

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

Wednesday, September 16, 2015

3:00 p.m.

Kenosha County Center  
Hearing Room  
19600 – 75<sup>th</sup> Street  
Bristol, WI 53104

**Present:**

**Excused:**

Commissioners:

David L. Stroik, Chairman  
Charles L. Colman, Vice Chairman  
Thomas H. Buestrin  
Michael A. Crowley  
Mike Dawson  
Jose M. Delgado  
Brian R. Dranzik  
William R. Drew  
James T. Dwyer  
Adelene Greene  
Robert W. Pitts  
Jennifer K. Rothstein  
Daniel S. Schmidt  
Daniel W. Stoffel  
Gustav W. Wirth, Jr.

David L. Eberle  
Nancy Russell  
Linda J. Seemeyer  
Peggy L. Shumway  
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

Guest:

Theodore Lipscomb	Chairman, Milwaukee County Board of Supervisors
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**ROLL CALL**

Chairman Stroik called the 251<sup>st</sup> 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 Eberle, Russell, Seemeyer, Shumway, and Skalitzky had asked to be excused. He then announced that Chairwoman Dimitrijevic had resigned from her position as Milwaukee County Board Chairwoman and also from the Commission. Chairman Stroik then introduced the new elected Milwaukee County Board

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Chairman, Theodore Lipscomb, Sr., who was present at this meeting representing Milwaukee County in Ms. Dimitrijevic's absence. He further explained that Chairman Lipscomb will be submitting names of two Milwaukee County Board Supervisors to the Governor for final selection of a Milwaukee County representative to serve on the Commission.

**WELCOMING REMARKS BY KENOSHA COUNTY COMMISSIONER ROBERT W. PITTS**

Chairman Stroik called on Commissioner Pitts. Commissioner Pitts noted that both County Executive Jim Kreuser and his Chief of Staff were unable to attend the meeting due to conflicting County budget meetings. Mr. Pitts welcomed the Commissioners to Kenosha County. He noted the meeting was being held in the Kenosha County Center, which was built in 1993 for \$12.6 million. He stated that the Center is located in the center of Kenosha County. Mr. Pitts remarked that the Highway Department is among the Kenosha County offices housed in the Center. He mentioned that after the close of this meeting, there will be a tour of the building.

**INTRODUCTION AND SEATING OF NEW COMMISSIONER (OZAUKEE COUNTY)**

Chairman Stroik announced that there was a new Commissioner representing Ozaukee County to be introduced and seated on the Commission.

Chairman Stroik asked Mr. Wirth to introduce Ms. Jennifer K. Rothstein, as the new Commissioner representing Ozaukee County. Mr. Wirth stated that Ms. Rothstein is currently the Vice-Chair of the Ozaukee County Board of Supervisors and has served nine years on the County Board. She also chairs both the Land Preservation Board and the Natural Resources Committee and represents the Ozaukee County Board on the Milwaukee 7. She has served four years on the Ozaukee County Board's Public Works Committee and two years on the County Board's Traffic Safety Commission. Her community service includes serving on the Ozaukee Treasures Network Board, Treasures of Oz, Friends of Cedarburg Bog Board, Land Conservation Partnership, and the 1,000 Friends of Wisconsin Board. Mr. Wirth then stated that Ms. Rothstein holds a Bachelor of Science degree from Marquette University. He concluded by making a motion to formally seat Ms. Rothstein on the Commission. This motion was seconded by Ms. Greene, and was then passed unanimously.

**APPROVAL OF MINUTES OF THE JUNE 17, 2015, ANNUAL COMMISSION MEETING**

On a motion by Mr. Dwyer, seconded by Mr. Stoffel, and carried unanimously, the minutes of the June 17, 2015, Annual Commission Meeting were approved as published.

**TREASURER'S REPORT**

Chairman Stroik asked Mr. Drew to present the Treasurer's Report. Mr. Drew 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 August 9, 2015, it is projected that total disbursements for the year will approximate \$8.17 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 \$4.3 million. The various accounts are identified on the second page of the report.

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3. As of August 9, 2015, the Commission had in investments and cash on hand approximately \$5.3 million. \$4.0 million are invested in the State of Wisconsin Local Government Pooled Investment Fund. As of August 9, 2015, that fund was yielding 0.13 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 August 9, 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 Annual Meeting on June 17, 2015.

1. Reviewed and acted to recommend to the Commission for adoption an amendment to the adopted year 2035 Regional Transportation Plan. The amendment was requested by the Wisconsin Department of Transportation (WisDOT) upon completion of the preliminary engineering and environmental impact study for the reconstruction of the segment of IH 94 between 70<sup>th</sup> Street and 16<sup>th</sup> Street in Milwaukee County, and the selection by WisDOT of a preferred alternative. The proposed amendment to the year 2035 regional transportation plan would incorporate this preferred alternative into the plan. The specific amendments to the regional transportation plan entailed by the preferred alternative are the conversion of the Hawley Road interchange from a full to a half interchange, and the removal of the General Mitchell Boulevard interchange. Access to and from IH 94 to General Mitchell Boulevard would be retained by providing new service ramps and roadways extending from the Stadium interchange.
2. Reviewed and acted to recommend to the Commission for adoption SEWRPC Community Assistance Planning Report, No. 317, *Washington County Transit System Development Plan*. This planning report will be considered for adoption by the Commission later in this meeting.
3. Received a briefing on SEWRPC Community Assistance Planning Report No. 199, *A Park and Open Space Plan for the Village of Mount Pleasant*.
4. Received a briefing on the preliminary draft of SEWRPC Community Assistance Planning Report No. 323, *A Lake Protection and Aquatic Plant Management Plan for Rock Lake, Kenosha County, Wisconsin*.

