

**MINUTES**

**SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION**

**EXECUTIVE COMMITTEE**

Thursday, March 26, 2009

2:00 p.m.

SEWRPC Office Building  
Commissioners' Conference Room  
W239 N1812 Rockwood Drive  
Waukesha, Wisconsin

Present:

Excused:

Committee Members:

David L. Stroik, Chairman  
Thomas H. Buestrin  
William R. Drew  
James T. Dwyer  
Nancy Russell  
Daniel S. Schmidt  
Gustav W. Wirth, Jr.

Richard A. Hansen, Vice-Chairman  
Adelene Greene  
Michael J. Miklasevich

Staff:

Kenneth R. Yunker  
Loretta Watson

Executive Director  
Executive Secretary

**ROLL CALL**

Chairman Stroik called the meeting to order at 2:35 p.m. Roll call was taken and a quorum declared present. Mr. Yunker noted for the record that Commissioners Greene, Hansen, and Miklasevich had asked to be excused.

**APPROVAL OF MINUTES OF FEBRUARY 26, 2009, AND MARCH 17, 2009, MEETINGS**

On a motion by Mr. Schmidt, seconded by Ms. Russell, and carried unanimously, the minutes of the Executive Committee meetings held on February 26, 2009, and March 17, 2009, were approved for publication with one correction to the February 26, 2009, Minutes deleting "noting that" at the end of the second sentence in the section of the Minutes entitled "Report on Contracts."

**ADMINISTRATIVE COMMITTEE REPORT, MR. DWYER REPORTING**

(Meeting of March 26, 2009)

Mr. Dwyer reported that the Administrative Committee, at its meeting held just before the Executive Committee meeting, had taken the following actions:

1. Reviewed and approved the Commission disbursements for two financial reporting periods: Year 2009 Nos. 5 and 6, extending over the period February 16, 2009, to March 15, 2009.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending March 15, 2009.
3. Reviewed and approved the 2008 audit report prepared by certified public accountants from the firm David L. Scrima, S.C. The audit report indicates that the Commission had a year-end fund equity balance of about \$2.41 million. This amount compares with a fund balance of \$2.66 million at the end of 2007. The auditors found no material weaknesses in the Commission's internal fiscal control procedures.

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

### **REPORT ON CONTRACTS**

Chairman Stroik asked Mr. Yunker to review the proposed contracts and agreements, noting that the Committee members had received a table listing one contract prior to the meeting. Mr. Yunker then briefly reviewed the contract reported in the table, which would have the Commission assist the Town of Wheatland prepare their comprehensive plan, based on the Kenosha County comprehensive plan.

There being no discussion, on a motion by Mr. Schmidt, seconded by Mr. Dwyer, and carried unanimously, the report relative to the contract was accepted and placed on file (copy of report attached to Official Minutes).

### **WORK PROGRAM REPORTS**

Mr. Yunker distributed a table entitled "Work Program Progress Report" intended to list approximately ten of the key studies that the Commission has underway. The progress report identifies the completion schedule and status for each project. Mr. Yunker then briefly pointed out the planning projects listed in the progress report along with their completion schedule and status (copy attached to Official Minutes).

### **DISCUSSION OF COMMISSION COMMITTEE STRUCTURE, MEETINGS, AND STRATEGIC PLANNING**

Mr. Stroik noted that at the last meeting of the Executive Committee, Commission committee structure and meetings were discussed.

Mr. Yunker stated that he was directed to talk with the Commission's prior Executive Directors to obtain their perspectives on the need for the Commission's four committees. Mr. Yunker noted that the purpose of the Administrative Committee is to address budget, personnel, and office issues, as well as the audit, financial control, insurance, and cash management. Mr. Yunker noted that the purpose of the Planning and Research Committee is to consider and recommend for Commission action, regional plans and their amendments, reviewing the technical work of the Commission staff and the Commission's Advisory Committees. The purpose of the Intergovernmental and Public Relations Committee is to address Regional intergovernmental and policy issues, and involves the Commissioners who serve on the seven county boards. The purpose of the Executive Committee is to consider, on behalf of the Commission, all matters other than budget and regional plan adoption as necessary between the quarterly meetings of the Commission. Mr. Yunker noted that both Mr. Evenson and Dr. Bauer believed that there was good reason to retain all four Committees. He said that Dr. Bauer recommended that the membership on the

Administrative and Executive Committees should be different, with the intent to involve the members of the Commission. He also suggested that the Administrative Committee meet monthly, with the Executive Committee meeting only at the call of the Chairman. Mr. Yunker noted that Mr. Evenson agreed with Dr. Bauer's recommendations.

