

MINUTES
SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION
QUARTERLY MEETING

Wednesday, December 7, 2011

3:10 p.m.

Zimmerman Architectural Studios, Inc.
2122 W. Mt. Vernon Avenue
Milwaukee, WI 53233

Present:

Excused:

Commissioners:

David L. Stroik, Chairman
Kimberly L. Breunig
Thomas H. Buestrin
Charles L. Colman
Michael A. Crowley
José Delgado
William R. Drew
James T. Dwyer
Adelene Greene
William E. Johnson
Robert W. Pitts
Nancy Russell
Daniel S. Schmidt
Linda J. Seemeyer
Peggy L. Shumway
Daniel Stoffel
John F. Weishan, Jr.
Gustav W. Wirth, Jr.

Gilbert B. Bakke
David L. Eberle
John Rogers

Staff:

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

Guests:

Susan S. Greenfield	Former Commissioner
Richard A. Hansen	Former Commissioner
Paul G. Vrakas	Former Commissioner

ROLL CALL

Chairman Stroik called the 235th meeting of the Commission to order at 3:10 p.m. Roll call was taken and a quorum declared present. Chairman Stroik indicated for the record that Commissioners Bakke, Eberle, and Rogers had asked to be excused.

WELCOMING REMARKS BY ZIMMERMAN ARCHITECTURAL STUDIOS, INC. PRESIDENT, MR. DAVID L. STROIK

Chairman Stroik welcomed the Commissioners to the recently remodeled offices of Zimmerman Architectural Studios, Inc. He gave an informative presentation including photographs showing the original building constructed in 1903 and its historic use to house a coal-to-gas conversion. The presentation also described the renovation process which allowed for the historical features of the building to be preserved. Mr. Stroik noted that the Zimmerman Architectural Studios building participated in the “Doors Open Milwaukee” historical tours which took place in September.

INTRODUCTION, SEATING, AND WELCOME OF NEW COMMISSIONERS (WALWORTH, AND WAUKESHA COUNTIES)

Chairman Stroik noted that two new appointments had been made to the Commission, one for Walworth County, and one for Waukesha County, and that the seating of the new Commissioners was in order at this meeting.

Chairman Stroik then introduced Charles L. Colman who had been appointed jointly by the Governor and the Walworth County Board of Supervisors to represent Walworth County. He then asked Ms. Russell, also a Walworth County Commissioner, to introduce Commissioner Colman to the Commission.

Ms. Russell stated that Mr. Colman is owner of The Colman Group, Inc., a holding company for San Jamar – Chef Revival which develops, supplies, and markets food safety tools, food and bar management, disposable dispensing, hand safety products, and chef and food service apparel. She noted that over the last 16 years, he has overseen a quadrupling of the size of the business. She also said that Mr. Colman’s prior business experience includes 15 years of consumer marketing at S.C. Johnson, and three years as Commercial Director for Ceras Johnson, Ltd. in Brazil.

Ms. Russell said that Mr. Colman sits on the boards of Runzheimer International in Burlington and United Alloy in Janesville. He is Chairman of the Walworth County Workforce Board, member and past Chairman of the board of the Lake Geneva Conservancy, and is a member and past Chairman of the Board of Rockford College.

She noted that he holds a Master of Business Administration degree in marketing and finance from the Kellogg Graduate School of Management, Northwestern University, and a Bachelor of Science degree in economics from Stanford University.

It was then moved by Ms. Russell, seconded by Ms. Seemeyer, and carried unanimously to formally seat Mr. Charles L. Colman as a Commissioner representing Walworth County.

Chairman Stroik then introduced Mr. Michael A. Crowley who had been jointly appointed by the Governor and the Waukesha County Board of Supervisors to represent Waukesha County. He then asked Mr. Dwyer to introduce Commissioner Crowley to the Commission.

Mr. Dwyer stated that Mr. Crowley has been a member of the Waukesha County Airport Operations Commission since 2005, and currently serves as Commission Chairman. Since 1999, Mr. Crowley has served on the Community Development Block Grant Committee for the City of Waukesha and is its current Chairman. Mr. Dwyer noted that Mr. Crowley served on the City of Waukesha Plan Commission

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from 2002 to 2007, and has also served on the Waukesha County Solid Waste Management Board, the New Berlin Economic Development Corporation, and the City of Waukesha Citizens Police Academy Alumni Association. He is a Board member, and has served as President of the Southeast Wisconsin Chapter for the Juvenile Diabetes Research Foundation.

