban (STP-U) projects and programs. The CTAT advises the LAPC on a wide range of transit, bicycle, and pedestrian programs and issues, including the Transportation Alternatives Program (TAP).

Membership, representatives, structure, purpose, officers and voting procedures of the technical committees can be found on the “Bylaws and Agreements” page of the LAPC website.

Please see [Appendix B](#) for the schedule of meeting times for LAPC committees.

## MPO Staff and Contractors

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Staff responsible for the implementation of the work program are Peter Fletcher, Executive Director, and Jackie Eastwood, Transportation Planner. Staff work 100% of their time on MPO work activities as detailed later in this document.

The LAPC does not anticipate contracting with outside agencies in 2022.

## MPO Planning Area

Figure 1 illustrates the LAPC metropolitan planning area (MPA) and the adjusted urbanized area.

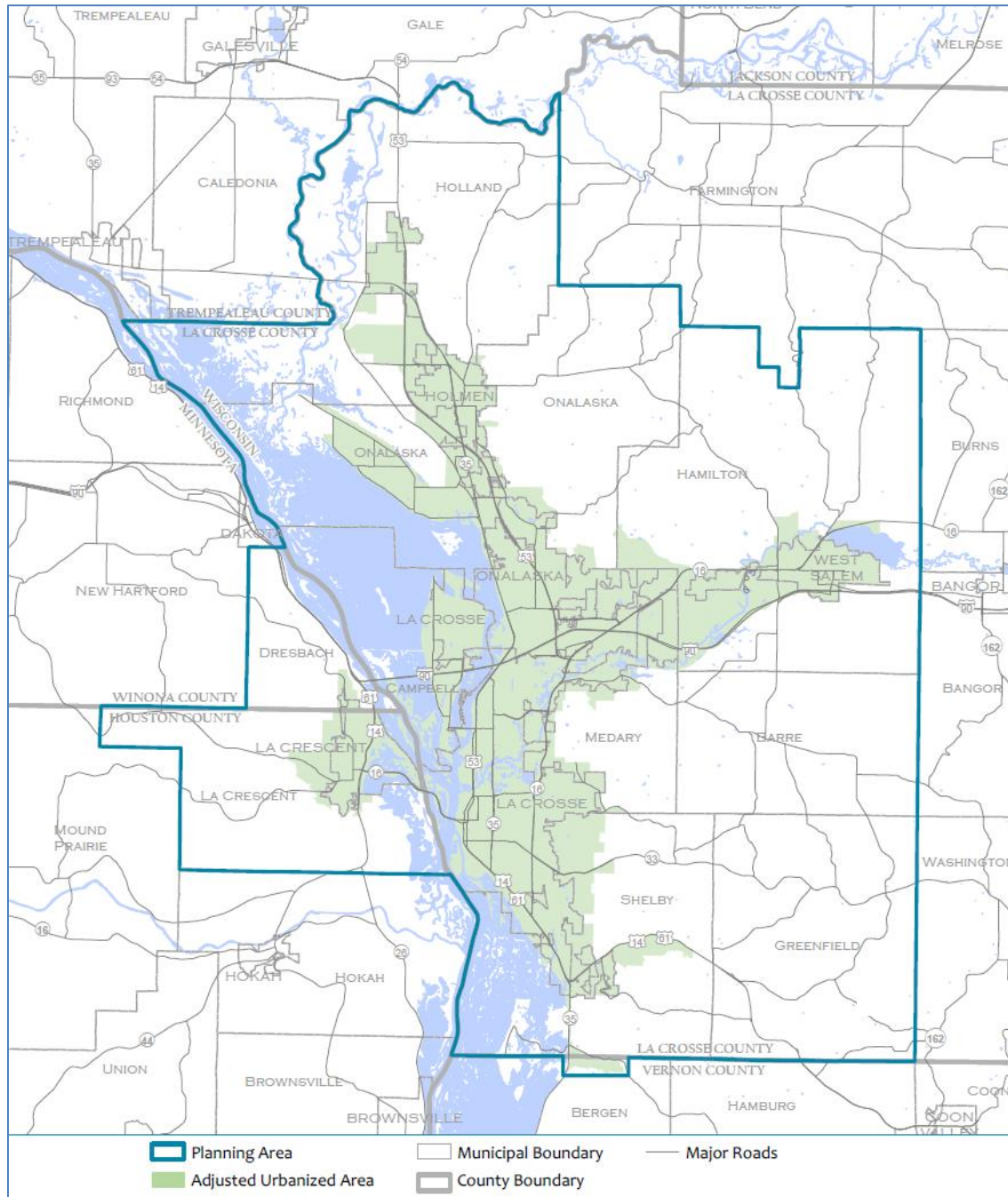


Figure 1: LAPC Metropolitan planning area and adjusted urbanized area.

## Planning Priorities and Planning Factors

In general, the scope of the planning process will consider projects and strategies that will:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase the security of the transportation system for motorized and non-motorized users.
4. Increase the accessibility and mobility of people and for freight.
5. Protect and enhance the environment, promote energy conservation, improve the 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 operation.
8. Emphasize the preservation of the existing transportation system.
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.
10. Enhance travel and tourism.

The planning factors are addressed in the LAPC work program elements as shown in Table 1:

Table 1: Work Program Elements Emphasis Areas

WORK PROGRAM ELEMENT	PLANNING FACTOR									
	1	2	3	4	5	6	7	8	9	10
<b>100 Program Support and Administration</b>										
Program Support										
Planning Work Program	X	X	X	X	X	X	X	X	X	X
Training and Travel	X	X	X	X	X	X	X	X	X	X
Program Expenses										
<b>200 Long Range Planning</b>										
Metropolitan Transportation Plan Implementation	X	X	X	X	X	X	X	X	X	X
Public Participation Process and Outreach		X		X	X	X				
Transportation Planning Database	X	X	X	X	X	X	X	X	X	X
Environmental Justice		X		X		X			X	X
Travel Forecasting Model				X			X		X	X
<b>300 Short Range Planning</b>										
Transportation Studies and Projects	X	X	X	X	X	X	X	X	X	X
Modal Planning	X	X	X	X	X	X	X	X	X	X
Technical Assistance		X	X	X		X	X		X	X
<b>400 Transportation Improvement Program</b>										
Transportation Improvement Program	X	X	X	X	X	X	X	X	X	X
Minnesota ATP	X	X	X	X	X	X	X	X	X	X
<b>500 Local Studies Federal Share</b>										
Local Studies Federal Share		X	X	X	X	X	X			X

The planning emphasis areas developed by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) in 2015 will continue to be planning priorities in 2022:

- **Transition to Performance-based Planning and Programming.** This emphasis area includes using transportation performance measures, setting targets, reporting performance, and programming transportation investments directed toward the achievement of transportation system performance outcomes. Because the LAPC has agreed to support the Minnesota and Wisconsin Departments of Transportation (DOTs) performance targets, work activities involve coordinating and collaborating with our DOTs, FHWA, FTA, and transit providers.

