

MINUTES
SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION
QUARTERLY MEETING

Wednesday, September 12, 2012

3:00 p.m.

Waukesha County Airport Terminal
Airport Management Office
Terminal Building Conference Room
2525 Aviation Drive
Waukesha, WI 53188

Present:

Excused:

Commissioners:

David L. Stroik, Chairman
Thomas H. Buestrin
Charles L. Colman
Michael A. Crowley
José M. Delgado
William R. Drew
Marina Dimitrijevic
James T. Dwyer
David L. Eberle
William E. Johnson
Robert W. Pitts
John Rogers
Nancy Russell
Daniel S. Schmidt
Linda J. Seemeyer
Peggy L. Shumway
Daniel W. Stoffel
David L. Stroik
Gustav W. Wirth, Jr.

Gilbert B. Bakke
Kimberly L. Breunig
Adelene Greene

Staff:

Kenneth R. Yunker	Executive Director
Elizabeth A. Larsen	Business Manager
Nancy M. Anderson	Chief Community Assistance Planner
Debra A. D'Amico	Executive Secretary

Guests:

Paul L. Decker	Chairman, Washington County Board
Kurt Stanich	Interim Manager, Waukesha County Airport
Martin Weddle	Research Analyst, Milwaukee County
Duane Bluemke	Vice-Chair, Waukesha County Airport Operations Commission

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ROLL CALL

Chairman Stroik called the 238th 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 Bakke, Breunig, and Greene had asked to be excused.

WELCOMING REMARKS BY PAUL L. DECKER, WAUKESHA COUNTY BOARD CHAIRMAN AND KURT STANICH, INTERIM WAUKESHA COUNTY AIRPORT MANAGER

Chairman Stroik called on Mr. Crowley to introduce Waukesha County Board of Supervisors Chairman Paul Decker. Mr. Crowley welcomed the Commissioners to the County and then introduced Mr. Decker.

Chairman Decker welcomed the Commissioners to Waukesha County and thanked them for their work on the Commission. He gave a brief overview of the County's current issues and activities, and noted the importance of the Waukesha County Airport to County economy development.

Mr. Crowley then introduced Mr. Kurt Stanich, the Interim Manager of the Waukesha County Airport, who briefly described the airport's history, and its current facilities and services.

INTRODUCTION, SEATING, AND WELCOME OF NEW COMMISSIONER (MILWAUKEE COUNTY)

Chairman Stroik called on Mr. Drew to introduce Milwaukee County Board Chairwoman Dimitrijevic as the new appointed Commissioner representing Milwaukee County on the Commission.

Mr. Drew then introduced Chairwoman Dimitrijevic who had been appointed jointly by the Milwaukee County Board of Supervisors and the Governor to represent Milwaukee County. He noted that she is currently serving her third term on the Milwaukee County Board of Supervisors representing the 4th District. He said that she has the distinction of being the youngest woman elected Milwaukee County Supervisor when she took office in 2004, and in April of this year, was elected as Chairwoman of the Milwaukee County Board of Supervisors and is the youngest person in the history of Milwaukee County, and only the second woman, to hold that office.

Mr. Drew noted that prior to her election to the County Board, she has worked as a paralegal at Friebert, Finerty and St. John, and as a Public Relations Intern for the City of Milwaukee Common Council. He also noted that Ms. Dimitrijevic has a Bachelor of Arts degree in Political Science and Spanish and is an honors graduate of Marquette University. She was a participant in Marquette University's Les Aspin Center for Government in Washington, D.C., and worked in the Office of Congressman Jerry Kleczka. Mr. Drew noted that Chairwoman Dimitrijevic is known for her commitment to community involvement and is an active member in over 30 civic organizations in her district.

It was then moved by Mr. Dwyer, seconded by Mr. Wirth, and carried unanimously to formally seat Milwaukee County Board Chairwoman Marina Dimitrijevic as a Commissioner representing Milwaukee County.

APPROVAL OF MINUTES OF THE JUNE 20, 2012, MEETING

On a motion by Mr. Wirth, seconded by Mr. Drew, and carried unanimously, the minutes of the June 20, 2012, Quarterly Commission Meeting were approved as published.

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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 July 29, 2012, it is projected that total disbursements for the year will approximate nearly \$8.3 million. Revenues are projected at about \$8.45 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 July 29, 2012, the Commission had in investments and cash on hand approximately \$4.5 million. Nearly \$2.3 million are invested in the State of Wisconsin Local Government Pooled Investment Fund. As of July 29, 2012, that fund was yielding 0.15 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. Dwyer, seconded by Mr. Delgado, and carried unanimously, the Treasurer's Report for the period ending July 29, 2012, 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 twice since the Commission Annual meeting on June 20, 2012.

