

## MINUTES

### SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

#### ANNUAL MEETING

June 18, 2008

3:00 p.m.

Washington County Government Center  
432 East Washington Street, Room 2024  
West Bend, Wisconsin

Present:

Excused:

Commissioners:

Thomas H. Buestrin, Chairman  
William R. Drew  
James T. Dwyer  
Anita M. Faraone  
Adelene Greene  
Susan S. Greenfield  
William E. Johnson  
John M. Jung  
Allen L. Morrison  
Robert W. Pitts  
Daniel S. Schmidt  
David L. Stroik  
George A. Torres  
Gustav W. Wirth, Jr.

Richard A. Hansen, Vice-Chairman  
Gregory L. Holden  
Mary A. Kacmarcik  
Michael J. Miklasevich  
Anselmo Villarreal  
Paul G. Vrakas

Absent:

Lee Holloway

Staff:

Philip C. Evenson	Executive Director
Kenneth R. Yunker	Deputy Director
Loretta Watson	Executive Secretary

Guests:

Frank J. Busalacchi	Secretary, Wisconsin Department of Transportation
Dewayne J. Johnson	Director, Wisconsin Department of Transportation
Reggie Newson	Operations Director, Wisconsin Department of Transportation
Herbert J. Tennies	Chairman, Washington County Board

#### ROLL CALL AND SEATING OF NEW COMMISSIONERS

Chairman Buestrin called the 221<sup>st</sup> meeting of the Commission to order at 3:00 p.m. Roll call was taken and a quorum declared present. Mr. Evenson indicated for the record that Commissioners Hansen, Holden, Kacmarcik, Miklasevich, Villarreal, and Vrakas had asked to be excused.

Chairman Buestrin noted that Milwaukee and Washington Counties had made new appointments to the Commission and that the seating of those two new Commissioners was in order at this meeting. He then recognized Commissioner William R. Drew and asked him to introduce the newest Milwaukee County Commissioner.

Mr. Drew said that it was his pleasure to introduce George A. Torres to the Commission as the newest Commissioner representing Milwaukee County. Mr. Torres is the Milwaukee County Director of Public Works and was nominated by Milwaukee County Executive Scott Walker and confirmed by the Milwaukee County Board. He replaces Linda Seemeyer. Mr. Torres also serves on the Board of the Southeastern Wisconsin Regional Transit Authority.

It was then moved by Mr. Drew, seconded by Mr. Dwyer, and carried unanimously to formally seat Mr. Torres, representing Milwaukee County. On behalf of the entire Commission, Mr. Buestrin welcomed Mr. Torres. Mr. Torres commented that he was very familiar with the Commission and its staff and work program and was very appreciative of the opportunity to work directly with the Commissioners in overseeing the work of the Commission.

Chairman Buestrin then recognized Commissioner Daniel S. Schmidt and asked him to introduce the newest Washington County Commissioner.

Mr. Schmidt said that it was his pleasure to introduce John M. Jung to the Commission as the newest Commissioner representing Washington County. Mr. Jung is a County Board Supervisor representing the City and Town of Hartford and was elected to the Washington County Board in April 2008. He serves on the County Board's Planning, Conservation, and Parks Committee and is the County's Inland Lake Representative for Druid Lake. He replaces Charlene Brady.

It was then moved by Mr. Schmidt, seconded by Mr. Wirth, and carried unanimously to formally seat Mr. Jung, representing Washington County. On behalf of the entire Commission, Mr. Buestrin welcomed Mr. Jung. Mr. Jung indicated that he was pleased to be able to serve on the Commission. His work career has been in retail pharmacy, but he has long had an interest in public service. He noted that he serves on the Planning Commission for the Town of Hartford and the joint Hartford City and Town Plan Commission. He indicated that he looked forward to learning more through his service on the Regional Planning Commission.

## **WELCOMING REMARKS**

Chairman Buestrin recognized Herbert J. Tennes, the new Washington County Board Chairman.