The LAPC Transportation Improvement Program reports the Federal performance measures, the performance measure targets, and the anticipated effect of the TIP toward achieving those targets.

New to the LAPC Metropolitan Transportation Plan (MTP) approved in September 2020 is a system performance report that evaluates the condition and performance of the transportation system with respect to the performance targets and discusses the progress achieved by the LAPC in meeting the targets.

- **Regional Models of Cooperation.** The goal of this emphasis area is to ensure a regional approach to transportation planning by promoting cooperation and coordination across transit agency, MPO, and state boundaries.
- **Ladders of Opportunity.** This last emphasis area concentrates on identifying transportation connectivity gaps in accessing essential services like employment, health care, education, and recreation.

## Summary of 2021 Accomplishments

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- Collaborated with State DOTs and transit agencies on performance measures, targets, and plans.
- Participated in the Area Transportation Partnership (ATP), the Great River Rail Commission, and DOT/MPO/RPC directors' meetings.
- Completed the 2022-2025 TIP and the 2022 PWP.
- Completed four TIP amendments.
- Planned, organized (scheduling, organization, speaker recruitment, etc.) and hosted the 2021 Virtual Bi-state MPO conference/workshop.
- Coordinated with traffic forecasting staff at WisDOT on data inputs for future update of travel model.
- Continued updating 2020 land use.
- Provided technical support to La Crosse County for SMRT planning.
- Continued working with WisDOT, MnDOT, and other partners on the TCMC.
- Continued working with the CTAT on regional bike routes.
- Continued coordinating with WisDOT, the Mississippi River Parkway Commission, and the City of La Crosse to align the Mississippi River Trail (MRT) along the Regional Route 1 through South La Crosse.
- Continued to update existing and gather new data for transportation planning purposes.
- Managed the LAPC Local Studies Program, which included hiring a consultant to prepare a Regional Transit Development Plan.

- Updated environmental justice maps and text included in the *2022-2025 Transportation Improvement Program*.
- Conducted all LAPC Policy Board and advisory committee meetings at locations accessible to persons with disabilities and served by public transportation. Due to COVID-19 pandemic, meetings were conducted virtually then transitioned to a hybrid format (virtual/in-person) in 2021. To maintain accessibility, special accommodations were considered if requested.
- Provided notice of LAPC Policy Board and advisory committees in accessible formats at least one week prior to a meeting's convening to address requests for special accommodations.
- Began coordinating with La Crosse County to utilize the LAPC website and the County's ArcGIS online site to illustrate regional projects and performance.
- Participated in Bluffland Coalition, Wisconsin Mississippi River Parkway, Mississippi River Regional Planning Commission, Highway Safety Commission, ATP meetings.
- Launched the new redesigned LAPC website with new web pages, content (including performance monitoring), links, and improved public comment/questions opportunities.
- Participated (advisory committee member) in the MnDOT District 6 freight study planning process.
- Prepared a list of feasible Transportation Demand Management (TDM) best practices for planning area communities to implement at their discretion.
- Provided technical assistance to La Crosse County with updating their comprehensive plan.
- Conducted outreach to local units of government, resulting in the town of Holland becoming a dues-paying member of the LAPC Policy Board (first new member community in over 18 years).
- Facilitated discussion with LAPC Policy Board regarding development of local performance targets.
- Pursued social media options for engaging the public and utilized county social media platforms for short range planning activities.
- Developed a LAPC brochure for public outreach purposes (digital and hard copy).
- Developed a public outreach/social media plan.

## 2021 Title VI, EJ, and ADA Accomplishments

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- Updated environmental justice maps and text included in the *2022-2025 Transportation Improvement Program*.
- Improved website accessibility for persons of limited-English proficiency with Google Translate.
- Posted to the website Title VI and ADA notices of non-discrimination and grievance procedures in Hmong and Spanish.
- Conducted all LAPC Policy Board and advisory committee meetings at locations accessible to persons with disabilities and served by public transportation. Provided the ability for the public to virtually join or monitor meeting.
- Provided notice of LAPC Policy Board and advisory committees in accessible formats at least one week prior to a meeting's convening to address requests for special accommodations.

## Status of Current Work Program Activities

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All but one of the work activities outlined in the 2021 work program will be completed by year's end. The exception is to identify components of a design guide to assist communities with incorporating all users (children, elderly, disabled, etc.) in roadway projects. This activity will not be forwarded to the 2022 PWP.

Staff re-evaluated the design guide work program activity and determined the time it would take to develop a design guide the MPO would be better served by utilizing existing resources/design guides. State DOT's and other agencies have design guides/information that staff can provide to our communities as needed versus creating (at some level duplicating) a customized local design guide.

# Program Elements

## Introduction

The following sections provide detail for the 2022 planning work program elements. Please see [Appendix C](#) for the 2022 PWP Budget and Elements Detail for the more detail on funding sources, staff costs, and hours and schedules, and [Appendix D](#) for the LAPC Indirect Cost Allocation Plan.

## Staff Time Allocation

At the discretion of the Policy Board and as approved by the annual work program, the time the Executive Director devotes to MPO activities may be reduced to perform activities not directly related to transportation planning. It is anticipated that 100% of the Director's time in 2022 will be devoted to MPO activities.

Director: 100% MPO (2,080 hours).

Transportation Planner: 100% MPO (2,080 hours).

## 100 Program Support and Administration

2022 Staff Hours: 1,330

2022 Budget: \$102,070

### Objective

Program Support and Administration activities include the coordination of technical committee and policy board meetings, staff training and travel, preparing the following year's work program and quarterly accounting. Also included are program expenses<sup>1</sup> (office supplies, printing and mailing, indirect costs, vacation, and holiday time, etc.) that support the operation of the office and compensation of staff.

### Previous Work

These activities have remained relatively constant since the LAPC started back in 1972.

### 2022 Work Goals

#### New for 2022

- Conduct hybrid (virtual/in-person) meetings of the LAPC to offer more public access to meetings.

#### Ongoing

- Coordinate TAC, CTAT, and Policy Board meetings.
- Prepare the PWP, quarterly accounting, billing for local dues, and budget (coordinated with La Crosse County).
- Prepare resolutions supporting State performance targets, adopting MPO plans and programs, and supporting local and regional transportation plans and projects.
- Participate in meetings with FHWA, DOT, RPCs, and other agencies. This includes travel to MPO Directors' meetings (when applicable), training, ATP meetings, technical committee meetings and other activities. Minnesota DOT (MnDOT) requires that \$3,000 of planning funds be used for training.