Mr. Dwyer said that Mr. Crowley is Vice President of Technical Services at Midland Plastics, Inc. which is located in the City of New Berlin, and has been with Midland Plastics for 17 years. Prior to working at Midland Plastics, Mr. Crowley worked in quality assurance at E.R. Wagner Manufacturing Co. in Milwaukee, Metallics, Inc. in Onalaska, and Northern Engraving Corporation in LaCrosse.

Mr. Dwyer then noted that Mr. Crowley has an Associate degree in Business/Accounting Management from Ohio Valley Business College and is a Certified Internal Quality Auditor of Quality Management Systems.

It was then moved by Mr. Dwyer, seconded by Mr. Johnson, and carried unanimously to formally seat Mr. Michael A. Crowley as a Commissioner representing Waukesha County.

APPROVAL OF MINUTES OF THE SEPTEMBER 14, 2011, MEETING

On a motion by Mr. Dwyer, seconded by Mr. Crowley, and carried unanimously, the minutes of the September 14th Quarterly Commission Meeting, were approved as published.

TREASURER'S REPORT

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

1. Based upon disbursements through November 6, 2011, it is projected that total disbursements for the year will approximate nearly \$8.1 million. Revenues are projected at about \$8.2 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 \$3.6 million. The various accounts are identified on the second page of the report.
3. As of November 6, 2011, the Commission had in investments and cash on hand approximately \$3.7 million. About \$2.6 million are invested in the State of Wisconsin Local Government Pooled Investment Fund. As of November 6, 2011, that fund was yielding .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 Ms. Greene, seconded by Mr. Drew, and carried unanimously, the Treasurer's Report for the period ending November 6, 2011, was approved (copy of the Treasurer's Report attached to 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 noted that the Planning and Research Committee has met once since the last Commission Quarterly meeting on September 14, 2011.

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On November 8, 2011, the Committee took the following actions:

1. Reviewed and approved for publication Chapter VI, "Housing Discrimination and Fair Housing Practices," and Appendices F, G, and H, and Chapter VIII, "Job/Housing Balance," attendant to SEWRPC Planning Report No. 54, *A Regional Housing Plan for Southeastern Wisconsin: 2035*.
2. Reviewed and acted to recommend to the Commission for approval the Commission's proposed 2012 Overall Work Program. That program will be considered for adoption by the Commission later in this meeting and is consistent with the Commission's adopted 2012 budget.

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

Administrative Committee

Chairman Stroik asked Ms. Greene to present the Administrative Committee report. Ms. Greene noted that the report had been provided to all Commissioners prior to the meeting. She noted that the Administrative Committee met three times since the last Commission Quarterly meeting on September 14, 2011.

On September 29, 2011, the Committee took the following actions:

1. Reviewed and approved the Commission disbursements for financial reporting periods: Year 2011 Nos. 16, 17, 18, and 19, extending over the period July 18, 2011, to September 11, 2011.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending September 11, 2011.
3. Reviewed and approved a lease agreement for a Milwaukee County satellite office.
4. Authorized the Commission staff to retain the certified public accounting firm of Scrima, Kabitzke & Co., S.C., to conduct the audit of the Commission's calendar year 2011 operations. That firm continues to deliver quality services in a timely way at a low cost.
5. Reviewed and approved a proposal to replace one Commission vehicle which met the criteria for vehicle replacement and purchase.
6. Received a report on group medical insurance rates for 2012. The Commission obtains medical insurance for staff through the State of Wisconsin, Department of Employee Trust Funds Group Health Insurance Program. Commission employees pay 20 percent of the health insurance premium, while the Commission pays 80 percent. Medical insurance premiums would have increased by about 3 percent from 2011 to 2012 under the HMO plan which has been provided in recent years by the Commission. The Committee chose to provide in 2012 a deductible HMO plan (\$500 single and \$1,000 family) and have the Commission reimburse employees for the deductible as it is expended through Health Reimbursement Accounts. The Deductible HMO plan would be expected to reduce premiums by over 9 percent, and reduce medical insurance costs to the Commission by at least 4 percent from 2011 to 2012.

On October 20, 2011, the Committee took the following actions:

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1. Reviewed and approved the Commission disbursements for financial reporting period: Year 2011 Nos. 20 and 21 extending over the period September 12, 2011, to October 9, 2011.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending October 9, 2011.
3. Reviewed and approved a grievance procedure amendment to the Commission's personnel regulations.

