

**MINUTES**

**SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION**

**EXECUTIVE COMMITTEE**

Thursday, November 13, 2014

2:00 p.m.

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

Present:

Excused:

Committee Members:

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

Adelene Greene

Staff:

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

**ROLL CALL**

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

**APPROVAL OF MINUTES OF MEETING OF SEPTEMBER 25, 2014**

Chairman Stroik asked if there were any changes or additions to the September 25, 2014, meeting minutes.

On a motion by Mr. Drew, seconded by Mr. Wirth, and carried unanimously, the minutes of the Executive Committee meeting held on September 25, 2014, were approved as published.

## **ADMINISTRATIVE COMMITTEE REPORT**

Chairman Dwyer reported that the Administrative Committee, at its meeting held on October 23, 2014, and just before the Executive Committee meeting, had taken the following actions:

1. Reviewed and approved disbursements for four financial periods: Year 2014 No. 20, No. 21, No. 22, and No. 23; extending over the period September 8 to November 2, 2014.
2. Reviewed and approved the Statement of Projected Revenues and Expenditures for the periods ending October 5, 2014, and November 2, 2014.
3. Reviewed the progress of the building tuckpointing project.
4. Reviewed reports on the 2015 Wisconsin Department of Employee Trust Fund health insurance plans and staff enrollment.

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

## **CONSIDERATION OF CONTRACTS**

Chairman Stroik asked Ms. Larsen to review the proposed contracts, noting that Committee members had received a report with a table listing one contract prior to the meeting. Ms. Larsen then briefly reviewed the contract with the Committee.

There being no questions or comments, on a motion by Mr. Schmidt and Mr. Drew, and carried unanimously, the contract on the report was accepted and the report placed on file (copy of report 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 and selected community and county assistance efforts under each Commission staff division's section of the report (copy of report attached to Official Minutes). He stated that the Transportation Improvement Program (TIP) will be considered by the Committee later in this meeting. He also noted the Commission staff was asked by the City of Milwaukee Comptroller to conduct an independent review and validation of the Milwaukee Streetcar capital costs, operating costs, and ridership estimates. This review is documented in a memorandum entitled, "Review and Evaluation of City of Milwaukee Streetcar Project Estimates." The review concluded that projected capital and operating costs, and ridership and revenue estimates were consistent with other similar streetcar projects across the nation.

## **CONSIDERATION AND APPROVAL OF THE 2015-2018 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM (TIP) (Resolution No. 2014-24)**

Mr. Yunker presented Resolution 2014-24, which provides for Commission approval and adoption of the 2015-2018 Regional Transportation Improvement Program (TIP). He explained that the TIP is a Federally required listing of all arterial highway, public transit, and other related transportation projects proposed by State and local governments to be implemented over the next four years in the seven-county Southeastern Wisconsin Region. He emphasized that all the projects included in the TIP are consistent with the Regional Transportation Plan and that both the Plan and TIP must be determined to conform to the Wisconsin

Department of Natural Resources State Implementation Plan for Air Quality Management. He stated that the 2015-2018 TIP was reviewed and unanimously approved by the Commission's Advisory Committees on Transportation System Planning and Programming for the Kenosha, Milwaukee, Racine, West Bend and Round Lake Beach-Wisconsin urbanized areas.

In response to an inquiry by Mr. Crowley, Mr. Yunker stated the draft TIP becomes final upon approval of the Executive Committee.

There being no further questions or comments, on a motion by Mr. Crowley to approve Resolution No. 2014-24, seconded by Mr. Dwyer, and carried unanimously by a vote of 8 ayes and 0 nays, Resolution 2014-24 was approved (copy of Resolution 2014-24 attached to Official Minutes).

**CONSIDERATION AND APPROVAL OF THE 2015 OVERALL WORK PROGRAM (Resolution No. 2014-25)**

Chairman Stroik asked the Committee to consider Resolution No. 2014-25 adopting the Commission Overall Work Program (OWP) for calendar year 2015. He asked Mr. Yunker to provide a briefing on the program.

Mr. Yunker noted copies of the 2015 OWP for the Commission had been provided to all Committee members for review prior to the meeting. Mr. Yunker noted the OWP outlines the work to be conducted by the Commission in 2015, and is consistent with the 2015 budget adopted by the Commission in June.

The Federal Highway and Transit Administrations and the Wisconsin Department of Transportation require this document. Commission staff works with these agencies to draft and refine the OWP.

There being no questions or comments, on a motion by Mr. Drew to approve Resolution No. 2014-25, seconded by Mr. Schmidt, and carried unanimously by a vote of 8 ayes and 0 nays, Resolution 2014-25 was approved (copy of Resolution 2014-25 attached to Official Minutes).

**CONSIDERATION OF AMENDMENTS TO THE 2014 OVERALL WORK PROGRAM (Resolution No. 2014-26)**

Chairman Stroik asked the Committee to consider Resolution No. 2014-26 which is an amendment to the 2014 adopted Commission Overall Work Program (OWP).

Mr. Yunker stated this amendment is a budget revision of the nine Continuing Land Use and Transportation Study (CLUTS) projects funded by the Federal Highway Administration, the Federal Transit Administration, and the Wisconsin Department of Transportation. He explained that budget estimates for projects are determined in the OWP. As the work for the CLUTS projects shifts during the year and with modifying work efforts toward year end, the budgets for the projects within the CLUTS program area must be revised to reflect the changing work efforts of each project. The overall budget for the CLUTS program is not proposed to change. CLUTS budget revisions are required to be approved through a resolution by the Commission's Executive Committee.

In response to an inquiry by Chairman Stroik, Mr. Yunker stated that the CLUTS revision is a reconciliation of projected revenues to year-to-date estimated expenditures as it is not always possible to anticipate earlier in the year, work efforts that will be requested of the staff, later in the year – as an example – the study of the Milwaukee streetcar project.

There being no further questions or comments, on a motion by Mr. Drew to approve Resolution No. 2014-26, seconded by Mr. Dwyer, and carried unanimously by a vote of 8 ayes and 0 nays, Resolution 2014-26 was approved (copy of Resolution 2014-26 attached to Official Minutes).

#### **CORRESPONDENCE AND ANNOUNCEMENTS**

Mr. Yunker reported that there was no correspondence and announced that a new Commissioner has been appointed to represent Racine County. Mr. Mike Dawson is replacing Mr. Bakke as Mr. Bakke's term expired on September 15, 2014.

Chairman Stroik noted that Wednesday, December 3<sup>rd</sup> is the date of the upcoming Quarterly Commission meeting. The meeting will be held at the War Memorial Center in Room 411. He also announced that the Wisconsin Department of Transportation Secretary, Mark Gottlieb, will attend this meeting to give a presentation on transportation funding and policy.

#### **ADJOURNMENT**

There being no further business to come before the Committee, the meeting was adjourned at 2:44 p.m., on a motion by Mr. Wirth, seconded by Mr. Drew, and carried unanimously.

Respectfully submitted,

Kenneth R. Yunker  
Executive Director

KRY/EAL/dd  
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