<sup>1</sup> Program expenses are in compliance with 23 CFR 420.113 and 2 CFR 200.



## Process

The LAPC redesigned website was launched in the first quarter of 2021. In 2022, the website will be continually improved to better inform persons with limited-English proficiency as well as the general public. In 2020-2021 the pandemic resulted in the LAPC and advisory committees to meet remotely, though challenging the resulting hybrid meeting format allowed more people access to LAPC and advisory committee meetings. In 2022 LAPC will continue to utilize meeting formats that allow for in-person and virtual meetings.

Ongoing activities include those that contribute to the operation of the LAPC as an organization.

## 200 Long-Range Transportation Planning

---

2022 Staff Hours: 1,913

2022 Budget: \$86,897

### Objective

The Long-Range Transportation Planning element includes activities that develop, implement, and provide necessary support data for the Metropolitan Transportation Plan (MTP). It also promotes education and outreach to the general public through activities outlined in the Public Participation Plan.

### Previous Work

The MTP is updated every five years. The latest update was approved on September 16, 2020.

### 2022 Work Goals

#### New for 2022

- Explore ArcGIS Insights for analysis and visualizations.
- Verify new employment data obtained from WisDOT Travel Forecasting Section.
- Update the *Public Participation Plan for the La Crosse Area Planning Committee*.
- Review census designated urban boundaries when they become available.

#### Continuing

- Work with DOTs and transit agencies to set targets for Federal performance measures.
- Work with WisDOT and consultant on travel model.
- Update land use inventory including field verification.
- Utilize StreetLight data for planning activities/projects and technical assistance to communities.
- Enhance the display and interactivity for web-based annual performance reporting.
- Conduct meetings and/or outreach (brochures, email newsletters/updates, etc.) with LAPC community member boards, councils, planning committees to aid in incorporating MTP goals and policies in local planning documents.
- Engage in active outreach to LAPC member and non-member planning area communities.
- Develop an ArcGIS Online application for transportation projects and information.
- Integrate web-based mapping and data visualization tools into the LAPC website.
- Improve the LAPC website for public education and input.
- Serve as a member of the Highway Safety Commission.

## Ongoing

- Planning Emphasis Areas:
  - Performance-based planning and programming.
  - Regional models of cooperation.
  - Ladders of opportunity (transportation connectivity gaps in accessing essential services).
- Post annual performance measures to website.
- Support activities that implement LAPC planning and policy plans and studies.
- Work with DOTs on development of statewide transportation plans.
- Analyze MTU AVL data for performance and customer service measures.
- Update existing and gather new data for transportation planning purposes.
- Update sustainability indicators for La Crosse County.
- Coordinate regional TSMO activities with DOTs and municipalities.
- Support IT initiatives developed by MnDOT and WisDOT.
- Work with La Crosse County IT for staff maintenance of the LAPC website for public outreach and information.

## Process

In 2022, several new and continuing activities will support the implementation of the existing MTP and the update to the 2025 MTP (major update). Verification of new employment data supplied by WisDOT will occur and the land use inventory will be completed. Staff will continue working in cooperation with WisDOT and consultants on the travel model. The [Public Participation Plan for the La Crosse Area Planning Committee](#) will be updated and staff will continue interaction with LAPC community member boards, councils, and planning committees to aid in incorporating MTP goals and policies in local planning documents. An ArcGIS Online tool will continue to evolve and support active outreach to member and non-member communities that will improve public engagement in and knowledge of the LAPC.

## 300 Short-Range and Multimodal Transportation Planning

---

2022 Staff Hours: 702

2022 Budget: \$38,696

### Objective

Short-Range and Multimodal Transportation Planning includes activities that improve the safety, efficiency, and service of the transportation system in the short term, typically within the next 10 years, including transit and other multimodal planning activities. All short-range planning activities implement and are consistent with the goals, policies, and objectives of the MTP. Technical assistance to our member communities and to our planning partners falls under this category.

### Previous Work

Past short-range activities engaged in by LAPC staff include preparing two successful TAP grant applications for La Crosse County (bike/ped bridge and a bike/ped connector trail), conducting the data analyses for the [Commuter Bus Service Feasibility Study](#), and working with MTU staff to develop a new route for the MTU Circulator. In addition, a vulnerability assessment of transportation facilities was completed in 2018, and staff

have worked with our CTAT and other partners to sign our first regional bike route and to develop additional regional bicycle route recommendations through south La Crosse and between the Wagon Wheel Trail in La Crescent, MN and La Crosse, WI.

## 2022 Work Goals

### New for 2022

- Assist transit providers with implementing strategies/recommendations identified in the regional transit development plan.
- Assist local units of government in preparation of Transportation Alternative Program (TAP) applications.
- Prepare a project scope evaluating infrastructure needs (charging stations/nodes, coordination with DOT “alternative fuel corridors”, etc.) of electric vehicles in the planning area.

### Continuing

- Work with our Committee on Transit and Active Transportation (CTAT) and affected communities to plan for additional regional bicycle routes.
- Assist communities in integrating TDM best practices into local comprehensive plans and/or policies.
- Work with La Crosse County on the SMRT service, marketing plan implementation, and with the transition to electric buses.
- Serve on the AARP, *Thriving. Livable. La Crosse.* steering committee.
- Serve on the Minnesota Great River Rail Commission (formerly, the High-Speed Rail Commission) and Passenger Rail Forum.
- Serve on the Blufflands Coalition Committee.
- Assist with TCMC planning and serve on TCMC technical committees.

### Ongoing

- Assist LAPC agency partners and member communities with grant applications when needed.
- Participate on advisory committees for transportation projects when needed.
- Work with the La Crosse Municipal Transit Utility, La Crosse County, and the city of Onalaska to improve transit service in the area.
- Work with lead agencies on transportation studies and projects.
- Promote bicycle, pedestrian, and transit accommodations in area construction projects.
- Provide technical assistance to partner agencies and member communities when needed.

## Process

A regional transit development plan was completed in 2021 for public transit providers serving the LAPC planning area. Staff will assist transit providers in implementing plan recommendations. We will also continue to coordinate with our agency partners and provide technical assistance to our member communities and transit providers as needed. Staff will continue serving on the Minnesota Great River Rail Commission, the Blufflands Coalition Committee and additional transportation committee/commissions as requested.