On November 17, 2011, the Committee took the following actions:

1. Reviewed and approved the Commission disbursements for financial reporting period: Year 2011 Nos. 22 and 23 extending over the period October 10, 2011, to November 6, 2011.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending November 6, 2011.
3. Received a report on employee enrollment in the 2012 group medical insurance program. A total of 57 Commission employees elected to obtain medical insurance coverage, paying a minimum 20 percent of the premium cost. Eight Commission employees declined medical insurance coverage. The anticipated cost to the Commission of the 2012 health insurance is expected to be less than the adopted 2012 budget for health insurance, and at least \$31,000 or 4 percent less than the cost of health insurance in 2011.

During the Administrative Committee report the following question and comment were made.

In response to an inquiry by Mr. Delgado, Mr. Yunker stated that a number of Milwaukee County Board of Supervisors, along with the Mayor of the City of Milwaukee and a number of City of Milwaukee Common Council members, have expressed interest in the Commission having a satellite office in the City of Milwaukee. The Commission previously had office space at the Milwaukee County Research Park in the City of Wauwatosa. The new office space will be located in the Milwaukee County City Campus building. He noted that the Commission's Public Involvement and Outreach Manager will occupy one office and the other office will be maintained for Commission staff as needed, particularly those working on projects within the City of Milwaukee or Milwaukee County.

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

Executive Committee

Chairman Stroik stated that the Executive Committee report had been provided to all Commissioners prior to the meeting. He noted that the Executive Committee met two times since the Quarterly Commission Meeting on September 14, 2011.

On October 20, 2011, 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 six contracts for planning work. The details of these contracts are set forth in a table attached to this report.

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3. Received a report outlining the schedule for projects to be conducted throughout 2011 which include several key planning efforts being undertaken by the Commission.
4. Reviewed and approved an amendment to the 2011-2014 Regional Transportation Improvement Program (TIP). This amendment to the 2011-2014 TIP was necessary to advance a total of three projects, all of which were selected to receive Federal Highway Administration Congestion Mitigation and Air Quality Improvement Program funding made available by the termination of the Kenosha-Racine-Milwaukee commuter rail project. These projects included two new express bus routes for Milwaukee County, and the purchase of replacement buses for the City of Kenosha.
5. Initiated discussion of establishing a potential Commission office policy regarding the 2011 Wisconsin Act 35, Carrying Concealed Weapon Law.

On November 17, 2011, 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 four contracts for planning work. The details of these contracts are set forth in a table attached to this report.
3. Received a report outlining the schedule for projects to be conducted throughout 2011 which include several key planning efforts being undertaken by the Commission. This key planning efforts status report is attached to this report.
4. Reviewed and approved an amendment to the 2011-2014 Regional Transportation Improvement Program (TIP). This amendment to the 2011-2014 TIP was necessary to advance a total of 25 projects, including 20 new projects to the TIP and changes to 5 existing projects in the TIP. The projects included 13 resurfacing and reconstruction projects on the Region's freeway system, 5 reconstruction projects on the surface arterial system, and 7 public transit system projects.
5. Continued discussion of establishing a potential Commission office policy regarding the 2011 Wisconsin Act 35, Carrying Concealed Weapon Law.

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

CONSIDERATION OF APPROVAL OF THE 2012 OVERALL WORK PROGRAM (Resolution 2011-20)

Chairman Stroik asked the Commissioners to consider Resolution No. 2011-20 adopting the Commission Overall Work Program (OWP) for calendar year 2012. He asked Mr. Schmidt to provide a briefing on the program.

Chairman Schmidt stated that copies of the 2012 OWP for the Commission had been provided to all Committee members for review prior to the meeting. Mr. Schmidt noted that the OWP outlines the work to be conducted by the Commission in 2012, and is consistent with the 2012 budget adopted by the Commission in June. He indicated that among the major work activities proposed are the completion of the Regional Housing Plan, County jurisdictional highway system plans, public transit operator short range plans, regional surveys of travel habits and patterns, review and extension of regional population

and employment forecasts, and initiation of major update, re-evaluation, and extension of regional land use and transportation plans. He noted that the Planning and Research Committee on November 8, 2011, acted to recommend to the Commission for adoption the 2012 Overall Work Program.

There being no questions or comments, it was moved by Mr. Schmidt, seconded by Mr. Wirth, and carried by a vote of 18 ayes and 0 nays, Resolution No. 2011-20 was approved unanimously (copy of Resolution No. 2011-20 is attached to Official Minutes).

CONSIDERATION OF APPROVAL OF THE 2011-2014 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM (Resolution No. 2011-21)

Chairman Stroik asked the Commission to consider adoption of an amendment to the 2011-2014 Regional Transportation Improvement Program (TIP) and Resolution No. 2011-21, noting that these materials were previously provided before this meeting. He then called upon Mr. Yunker to present both the projects and the resolution.