Mr. Tennes welcomed the Commissioners to Washington County. He noted that he and other local officials in the County had been very busy over the past two weeks in addressing recent flooding situations. He indicated that Washington County has a lot on its agenda this year, including the installation of a new radio system that will serve the County and all local governments in the County, remodeling of the Sheriff's Department and the County nursing home, and other building work on the campus of the University of Wisconsin-Washington County. Mr. Tennes then took note of the impending retirement of Mr. Evenson as Commission Executive Director and on behalf of Washington County presented a gift of appreciation to him. Mr. Tennes noted that Mr. Evenson had represented the Commission in Washington County for many years and that the County was appreciative of everything that he had done for Washington County in his varying capacities with the Commission.

Mr. Evenson thanked Chairman Tennies for the gift of a Washington County paperweight. He remarked that he had many fond memories of time spent helping Washington County and its local units of government meet development challenges over the past 40 years. He said that he will miss that relationship with Washington County and its people.

Chairman Buestrin thanked Mr. Tennies for his remarks. He indicated that the Commission is pleased to be able to meet in West Bend every year and that the Commissioners looked forward to working with him in his capacity as County Board Chair.

#### **REMARKS BY THE WISCONSIN SECRETARY OF TRANSPORTATION**

Chairman Buestrin then recognized Frank J. Busalacchi, Secretary, Wisconsin Department of Transportation, and Dewayne J. Johnson, Director of the Department's southeast district. He noted that Mr. Busalacchi has long worked closely with the Commission and served as a member of the Commission's freeway study advisory committee before joining Governor Jim Doyle's cabinet. The Commission, he said, has had a long and good relationship with the Wisconsin Department of Transportation and appreciates very much Secretary Busalacchi's willingness to appear today. He noted that the Commission and the Department had worked together in a real partnership for transportation planning for the Region.

Secretary Busalacchi then delivered a series of remarks to the Commission, focusing on the complex freeway reconstruction projects now underway, including the Marquette Interchange, IH 94 South, and the Zoo Interchange. He also commented on the difficult problems associated with coping with severe flooding events throughout Wisconsin over the past several weeks. He indicated that he has always appreciated the working relationship between the Regional Planning Commission and the Department, noting that the Department is committed to implementing SEWRPC's plan recommendations as funds are made available. He indicated that he is also concerned about mass transportation, including much needed intercity passenger rail in the nation as well as commuter rail and local transit services in Southeastern Wisconsin. He indicated that he has briefed Governor Doyle about the need for regional transit authorities in Wisconsin to provide the leadership in carrying out local mass transit plans. Wisconsin, he said, needs a balanced transportation system and the Department will work with county and local governments toward achieving that balance.

Secretary Busalacchi's remarks were followed by a lengthy question and answer period. The topics addressed during that period included the State's highway cost-sharing policy, the impact of rising motor fuel prices, the importance of explaining to the nation's people how valuable the entire transportation system is to the nation's economy, transportation system funding needs, the outstanding work being done by the Wisconsin Department of Transportation in terms of outreach to neighborhoods as part of the freeway reconstruction program, and construction schedules attendant to future major projects.

At the end of that discussion, Chairman Buestrin expressed the appreciation of the entire Commission for Secretary Busalacchi's attendance at and remarks during the Commission meeting.

#### **APPROVAL OF MINUTES OF MARCH 5, 2008, MEETING**

On a motion by Mr. Wirth, seconded by Mr. Stroik, and carried unanimously, the minutes of the Quarterly Meeting of March 5, 2008, were approved as published.

## **TREASURER'S REPORT**

Chairman Buestrin asked Mr. Drew to present the Treasurer's report. Mr. Drew noted that a copy of the report had been provided to all Commissioners for review at the meeting. In commenting on the report, he called attention to the following items:

1. Based upon disbursements through May 11, 2008, it is projected that total disbursements for the year will approximate nearly \$6.71 million. Revenues are projected at about \$6.85 million, exclusive of interest income and miscellaneous revenues.
2. The total amount of funds held by the Commission in the various operating, liability, and reserve accounts approximates \$3.13 million. The various accounts are identified on the second page of the report.
3. As of May 11, 2008, the Commission had in investments and cash on hand about \$4.22 million. About \$3.48 million are invested in the State of Wisconsin Local Government Pooled Investment Fund. As of May 11, 2008, that fund was yielding 2.73 percent interest. Other funds are held in savings and checking accounts and in certificates of deposits at several banks.