## 400 Transportation Improvement Program

---

2022 Staff Hours: 215

2022 Budget: \$10,390

### Objective

This element ensures that the Transportation Improvement Program (TIP) is updated on an annual basis. The TIP is a four-year listing of transportation projects in the area that will be funded with federal and state dollars. This element also includes participation in the MnDOT District 6 Area Transportation Partnership (ATP).

### Previous Work

The 2022-2025 TIP document and projects list have been developed annually and TIP amendments have been processed when necessary.

### 2022 Work Goals

#### Ongoing

- Performance monitoring and investment linkage.
- Publish TIP notices as needed for TIP amendments and for the annual TIP document.
- Maintain TIP project information on website
- Review existing and incorporate new projects.
- Complete a TIP environmental justice analysis.
- Prepare a 4-year TIP document including financial plan.
- Prepare the annual list of obligated projects.
- Serve on the MnDOT District 6 Area Transportation Partnership.

### Process

The TIP document is updated annually. This update includes public notice of the process, solicitation, and reviews of changes to planned and ongoing projects, preparation of an updated project list, and preparation of a final TIP document. The TIP includes a fiscally constrained financial plan documenting the availability of funds for planned projects. The TIP is also required to include a discussion of the anticipated effect of the TIP toward achieving the performance-measure targets and link the area investment priorities to those targets.

The LAPC Executive Director is a designated voting member of the MnDOT District 6 Area Transportation Partnership (ATP). The ATP is responsible for district-wide decisions on federal and state transportation funding and policies. This activity includes participation by the Director at monthly meetings, review of supporting materials, review of Transportation Alternatives Program (TAP) projects, and membership on sub-committees as required.

## 500 Consultant Studies Funding

---

2022 Staff Hours: 0

2022 Budget: \$55,975

### Objective

This element accounts for the LAPC studies funded by federal planning funds and local dues. Funding is made available to local units of government in the planning area to assist in transportation/land use related studies.

## Previous Work

Past projects completed through Consultant Studies include *Coulee Vision 2050, Twin cities – Milwaukee – Chicago 2<sup>nd</sup> Empire builder Study*, and *Bicycle Impact Analysis for the City of La Crosse*. In 2021 the program funded the Regional Transit Development Plan for the public transit service providers in the planning area.

## 2022 Work Goals

### New for 2022

- The Town of Holland will utilize “Consultant Studies Funding” to contract services for the development of a Bike and Pedestrian Plan for the town.

## Process

Local studies are funded from a combination of federal planning funds and annual local dues, and the budgeted reserve fund.

In 2022 the town of Holland will contract with a planning consultant to develop a Bike and Pedestrian Plan for the town. The bike and pedestrian plan will be prepared through a public process that will include an inventory of existing bike/ped facilities, identification of trip generators and trip destinations throughout the town and region. The document will include recommendations to improve bike and pedestrian facilities, connections, prioritization of projects and estimated costs.

# Appendix A: Resolution

## Approving the Work Program

La Crosse Area Planning Committee

RESOLUTION \_\_-2021

APPROVING THE

*2022 Planning Work Program for the La Crosse Area Planning Committee*

**WHEREAS**, the U. S. Department of Transportation regulations require the development and annual approval of a Planning Work Program (PWP) for the metropolitan planning area by the Metropolitan Planning Organization (MPO); and

**WHEREAS**, the La Crosse Area Planning Committee (LAPC) was created as the MPO for the La Crosse and La Crescent Metropolitan Planning Area through an Intermunicipal Agreement approved by all local units of government located within the La Crosse Planning Area as the metropolitan planning body responsible for performing transportation planning; and

**WHEREAS**, the LAPC is recognized by the Governors of Minnesota and Wisconsin as the transportation planning policy body for the La Crosse and La Crescent Planning Area; and

**WHEREAS**, the LAPC certifies that the metropolitan transportation planning process is addressing major issues facing the metropolitan planning area and is being conducted in accordance with all applicable requirements of § 450.336 of Title 23:

1. 23 U.S.C. 134 and 49 U.S.C. 5303;
2. In non-attainment and maintenance areas, 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 U.S.C. 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 FAST Act (pub. L. 114-357) and 49 CFR Part 26 regarding the involvement of disadvantaged business enterprises in 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 CFR 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 part 27 regarding discrimination against individuals with disabilities.

**NOW, THEREFORE, BE IT RESOLVED:** that the LAPC approves the *2022 Planning Work Program for the La Crosse Area Planning Committee* as being consistent with metropolitan plans and policies; and

**BE IT RESOLVED:** that the LAPC policy board authorizes the staff of the LAPC to make minor changes in order to address the concerns of the FTA, FHWA, MnDOT, and WisDOT.

**BE IT FURTHER RESOLVED:** that the Chair and Director are authorized to execute all agreements, contracts, and amendments relating to the funding of the Planning Work Program.

**BE IT FURTHER RESOLVED:** that the LAPC commits to providing the local match required for planned projects and programs.

**LA CROSSE AREA PLANNING COMMITTEE**

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Linda Seidel, Chair

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Peter Fletcher, Executive Director

Dated: November 17, 2021

# Appendix B: LAPC Meeting Times and Locations

Table 3 summarizes the tentative schedules for important meetings that support the planning functions at the LAPC and ensure coordination between the MPO and State and local agencies.

Table 2: Anticipated Schedules and Locations for Important Coordination Meetings

Meeting	Date/Time	Location
Policy Board	4:30 p.m. on 3 <sup>rd</sup> Wednesday of odd* months or as business dictates	La Crosse County Administrative Center
Technical Advisory Committee	2:30 p.m. on 2 <sup>nd</sup> Wednesday of odd months or as business dictates	La Crosse County Administrative Center
Committee on Transit and Active Transportation	3:00 p.m. on 2 <sup>nd</sup> Thursday of odd months or as business dictates	La Crosse County Administrative Center
Mid-year Review	May/June 2021	TEAMS/conference call
Annual Work Program	September/October 2021	TEAMS/conference call
Quarterly WisDOT-MPO-RPC Directors' meetings	4 <sup>th</sup> Tuesday of January, April, July, October 2021	Hill Farms, Madison, WI; TEAMS/conference call
MnDOT MPO Directors' meetings	February, May, November 2021	Location TBD; TEAMS/conference call
Area Transportation Partnership	9:00 a.m. on 2 <sup>nd</sup> Friday of month or as business dictates	MnDOT, Rochester, MN; Remote/conference call

\*January, March, May, July, September, November.

The LAPC, TAC, and CTAT generally meet in Rooms 1700 or 1107 of the La Crosse County Administrative Center at 212 6<sup>th</sup> St N, La Crosse. This location is accessible by public transit and is ADA accessible. Meetings conducted provide a virtual option via TEAMS to encourage more accessibility and opportunities for the public to attend meetings.