A brief discussion then ensued. Mr. Dwyer stated that his concern came from the Administrative and Executive Committees having identical membership and meeting back-to-back on the same day. He stated that he believed rather than simply retaining the Committees the Commission has always had, a review of the Commission committee structure and the need for all four Committees was appropriate. Mr. Buestrin stated that in his view each of the four Committees should continue, but the Administrative Committee should continue to meet monthly, with the Executive Committee meeting only at the call of the Chair. Mr. Schmidt agreed noting that the Executive Committee should not need to meet during the month that the full Commission would be meeting and may only need to meet perhaps four times a year. Mr. Stroik agreed and suggested that the membership of the two Committees be examined at the end of the year and different membership for the two Committees be appointed in 2010. Ms. Russell suggested that if there is any overlap in membership between the two Committees they should still have meetings back-to-back, recognizing the travel time attendant for some Commissioners in traveling to and from Commission offices.

#### **SUGGESTION OF ITEMS FOR NEXT MEETING AGENDA**

Mr. Stroik asked whether any Executive Committee members would like to suggest items to appear on the next meeting agenda. There were no suggested items from the Committee members.

#### **CORRESPONDENCE/ANNOUNCEMENTS**

Mr. Yunker stated that there may be a need for a Commission Executive Committee meeting on April 3, 2009. He noted that the Commission, since 1975, has served as the Metropolitan Planning Organization (MPO) for transportation planning for the Milwaukee urbanized area and for the Racine and Kenosha urbanized areas. He added that since the year 2000 the Commission is also the MPO for the portion of the Round Lake Beach urbanized area in southwestern Kenosha County. He noted that with the Intermodal Surface Transportation Efficiency Act of 1991, the Commission as the MPO was given the lead in the Milwaukee urbanized area in working with local officials to select projects to be funded with U.S. Department of Transportation, Federal Highway Administration, Surface Transportation Program-Milwaukee Urbanized Area (FHWA STP-MUA) funds. He noted that the Commission worked with its Advisory Committee on Transportation System Planning and Programming in the Milwaukee Urbanized Area and all local governments in the Milwaukee urbanized area to develop guidelines and rules for the selection of projects with this funding for the last 18 years. He noted that by and large, this project selection has not been controversial, and the votes of this Committee, which is appointed on a population proportional basis, have been unanimous. Mr. Yunker continued noting that the American Recovery and Reinvestment Act (ARRA) has provided about \$38.7 million of FHWA STP-MUA stimulus funds to the Milwaukee urbanized area. Mr. Yunker stated that the Wisconsin Department of Transportation solicited county and municipal projects for use of these funds with one solicitation being conducted in February before a final Federal stimulus bill was in place and a second solicitation which will have additional projects being provided to the Wisconsin Department of Transportation in early April.

The first solicitation of projects required that construction of such projects be initiated in 2009 and was based on draft Federal stimulus legislation then being considered. Only about 40 of such projects, including four in the Milwaukee urbanized area, were determined to meet these requirements. The Governor and the State legislature Joint Finance Committee approved the funding of these projects. However, the four projects in the Milwaukee urbanized area which would be underway in 2009 would

compete for funding with projects that are still being solicited and are due to be provided to WisDOT in early April. These latter projects will not need to be under construction until the year 2010 consistent with the final Federal stimulus legislation, the ARRA. It is anticipated that there will be substantially more projects than the \$38.7 million of funding available for the Milwaukee urbanized area. Mr. Yunker noted that the Commission's Advisory Committee on Transportation System Planning and Programming for the Milwaukee Urbanized Area had met on March 16 and 20, 2009, and had approved one of the four projects, a bridge project of \$150,000 as such approval was needed by March 16, 2009, if the project was to be under construction in 2009. He added that the Committee will be meeting again on the morning of April 3, 2009, and will be considering whether to approve the remaining three projects which could be under construction in 2009 -- at a total cost of about \$7.3 million -- and provide stimulus to the economy in 2009, or to delay action on these projects so that they can be considered with all projects potentially eligible for stimulus funding. These additional projects would likely not be under construction until the year 2010, and not, therefore, be providing stimulus to the economy until 2010.

Mr. Yunker stated that the issue before the Commission's Advisory Committee on Transportation System Planning and Programming for the Milwaukee Urbanized Area, and as well before the local units of government in the Milwaukee urbanized area, and before the Commission, will be one of whether to provide a fair-share of the \$38.7 million funding to each local government in the Milwaukee urbanized area having eligible projects, or to advance the four projects which could be underway in 2009 and provide stimulus to the economy in 2009, rather than 2010. Mr. Yunker stated that another issue will be whether to give priority to funding projects in economically distressed areas, which by Federal definition, would be concentrated in the City of Milwaukee. Mr. Yunker stated that the Executive Committee meeting notice will go out shortly and could be held as a teleconference.

#### **ADJOURNMENT**

There being no further business to come before the Committee, the meeting adjourned at 3:35 p.m., on a motion by Mr. Dwyer, seconded by Mr. Drew, and carried unanimously.

Respectfully submitted,

Kenneth R. Yunker  
Deputy Secretary

KRY/lw  
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Attachments