

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

Wednesday, December 4, 2013

3:00 p.m.

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

**Present:**

**Excused:**

Commissioners:

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

Gilbert B. Bakke  
David L. Eberle  
Robert W. Pitts  
John Rogers  
Nancy Russell

Staff:

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

Guest:

Jamie Kuhn	Director, Intergovernmental Relations, Milwaukee County Board of Supervisors
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**ROLL CALL**

Chairman Stroik called the 243rd 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, Eberle, Pitts, Rogers, and Russell had asked to be excused.

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**APPROVAL OF MINUTES OF THE SEPTEMBER 11, 2013, MEETING**

On a motion by Mr. Dwyer, seconded by Mr. Stoffel, and carried unanimously, the minutes of the September 11, 2013, Quarterly Commission Meeting were approved as published.

**TREASURER'S REPORT**

Chairman Stroik asked Mr. Drew to present the Treasurer's Report as Ms. Russell was unable to attend this meeting. He 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, he called attention to the following items:

1. Based upon disbursements through November 3, 2013, it is projected that total disbursements for the year will approximate nearly \$7.3 million. Revenues are projected at about \$7.4 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 \$4.1 million. The various accounts are identified on the second page of the report.
3. As of November 3, 2013, the Commission had in investments and cash on hand approximately \$4.4 million. Nearly \$3.0 million are invested in the State of Wisconsin Local Government Pooled Investment Fund. As of November 3, 2013, that fund was yielding .09 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. Crowley, seconded by Mr. Wirth, and carried unanimously, the Treasurer's Report for the period ending November 3, 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 stated that the Planning and Research Committee has met once since the Quarterly Commission meeting on September 11, 2013.

On December 4, 2013, prior to the Quarterly Commission Meeting, the Committee took the following actions:

1. Reviewed and acted to recommend to the Commission for adoption an amendment to the regional water quality management plan pertaining to the sanitary sewer service area for the Village of Nashotah. That amendment, scheduled for action later in this meeting, proposes the addition to the sewer service area of a parcel encompassing about 11 acres, which was recently detached from the Village of Chenequa and attached to the Village of Nashotah. There are no environmental corridors or isolated natural resource areas within the site and the subject parcel is anticipated to be developed as a church. Assuming that all applicable Federal, State, and local permits are obtained and that proper site development and construction practices are employed, there should be no significant adverse water quality impacts attributable to the development of the

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planned sanitary sewer service area. The anticipated wastewater flow to be generated in the proposed area may be expected to be no more than 0.01 mgd on an average annual basis, and there is adequate wastewater treatment plant capacity to serve the subject area.

2. Reviewed and acted to recommend to the Commission for adoption an amendment to the regional water quality management plan pertaining to the sanitary sewer service area for the Village of Menomonee Falls. That amendment, scheduled for action later in this meeting, proposes the addition of 21 acres of land located north of Elder Lane and east of Maple Road. Under the Village comprehensive plan, the northerly portion of the subject area is recommended to be developed as a park, while the balance of the subject area is recommended for medium-density residential use. It is estimated that upon full development, the proposed residential portion of the subject site would accommodate about 28 housing units (including three existing homes), with an estimated population of 65 persons. The subject area has no environmental corridors or isolated natural resource areas. The proposed addition of 21 acres to the Menomonee Falls sanitary sewer service area tributary to the Metropolitan Milwaukee Sewerage District sewerage system represents an increase in the planned sewer service area and its population of less than 1 percent. There should be no significant adverse water quality impacts attributable to the development of the planned sanitary sewer service area, and there is planned capacity available for the areas proposed to be added to the sewer service area.

There being no questions or discussion, on a motion by Mr. Wirth, seconded by Ms. Greene, 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 September 11, 2013.

On September 26, 2013, the Committee took the following actions:

1. Reviewed and approved the Commission disbursements for financial reporting periods: Year 2013 Nos. 16, 17, 18, and 19, extending over the period July 15, to September 8, 2013.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending September 8, 2013.
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 2013 operations. That firm continues to deliver quality services in a timely way at a low cost.
4. Received a report on building repair needs, specifically, tuck pointing of the building as there are sections of the building where the mortar and bricks are cracked and in need of repair. Staff had obtained two preliminary quotes and the Committee recommended obtaining two additional bids and authorized Commission staff to select the best tuck pointing contractor at a cost not to exceed \$55,000 and that the chosen contractor provide proof of insurance.

