

**MINUTES**  
**SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION**  
**ANNUAL MEETING**

Wednesday, June 19, 2013

3:00 p.m.

Museum of Wisconsin Art  
205 Veterans Avenue  
West Bend, WI 53095

**Present:**

**Excused:**

Commissioners:

David L. Stroik, Chairman  
William R. Drew, Vice Chairman  
Gilbert B. Bakke  
Thomas H. Buestrin  
Charles L. Colman  
Michael A. Crowley  
José M. Delgado  
Marina Dimitrijevic  
James T. Dwyer  
Adelene Greene  
David W. Opitz  
Robert W. Pitts  
Daniel S. Schmidt  
Peggy L. Shumway  
Daniel W. Stoffel  
Gustav W. Wirth, Jr.

David L. Eberle  
John Rogers  
Nancy Russell  
Linda J. Seemeyer

Staff:

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

**ROLL CALL**

Chairman Stroik called the 241st meeting of the Commission to order at 3:00 p.m. Roll call was taken and a quorum was declared present. Chairman Stroik indicated for the record that Commissioners Eberle, Rogers, Russell, and Seemeyer had asked to be excused.

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**WELCOMING REMARKS BY MR. DANIEL W. STOFFEL, WASHINGTON COUNTY SUPERVISOR**

Chairman Stroik then called on Commissioner and Washington County Board Supervisor Daniel W. Stoffel who welcomed the Commissioners to Washington County.

**INTRODUCTION AND SEATING OF NEW COMMISSIONER (OZAUKEE COUNTY)**

Chairman Stroik asked Mr. Wirth to introduce Mr. David W. Opitz, a new Commissioner from Ozaukee County.

Mr. Wirth, also a Commissioner representing Ozaukee County, stated that the Governor and the Ozaukee County Board of Supervisors jointly appointed Mr. Opitz as a Commissioner representing Ozaukee County for a term to expire September 15, 2014.

Mr. Opitz is currently retired and joins the Commission with an impressive career and political history. He has spent most of his career in the environmental industry. Most recently, he was a consultant for Pollution Risk Services, LLC, a national remediation and re-developer of contaminated properties, and before that, for an environmental engineering firm, Key Engineering Group, Ltd. located in Cedarburg. Prior to becoming a consultant, he was President of eMapping Solutions, Inc., a privately held national application service provider of internet delivered maps located in Milwaukee. For five years, he was National Account Manager for Windway Capital in Sheboygan where he was responsible for new business development of geographic information systems in the national marketplace for political voter contact programs. He was co-founder and Chief Executive Officer of Aqua-Tech, Inc., an environmental consulting and remediation firm located in Port Washington for 21 years. Prior to that, he worked for both Waukesha and Ozaukee Counties in their Environmental Health Departments.

Mr. Opitz was elected and served 12 years in the Wisconsin State Legislature, as a Wisconsin State Representative from the 60<sup>th</sup> District from 1973 to 1979 and as a Wisconsin State Senator from the 20<sup>th</sup> District from 1979 to 1985. Mr. Opitz was Chairman of the Republican Party of Wisconsin from 1991 to 1999.

Mr. Opitz holds a Bachelor of Science degree in Biology and Chemistry from Carroll University.

A motion was made by Mr. Wirth, seconded by Mr. Buestrin, and carried unanimously to formally seat Mr. Opitz as a Commissioner representing Ozaukee County on the Southeastern Wisconsin Regional Planning Commission.

**APPROVAL OF MINUTES OF THE MARCH 13, 2013, MEETING**

On a motion by Mr. Wirth, seconded by Ms. Greene, and carried unanimously, the minutes of the March 13, 2013, Quarterly Commission Meeting were approved as published.

**TREASURER'S REPORT**

Chairman Stroik asked Mr. Drew, in the absence of Ms. Russell, to present the Treasurer's Report. He noted that a copy of the Treasurer's Report had been provided to all the Commissioners for review prior to the meeting. In commenting on the report, he called attention to the following items:

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1. Based upon disbursements through May 5, 2013, it is projected that total disbursements for the year will approximate nearly \$7.5 million. Revenues are projected at about \$7.5 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 \$3.8 million. The various accounts are identified on the second page of the report.
3. As of May 5, 2013, the Commission had in investments and cash on hand approximately \$4.6 million. Nearly \$3.6 million are invested in the State of Wisconsin Local Government Pooled Investment Fund. As of May 5, 2013, that fund was yielding 0.14 percent interest. Other funds are held in savings, checking, and money market accounts at several banks.