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# Appendix C: 2022 PWP Budget and Elements Detail

## 2022 Planning Work Program Budget

Funding Source	Funds 2022	Allocation of Funds 2022				
		100	200	300	400	500
		Program Support	Long Range Planning	Short Range Planning	TIP Development	Local Studies / Budgeted Reserves
<b>LAPC Revenue</b>						
Minnesota Federal Grant Funds	\$39,188.00	\$16,802.65	\$14,304.91	\$6,370.13	\$1,710.31	
Wisconsin Federal Grant Funds	192,872.00	63,497.45	54,058.44	24,072.80	6,463.30	44,780.00
Minnesota State Funds	11,000.00	4,716.47	4,015.36	1,788.08	480.08	
Local Match for Minnesota Funds	2,750.00	1,179.12	1,003.84	447.02	120.02	
Wisconsin State Funds	11,180.79	3,680.95	3,133.77	1,395.50	374.68	2,595.90
Local Match for Wisconsin Funds	37,037.21	12,193.42	10,380.84	4,622.70	1,241.15	8,599.10
	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Revenue</b>	<b>\$294,028.00</b>	<b>\$102,070.06</b>	<b>\$86,897.16</b>	<b>\$38,696.23</b>	<b>\$10,389.55</b>	<b>\$55,975.00</b>
% of Total Funds		34.7%	29.6%	13.2%	3.5%	19.0%
<b>LAPC Expenses</b>						
<b>Salaries and Fringe</b>						
Director Salary + Fringe	\$118,284.00	\$50,043.23	\$27,466.91	\$35,371.47	\$5,402.39	
Planner Salary + Fringe	86,444.00	18,701.83	59,430.25	3,324.77	4,987.15	
<b>Total:</b>	<b>\$204,728.00</b>	<b>\$68,745.06</b>	<b>\$86,897.16</b>	<b>\$38,696.23</b>	<b>\$10,389.55</b>	
<b>Program Expenses</b>						
Office Supplies	400.00	400.00				
Indirect Costs	14,000.00	14,000.00				
Unemployment & retirees indirect	0.00	0.00				
Duplicating/Printing	650.00	650.00				
Postage (Internal)	50.00	50.00				
Telephone	175.00	175.00				
Cell Phone	500.00	500.00				
Meals	200.00	200.00				
Lodging	400.00	400.00				
Mileage	1,200.00	1,200.00				
Parking	100.00	100.00				
Public Notice	350.00	350.00				
Publications Costs	0.00	0.00				
Conferences	700.00	700.00				
Dues	6,000.00	6,000.00				
Software Licenses	6,600.00	6,600.00				
Computers/monitors	1,000.00	1,000.00				
Training	1,000.00	1,000.00				
<b>Total:</b>	<b>\$33,325.00</b>	<b>\$33,325.00</b>				
	\$238,053.00	\$102,070.06	\$86,897.16	\$38,696.23	\$10,389.55	
<b>% OF INTERNAL EXPENSES</b>		42.9%	36.5%	16.3%	4.4%	
<b>Consultant Costs</b>						
64056 Local Studies	\$55,975.00					\$55,975.00
	<b>\$294,028.00</b>	<b>\$102,070.06</b>	<b>\$86,897.16</b>	<b>\$38,696.23</b>	<b>\$10,389.55</b>	<b>\$55,975.00</b>
	<b>100.0%</b>	<b>34.7%</b>	<b>29.6%</b>	<b>13.2%</b>	<b>3.5%</b>	<b>19.0%</b>

## 2022 Local Share Dues

The Table illustrates local share dues required to provide matching funds for the MPO planning grant.

UNIT OF GOVERNMENT	Equalized Values for 2022 Dues		LOCAL SHARE
	Equalized Value, 2020	Percent of Total Value	
City of La Crescent	450,284,300	4.30%	\$1,710.16
City of La Crosse	4,331,406,700	41.35%	16,450.48
City of Onalaska	2,169,131,500	20.71%	8,238.26
Village of Holmen	839,592,000	8.01%	3,188.73
Village of West Salem	475,746,000	4.54%	1,806.86
Town of Campbell	389,832,400	3.72%	1,480.56
Town of Holland	477,899,500	4.56%	1,815.04
Town of Medary	199,291,100	1.90%	756.90
Town of Shelby	498,890,300	4.76%	1,894.76
Town of Onalaska	643,889,900	6.15%	2,445.46
<b>TOTAL - LAPC</b>	<b>\$10,475,963,700</b>	<b>100.00%</b>	<b>\$39,787.21</b>

## 2022 Program Elements Detail

	100 Program Support and Administration	Budget	Director (Hours)	Timeframe Quarter(s)	Planner (Hours)
		\$102,070	880		450
Program support	Resolutions for support of state performance measures	\$48,075	670	1,2	240
	Coordinate hybrid (virtual, inperson) technical committee and Policy Board meetings			1,2,3,4	
	Prepare PWP and quarterly accounting			1,2,3,4	
	Calculate and bill for local dues			1,2	
	Preparing the 2023 budget			2,3	
	Staff training and travel for agency meetings			1,2,3,4	
	Maintain the LAPC website			1,2,3,4	
Program Expenses	Program expenses. (See budget for details)	\$33,325			
	Vacation, Sick and Holiday Time	\$20,670	210		210