On October 24, 2013, the Committee took the following actions:

1. Reviewed and approved the Commission disbursements for financial reporting periods: Year 2013 Nos. 20, and 21 extending over the period September 9, 2013 to October 6, 2013.

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2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending October 6, 2013.
3. Reviewed and approved a telephone system software and equipment upgrade, pending a review of the upgrade features by a technology consultant.
4. Received a report on group medical insurance rates for 2014. The Commission obtains medical insurance for staff through the State of Wisconsin Department of Employee Trust Funds Group Health Insurance Program. The Committee chose for the third year to provide in 2014 a Deductible Health Maintenance Organization (HMO) Plan (\$500 single and \$1,000 family) and the Commission reimburses employees for the deductible as it is expended through Health Reimbursement Accounts. The United Healthcare HMO, the WEA Trust PPO, and Anthem Blue HMO are the three low cost qualified health plans for the Southeastern Wisconsin Region in 2014, with the United Healthcare premium increasing 1.8 percent, the WEA Trust PPO decreasing less than 1 percent, and the Anthem Blue HMO premium decreasing 25 percent. Commission employees pay 20 percent of the health insurance premium, while the Commission pays 80 percent.

On November 14, 2013, the Committee took the following actions:

1. Reviewed and approved the Commission disbursements for financial reporting period: Year 2013 Nos. 22 and 23 extending over the period October 7, 2013 to November 3, 2013.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending November 3, 2013.
3. Reviewed and approved a proposal to replace one Commission vehicle which met the criteria for vehicle replacement and purchase.
4. Received a report on employee enrollment in the 2014 group medical insurance program. A total of 60 Commission employees elected to obtain medical insurance coverage, paying a minimum 20 percent of the premium cost. Six Commission employees declined medical insurance coverage. The anticipated cost to the Commission of the 2014 health insurance is expected to be within the adopted budget for health insurance of \$885,090 in 2014.

There being no 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 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 September 11, 2013.

On September 26, 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 seven contracts for planning work. The details of these contracts are set forth in a table attached to this report.
3. Received a report outlining key planning efforts being undertaken by the Commission in 2013.

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4. Reviewed and approved endorsement of Milwaukee County as the designated recipient of Federal Transit Administration Funds allocated to the Milwaukee Urbanized Area under the Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program.

On October 24, 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 two contracts for planning work. The details of these contracts are set forth in a table attached to this report.
3. Received a report outlining key planning efforts being undertaken by the Commission in 2013. This current key planning efforts status report is attached to this report.
4. 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 21 projects, all of which were approved by the Commission Advisory Committees for Transportation System Planning and Programming for the Kenosha, Milwaukee, Racine, and Round Lake Urbanized Area.
5. Reviewed and approved the Commission's Overall Work Program for calendar year 2014.

In response to an inquiry by Mr. Colman relative to the process of endorsement of an officially designated recipient of Federal Transit Administration (FTA) Funds under Federal law, Mr. Yunker stated that the Commission, as the Gubernatorially designated Metropolitan Planning Organization (MPO) under Federal law, has a responsibility to make such endorsements. He noted that in prior years this funding program was administered by the Wisconsin Department of Transportation, but a portion of these funds, under Federal law, are now allocated directly to the Milwaukee Urbanized Area. As the MPO, the Commission presented to and obtained agreement from the public transit operators in Ozaukee, Milwaukee, Washington, and Waukesha Counties that Milwaukee County become the single designated recipient of these FTA Section 5310 funds, with the Commission as the MPO to assist Milwaukee County in the solicitation, evaluation, and recommendation of projects brought forward by all operators to receive funding.

There being no further questions or discussion, on a motion by Ms. Greene, seconded by Mr. Crowley, and carried unanimously, the Executive Committee report was approved.

**CONSIDERATION OF AMENDMENTS TO THE REGIONAL WATER QUALITY MANAGEMENT PLAN**

**Village of Nashotah Sanitary Sewer Service Area (Resolution No. 2013-16)**

Chairman Stroik asked the Commission to consider Resolution No. 2013-16, noting that the Resolution would revise the Village of Nashotah sanitary sewer service area. He asked Mr. Schmidt to present the resolution.