On August 7, 2012, the Committee took the following actions:

1. Reviewed and acted to recommend to the Commission for adoption SEWRPC Community Assistance Planning Report No. 131 (2nd Edition), *A Park and Open Space Plan for Kenosha County*. This planning report was considered for adoption by the Commission later in this meeting.
2. Reviewed and acted to hold over for a meeting to be held immediately before the Quarterly Commission Meeting on September 12, 2012, the approval of the updated preliminary regional housing plan recommendations and the preliminary draft of Chapter XII, "Recommended Housing Plan for the Region" of SEWRPC Planning Report No. 54, *A Regional Housing Plan for Southeastern Wisconsin: 2035*.
3. Reviewed and approved for publication Chapter V, "New Housing Development" with Appendices B, C, D, and E, attendant to SEWRPC Planning Report No. 54, *A Regional Housing Plan for Southeastern Wisconsin: 2035*.

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On September 12, 2012, immediately prior to this Commission Quarterly Meeting, the Committee took the following actions:

1. Reviewed and approved preliminary regional housing plan recommendations and the preliminary draft of Chapter XII, "Recommended Housing Plan for the Region."

There being no questions or discussion, on a motion by Mr. Buestrin, seconded by Mr. Rogers, 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 two times since the Commission Annual meeting on June 20, 2012.

On June 28, 2012, the Committee took the following actions:

1. Reviewed and approved the 2011 Audit report prepared by certified public accountants from the firm of Scrima, Kabitzke & Co., S.C. The audit report indicated that the Commission had a year-end fund equity balance of about \$3.20 million. This amount compares with a fund equity balance of \$2.93 million at the end of 2010. The auditors found no material weaknesses in the Commission's internal fiscal control procedures.
2. Reviewed and approved the Commission disbursements for financial reporting periods: Year 2012 Nos. 11, 12, and 13, extending over the period May 7, 2012, to June 17, 2012.
3. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending June 17, 2012.
4. Reviewed and approved renewal of the Commission's business insurance for the term of July 2012 to July 2013.
5. Reviewed and accepted a report on salary adjustments recommended by an Ad Hoc Committee consisting of Commissioners Buestrin, Russell, Schmidt, and Stroik. There will be salary adjustments totaling about \$120,000 or 3.7 percent. The adjustments include for some positions a market equity adjustment and merit increases.

On August 16, 2012, the Committee took the following actions:

1. Reviewed and approved the Commission disbursements for financial reporting period: Year 2012 Nos. 14, 15, and 16 extending over the period June 18, 2012 to July 29, 2012.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending July 29, 2012.
3. 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 2012 operations. That firm continues to deliver quality services in a timely way at a low cost.

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

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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 Commission Annual meeting on June 20, 2012.

On June 28, 2012, 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 two contracts: one annual contract providing staff services to carry out the 2012-2013 Coastal Management Program; the second contract extends an existing contract for provision of technical and communication assistance for the Milwaukee Estuary Area of Concern Stakeholder Input Group. The details of these contracts are set forth in a table attached to the report.
3. Received a report outlining the schedule for projects to be conducted throughout 2012 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 12 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.

On August 16, 2012, 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 five contracts: two for assistance in preparing aquatic plant management plans for Pike and Rock Lakes; a contract for replacement of survey monuments affected by State highway projects in Kenosha, Milwaukee, Walworth, and Waukesha Counties; a contract with Ozaukee County to provide Surveyor services for 2012; and a contract with UW-Milwaukee to provide a socio-economic impact analysis of the preliminary regional housing plan. The details of these contracts are set forth in a table attached to the report.
3. 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 five 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 the schedule for projects to be conducted throughout 2012 which include several key planning efforts being undertaken by the Commission. This current key planning efforts status report is attached to the report.

