

MINUTES

SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

EXECUTIVE COMMITTEE

Thursday, November 15, 2012

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
Thomas H. Buestrin
William R. Drew
James T. Dwyer
Daniel S. Schmidt
Gustav W. Wirth, Jr.

Gilbert B. Bakke
Adelene Greene
Nancy L. Russell

Staff:

Kenneth R. Yunker
Elizabeth A. Larsen
Debra A. D'Amico

Executive Director
Business Manager
Executive Secretary

ROLL CALL

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

APPROVAL OF MINUTES OF MEETING OF OCTOBER 18, 2012

Chairman Stroik asked if there were any changes or additions to the October 18, 2012, meeting minutes.

On a motion by Mr. Drew, seconded by Mr. Dwyer, and carried unanimously, the minutes of the Executive Committee meeting held on October 18, 2012, were approved as published.

ADMINISTRATIVE COMMITTEE REPORT, MR. DWYER REPORTING

Vice-Chair Dwyer 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 three financial periods: Year 2012 Nos. 21, 22, and 23 extending over the period September 24 to November 4, 2012.
2. Reviewed and approved the Statement of Projected Revenues and Expenditures for the period ending November 4, 2012.
3. Received a report on enrollment in the 2013 Wisconsin Department of Employee Trust Funds group medical insurance program.
4. It was announced that an informational insert about Wisconsin's regional planning commissions was published in the November issue of Wisconsin Counties Association monthly magazine.

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.

REPORT ON CONTRACTS

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

In response to an inquiry by Mr. Wirth, concerning the contract with the Wisconsin Economic Development Corporation and possible other uses for the Analyst software program, Mr. Yunker indicated that the Economic Modeling Specialists, Inc. Analysis program software will be utilized by the Commission to provide local labor force and employment data to local planners, researchers, and economic development staff. He stated it is unknown at this time as to how many requests for this data the staff will receive. He added that staff may also use the data for regional and local planning efforts.

There being no further questions or comments, on a motion by Mr. 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).

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).

CONSIDERATION OF APPROVAL OF THE 2012 OVERALL WORK PROGRAM (Resolution 2012-13)

Chairman Stroik asked the Committee to consider Resolution No. 2012-13 adopting the Commission Overall Work Program (OWP) for calendar year 2013. He asked Mr. Yunker to provide a briefing on the program.

Mr. Yunker stated that copies of the 2013 OWP for the Commission had been provided to all Committee members for review prior to the meeting. Mr. Yunker noted that the OWP outlines the work to be conducted by the Commission in 2013, and is consistent with the 2013 budget adopted by the Commission in June. He indicated that among the major work activities proposed are the completion of the Regional Housing Plan,

conduct of County jurisdictional highway system plans and public transit operator short range plans, analysis of the regional survey of travel habits and patterns, review and extension of regional population and employment forecasts, and the major update, reevaluation, and extension of regional land use and transportation plans. He noted that the Planning and Research Committee on November 7, 2012, acted to recommend to the Commission for adoption the 2013 Overall Work Program. He further noted that approval of the OWP is typically considered by the full Commission at its December Quarterly Meeting, but consideration and action by the Executive Committee on behalf of the full Commission is being requested, as the State has requested that the OWP be approved by the Commission no later than November 15, 2012.

There being no questions or comments, on a motion by Mr. Dwyer, seconded by Mr. Wirth, and carried by a vote of 6 ayes and 0 nays, Resolution No. 2012-13 was approved unanimously (copy of Resolution No. 2012-13 is attached to Official Minutes).

CORRESPONDENCE/ANNOUNCEMENTS

Mr. Yunker reported that there was no correspondence or announcements.

In response to an inquiry by Mr. Dwyer, Mr. Yunker stated that the December 5, 2012, Quarterly Commission Meeting will be held in the Sijan/Lovell Conference Room at the General Mitchell International Airport. He also stated that Mr. C. Barry Bateman, the Director of the Airport, will give a presentation entitled, *Air Service at General Mitchell International Airport* and added that Mr. Bateman had given this presentation at a meeting of the Milwaukee County Board of Supervisors Public Works, Transportation, and Transit Committee and a joint meeting of the Metropolitan Milwaukee Association of Commerce and the Greater Milwaukee Committee.

ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned at 2:35 p.m., on a motion by Mr. Dwyer, seconded by Mr. Wirth, and carried unanimously.

Respectfully submitted,

Kenneth R. Yunker
Deputy Secretary