

MINUTES
SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION
ANNUAL COMMISSION MEETING

Wednesday, June 17, 2015

3:00 p.m.

Washington County Courthouse – Government Center
432 East Washington Street, Room 1019 (Lower Level)
West Bend, WI 53095
(262) 335-4400

Present:

Excused:

Commissioners:

David L. Stroik, Chairman
Charles L. Colman, Vice-Chairman
Michael A. Crowley
Mike Dawson
José M. Delgado
Brian R. Dranzik
William R. Drew
James T. Dwyer
Adelene Greene
Robert W. Pitts
Nancy Russell
Daniel S. Schmidt
Linda J. Seemeyer
Peggy L. Shumway
Daniel W. Stoffel
Gustav W. Wirth, Jr.

Thomas H. Buestrin
Marina Dimitrijevic
David L. Eberle
Michael J. Skalitzky

Staff:

Kenneth R. Yunker	Executive Director
Michael G. Hahn	Deputy Director
Elizabeth A. Larsen	Assistant Director - Administration
Debra A. D'Amico	Executive Secretary

Guests:

Herbert J. Tennies	Chairman, Washington County Board of Supervisors
Joshua A. Schoemann	County Administrator, Washington County

ROLL CALL

Chairman Stroik called the 250th 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 Buestrin, Dimitrijevic, Eberle, and Skalitzky had asked to be excused.

WELCOMING REMARKS BY WASHINGTON COUNTY EXECUTIVE HERBERT J. TENNIES, CHAIRMAN OF THE WASHINGTON COUNTY BOARD OF SUPERVISORS

Chairman Stroik introduced Mr. Herbert J. Tennies, the Washington County Board Chairman.

Mr. Tennies welcomed the Commissioners to Washington County and noted how much the Washington County Board appreciates the work of the Commission. He announced that this will be his last appearance before the Commissioners as the Washington County Board Chairman, and that he will be leaving the Board in April after having served 50 years with the Washington County Board.

Mr. Tennies then introduced the Washington County Administrator, Joshua A. Schoemann. Mr. Schoemann welcomed the Commissioners to Washington County and stated he appreciated the opportunity to introduce himself and indicated he is looking forward to working with the Regional Planning Commission.

APPROVAL OF MINUTES OF THE MAY 21, 2015, SPECIAL COMMISSION MEETING

On a motion by Mr. Wirth, seconded by Mr. Dwyer, and carried unanimously, the minutes of the May 21, 2015, Special Commission Meeting were approved as published.

TREASURER'S REPORT

Chairman Stroik asked Mr. Drew to present the Treasurer's Report. 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 May 3, 2015, it is projected that total disbursements for the year will approximate \$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 \$4.1 million. The various accounts are identified on the second page of the report.
3. As of May 3, 2015, the Commission had in investments and cash on hand approximately \$6.4 million. He noted that \$4.1 million are invested in the State of Wisconsin Local Government Pooled Investment Fund. As of May 3, 2015, that fund was yielding 0.12 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 Ms. Greene, and carried unanimously, the Treasurer's Report for the period ending May 3, 2015, 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 Commission's Quarterly meeting on March 18, 2015.

On May 5, 2015, the Committee took the following actions:

Annual Commission Meeting
June 17, 2015

1. Reviewed and acted to recommend to the Commission for adoption an amendment to the regional water quality management plan pertaining to the Village of Germantown sanitary sewer service area pending the holding of a public hearing and approval by the Village. That amendment, scheduled for action later in this meeting, proposes the addition of approximately 17 acres adjacent to the planned sewer service area, representing less than a 1 percent increase. There are just over two acres of wetlands with no environmental corridors or isolated natural resource area. 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 adverse water quality impacts attributable to development of this planned sanitary sewer service area.
2. Reviewed and acted to recommend to the Commission for adoption an amendment to the regional water quality management plan pertaining to the Village of Mukwonago sanitary sewer service area pending the holding of a public hearing and approval by the Village. This major expansion of the sanitary sewer service area encompasses 1,978 acres, large enough to merit preparation of a 2nd Edition sanitary sewer service area plan for the Village. The entire Mukwonago sewer service area, including the proposed expansion, would accommodate a “buildout” population of about 16,450 persons. It contains environmentally significant lands with 1,834 acres of primary environmental corridors; 81 acres of secondary environmental corridors; and, 390 acres of isolated natural resource areas. This land also encompasses a total of 79 acres of small wetlands and surface water areas located outside the environmental corridors and isolated natural resource areas. It was noted that anticipated wastewater flow rates will exceed the current plant capacity which will require that the Village undertake facility planning for plant expansion prior to wastewater flows exceeding the plant capacity. 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 adverse water quality impacts attributable to development of this planned sanitary sewer service area.
3. Reviewed and acted to recommend to the Commission for adoption an amendment to the regional water quality management plan pertaining to the City of Kenosha sanitary sewer service area pending the holding of a public hearing and approval by the City. That amendment, also scheduled for action later in this meeting, proposes the addition of a 303 acre area representing an added area of less than 1 percent. The subject area will mainly be developed for warehouse/distribution use, and contains eight acres of small wetlands and 250 acres of agricultural land with no environmental corridors or isolated natural resource areas. 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 adverse water quality impacts attributable to development of this planned sanitary sewer service area.
4. Received an update on VISION 2050 – the major reevaluation and update to the regional land use and transportation plans. The update included a review of three proposed alternative regional land use and transportation plans, and a review of the proposed plan objectives, along with criteria to be used in measuring the extent to which each alternative plan would achieve the objectives. In addition, the Committee reviewed and approved for publication two appendices attendant to SEWRPC Planning Report No. 55, *VISION 2050: A Regional Land Use and Transportation System Plan for Southeastern Wisconsin*, Volume I, “Groundwork for Vision and Plan Development.”

Appendix D, “A Comparison of the Milwaukee Metropolitan Area to Its Peers”

This appendix presents how the Milwaukee area compares with 13 other metropolitan areas in the Midwest and 13 other metropolitan areas throughout the nation with respect to population growth and characteristics, the economy, and transportation.

Appendix E, “Adopted County and Local Comprehensive Plans in Southeastern Wisconsin”

This appendix documents and summarizes current local government comprehensive plans. This information will be considered as part of the preparation of the new year 2050 regional land use and transportation plans.

5. Reviewed and recommended to the Commission for adoption an amendment to the year 2035 regional transportation plan. That amendment, adopted by the full Commission at a special meeting held on May 21, 2015, proposed the addition of a 0.4-mile Lakefront extension of the proposed Milwaukee Streetcar in downtown Milwaukee. The amendment was requested by the City of Milwaukee based on detailed planning and engineering conducted by the City and action by its Common Council and Mayor approving construction of the Lakefront extension. The extension would notably serve the Northwestern Mutual office tower currently under construction, the proposed Couture apartment tower, and a potential Johnson Controls office tower.

There being no questions or discussion, on a motion by Mr. Pitts, seconded by Mr. Stoffel, and carried unanimously, the Planning and Research Committee Report was approved (copy of the Planning and Research Committee Report is attached to the Official Minutes).

ADMINISTRATIVE COMMITTEE REPORT

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 March 18, 2015.

On March 26, 2015, the Committee took the following actions:

1. Reviewed and approved disbursements for two financial periods: Year 2015 No. 5 and No. 6; extending over the period February 9 to March 8, 2015.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending March 8, 2015.
3. Reviewed and approved a proposal to replace one Commission vehicle which met the criteria for vehicle replacement and purchase.

On April 23, 2015, the Committee took the following actions:

1. Reviewed and approved disbursements for two financial periods: Year 2015 No. 7 and No. 8; extending over the period March 9, to April 5, 2015.
2. Reviewed and approved the Statement of Projected Revenues and Expenditures for the period ending April 5, 2015.

On May 21, 2015, the Committee took the following actions:

1. Reviewed and approved disbursements for two financial periods: Year 2015 No. 9 and No. 10; extending over the period April 6, to May 3, 2015.

2. Reviewed and approved the Statement of Projected Revenues and Expenditures for the period ending May 3, 2015.
3. Reviewed and approved a series of budget assumptions for calendar year 2016, which provide for no proposed increase in the regional local tax levy for the tenth straight year. A budget based upon those assumptions will be considered later in the meeting today.