	<b>200 Long-Range Plan Implementation</b>	<b>Budget</b>	<b>Director (Hours)</b>	<b>Timeframe Quarter(s)</b>	<b>Planner (Hours)</b>
		<b>\$86,897</b>	<b>483</b>		<b>1,430</b>
Planning Emphasis Areas	Continue Performance-based Planning and Programming	\$13,863	83	1,2,3,4	220
	Continue to work with DOTs to set targets for Federal performance measures			1,2,3,4	
	Work with transit agencies to set safety targets			1,2,3,4	
	Promote cooperation across MPO, transit agency, and State boundaries			1,2,3,4	
	Ladders of opportunity (i.e. transportation connectivity gaps in accessing essential services)			1,2,3,4	
MTP Implementation	Continue meetings with LAPC community boards, councils, planning committees to incorporate MTP goals	\$73,034	400	1,2,3,4	1,210
	Develop webbased annual performance reporting			1,2,3	
	Initiate development of local performance targets			2,3	
	Work with DOTs on development of statewide plans			1,2,3,4	
	Continue update of land use inventory			1,2,3,4	
	Utilizate StreetLight Data for planning activities and technical assistance to communities			1,2,3	
	Verify new employment data obtained from WisDOT Travel Forecasting Section			1,2,3,4	
	Update the "Public Participation Plan for the La Crosse Area Planning Committee"			1,2	
	Analyze MTU automatic vehicle location (AVL) data			1,2,3,4	
	Coordinate with DOTs on state transportation plans			1,2,3,4	
	Continue active outreach to planning area communities			1,2,3,4	
	Continue to improve outreach activities through the website			1,2,3,4	
	Explore ArcGIS Insightes for analysis and visualizations			1,2	
	Support DOT IT initiatives			1,2,3,4	
	Implement recommendations from LAPC planning and policy plans and studies			2,3,4	
	Update sustainability indicators for La Crosse County			1	
	Update data in the Transportation Planning Database			1,2,3,4	
Coordinate regional TSMO activities with DOTs and municipalities			1,2,3,4		
	<b>300 Short-Range and Multimodal Planning</b>	<b>Budget</b>	<b>Director (Hours)</b>	<b>Timeframe Quarter(s)</b>	<b>Planner (Hours)</b>
		<b>\$38,696</b>	<b>622</b>		<b>80</b>
Transportation Studies and Projects	Continue to plan for additional regional bicycle routes	\$18,421	302	1,2,3,4	30
	Manage local studies program			1,4	
	Participate on study and project advisory committees.			1,2,3,4	
	Prepare a project scope evaluating infrastructure needs of electric vehicles in the planning area.			1,2,3,4	
	Work with lead agencies on studies and projects			1,2,3,4	
Modal Planning and Technical Assistance	Work with transit agencies to improve transit service	\$20,276	320	1,2,3,4	50
	Assit transit providers with implementing strategies/recommendations identified in the regional TDP			1,2,3,4	
	Assist local units of government in preparation of TAP applications			1,2	
	Serve TLLC steering committee			1,2,3,4	
	Continue participating on the MN Great River Rail Commission and Passenger Rail Forum			1,2,3,4	
	Continue supporting TCMC activities			1,2,3,4	
	Assist communities in integrating TDM best practices into local plans and/or policies			1,2,3,4	
	Assist MTU with transit planning			1,2,3,4	
	Assist La Crosse County with S.M.R.T service planning			1,2,3,4	
	Assist agency partners with grant applications if needed			1,2,3,4	
Promote bicycle and pedestrian accommodations			1,2,3,4		
Provide GIS assistance and custom map making			1,2,3,4		

	<b>400 Transportation Improvement Program</b>	<b>Budget</b> <b>\$10,390</b>	<b>Director (Hours)</b> <b>95</b>	<b>Timeframe Quarter(s)</b>	<b>Planner (Hours)</b> <b>120</b>
Transportation Improvement Program	Monitor performance of projects and link to investments	\$10,390	95	2	120
	Provide public notice of TIP update			2	
	Maintain TIP project information on website			1,2,3,4	
	Review existing and incorporate new projects			2,3	
	Complete TIP environmental justice analysis			3	
	Prepare 4 year TIP document including financial plan			2,3	
	Serve on MnDOT District 6 Area Transportation Partnership			1,2,3,4	
	<b>500 Consultant Studies Funding</b>	<b>Budget</b> <b>\$55,975</b>	<b>Director (Hours)</b> <b>0</b>	<b>Timeframe Quarter(s)</b>	<b>Planner (Hours)</b> <b>0</b>
Consultant Studies	Town of Holland Bike and Pedestrian Plan	\$55,975		1,2,3,4	
<b>Total for 2022</b>		<b>\$294,028</b>	<b>2,080</b>		<b>2,080</b>

2022 Unified Planning Work Program Budget (Mn UPWP Chart)					
UPWP Category	Project Title	Minnesota Federal Funding Amount	Wisconsin Federal Funding Amount	Local Funding Amount	Total Funding Amount
100	Program Support	\$16,802.65	\$63,497.45	\$21,769.95	\$102,070.06
200	Long Range Planning	14,304.91	54,058.44	18,533.81	\$86,897.16
300	Short Range Planning	6,370.13	24,072.80	8,253.30	\$38,696.23
400	TIP Development	1,710.31	6,463.30	2,215.93	\$10,389.55
500	Local Studies		44,780.00	11,195.00	\$55,975.00
<b>Funding Totals</b>		<b>\$39,188.00</b>	<b>\$192,872.00</b>	<b>\$61,968.00</b>	<b>\$294,028.00</b>
<b>Source of Local Funds:</b>	Local "dues" from MPO member communities, budgeted reserves, and Minnesota and Wisconsin state planning grants.				

# Appendix D: Indirect Cost Allocation Plan

## Office Indirect Costs

Budgeted indirect costs are \$14,000 for 2022. These costs are billed by La Crosse County to partially cover indirect costs of central services departments.

The indirect costs are based on the La Crosse County *Central Services Cost Allocation Plan* based on 2020 financials. The indirect cost allocation plan is prepared in accordance with 2 CFR 200 Subpart E—Cost Principles as guidance for determination of cost allocation and basis selection. The Cost Allocation Plan Certification is shown below under, *Certificate of Cost Allocation Plan*. The Cost Allocation Plan is submitted to the US Department of Health & Human Services as the cognizant federal agency for La Crosse County.

The indirect cost allocation plan distributes the allowable costs of central serviced departments (such as the La Crosse County Finance Department) based on allowable allocation or distribution methodology depending on the nature of cost and benefit provided to its recipients (such as the LAPC staff office). For example, the Finance Department provides accounting, payroll and other financial services to all county departments, including the LAPC.

The indirect cost allocation plan includes a narrative describing the services provided by each central services department and the activities or functions provided to grantee departments benefitting from its services. All costs for each central services department are analyzed to determine if they are allowable for charging to grantee department and to which activity or function they will be allocated from. A detailed distribution showing the actual cost allocation basis is also presented for each function. For example, the Building Use allocation is based on the amount of square feet occupied by the LAPC office.

As shown in Table 3, office indirect costs for the LAPC office are calculated at \$64,789. The LAPC incurs an annual indirect charge of \$14,000. La Crosse County considers additional indirect costs (\$50,789 in 2020) as an in-kind contribution. Indirect insurance costs include Workers' Compensation and General Liability.

Indirect costs are charged to federal, Wisconsin state and local funding sources. The costs are charged proportional to the billing period. The distribution of costs will depend upon the available federal and state balances when the indirect costs are charged. The maximum federal and state shares will be 80% and 5% respectively. The remaining 15% will be local funding.