There being no questions or discussion, on a motion by Mr. Drew, seconded by Mr. Dwyer, and carried unanimously, the Treasurer's Report for the period ending May 5, 2013, was approved (copy of the Treasurer's Report is attached to the Official Minutes).

## **STANDING COMMITTEE REPORTS**

### **Planning and Research Committee**

Chairman Stroik asked Mr. Schmidt to present the Planning and Research Committee report. Mr. Schmidt noted that all Commissioners had been provided a copy of the report prior to the meeting. He stated that the Planning and Research Committee has met once since the Quarterly Commission meeting on March 13, 2013.

On May 7, 2013, the Committee took the following actions:

1. Reviewed and approved the following reports prepared by the Commission staff: SEWRPC Technical Report No. 10 (5<sup>th</sup> Edition), *The Economy of Southeastern Wisconsin*; and SEWRPC Technical Report No. 11 (5<sup>th</sup> Edition), *The Population of Southeastern Wisconsin*. These reports document the findings of analyses of the Region's population and economy undertaken by the Commission staff in 2012 and 2013 and present new long-range projections of population and employment in the Region through the year 2050. Those projections will serve as a basis for updating and extending the regional land use and transportation plans, and other elements of the regional plan, to the year 2050. The Commission conducts major demographic and economic analyses, and extends the regional population and employment projections, every ten years, following the release of related data from the ten-year Federal census. As in the past, the Commission prepared a range of future population and employment levels—high, intermediate, and low—for the Region, with the intermediate projections considered the most likely to occur for the Region overall. The new intermediate-level projections indicate the following:
  - The population of the Region would be expected to increase from 2,020,000 persons in 2010 to 2,354,000 persons in 2050, an increase of 334,000 persons, or 17 percent.
  - The number of households in the Region would be expected to increase from 800,100 in 2010 to 972,400 in 2050, an increase of 172,300 households, or 22 percent. The average household size would continue to decrease, but not as rapidly as in the past.
  - The number of jobs would increase from 1,176,600 in 2010 to 1,386,900 in 2050, an increase of 210,300 jobs, or 18 percent. The projected number of jobs is consistent with the size of labor force that could be expected in the Region under the year 2050 population projection.

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The long-term shift in the regional economy from a manufacturing to a service orientation would continue.

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

**Administrative Committee**

Chairman Stroik asked Mr. Dwyer to present the Administrative Committee report. Mr. Dwyer noted that the report had been provided to all Commissioners prior to the meeting. He also noted that the Administrative Committee met three times since the Quarterly Commission meeting on March 13, 2013.

On March 28, 2013, the Committee took the following actions:

1. Reviewed and approved the Commission disbursements for financial reporting periods: Year 2013 Nos. 4, 5, and 6 extending over the period January 28, to March 10, 2013.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending March 10, 2013.

On April 25, 2013, the Committee took the following actions:

1. Reviewed and approved the Commission disbursements for financial reporting periods: Year 2013 Nos. 7 and 8 extending over the period March 11, to April 7, 2013.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending April 7, 2013.

On May 16, 2013, the Committee took the following actions:

1. Reviewed and approved the Commission disbursements for financial reporting periods: Year 2013 Nos. 9, and 10 extending over the period April 8, to May 5, 2013.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending May 5, 2013.
3. Reviewed and approved a series of budget assumptions for calendar year 2014, which provide for no proposed increase in the regional local tax levy for the eighth straight year. 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 Mr. Stoffel, and carried unanimously, the Administrative Committee report was approved.

**Executive Committee**

Chairman Stroik then provided the Executive Committee report. He noted that all Commissioners had received a copy of the report, and the Committee had met twice since the Quarterly Commission meeting on March 13, 2013.