There being no questions or discussion, on a motion by Mr. Colman, seconded by Mr. Schmidt, and carried unanimously, the Administrative Committee Report was approved (copy of the Administrative Committee Report is attached to the Official Minutes).

EXECUTIVE COMMITTEE REPORT

The Executive Committee met three times since the Quarterly Commission Meeting on March 18, 2015.

On March 26, 2015, 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 10 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 2015.
4. Reviewed and approved an amendment to the 2015-2018 Regional Transportation Improvement Program (TIP). This amendment to the 2015-2018 TIP was necessary to advance 5 projects, all of which were approved by the Commission's Advisory Committees for Transportation System Planning and Programming.

On April 23, 2015, 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 three 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 2015.
4. Reviewed and approved an amendment to the 2015-2018 Regional Transportation Improvement Program (TIP). This amendment to the 2015-2018 TIP was necessary to advance 5 projects, all of which were approved by the Commission's Advisory Committee for Transportation System Planning and Programming.

On May 21, 2015, 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 three 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 2015. This current key planning efforts status report is attached to this report.
4. Reviewed and approved an amendment to the 2015-2018 Regional Transportation Improvement Program (TIP). This amendment to the 2015-2018 TIP was necessary to advance 9 projects, all of which were approved by the Commission's Advisory Committee for Transportation System Planning and Programming.

There being no questions or discussion, on a motion by Mr. Dwyer, seconded by Mr. Wirth, and carried unanimously, the Executive Committee Report was approved (copy of the Executive Committee Report is attached to the Official Minutes).

CONSIDERATION OF ADOPTION OF BUDGET FOR CALENDAR YEAR 2016

Chairman Stroik noted that copies of the proposed Commission budget for calendar year 2016 had been provided to all Commissioners for review prior to the meeting, and asked the Commission to consider adoption of that budget. Mr. Stroik asked Mr. Yunker to briefly present the proposed budget.

Mr. Yunker led the Commissioners through the proposed budget document noting that the budget had been reviewed and recommended for approval by the Commission Administrative Committee at its May monthly meeting. He then called attention to the following major items:

1. Federal revenues are anticipated to decrease slightly due to the expected allocation of the Federal Highway Administration Planning (FHWA PL) funds among the State of Wisconsin Metropolitan Planning Organizations.
2. State revenues for transportation planning, water quality planning, and coastal management planning are expected not to change compared to the 2015 budget.
3. A series of assumptions led to a \$9,785 increase in service agreement revenues. Increases are expected in community assistance planning, stormwater management planning, and the County surveyor program. Transportation modeling revenues have decreased to reflect modeling work expected to be assigned by the Wisconsin Department of Transportation. No program development funds are proposed for 2016. Slight decreases in service agreement revenues are expected in economic development planning, park and land use planning, and water quality planning.
4. No change is anticipated in rental revenue. The tenant, ProHealth Care, Inc., exercised their option to extend their building lease for two years to March 31, 2017.
5. It is proposed that the budget amount for regional tax levy support remain at its present level of \$2.37 million, resulting in a tax rate of 0.00139 percent (substantially below the statutory cap of 0.003 percent). Owing to the relative differences in the change in equalized value between 2013 and 2014 among the seven counties, some counties will see an increase in regional planning tax levy support, while other counties will see a decrease. Kenosha, Ozaukee, Washington, and Waukesha Counties will see increases of between 0.252 and 1.174 percent, and Milwaukee, Racine, and Walworth Counties will see decreases ranging from 0.575 to 1.783 percent. The proposed 2016 budget will be the tenth consecutive year of a no increase or a reduced regional tax levy.

Annual Commission Meeting
June 17, 2015

6. On an overall basis, the potential year 2016 operating budget would call for a total revenue and expenditure level of about \$7.52 million, a decrease of \$45,000, or 0.59 percent, from the adopted 2015 budget.
7. Key expenditure assumptions proposed to be made in preparing the budget include an authorized full time staffing level of 69 positions, a decrease of one position from the 2015 staffing level; staff salary adjustments of 3 percent with salary increases distributed on the basis of merit, a 10 percent increase in health insurance costs, and an increase in the Commission's share of the retirement costs from 6.8 percent to 7.0 percent.