Table 3: Central Services Cost Allocation Plan

Central Services Dept	LAPC Office Total Indirect Cost	In-Kind Contribution (La Crosse County)	LAPC Office Indirect Cost
Building depreciation	\$8,307	\$6,512	\$1,795
Special accounting	65	51	14
Building maintenance	4,853	3,804	1,049
Finance	1,125	882	243
Insurance	1,603	1,257	346
County Administrator	10,734	8,415	2,319
Human Resources	2,012	1,577	435
Information technology	35,914	28,153	7,761
County treasurer	176	138	38
<b>Total:</b>	<b>\$64,789</b>	<b>\$50,789</b>	<b>\$14,000</b>

### Leave and Fringe Benefit Rates

The 2022 leave-additive indirect cost rate is based on an estimated vacation, sick and holiday leave of 210 hours per staff member, out of a total of 2,080. This represents about 10.10% of regular direct salaries.

The fringe benefit rate is 24.64% of total salary and benefits in 2022.

### Certificate of Cost Allocation Plan

La Crosse County certifies its cost allocation plan for the LAPC with a *Certificate of Cost Allocation Plan*:

#### CERTIFICATE OF COST ALLOCATION PLAN

This is to certify that I have reviewed the cost allocation plan submitted herewith and to the best of my knowledge and belief:

1. All costs included in this proposal (as dated below) to establish cost allocations or billings for the year ended December 31, 2020 are allowable in accordance with the requirements of 2 CFR 200 and the Federal Award(s) to which they apply. Unallowable costs have been adjusted for in allocating costs as indicated in the cost allocation plan.
2. All costs included in this proposal are properly allocable to Federal Awards on the basis of a beneficial or causal relationship between the expenses incurred and the Federal awards to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently.

I declare that the foregoing is true and correct.

**Governmental Unit:** La Crosse County, Wisconsin

**Signature:** Sharon Davidson

**Name of Official:** Sharon Davidson

**Title:** Auditor / Finance Director

**Date of Execution:** 8/6/21



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# Appendix E: Contact Information

## LAPC Contact Information

La Crosse Area Planning Committee  
La Crosse County Administrative Center  
212 6<sup>th</sup> Street N, Room 1200  
La Crosse, Wisconsin 54601

### LAPC Website

[www.lacrossecounty.org/mpo](http://www.lacrossecounty.org/mpo)

### Executive Director

Peter Fletcher

PH: (608) 785-5977

E-mail: [pfletcher@lacrossecounty.org](mailto:pfletcher@lacrossecounty.org)

### Transportation Planner

Jackie Eastwood

PH: (608) 785-6141

E-mail: [jeastwood@lacrossecounty.org](mailto:jeastwood@lacrossecounty.org)

### LAPC Subcommittees

Technical Advisory Committee (TAC)

Committee on Transit and Active Transportation (CTAT)

## Department of Transportation Local Contacts

### Wisconsin

Wisconsin Department of Transportation

Southwest Region, La Crosse Office

3550 Mormon Coulee Road

La Crosse, WI 54601

Phone: (608) 785-9022

Fax: (608) 785-9969

- Angela Adams, Southwest Region Deputy Director  
PH: (608) 785-9022  
E-mail: [Angela.Adams@dot.wi.gov](mailto:Angela.Adams@dot.wi.gov)
- Steve Flottmeyer, Region Planning Chief  
PH: (608) 785-9075  
E-mail: [stephen.flottmeyer@dot.wi.gov](mailto:stephen.flottmeyer@dot.wi.gov)

- Francis Schelfhout, Urban and Regional Planner  
PH: (608) 785-9947  
E-mail: [francis.schelfhout@dot.wi.gov](mailto:francis.schelfhout@dot.wi.gov)

## Minnesota

Minnesota Department of Transportation, District 6  
2900 48th Street NW  
P.O. Box 6177  
Rochester, MN 55903-6177  
Phone: (507) 285-7350  
Fax: (507) 285-7355

- Mark Schoenfelder, District Engineer  
PH: (507) 286-7552  
E-mail: [mark.schoenfelder@state.mn.us](mailto:mark.schoenfelder@state.mn.us)
- Kurt Wayne, Principal Transportation Planner  
PH: (507) 286-7680  
E-mail: [kurt.wayne@state.mn.us](mailto:kurt.wayne@state.mn.us)
- Jean Meyer, District Transit Project Manager  
PH: (507) 286-7596  
E-mail: [jean.meyer@state.mn.us](mailto:jean.meyer@state.mn.us)

## Department of Transportation State Contacts

### Wisconsin

Wisconsin Department of Transportation  
Office of the Secretary  
4822 Madison Yards Way, P.O. Box 7910  
Madison, WI 53707-7910

Division of Transportation Investment Management  
4822 Madison Yards Way, P.O. Box 7913  
Madison, WI 53707-7913

- Joseph Nestler, Administrator  
PH: (608) 266-6885  
Email: [joseph.nestler@dot.wi.gov](mailto:joseph.nestler@dot.wi.gov)
- Jennifer Murray, Section Chief, Planning  
PH: (608) 264-8722  
Email: [jennifer.murray@dot.wi.gov](mailto:jennifer.murray@dot.wi.gov)
- Jim Kuehn, Statewide MPO-RPC Coordinator  
PH: (608) 266-3662  
Email: [james.juehn@dot.wi.gov](mailto:james.juehn@dot.wi.gov)

- Jill Mrotek Glezinski, Bicycle & Pedestrian Coordinator  
PH: (608) 267-7757  
Email: [jill.mrotekglezinski@dot.wi.gov](mailto:jill.mrotekglezinski@dot.wi.gov)

## Minnesota

Minnesota Department of Transportation  
Transportation Building, Mail Stop 440  
395 John Ireland Blvd.  
St. Paul, Minnesota 55155

- Philip Schaffner, Transportation Planning Director, MnDOT Office of Transportation System Management  
PH: (651) 366-3743  
Email: [philip.schaffner@state.mn.us](mailto:philip.schaffner@state.mn.us)
- Anna Pierce, Planning Program Coordinator, MnDOT Office of Transportation System Management  
PH: (651) 366-3793  
Email: [Anna.M.Pierce@state.mn.us](mailto:Anna.M.Pierce@state.mn.us)
- Megan Neeck, Urban Transit Program Coordinator, MnDOT Office of Transit and Active Transportation  
PH: (651) 366-4174  
Email: [megan.neeck@state.mn.us](mailto:megan.neeck@state.mn.us)

## Department of Transportation Federal Contacts

### Federal Transit Administration (FTA)

Office of the Administrator  
400 Seventh Street SW  
Washington, D.C. 20590

#### Region 5

200 W. Adams Street, Suite 320  
Chicago, IL 60606

- Kelley Brookins, Regional Administrator  
PH: (312) 353-2789
- Evan Gross, Transportation Program Specialist  
PH: (312) 886-1619  
Email: [evan.gross@dot.gov](mailto:evan.gross@dot.gov)
- Bill Wheeler, Area Representative, Wisconsin  
PH: (312) 353-2639  
Email: [william.wheeler@dot.gov](mailto:william.wheeler@dot.gov)