After a brief discussion, on a motion by Mr. Drew, seconded by Mr. Morrison, and carried unanimously, the Treasurer's Report for the period ending May 11, 2008, was approved (copy attached to Official Minutes).

## **STANDING COMMITTEE REPORTS**

### **Planning and Research Committee**

Noting that the Planning and Research Committee met once since the Commission Quarterly meeting on March 5, 2008, Committee Chairman Schmidt reported the following items:

Earlier today, the Committee took the following actions:

1. Reviewed and acted to recommend to the Commission for adoption an amendment to the regional water quality management plan pertaining to the sanitary sewer service area for the Village of Jackson. That amendment, scheduled for action later in this meeting, involves the addition of about 238 acres of land to the planned service area, including about 176 acres that are suitable for future urban development. The proposed amendment was found to be consistent with the adopted regional land use plan.
2. Reviewed and acted to recommend to the Commission for adoption an amendment to the regional water quality management plan pertaining to the sanitary sewer service area for the Brookfield-Elm Grove area. That amendment, scheduled for action later in this meeting, involves the addition of about 30 acres to the planned service area, transferring that land from the planned Waukesha sanitary sewer service area. The Waukesha Common Council has supported the transfer. The proposed amendment was found to be consistent with the adopted regional land use plan.
3. Reviewed and acted to recommend to the Commission for adoption an amendment to the regional water quality management plan pertaining to the sanitary sewer service area for the City of Burlington. That amendment, scheduled for action later in this meeting, involves a modification to a primary environmental corridor that lies within and adjacent to an industrial park that has been

developed by the City of Burlington. About 1.8 acres of existing corridor would be disturbed to accommodate an industrial expansion proposal, but would be offset by the creation of an equal area of environmental corridor elsewhere in the industrial park and its environs. The Committee supported the proposed change to the environmental corridor on the condition that the City of Burlington prepare and execute a revegetation plan for the corridor mitigation area. The City has committed to do this but has not yet been able to formally adopt the plan amendment.

There being no questions or comments, on a motion by Mr. Pitts, seconded by Mr. Drew, and carried unanimously, the Planning and Research Committee report was approved.

### **Administrative Committee**

Noting that the Administrative Committee had met three times since the Commission Quarterly meeting on March 5, 2008, Committee Chairman Stroik reported the following items:

On March 20, 2008, the Committee took the following actions:

1. Reviewed and approved the Commission disbursements for one financial reporting period: Year 2008 No. 5, extending over the period February 18, 2008, to March 2, 2008.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending March 2, 2008. With about 20 percent of the year completed, the projections indicated a year end surplus of about \$250,000.
3. Reviewed and approved the 2007 audit report prepared by certified public accountants from the firm David L. Scrima, S.C. The audit report indicated that the Commission had a year-end fund equity balance of about \$2.66 million. This amount compares with a fund equity balance of \$2.56 million at the end of 2006. The auditors found no material weaknesses in the Commission's internal fiscal control procedures.
4. Received a staff report that the Commission's "experience modification" factor relative to claims involving workers compensation increased slightly this year despite the fact that there were no claims in 2007.

On April 24, 2008, the Committee took the following actions:

1. Reviewed and approved the Commission disbursements for three financial reporting periods: Year 2008 Nos. 6, 7, and 8, extending over the period March 3, 2008, to April 13, 2008.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending April 13, 2008. With about 30 percent of the year completed, the projections continued to indicate a year end surplus of about \$250,000.
3. Authorized the Commission's Business Manager to place a total of \$385,000 with the bond trustee for the Rockwood Drive building. These funds will redeem bonds that expire in the years 2009, 2010, and 2011. With this action, all of the principal borrowed to fund the acquisition of the building has been effectively repaid. All that remains to be funded are annual interest payments through 2011. At the end of that year, the Commission will own the building free and clear.

On May 22, 2008, the Committee took the following actions:

1. Reviewed and approved the Commission disbursements for two financial reporting periods: Year

2008 Nos. 9 and 10, extending over the period April 24, 2008, to May 11, 2008.

2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending May 11, 2008. With nearly 40 percent of the year completed, the projections indicated a year end surplus of about \$140,000.
3. Authorized the Commission staff to retain the certified public accounting firm of David L. Scrima, S.C., to conduct the audit of the Commission's calendar year 2008 operations. That firm continues to deliver quality services in a timely way at a low cost.
4. Reviewed and approved a series of budget assumptions for calendar year 2009 proposed by the Commission staff. A budget based upon those assumptions will be considered later in the meeting today.