Mr. Schmidt noted that due to the scheduling of meetings and approvals, this sanitary sewer service area amendment to the regional water quality management plan was approved by the Commission Planning and Research Committee at its meeting that took place today before this Quarterly Commission meeting. He stated that the recommended amendment would expand the sewer service area, adding 11 acres, an expansion of less than 1 percent. The site was recently detached from the Village of Chenequa and attached to the Village of Nashotah. There are no environmental corridors or isolated natural resource

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areas within the site, and it is anticipated that the subject parcel would be developed as a church. He then noted that the expansion is consistent with both the regional land use plan and the regional water quality management plan. He said that the expansion was requested by the Village of Nashotah and was approved by the Nashotah Village Board after a public hearing that resulted in no objections.

There being no questions or comments, on a motion by Mr. Schmidt, and seconded by Mr. Stoffel, Resolution No. 2013-16 was approved by a vote of 16 ayes and 0 nays (copy of Resolution No. 2013-16 attached to Official Minutes).

**Village of Menomonee Falls Sanitary Sewer Service Area (Resolution No. 2013-18)**

Chairman Stroik asked the Commission to consider Resolution No. 2013-18, noting that the Resolution would revise the Village of Menomonee Falls sanitary sewer service area. He asked Mr. Schmidt to present the resolution.

Mr. Schmidt noted that this sanitary sewer service area amendment to the regional water quality management plan was also approved by the Commission Planning and Research Committee at its meeting that preceded this Quarterly Commission meeting. He stated that the recommended amendment would expand the sewer service area by adding 21 acres, an expansion of less than 1 percent. The northerly portion of the area is recommended to be developed as a park, while the balance of the subject area is recommended for medium-density residential use which would accommodate about 28 housing units with an estimated population of 65 persons. There are no environmental corridors or isolated natural resource areas within the site. He noted that the expansion is consistent with both the regional land use and the regional water quality management plans. He said that the expansion was requested by the Village of Menomonee Falls, and after a public hearing, was approved by the Menomonee Falls Village Board without objection.

In response to an inquiry by Mr. Dwyer relative to the land north of Christman Road and whether the land is close to the subcontinental divide, Mr. Yunker stated that the land is west of the subcontinental divide, but lies in an area that has been “grandfathered” for sewer service through the Metropolitan Milwaukee Sewerage District system and then noted that the northern portion of the parcel has been planned to become a six-acre park, with the remaining 15 acres to be used for residential purposes.

During Mr. Yunker’s review of Map 2, in response to an inquiry by Mr. Colman relative to part of the sanitary sewer area looking like a gravel pit, Mr. Dwyer said the area is not a gravel pit but is rock-strewn land.

There being no further questions or comments, on a motion by Mr. Schmidt, and seconded by Mr. Dwyer, Resolution No. 2013-18 was approved by a vote of 16 ayes and 0 nays (copy of Resolution No. 2013-18 attached to Office Minutes).

**UPDATE ON WORK TO DATE ON VISION 2050: REEVALUATION OF REGIONAL LONG-RANGE LAND USE AND TRANSPORTATION PLANS**

Chairman Stroik commented on the remarkable approach the Commission staff has taken to obtain an impressive amount of positive public interest, input, and involvement. He said he was impressed with the interaction between Commission staff and VISION 2050 Workshop attendees. He then asked Mr. Yunker to give an update on the work to-date relative to this effort. Through the use of a PowerPoint presentation (copy attached to Official Minutes), Mr. Yunker began by briefly explaining the innovative audience feedback techniques and discussion strategy used resulting in better participant response during the VISION 2050 Workshop.

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

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In response to an inquiry by Mr. Stoffel, Mr. Yunker stated that comparison photos, showing various subdivision styles, were not given in advance to the audience/responders. Mr. Skalitzky then commented on his concern that there were quality issues with the photography used in some of the comparison visuals that he felt might influence the participants' decisions.

As Mr. Yunker reviewed Slide #23 presenting results of a survey relative to housing/community character, he noted that respondents showed that they preferred the look and feel of shopping on their town's main street. A short discussion ensued with Mr. Skalitzky commenting as to how people may say they prefer shopping main street, when, in reality, they shop at the big box stores. Mr. Yunker said that although people may prefer shopping main street, there may be factors keeping them from shopping there, i.e. lack of parking, poor selection of inventory, higher pricing.