Ms. Seemeyer noted that it is exemplary that the Commission has been able to maintain a no tax levy increase budget for 10 years. Mr. Yunker stated that there is a continuous effort by staff to work as efficiently as possible. He added that advancements in technology, Act 10 which required employees to pay 50 percent of retirement contributions, and some increased Federal funding have also contributed to achieving a stable tax levy.

In response to an inquiry by Chairman Stroik, Mr. Yunker stated that economic conditions have not greatly affected the amount of transportation planning work of the Commission. Conversely, certain Commission functions such as environmental corridor and wetland delineation, and sanitary sewer service area and extension reviews are related to the health of the area economy.

In response to an inquiry by Mr. Colman, Mr. Yunker stated that it is recognized that requesting a tax levy increase may not be well received by some Counties.

There being no further questions or comments, on a motion by Mr. Wirth, and seconded by Mr. Drew, the Commission's proposed budget for calendar year 2015 was unanimously approved (copy of the 2015 operating budget is attached to the Official Minutes).

CONSIDERATION OF AMENDMENTS TO THE REGIONAL WATER QUALITY MANAGEMENT PLAN

Village of Germantown Sanitary Sewer Service Area (Resolution No. 2015-07)

Chairman Stroik asked the Commission to consider Resolution No. 2015-07, noting that the Resolution would revise the Village of Germantown sanitary sewer service area. He asked Mr. Schmidt to present this resolution.

Mr. Schmidt noted that this sanitary sewer service area amendment to the regional water quality management plan was approved by the Commission Planning and Research Committee at its May 5, 2015, meeting contingent upon the results of a public hearing to be held by the Village of Germantown and approval by the Village Board. The recommended amendment would expand the sewer service area, adding approximately 17 acres to the planned sewer service area, an expansion of less than 1 percent. There are just over two acres of wetlands with no environmental corridors or isolated natural resource areas within the site, and would accommodate potential commercial/business uses in the area. Mr. Schmidt further noted that the expansion is consistent with the regional land use plan, the regional water quality management plan, and there should be no significant adverse water quality impacts attributable to the development of the planned sanitary sewer service area. This amendment was approved on May 18, 2015, by the Village of Germantown immediately following a public hearing at which there were no objections.

There being no questions or comments, on a motion by Mr. Schmidt, and seconded by Mr. Dawson, Resolution No. 2015-07 was approved by a vote of 16 ayes and 0 nays, (copy of Resolution No. 2015-07 is attached to the Official Minutes).

Village of Mukwonago Sanitary Sewer Service Area (Resolution No. 2015-08)

Chairman Stroik asked the Commission to consider Resolution No. 2015-08, noting that the Resolution would revise the Village of Mukwonago sanitary sewer service area. He asked Mr. Schmidt to present this resolution.

Mr. Schmidt noted that this sanitary sewer service area amendment to the regional water quality management plan was approved by the Commission Planning and Research Committee at its May 5, 2015, meeting contingent upon the results of a public hearing to be held by the Village of Mukwonago and approval by the Village Board. He said that the recommended amendment would expand the sewer service area, adding approximately 1,978 acres to the planned sewer service area. The expanded Mukwonago sewer service area would accommodate a “buildout” population of about 16,450 persons. He further noted that the projected future wastewater flow rates will exceed the current wastewater treatment and plant capacity, and will require that the Village undertake facility planning for plant expansion. Mr. Schmidt then stated that the expansion is consistent with the regional land use plan, and the regional water quality management plan. He further stated that during the public hearing held on June 2, 2015, a letter from the East Troy Town Board was read into the record objecting to adding lands in the Town to the sewer service area prior to those lands being annexed into the Village. However, the proposed amendment is consistent with the Town of East Troy-Village of Mukwonago boundary agreement. The amendment was approved by the Village of Mukwonago after the public hearing.

Mr. Yunker stated that the Commission staff discussed the Town of East Troy objection with the Town Chairman. Subsequently, the Town withdrew their objection, as the proposed addition of lands from the Town of East Troy indicating the Town was opposed to adding lands in the Town of East Troy to the Village of Mukwonago Sewer Service Area was consistent with the Town of East Troy-Village of Mukwonago boundary agreement.