There being no questions or comments, on a motion by Mr. Dwyer, seconded by Ms. Greene, and carried unanimously, the Administrative Committee report was approved.

#### **Executive Committee**

Noting that the Executive Committee had met three times since the Commission Quarterly meeting on March 5, 2008, Chairman Buestrin reported the following items:

On March 20, 2008, the Committee took the following actions:

1. Received and approved a report from the Administrative Committee relative to its meeting that day.
2. Reviewed and approved two contracts for planning and related work. The details pertaining to those contracts are set forth in a table included with the agenda for this meeting.
3. Appointed Kenneth R. Yunker to succeed Phil Evenson as Executive Director of the Commission staff effective January 1, 2009. This action was taken pursuant to the determination of the full Commission at the last Quarterly meeting held in Sharon, and was subsequently reported to all members of the Commission by a memorandum. The appointing action included direction to the Commission Chairman, Treasurer, and Administrative Committee Chairman to negotiate an employment contract with Mr. Yunker.

On April 24, 2008, the Committee took the following actions:

1. Received and approved a report from the Administrative Committee relative to its meeting that day.
2. Reviewed and approved two contracts for planning and related work. The details pertaining to those contracts are set forth in a table included with the agenda for this meeting.
3. Ratified a five-year employment contract with Ken Yunker as the Commission's next Executive Director, the contract to begin on January 1, 2009, and extend through December 31, 2013.
4. Received a report that the Commission Executive staff had recently met with the Editorial Board of the Milwaukee Journal Sentinel. Most of the discussion with that Board involved unresolved transit issues, including a projection by the Commission staff that without an infusion of new funding, the Milwaukee County Transit System could see service cuts of as much as 35 percent by 2010. The Commission's adopted long-range regional transportation plan calls for the elected leadership of the

region to come together and agree upon a non-property tax source of dedicated revenue for public transit systems.

5. Approved a series of 10 amendments to the 2007-2010 Regional Transportation Improvement Program. Those amendments involve a series of bridge rehabilitation and transit projects.
6. Authorized the Commission Chairman to take appropriate steps to further engage the consulting geodetic engineer that is advising the Commission on the status and continued utility of the horizontal and vertical survey control networks put into place in the region over the past four decades. The additional work, which will cost about \$25,000 annually during 2008 and 2009, involves the development of new equations to convert horizontal and vertical positions from older datums to new year 2007 Federal datums.
7. Received a report that the Commission staff had participated in a multi-state conference held at a campus of Northern Illinois University entitled, "Linking Watersheds Conference 2008: Connecting the Green Dots".
8. Received a report that the Commission was cosponsoring with the Milwaukee Metropolitan Sewerage District, the 5<sup>th</sup> Annual Watershed Planning Conference on April 28 in Milwaukee.
9. Received a report that Commissioner Wirth, the Commission's Executive Director Emeritus, Kurt W. Bauer, and the Commission's incoming Executive Director, Kenneth Yunker, participated in an awards event at Kohler sponsored by the American Council of Engineering Companies of Wisconsin. The Commission was honored as the winner in the surveying and mapping technology category. The Commission's horizontal and vertical survey control networks and accompanying large-scale topographic and property boundary maps were deemed to be a "Wonder of Wisconsin Engineering".

On May 22, 2008, the Committee took the following actions:

1. Received and approved a report from the Administrative Committee relative to its meeting that day.
2. Reviewed and approved three contracts for planning and related work. The details pertaining to those contracts are set forth in a table included with the agenda for this meeting.
3. Authorized the Commission's Executive Director to execute a Memorandum of Understanding between the Commission, the counties in the Region, certain Federal and State agencies, the Milwaukee Metropolitan Sewerage District, and other entities relative to coordinated efforts to help control invasive species.
4. Adopted a resolution to execute a Memorandum of Understanding with others in creating and operating what is being called the Southeastern Wisconsin Watersheds Trust. This organization grew out of discussions at the Watersheds Planning Conference held on April 28. The primary focus of the Trust is to help implement the Commission's updated regional water quality management plan for the greater Milwaukee watersheds.
5. Approved a series of 19 amendments to the 2007-2010 Regional Transportation Improvement Program. Those amendments involve a series of projects ranked highest in the recent competition for Federal Congestion Mitigation and Air Quality funding.