Mr. Yunker began by explaining that the Regional Planning Commission is the designated Metropolitan Planning Organization (MPO) for transportation planning for the Southeastern Wisconsin Region and that as the MPO, the Commission's primary responsibility is to prepare and adopt a regional transportation system plan and a short range TIP. Mr. Yunker stated that the TIP is a listing of transportation projects proposed over the next four years to use Federal funds by local and State governments for public transit and arterial streets and highways throughout the Region. He stated that the TIP is reviewed by Commission staff to ensure consistency of the TIP with the regional transportation plan. He added that the TIP, and its amendments, are also reviewed and approved by Commission Advisory Committees which include local governments, the Wisconsin Department of Transportation, the United States Department of Transportation, the Wisconsin Department of Natural Resources, and the U.S. Environmental Protection Agency.

Mr. Yunker then presented Resolution 2011-21, which amends the 2011-2014 Regional Transportation Improvement Program (TIP). He indicated that 16 of 18 projects listed for Resolution No. 2011-21 are located within Milwaukee County and include eight existing projects in the TIP with proposed amendments in estimated costs and/or schedule and the other eight are new projects. Mr. Yunker noted that one of the proposed amended projects is the rehabilitation of the train shed and platforms at the Milwaukee Intermodal passenger (AMTRAK) station. He noted the proposed amendment increases the funding, modifies the sources of funding, and extends the timing for construction. He noted that one of the new projects is the purchase of 110 replacement buses for the Milwaukee County Transit System. He noted that this project will utilize Milwaukee County's share of Federal Highway Administration Interstate Cost Estimate funds.

Mr. Yunker stated that the two projects outside Milwaukee County include an IH 94 bridge rehabilitation project in Waukesha County and a STH 67 preventative maintenance project in Walworth County.

There being no questions or comments, on a motion by Mr. Schmidt, seconded by Mr. Crowley, and carried by a vote of 18 ayes and 0 nays, Resolution No. 2011-21 was unanimously approved (copy of Resolution No. 2011-21 attached to Official Minutes).

UPDATE ON REGIONAL HOUSING PLAN

Chairman Stroik asked Mr. Yunker to give an update and progress report on the regional housing plan.

Mr. Yunker presented a PowerPoint presentation (copy attached to Official Minutes) which provided an update on the status, findings to date, and anticipated schedule for completion of the regional housing plan.

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During Mr. Yunker's presentation, the following comments and questions were made:

1. Chairman Stroik noted that it is important to recognize that the Commission is an advisory planning agency. He added that the Commission's work, including both plans and data, is a useful resource for the private sector.
2. In response to an inquiry by Mr. Stoffel with respect to the description of transit service in Washington and Ozaukee Counties, Mr. Yunker stated that both Ozaukee and Washington Counties have countywide shared-ride taxi service. He further explained that both Counties also provide fixed route bus transit service connecting their Counties with Milwaukee County.
3. In response to an inquiry by Ms. Seemeyer, Mr. Yunker stated that the regional housing plan, as with all Commission plans, will be an advisory plan which Counties and communities will be encouraged to consider as they update their comprehensive plans.
4. Mr. Colman asked whether the regional housing plan may be helpful to communities in obtaining funding. Mr. Yunker stated that local governments and agencies have used the recommendations and data in Commission plans to seek and obtain funding.
5. In response to an inquiry by Ms. Russell, Mr. Yunker stated that the analysis of communities with zoning permitting multi-family housing and modest single-family housing was limited to communities with existing and planned sanitary sewer service.

CORRESPONDENCE/ANNOUNCEMENTS

Mr. Yunker reported that there was no correspondence. Chairman Stroik announced the cancellation of the December Administrative and Executive Committee meetings.

Chairman Stroik also announced that the 2012 schedule of Committee and Commission meeting dates and the appointment of Commissioners to Commission Committees will be mailed to all Commissioners in the next few weeks.

CONFIRMATION OF DATE, TIME, AND PLACE OF MARCH QUARTERLY MEETING

Chairman Stroik indicated that the next meeting of the Commission is scheduled for 3:00 p.m. on Wednesday, March 14, 2012, in Walworth County.

ADJOURNMENT

There being no further business to come before the Commission, on a motion by Mr. Wirth, seconded by Mr. Dwyer, and carried unanimously, the meeting was adjourned at 4:17 p.m.

Respectfully submitted,

Kenneth R. Yunker
Deputy Secretary

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Attachments