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

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CONSIDERATION OF ADOPTION OF AMENDMENT TO THE WALWORTH COUNTY JURISDICTIONAL HIGHWAY SYSTEM PLAN DOCUMENTED IN SEWRPC PLANNING REPORT NO. 15 (2ND EDITION), WALWORTH COUNTY JURISDICTIONAL HIGHWAY SYSTEM PLAN: 2035, AND YEAR 2035 REGIONAL TRANSPORTATION SYSTEM PLAN DOCUMENTED IN SEWRPC PLANNING REPORT NO. 49, A REGIONAL TRANSPORTATION SYSTEM PLAN FOR SOUTHEASTERN WISCONSIN: 2035 (Staff Memorandum and Resolution No. 2012-11 and Resolution No. 2012-06 attached to Official Minutes)

Chairman Stroik asked the Commission to consider adoption of two amendments: one to SEWRPC Planning Report No. 15 (2nd Edition), *Walworth County Jurisdictional Highway System Plan: 2035*, and Resolution No. 2012-11; and another to the Year 2035 Regional Transportation System Plan documented in SEWRPC Planning Report No. 49, *A Regional Transportation System Plan for Southeastern Wisconsin: 2035*, and Resolution No. 2012-06, noting that these materials were previously provided before this meeting. He then called upon Mr. Schmidt to present both amendments and resolutions.

Mr. Schmidt indicated that this first amendment was an amendment to the *Walworth County Jurisdictional Highway System Plan* and was approved and recommended by the Planning and Research Committee for adoption by the Commission. He continued by stating the following:

- The amendment would add to the plan the widening from 2 to 4 lanes of STH 50 between CTH F (south) and STH 67.
- This amendment was recommended at the conclusion of the preliminary engineering and environmental impact study concluded by the Wisconsin Department of Transportation and requested by the Wisconsin Department of Transportation and the Town of Delavan.
- This amendment to the *Walworth County Jurisdictional Highway System Plan: 2035* is recommended by Commission staff, the Commission's Walworth County Jurisdictional Highway System Plan Advisory Committee, and the Walworth County Board of Supervisors.

Mr. Schmidt continued and indicated that the second amendment was an amendment to the *Regional Transportation System Plan in the Year 2035* and was also approved and recommended by the Planning and Research Committee for adoption by the Commission. He stated the following:

- The amendment to the Regional Transportation Plan would add to the plan the widening from 2 to 4 lanes of STH 50 between CTH F (south) and STH 67; and would also add to the plan as a future arterial facility Mound Road between STH 11 and STH 67.
- This amendment to the Regional Transportation System Plan is recommended by Commission staff, and by the Commission's Advisory Committee on Regional Transportation System Planning.

In response to an inquiry by Mr. Rogers, Mr. Yunker stated that with this amendment the regional transportation plan and the Walworth County Jurisdictional Highway System Plan both identify the future need to expand STH 50 to four traffic lanes between IH 43 and the western corporate limits of the City of Lake Geneva.

There being no further questions or comments, on a motion by Mr. Schmidt, seconded by Ms. Seemeyer, Resolution No. 2012-11 and Resolution No. 2012-06 were approved by a vote of 18 ayes and 0 nays (copy of Resolution Nos. 2012-06 and 2012-11 are attached to Official Minutes).

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CONSIDERATION OF ADOPTION OF SEWRPC COMMUNITY ASSISTANCE PLANNING REPORT NO. 131 (2ND EDITION), A *PARK AND OPEN SPACE PLAN FOR KENOSHA COUNTY*

Chairman Stroik asked the Commission to consider adoption of SEWRPC Community Assistance Planning Report No. 131 (2nd Edition), *A Park and Open Space Plan for Kenosha County* and Resolution No. 2012-09, noting that these materials were previously provided before this meeting. He then called upon Mr. Schmidt to present both the report and the resolution.

Mr. Schmidt indicated the adoption by the Commission of this second edition of the Kenosha County Park and Open Space Plan serves to update, refine, and detail the regional park and open space plan. He then stated the following:

- The park and open space plan was prepared by Commission staff at the request of Kenosha County.
- The plan provides recommendations through the year 2035 for park and outdoor recreation facilities and open space preservation for Kenosha County.
- The plan was developed in cooperation with Kenosha County staff, and was approved by the Kenosha County Board of Supervisors and the Planning and Research Committee.

There being no questions or comments, on a motion by Mr. Schmidt, seconded by Ms. Seemeyer, Resolution No. 2012-09 was approved by a vote of 18 ayes and 0 nays (copy of Resolution No. 2012-09 is attached to Official Minutes).

PRESENTATION ON THE PRELIMINARY DRAFT REGIONAL HOUSING PLAN

Chairman Stroik called upon Mr. Yunker to give a presentation on the draft regional housing plan for Southeastern Wisconsin. As Mr. Yunker went through his presentation (copy of PowerPoint presentation attached to Official Minutes), the following questions and comments were made.