On April 25, 2013, the Committee took the following actions:

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1. Received and approved a report from the Administrative Committee relative to its meeting that day.
2. Reviewed and approved 6 contracts for planning work. The details of these contracts are set forth in a table attached to this report.
3. Reviewed and approved an amendment to the 2013-2016 Regional Transportation Improvement Program (TIP). This amendment to the 2013-2016 TIP was necessary to advance 13 projects, all of which were approved by the Commission Advisory Committees for Transportation System Planning and Programming for the Milwaukee, Racine, and Kenosha Urbanized Areas.
4. Received a report outlining key planning efforts being undertaken by the Commission in 2013.

On May 16, 2013, 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 an adjusted U.S. Census-defined Year 2010 Milwaukee urbanized area boundary. This adjusted boundary was reviewed and approved unanimously by the Commission Advisory Committee for Transportation System Planning and Programming for the Milwaukee Urbanized Area.
3. Reviewed and approved an adjusted U.S. Census-defined adjusted Year 2010 Round Lake Beach urbanized area boundary. This adjusted boundary was reviewed and approved unanimously by the Commission Advisory Committee for Transportation System Planning and Programming for the Round Lake Beach Urbanized Area.

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

#### **CONSIDERATION OF ADOPTION OF BUDGET FOR CALENDAR YEAR 2014**

Chairman Stroik noted that copies of the proposed Commission budget for calendar year 2014 had been provided to all Commissioners for review prior to the meeting, and asked the Commission to consider adoption of that budget. Mr. Stroik asked Mr. Yunker to briefly present the proposed budget.

Mr. Yunker led the Commissioners through the proposed budget document noting that the assumptions underlying the budget had been reviewed and approved by the Commission Administrative Committee at its May monthly meeting. He then called attention to the following major items:

1. As shown on Tables 1 and 2, the proposed year 2014 operating budget calls for a total revenue and expenditure level of about \$7.1 million. This represents a decrease of about \$200,000 or 3.2 percent, from the 2013 adopted budget level of about \$7.3 million. The decrease in budget is largely due to a reduction in stormwater and floodland management projects, and completion of the Origin and Destination Travel Survey project. He said there is a 10.5 percent increase in Federal grants due to additional funding received in 2014 for the major review, reevaluation, and update of the regional land use and transportation plans, and a slight decline in State funding and matching funds. Also, there will be a 29 percent decline in the level of service agreements. He further stated that the 2014 regional tax levy is proposed to remain flat for the eighth straight year.

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2. Table 3 displays projected year 2014 expenditures. The full time staffing level in 2014 is anticipated to decrease by three positions over the 2013 staffing level of 70 to a total of 67 positions. He noted the projected reduction in 2014 in consultant fees, and in printing and graphic supplies.
3. In Table 4, Mr. Yunker noted the additional \$287,000 anticipated in 2014 of U.S. Department of Transportation funding, and the continuing decline in State funding of about \$10,000. Lastly, he noted that service agreement revenues are expected to decrease by about \$500,000, with the completion of the travel survey and reductions in water quality and stormwater management planning, and in park and land use planning.

Service agreement revenues may be expected to change from year-to-year based upon the studies that the State and local governments ask staff to conduct in any given year.

4. For the eighth straight year, no increase in the regional tax levy budget is proposed for 2014 (Table 14). The tax levy budget proposed for 2014 is \$2.37 million, and is the same as in 2013. The allocation by County for 2014 is based on the distribution of the 2012 equalized valuation of the Region by County. As a result of the relative changes in equalized valuation from 2011 to 2012 between the seven Southeastern Wisconsin Counties, four counties would experience a decrease in tax levy payments to the Commission in 2014: Kenosha, Milwaukee, Racine, and Walworth. Ozaukee, Washington, and Waukesha County tax payments to the Commission will increase slightly with Waukesha County increasing by 1.40 percent and Ozaukee County by 1.70 percent.
5. Tables 5 through 12 of the budget document present information relative to the anticipated program budgets in each of the Commission's planning program areas. More detail with respect to budget allocation will follow later in the year when the Commission's 2014 Overall Work Program document is prepared.

During and after the presentation of the 2014 Budget, the following questions and comments were made and addressed.