In response to an inquiry by Mr. Stoffel relative to Slide #17, Mr. Yunker stated that respondents from all seven counties preferred high-occupancy vehicle (HOV) transit lanes in the design and construction of freeways.

Mr. Skalitzky then inquired about how and why Commission staff developed the approach used for the activities at each VISION 2050 Workshop. Mr. Yunker stated that the activities were developed in an effort to keep attendees engaged and involved. Commission staff showed different land use and transportation images on a large screen and asked attendees to give quick responses on how well they liked each image and whether they felt it was appropriate for the Region. He added that most workshop participants had given favorable comments on follow-up evaluation forms at the conclusion of the workshop, and the majority of respondents were impressed with both the iClicker quick response approach and the engaging small group discussions that followed.

During the presentation of both the visual and telephone preference surveys, Mr. Wirth asked whether the results of these surveys will be presented to the attendees of the workshops and the participants of the telephone preference survey. Mr. Yunker confirmed that that was the plan, and that anyone who participated will have the opportunity to participate in the second round of workshops. He added that it is anticipated that there may be more participation for the second round of workshops as participants of the first workshops will encourage more people to attend. Mr. Skalitzky inquired about how well attended the workshops were and the type of locations were used for the workshops. Mr. Yunker said that staff made a substantial effort to publicize the workshops which in most cases attracted a good number of participants. He added that there was particularly good participation at the Civil War Museum in Kenosha County. In response to several questions by Mr. Crowley, Mr. Yunker indicated that the first few workshops were about 2 hours long, with the ones that followed honed down to 90 minutes. He also said that staff did not ask the age of attendees during this round of workshops.

Mr. Stoffel commented on his surprise that environmental issues were not on the top threats list and that he expected that quality and availability of jobs would have been the top threat on that list. Mr. Yunker explained that many additional threats were identified and what he presented were the top strengths, weaknesses, opportunities, and threats identified by attendees. Respondents did not identify the loss of environmental corridors as a top threat which may reflect that they have been well preserved.

In response to an inquiry by Mr. Skalitzky, Mr. Yunker responded that the phone survey was entirely separate from the visual preference survey. He gave an example of a standard question asked of a respondent, i.e., "How important do you believe it is to preserve areas with natural features?" and then indicated that because this survey was done over the phone, there were no photos for the respondent to view.

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Regarding the telephone preference survey on the subject of “new development,” Mr. Skalitzky asked if the respondents were given an explanation about the terms, “redevelopment” and “expansion.” Mr. Yunker said that there were no explanations about these terms. In response to an inquiry by Mr. Colman also relative to the telephone preference survey, Mr. Yunker said that there was no pre-set list of contacts, and that the people were contacted by a random phone dialing system. Mr. Dwyer suggested that it would be useful to obtain opinions from people who live in outlying areas, who take, and/or want to use, public transit to get to work in the larger cities.

Chairman Stroik commented that the audiences attending the workshops were a diverse array of people which resulted in interesting, thought-provoking exchanges. Mr. Yunker then added that there were elected officials that were also present at many of the workshops.

Commissioner Dimitrijevic inquired about how the VISION 2050 Workshops were marketed to the public. Mr. Yunker stated that most of the standard methods, such as newspaper advertising, were followed, along with targeted efforts at selected population groups sponsored by community groups.

#### **CORRESPONDENCE/ANNOUNCEMENTS**

Chairman Stroik announced that the Administrative and Executive Committee meetings scheduled for December 19<sup>th</sup> have been cancelled.

Chairman Stroik then announced that the schedule for Commission and Commission Committee meetings for 2014 will be sent to Commission members within the next week or two.

#### **CONFIRMATION OF DATE, TIME, AND PLACE OF MARCH 2014 QUARTERLY MEETING**

Chairman Stroik indicated that the next Quarterly Commission meeting is scheduled for 3:00 p.m. on Wednesday, March 19, 2014, in Ozaukee County.

#### **ADJOURNMENT**

There being no further business to come before the Commission, on a motion by Mr. Wirth, seconded by Mr. Skalitzky, and carried unanimously, the meeting was adjourned at 4:28 p.m.

Respectfully submitted,

Kenneth R. Yunker  
Deputy Secretary

KRY/PCE/dad  
#215089 QtrlyDec13Min

Attachments