1. In response to an inquiry by Ms. Dimitrijevic, Ms. Anderson indicated the recommended plan chapter had just been approved by the Planning and Research Committee, and that staff would begin scheduling public meetings soon. Mr. Yunker added that the schedule for these public meetings will be sent out to all the Commissioners.

[Secretary's Note:

A brochure summarizing the plan and listing public meetings to be held in November and December was mailed to Commission members on October 1, 2012.]

2. Mr. Rogers inquired about the outreach program on the proposed preliminary plan. Mr. Yunker stated that the Commission will prepare and distribute a press release and prepare and distribute brochures and newsletters summarizing the preliminary plan. He said that staff is preparing to hold public meetings and will request a meeting with the Milwaukee Journal-Sentinel editorial board to encourage an editorial and articles about the preliminary regional housing plan. Mr. Rogers offered to assist in the promotion of the regional housing plan.
3. In response to an inquiry by Ms. Dimitrijevic relative to the regional housing plan providing data regarding home foreclosures, Ms. Anderson stated that this information is shown on a summary map in Chapter XII of the plan, and more detailed information about foreclosures is in Part 3 of Chapter IV.

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She said that the number of foreclosures in the Region increased significantly between 2006 and 2009, but the number of foreclosures has declined between 2009 and 2011.

4. Mr. Dwyer inquired about tax increment financing (TIF) laws relative to the regional housing plan recommendations. Mr. Yunker stated that there are two recommendations: 1) Current State law permits a TIF, once it is paid off, to be extended for one year to provide funding for affordable housing, such as a housing trust fund or other programs to construct affordable housing. The preliminary plan recommends that communities take advantage of this option; 2) The plan also recommends that State law be changed to require that communities with a job/housing imbalance that are seeking to implement a TIF, should be required to identify steps that they will take to address that job/housing imbalance.
5. Mr. Colman inquired about how the regional housing plan will be transmitted to the State as many of the recommendations are directed at the State. Mr. Yunker noted that a representative from the Wisconsin Housing and Economic Development Authority (WHEDA) is on the Regional Housing Plan Advisory Committee. He also said the report will be transmitted to each appropriate State agency highlighting the recommendations affecting their agency. He noted that the staff will likely request meetings with State agencies to further discuss the plan recommendations.
6. With regard to the recommendation that communities consider waiving impact fees for affordable housing, Chairman Stroik noted that this could result in communities shifting the funding needed to provide public facilities for new housing from impact fees to property taxes, which could result in increasing property taxes and the cost of housing. Mr. Yunker agreed, and stated that reducing or waiving impact fees for affordable housing would likely only be practical in communities where affordable housing may represent a modest percentage of the total housing units.

Chairman Stroik observed that recommendations to communities to amend local comprehensive plans and zoning ordinances to allow smaller lot and home sizes to increase the supply of affordable housing may be more attainable than changes to State laws and policies. Mr. Yunker noted that home builders and association representatives have stated there is a market for the type of modest housing being recommended by the preliminary plan but that many local communities currently do not allow such housing. The information in the preliminary housing plan should help provide reasons for local governments to allow more modest housing.

CORRESPONDENCE/ANNOUNCEMENTS

Chairman Stroik notified the Commissioners that at the December Quarterly meeting the Commission will elect its officers for the two-year period 2013-2014. In accordance with Commission bylaws, he then announced his appointments to the 2012 Nominating Committee. They are:

Robert W. Pitts, Kenosha County
John Rogers, Milwaukee County
Thomas H. Buestrin, Milwaukee County
Peggy L. Shumway, Racine County
Linda J. Seemeyer, Walworth County
Daniel W. Stoffel, Washington County
Michael A. Crowley, Waukesha County

The Nominating Committee is responsible for submitting its recommendations to the full Commission at the December Quarterly Commission meeting.

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Chairman Stroik announced the cancellation of both the Administrative and Executive Committee Meetings that were scheduled for September 20, 2012.

Chairman Stroik then announced that later that same day Commissioner Russell was being honored by the Geneva Lake Chamber of Commerce who will present her with their Citizen of the Year award.

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

Chairman Stroik indicated that the next quarterly meeting of the Commission is scheduled for 3:00 p.m. on Wednesday, December 5, 2012, in Milwaukee 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. Wirth, seconded by Mr. Rogers, and carried unanimously, the meeting was adjourned at 4:26 p.m.

Respectfully submitted,

Kenneth R. Yunker
Deputy Secretary

KRY/dad
QtrlySep12Min #207004

Attachments