6. Received a report that the Commission had received a copy of a letter to Governor Jim Doyle from Commissioner Lee Holloway asking that Governor Doyle replace him on the Commission with County Supervisor John F. Weishan.
7. Received a report that the State Legislature had recently concluded action on the enabling legislation relative to the Great Lakes Water Compact. The new State law places upon areawide water quality management planning agencies, like the Commission, the responsibility to identify water supply service areas for all of the public water supply systems within their jurisdictional areas. The Wisconsin Department of Natural Resources will need to establish administrative rules to govern this process.

There being no questions or comments, on a motion by Ms. Faraone, seconded by Mr. Schmidt, and carried unanimously, the Executive Committee report was approved.

#### **ADOPTION OF AMENDMENTS TO REGIONAL WATER QUALITY MANAGEMENT PLAN**

##### **Village of Jackson Sewer Service Area (Resolution No. 2008-07)**

Chairman Buestrin asked the Commission to consider Resolution No. 2008-07, noting that the Resolution would revise the Village of Jackson sewer service area. He asked Mr. Schmidt to present the resolution.

Mr. Schmidt noted that all Commissioners had received for review prior to the meeting a copy of Resolution No. 2008-07, together with a copy of a SEWRPC staff memorandum dated June 2008. He recalled that the proposed amendment had been reviewed by the Planning and Research Committee at a meeting held earlier that day, and was recommended for adoption by the Committee.

There being no questions or comments, on a motion by Mr. Schmidt, seconded by Mr. Stroik, and carried unanimously, Resolution No. 2008-07 was approved (copy of Resolution No. 2008-07 attached to Official Minutes).

##### **Brookfield-Elm Grove Sewer Service Area Plan (Resolution No. 2008-08)**

Chairman Buestrin asked the Commission to consider Resolution No. 2008-08, noting that the Resolution would revise the Brookfield-Elm Grove sewer service area plan. He asked Mr. Schmidt to present the resolution.

Mr. Schmidt noted that all Commissioners had received for review prior to the meeting a copy of Resolution No. 2008-08, together with a copy of a SEWRPC staff memorandum dated June 2008 documenting the proposed amendment. He recalled that the proposed amendment had been reviewed by the Planning and Research Committee at its meeting held earlier that day, and was recommended for adoption by the Committee.

There being no questions or comments, on a motion by Mr. Schmidt, seconded by Mr. Morrison, and carried unanimously, Resolution No. 2008-08 was approved (copy of Resolution No 2008-08 attached to Official Minutes).

##### **City of Burlington Sewer Service Area Plan (Resolution No. 2008-09)**

Chairman Buestrin asked the Commission to consider Resolution No. 2008-09, noting that the Resolution would revise the City of Burlington sewer service area plan. He asked Mr. Schmidt to present the resolution.

Mr. Schmidt noted that all Commissioners had received for review prior to the meeting a copy of Resolution No. 2008-09, together with a copy of a SEWRPC staff memorandum dated June 2008

documenting the proposed amendment. He recalled that the proposed amendment had been reviewed by the Planning and Research Committee at its meeting held earlier that day, and was recommended for adoption by the Committee subject to the formal adoption of the amendment by the Common Council of the City of Burlington.

There being no questions or comments, on a motion by Mr. Schmidt, seconded by Mr. Johnson, and carried by a vote of 13 ayes and one nay, with Ms. Greenfield voting nay, Resolution No. 2008-09 was approved (copy of Resolution No 2008-09 attached to Official Minutes).

### **CONSIDERATION OF ADOPTION OF BUDGET FOR CALENDAR YEAR 2009**

Chairman Buestrin noted that copies of the proposed Commission budget for calendar year 2009 had been provided to all Commissioners for review prior to the meeting, and asked the Commission to consider adoption of that budget. He then asked Mr. Evenson to briefly present the proposed budget.

