

MINUTES

SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

EXECUTIVE COMMITTEE

Thursday, May 17, 2012

2:00 p.m.

SEWRPC Office Building
Commissioners' Conference Room
W239 N1812 Rockwood Drive
Waukesha, Wisconsin 53187-1607

Present:

Excused:

Committee Members:

William R. Drew, Vice-Chairman
Gilbert B. Bakke
Thomas H. Buestrin
James T. Dwyer
Adelene Greene
Nancy L. Russell
Daniel S. Schmidt
John F. Weishan, Jr.
Gustav W. Wirth, Jr.

David L. Stroik, Chairman

Staff:

Kenneth R. Yunker	Executive Director
Elizabeth A. Larsen	Business Manager
Debra A. D'Amico	Executive Secretary

ROLL CALL

Vice-Chairman Drew called the meeting to order at 2:00 p.m. Roll call was taken and a quorum declared present. Mr. Yunker noted that Chairman Stroik had asked to be excused.

APPROVAL OF MINUTES OF MEETING OF MARCH 22, 2012

Vice-Chairman Drew asked if there were any changes or additions to the March 22, 2012, meeting minutes.

On a motion by Mr. Wirth, seconded by Mr. Schmidt, and carried unanimously, the minutes of the Executive Committee meeting held on March 22, 2012, were approved as published.

ADMINISTRATIVE COMMITTEE REPORT, MS. GREENE REPORTING

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

1. Reviewed and approved disbursements for two financial periods: Year 2012 No. 9 and No. 10; and, extending over the period April 9, to May 6, 2012.
2. Reviewed and approved the Statement of Projected Revenues and Expenditures for the period ending May 6, 2012.
3. Reviewed and approved a series of budget assumptions for calendar year 2013 proposed by the Commission staff. The key assumptions include additional Federal Planning Discretionary (PL-D) funding which is expected to be available for the years 2013 and 2014, one time Wisconsin Department of Transportation funding for the completion of the Washington County Transit Development Plan, a continued freeze for the seventh consecutive year in the regional property tax levy at the present level of \$2.37 million, and increasing the full-time staffing level to 70 positions as a result of the PL-D funding and attendant work load. Overall, the budget assumptions result in a 5.8 percent decrease from the adopted 2012 budget mainly due to the completion of the regional travel surveys.
4. Reviewed, approved, and selected the roofing and the heating, ventilation, and air conditioning (HVAC) contractors for the roof replacement and HVAC replacement (in the older portion of the building) for the Commission building.

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

REPORT ON CONTRACTS

Vice-Chair Drew asked Ms. Larsen to review the proposed contracts noting that the Committee members had received a table listing two contracts prior to the meeting. Ms. Larsen then briefly reviewed these contracts with the Committee.

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

CONSIDERATION OF AMENDMENT TO THE 2011-14 TRANSPORTATION IMPROVEMENT PROGRAM

Mr. Yunker presented Resolution 2012-03, amending the 2011-2014 Regional Transportation Improvement Program (TIP).

Mr. Yunker noted the amendment contains 10 projects and has been reviewed and unanimously approved by the Commission Advisory Committees for Transportation System Planning and Programming for the Milwaukee, Racine, and Kenosha Urbanized Areas, and that it has been determined that the projects included

in the amendment are in conformance with the regional transportation plan. He then reviewed the 10 projects in the amendment.

There being no inquiries or comments, on a motion by Ms. Greene to approve Resolution No. 2012-03, seconded by Mr. Schmidt, and carried unanimously by a vote of 9 ayes and 0 nays, Resolution 2012-03 was approved (copy of Resolution 2012-03 attached to Official Minutes).

WORK PROGRAM REPORTS

Mr. Yunker reviewed a table entitled, "*Work Program Progress Report.*" He noted that the Report shows the progress of key regional, as well as local community and county assistance efforts under each Commission staff division's section of the report (copy of report attached to Official Minutes).

CORRESPONDENCE/ANNOUNCEMENTS

Mr. Yunker noted that meeting materials will soon be sent out for the upcoming Annual Commission Meeting scheduled for Wednesday, June 20th in Washington County.

He also noted that he expected that the next Administrative and Executive Committee meetings will be held on Thursday, June 28, 2012.

ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned at 2:30 p.m., on a motion by Mr. Wirth, seconded by Ms. Greene, and carried unanimously.

Respectfully submitted,

Kenneth R. Yunker
Deputy Secretary

KRY/EAL/dad
ExeComMay12Min (204178)

Attachment