



# CITY OF APPLETON

## MEMORANDUM

**Date:** June 5, 2024  
**To:** Appleton City Plan Commission  
Fox Cities Transit Commission  
**From:** Kara Homan, AICP, Director of Community Development  
Ronald McDonald, General Manager, Valley Transit  
**Subject:** Resolution Related to Appleton MPO Redesignation in Accordance with  
Federal Code

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We write to inform you about the proposed redesignation of the Appleton (Fox Cities) Metropolitan Planning Organization (MPO) in accordance with federal code. This redesignation carries benefits for the City of Appleton and our peer municipalities within the Appleton/Fox Cities metro compared to the current governance structure.

The Appleton (Fox Cities) MPO plays a crucial role in transportation planning and decision-making within our region, as it relates to programming and prioritizing projects to receive federal transportation funding. The current structure of the MPO has the East Central Wisconsin Regional Planning Commission (ECWRPC) board of commissioners serving as the MPO policy board. The current board is comprised of [representatives](#) from throughout a 10-county region, with a significant minority of representatives from within the Appleton/Fox Cities metro. As a result of a review by the Federal Highway Administration (FHWA), it has been recently determined that this structure is non-compliant with federal requirements. Earlier this year, staff from the ECWRPC met with representatives of municipalities within the MPO area and discussed options for moving forward to ensure compliance with federal law. As a result of this work, a new governance model and redesignation of the MPO is being sought, per the attached resolution and exhibits.

The proposed MPO redesignation will ensure compliance with federal code, continued access to federal transportation planning and funding, and ensure the MPO policy board will have a governance model that is representative of governments within the metropolitan area. The new model balances board composition based on community population size with the need to have all municipal voices at the table to continue our long-standing tradition of collaborative regional cooperation. The new model also ensures a representative of Valley Transit serves as a voting member on the new MPO board, in accordance with federal law.

To effectuate this proposed redesignation and policy board change, the attached resolution is required to be adopted by municipalities within the MPO area, representing at least 75% of the population of the metro, including an affirmative vote of the largest city (e.g. the City of Appleton). The corresponding redesignation agreement would then be effectuating after the adoption thresholds are met.

## **RECOMMENDATION**

As such, Valley Transit and Community Development staff recommend **APPROVAL** of the attached proposed Resolution 2024-03 SUPPORTING AND APPROVING OF THE NEW APPLETON (FOX CITIES) MPO POLICY BOARD STRUCTURE AND REDESIGNATION AGREEMENT, as presented.