There being no further comments, on a motion by Mr. Schmidt, and seconded by Mr. Dwyer, Resolution No. 2015-08 was approved by a vote of 16 ayes and 0 nays, (copy of Resolution No. 2015-08 is attached to the Official Minutes).

City of Kenosha Sanitary Sewer Service Area (Resolution No. 2015-09)

Chairman Stroik asked the Commission to consider Resolution No. 2015-09, noting that the Resolution would revise the City of Kenosha sanitary sewer service area. He asked Mr. Schmidt to present this resolution.

Mr. Schmidt noted that this sanitary sewer service area amendment to the regional water quality management plan was approved by the Commission Planning and Research Committee at its May 5, 2015, meeting contingent upon the results of a June 1st public hearing to be held by the City of Kenosha and approval by the City. He further noted that the recommended amendment would expand the sewer service area, adding 303 acres to the planned sewer service area, an expansion of less than 1 percent. The subject area is recommended for warehouse/distribution use, and contains eight acres of small wetlands with no environmental corridors or isolated natural resource areas. He said that the expansion is consistent with the regional land use plan and the regional water quality management plan.

Annual Commission Meeting
June 17, 2015

Mr. Schmidt noted that during the public hearing, a letter from the Town of Paris was read into the record, indicating that the Town of Paris objected to adding lands from the Town of Paris to the sewer service area prior to those lands being annexed into the City. The proposed sewer service area amendment, however, was consistent with the designated City "Growth Area" in an intergovernmental agreement between the Town and City. The amendment was approved by the Board of Water Commissioners of the Kenosha Water Utility after the public hearing. Subsequent to the public hearing and Board of Water Commissioners' action on the amendment, the Commission staff arranged for an intergovernmental meeting. In attendance were the representatives of the Town of Paris, City of Kenosha, the Kenosha Water Utility, and SEWRPC staff. At that meeting it was agreed by all that the Commission should approve the sewer service area plan amendment with a recommendation that the Town and City meet again with Commission staff after the intergovernmental agreement expires on May 15, 2019, to evaluate the status of annexation and development in the designated City "Growth Area."

In response to an inquiry by Mr. Stoffel, Mr. Yunker stated that the designated City "Growth Area" is consistent with the proposed amended sewer service area boundary. He stated that the "Growth Area" is not a boundary agreement for permanent boundaries between the Town of Paris and the City of Kenosha. The agreement for the City "Growth Area" has a five year term ending on May 15, 2019. During those five years, the Town of Paris has agreed to not oppose any annexations by the City of Kenosha within the "Growth Area," and the City of Kenosha has agreed to not annex lands outside the "Growth Area" in the Town of Paris.

There being no further questions or comments, on a motion by Mr. Schmidt, and seconded by Mr. Pitts, Resolution No. 2015-09 was approved by a vote of 16 ayes and 0 nays, (copy of Resolution No. 2015-09 is attached to the Official Minutes).

COUNTY AND LOCAL PLANNING ASSISTANCE UPDATE

Chairman Stroik asked Mr. Yunker to update the Commissioners on some of the planning assistance the Commission is currently providing to the Region's Counties and municipalities. (Copy of presentation is attached to the Official Minutes)

CORRESPONDENCE/ANNOUNCEMENTS

Chairman Stroik asked Mr. Yunker if there was any correspondence or if there were any announcements.

Mr. Yunker said there was no correspondence or announcements.

CONFIRMATION OF DATE, TIME, AND PLACE OF THE SEPTEMBER QUARTERLY MEETING

Chairman Stroik indicated that the next full Commission meeting will be the Quarterly Commission meeting on Wednesday, September 16, 2015, at 3:00 p.m. in Kenosha County.

ADJOURNMENT

There being no further business to come before the Commission, on a motion by Mr. Wirth, seconded by Ms. Greene, and carried unanimously, the meeting was adjourned at 4:08 p.m.

-10-
Annual Commission Meeting
June 17, 2015

Respectfully submitted,

Kenneth R. Yunker
Deputy Secretary

KRY/MGH/EAL/dd
#226373 AnnualJun15Min

Attachments