Mr. Evenson then led the Commissioners through the proposed budget document, noting that the assumptions underlying the budget had been presented to and approved by the Commission's Administrative Committee at its May monthly meeting. He called attention, in particular, to the following major items:

1. As shown on Tables 1 and 2, the proposed year 2009 operating budget calls for a total revenue and expenditure level of about \$6.82 million. This represents a decrease of about \$95,000, or 1.4 percent, from the 2008 adopted budget level of about \$6.91 million.
2. A number of important expenditure assumptions are reflected in Table 3. These assumptions include a staffing level of 67 full-time positions, no change from 2008; salary adjustments at an average of about 3 percent; an assumed 8 percent increase in health insurance costs, with an employee cost-share of monthly premiums set at 20 percent; no increase in the Wisconsin Retirement System contribution rate; and a continued commitment to part-time staffing arrangements. Consultant fees are expected to be substantially reduced. Other adjustments in expenditure categories on Table 3 have been made to reflect ongoing expenditure patterns.
3. As reflected in Table 4, Federal and State revenues are expected to be frozen at the 2008 budget levels. Overall, service agreement revenues are expected to decline by about 6.1 percent, reflecting the completion of major contract work programs in the local assistance and water supply program areas. Rental income from the tenant in the Rockwood Drive building will increase slightly based upon lease arrangements and assuming that the lessee -- Medical Associates, Inc. -- renews the lease for an additional year beginning April 1, 2009.
4. The proposed budget would hold constant once again the Commission's regional tax levy at \$2.37 million. The portion of the regional tax base growth which may be attributed to new construction increased last year by about 2.5 percent. Accordingly, holding the tax levy constant translates to a real reduction in the property tax burden throughout the Region for regional planning. Owing to the changing distribution in the equalized value in the Region among the counties, the allocation of the regional tax levy to the counties will change. As shown in Table 15, Milwaukee, Racine, Washington, and Waukesha Counties will be asked to contribute less, while Kenosha, Ozaukee, and Walworth Counties will be asked to contribute more. The property tax rate under the proposed budget would be reduced to 0.25 percent of the Region's equalized valuation, less than one-half of the authorized rate under Wisconsin law of 0.003 percent of that valuation.

5. Tables 5 through 14 of the budget document pertinent information relative to the anticipated program budgets in each of the Commission's functional planning areas. More detail with respect to budget allocation will follow later in the year when the Commission's 2009 Overall Work Program document is produced.

After a few brief comments, on a motion by Ms. Faraone, seconded by Ms. Greene, and carried unanimously, the Commission's proposed 2009 operating budget was approved, and the Chairman was authorized to transmit the appropriate tax levy requests to the seven constituent counties (copy of 2009 operating budget attached to Official Minutes).

#### **CORRESPONDENCE/ANNOUNCEMENTS**

Mr. Evenson noted that he had placed on each Commissioner's desk today two items. The first is a letter acknowledging the work undertaken by Nancy Anderson of the Commission staff in connection with the recently completed Washington County Smart Growth comprehensive plan (copy attached to Official Minutes). Ms. Anderson's work, he said, is widely appreciated throughout the region.

The second item is a brief memorandum attached to which are a series of materials dealing with the Commission recently published in the Milwaukee Journal Sentinel (copy attached to Official Minutes). This material, Mr. Evenson said, is being provided in case individual Commissioners may have missed seeing these materials. There followed a brief discussion relative to issues raised by certain individuals in the Milwaukee area, there being general agreement that the Commission needs to improve communications about its work in a number of different ways.

Mr. Pitts announced that State Representative Jim Kreuser was taking office as the new Kenosha County Executive today. Mr. Evenson indicated that the Commission staff is well acquainted with Mr. Kreuser and that a meeting with him will be scheduled in the relatively near future.

#### **CONFIRMATION OF DATE, TIME, AND PLACE OF SEPTEMBER QUARTERLY MEETING**

Chairman Buestrin indicated that the next meeting of the Commission will be scheduled for 3:00 p.m. on Wednesday, September 10, 2008, in Kenosha County.

#### **ADJOURNMENT**

There being no further business to come before the Commission, on a motion by Ms. Greene, seconded by Mr. Dwyer, and carried unanimously, the meeting adjourned at 5:15 p.m.

Respectfully submitted,

Philip C. Evenson  
Deputy Secretary