1. In response to an inquiry by Mr. Wirth, relative to if there are any employees paying 10 percent or more of their salary for health insurance premiums, Mr. Yunker stated that staff believes that the employee share of the single employee health insurance premium will not exceed 9.5 percent of any employee's household income, thus meeting the requirement of the Affordable Care Act.
2. In response to an inquiry by Mr. Dwyer, relative to the reduction in number of Commission staff, Mr. Yunker stated that there will be three fewer staff members in 2014 compared to 2013 as two travel survey positions will not be retained with completion of the survey in 2013, and one vacant Geographic Information Systems Division position will not be filled.
3. Chairman Stroik posed a question to the Commissioners, relative to receiving any questions from their Counties about the tax levy. Mr. Colman responded that maintaining the tax levy without any increase for the last eight years has probably limited any questions or concerns.

There being no further questions or comments, on a motion by Mr. Crowley, seconded by Ms. Greene, and carried unanimously, the Commission's proposed 2014 operating budget was approved, and the Chairman was authorized to transmit the appropriate tax levy requests to the seven constituent Counties (copy of the 2014 operating budget is attached to the Official Minutes).

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**NEW REGIONAL YEAR 2050 POPULATION AND EMPLOYMENT FORECASTS**

Chairman Stroik called upon Mr. Yunker to give a presentation on the new regional year 2050 population and employment forecasts. Mr. Yunker used a PowerPoint for his presentation (copy of the presentation is attached to the Official Minutes).

During and after the presentation, the following questions and comments were made and addressed.

1. In response to an inquiry by Mr. Drew, relative to slide number 9, Mr. Yunker stated that 2.1 children per female is considered the population replacement level of child-bearing, that is, it is the level necessary to maintain the existing population, in the absence of population migration.
2. In response to an inquiry by Mr. Pitts, relative to who receives the population and employment projection reports, Mr. Yunker stated that counties, municipalities, and libraries are all provided copies of the reports. He added that many school districts also use the reports, along with State agencies, such as the Wisconsin Department of Transportation.
3. In response to an inquiry by Chairman Stroik, Mr. Yunker stated that the reports include Region and county level population and employment forecasts, and that municipal level projections are available after the Commission completes a new regional land use plan based on the new forecasts.
4. Mr. Delgado then inquired whether the Commission shares these reports with the State. Mr. Yunker said that the Commission does work closely in the population and employment analysis and projection areas with the Wisconsin Departments of Administration, Transportation, and Workforce Development, and also with the University of Wisconsin Applied Population Laboratory.
5. In response to an inquiry by Mr. Dwyer, Mr. Yunker stated that it was his understanding that the other regional planning commissions in Wisconsin do not prepare similar population and employment reports. He noted that to an extent, each of the other regional planning commissions are different, focusing on issues and efforts of greatest concern in their Region. He added that one commission's focus is largely economic development. He noted that the Southeastern Wisconsin Region is somewhat unique, in that it is highly urbanized and a single urban region, needing areawide planning to address public infrastructure efficiently and effectively.
6. In response to an inquiry by Mr. Opitz relative to current Regional employment levels and the high, low, and intermediate projections of the Region's employment, Mr. Yunker replied that year 2012 estimated regional employment was consistent with the intermediate projection.
7. Mr. Stoffel expressed his concern with respect to the historic and projected continuing increase in service sector employment, and decline in manufacturing employment. Mr. Yunker agreed, but noted that the service sector includes businesses such as Northwestern and West Bend Mutual, and engineering, architecture, accounting, and legal firms and their employment. He added that some of the decline in manufacturing employment and increase in service employment is a result of manufacturing firms outsourcing their engineering, accounting, and legal work, along with other functions as well.
8. In response to an inquiry by Mr. Wirth, Mr. Yunker stated that the reports are available on the Commission website at [www.sewrpc.org](http://www.sewrpc.org).

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**CORRESPONDENCE/ANNOUNCEMENTS**

Mr. Yunker reported that there was no correspondence and there were no announcements.

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

Chairman Stroik indicated that the next Quarterly Commission meeting is scheduled for 3:00 p.m. on Wednesday, September 11, 2013, in Racine County at a location to be announced on a later date.

**ADJOURNMENT**

There being no further business to come before the Commission, on a motion by Mr. Schmidt, seconded by Mr. Drew, and carried unanimously, the meeting was adjourned at 4:24 p.m.

Respectfully submitted,

Kenneth R. Yunker  
Deputy Secretary

KRY/EAL/dad  
#211899 QtrlyJun13Min

Attachments