### Federal Highway Administration (FHWA)

#### Wisconsin

Federal Highway Administration  
City Center West  
525 Junction Rd, Ste 8000  
Madison, WI 53717

- Karl Buck, Community Planner  
PH: (608)  
E-mail:

Minnesota  
Federal Highway Administration  
180 E 5<sup>th</sup> St.  
Ste 930  
St. Paul, Minnesota 55101

- Bobbi Retzlaff, Community Planner  
PH: (651) 291-6125  
E-mail: [roberta.retzlaff@dot.gov](mailto:roberta.retzlaff@dot.gov)

# Appendix F: Work Program Checklist

Program Document Component	Check/Page #
<b>COVER PAGE</b>	
Name of MPO agency and area represented	X
FY of UPWP	X
Contact Information for MPO	X
<b>TITLE PAGE</b>	
Name of MPO Agency and area represented	X
Contact person and information	X
FY of UPWP	X
Agencies providing funds or support – including agencies Logos	X
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\*Items present on as “as-needed” basis.



# La Crosse Area Planning Committee

*Metropolitan Planning Organization*

*Serving the La Crosse/La Crescent Urbanized Area*

Peter Fletcher, Director     Jackie Eastwood, Transportation Planner  
La Crosse County Administrative Center  
212 6<sup>th</sup> Street North ☎ Room 2300 ☎ La Crosse, WI 54601-1200  
PH: 608.785.6141     Website: [www.lacrossecounty.org/mpo](http://www.lacrossecounty.org/mpo)

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September 7, 2021

To:        LAPC Members

From:     Peter Fletcher, Director

Subject:   Intermunicipal Agreement for the Metropolitan Planning Organization

Attached is the revised “Intermunicipal Agreement for the Metropolitan Planning Organization” to be considered for approval at this meeting. Since the Town of Holland joined the LAPC the current intermunicipal agreement needs to be updated to include the Town of Holland. The current agreement went through a comprehensive revision and was approved and signed by LAPC members in 2019. I provided the revised agreement at the July meeting to provide each of your communities the opportunity to review the agreement and consult your legal counsel if necessary.



**September 15, 2021**

**INTERMUNICIPAL AGREEMENT FOR  
METROPOLITAN PLANNING ORGANIZATION**

The La Crosse Area Planning Committee (LAPC) exists as a designated Metropolitan Planning Organization (MPO) pursuant to the rules under 23 CFR 450 and 49 CFR for the La Crosse/La Crescent Urbanized area and operates under an agreement by and between the following Wisconsin municipalities - the Cities of La Crosse and Onalaska, the Villages of Holmen and West Salem and the Towns of Campbell, Holland, Medary, Onalaska and Shelby and the following Minnesota municipality – City of La Crescent (hereinafter referred to as ‘the Communities’).

The most recent written agreement was signed in 2019. The following agreement adds the Town of Holland to the LAPC. The agreement clarifies the roles of the Communities and does not make any change the decision-making process or the decision-making authority of the Communities.

In consideration of this exchange of covenants and the mutual benefits to be derived from this joint undertaking, the Communities agree with each other and each with the group to jointly cooperate, participate, and share the cost of metropolitan planning for the development and maintenance of a long-range transportation plan for the La Crosse/La Crescent Urbanized Area and to conduct other area-wide planning as it deems necessary.

In order to coordinate this planning among the participating communities, the Communities will convene as necessary and meet as the La Crosse Area Planning Committee (LAPC). The LAPC shall be composed of one representative from each participating community. Each participating community shall have one (1) vote on this Committee. The La Crosse County Board of Supervisors shall also have one (1) vote on this Committee.

The Communities will meet regularly and operate under the bylaws established by the LAPC. Community representatives understand that serving on the LAPC will entail regular attendance at meetings; analysis of reports; appointments to special committees; the signing of necessary documents; the appropriation of funds as set forth below; and participation in public hearings as required. Further the communities agree to ensure that all provision of state and federal laws pertaining to regional transportation planning are implemented. Each community agrees to make a real and concerted effort to place any legislation resulting from this planning process before the legislative bodies of their respective communities as expediently as possible.

The County of La Crosse agrees to employ all necessary staff to carry out the duties of the LAPC/MPO; to provide administrative support to the LAPC/MPO and to provide physical facilities for LAPC/MPO meetings and staff. LAPC/MPO employees will be supervised by the County Administrator or designee and will be subject to all County employee policies and rules. The County of La Crosse shall be reimbursed by the LAPC/MPO for all costs incurred in providing staff, administrative supplies and physical facilities to the MPO. Community representatives of the MPO shall assist the County with hiring, evaluation and salary review of all employees performing MPO duties. La Crosse County Corporation Counsel will provide legal advice and counsel to the LAPC as necessary.

It is understood that the communities will share the local cost of such metropolitan planning on the basis of the relationship of each community's equalized valuation to the total equalized valuation of all participating communities at the time each specific Unified Planning Work Program, as required by federal regulations, is developed and approved by the MPO. Each participating Community will be invoiced for its individual share of the Unified Planning Work Program (UPWP) during the first quarter of each program year.

The authority of the LAPC/MPO does not supersede the independent authority of each respective member Community.

This agreement will begin on the date approved by all participating communities and be effective until January 1, 2024 and shall be automatically renewable for three (3) year periods thereafter unless one or more of the communities gives notice in writing that it objects to the continuation of this agreement at least one (1) year before the expiration date of this agreement.

**TOWN OF CAMPBELL**

**VILLAGE OF WEST SALEM**

---

Joshua Johnson, Chair                      Date

---

Scott Schumacher, President                      Date

**TOWN OF MEDARY**

**CITY OF LA CRESCENT**

---

Linda Seidel, Chair                      Date

---

Mike Poellinger, Mayor                      Date

**TOWN OF ONALASKA**

**CITY OF LA CROSSE**

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Stan Hauser, Chair                      Date

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Mitch Reynolds, Mayor                      Date

**CITY OF ONALASKA**

**VILLAGE OF HOLMEN**

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Kim Smith, Mayor                      Date

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Patrick Barlow, President                      Date

**TOWN OF SHELBY**

**COUNTY OF LA CROSSE**

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Tim Candahl, Chair                      Date

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Monica Kruse, Chair                      Date

**TOWN OF HOLLAND**

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Bob Stupi, Chair                      Date