There being no questions or discussion, on a motion by Mr. Wirth, seconded by Mr. Colman, and carried unanimously, the Treasurer's Report for the period ending August 9, 2015, was approved (copy of the Treasurer's 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 two times since the Annual Commission Meeting on June 17, 2015.

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On June 25, 2015, the Committee took the following actions:

1. Reviewed and approved disbursements for three financial periods: Year 2015 Nos. 11, 12, and No. 13; extending over the period May 4 to June 14, 2015.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending June 14, 2015.
3. Reviewed and approved renewal of the Commission's business insurance for the term of July 2015 to July 2016.
4. Reviewed and accepted a report on salary adjustments recommended by an Ad Hoc Committee consisting of Commissioners Buestrin, Russell, Schmidt, and Stroik. Staff merit, market, and promotion increments totaled about \$151,445 or 3.9 percent.

On August 20, 2015, the Committee took the following actions:

1. Reviewed and approved disbursements for four financial periods: Year 2015 Nos. 14, 15, 16, and No. 17; extending over the period June 15 to August 9, 2015.
2. Reviewed and approved the Statement of Projected Revenues and Expenditures for the period ending August 9, 2015.
3. Reviewed and approved purchase of an upgrade of the Commission's computer firewall.
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 2015 operations.

There being no questions or discussion, on a motion by Ms. Greene, seconded by Mr. Delgado, 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 two times since the Annual Commission Meeting on June 17, 2015.

On June 25, 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 4 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 7 projects, all of which were approved by the Commission Advisory Committee for Transportation System Planning and Programming for the Kenosha, Milwaukee, and Racine Urbanized Areas.

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On August 20, 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 eight 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 Advisory Committee for Transportation System Planning and Programming for the Milwaukee Urbanized Area.
5. Approved an appointment of a member to the Environmental Justice Task Force.

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

**CONSIDERATION OF PROPOSED AMENDMENT TO THE YEAR 2035 REGIONAL TRANSPORTATION PLAN**

Chairman Stroik asked Mr. Schmidt to briefly review with the Commission the proposed amendment to the adopted year 2035 regional transportation plan. A copy of the SEWRPPC Staff Memorandum dated July 15, 2015, concerning this matter had been provided to Commission members for review prior to the meeting along with Resolution 2015-15 (copies attached to Official Minutes).

Mr. Schmidt gave a brief overview of the proposed amendment for the reconstruction of the segment of IH 94 between 70<sup>th</sup> Street and 16<sup>th</sup> Street in Milwaukee County. He noted the Amendment was requested by the Wisconsin Department of Transportation (WisDOT) upon completion of the preliminary engineering and environmental impact study for the reconstruction of the segment of IH 94 between 70<sup>th</sup> Street and 16<sup>th</sup> Street in Milwaukee County, and the selection by WisDOT of a preferred alternative. The proposed amendment to the year 2035 regional transportation plan would incorporate this preferred alternative into the plan. He stated that the specific amendments to the regional transportation plan entailed by the preferred alternative were the conversion of the Hawley Road interchange from a full to a half interchange, and the removal of the General Mitchell Boulevard interchange. Access to and from IH 94 to General Mitchell Boulevard would be retained by providing new service ramps and roadways extending from the Stadium interchange. Mr. Yunker further stated that the Advisory Committee on Regional Transportation System Planning and the Commission Planning and Research Committee had recommended approval of this plan amendment.

There being no questions or comments, on a motion by Mr. Schmidt, seconded by Mr. Colman, and carried unanimously with a vote of 15 ayes and 0 nays, the SEWRPC Staff Memorandum for the proposed amendment to the adopted Year 2035 and Resolution 2015-15 were unanimously approved (copy of Memorandum and Resolution 2015-15 attached to the Official Minutes).

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**CONSIDERATION OF SEWRPC COMMUNITY ASSISTANCE PLANNING REPORT NO. 317,  
“WASHINGTON COUNTY TRANSIT SYSTEM DEVELOPMENT PLAN”**

Chairman Stroik asked the Commission to consider adoption of an amendment to the adopted Year 2035 Regional Transportation Plan by approving SEWRPC Community Assistance Planning Report No. 317, *Washington County Transit System Development Plan* and Resolution No. 2015-16, noting that these materials were provided prior to this meeting. He then called upon Mr. Schmidt to present the Report and the resolution (copies attached to Official Minutes).

Mr. Schmidt proceeded to briefly review and highlight the plan. He noted that at the request of Washington County, the Commission prepared a short-range five year plan for the Washington County transit system. The plan included an evaluation of the performance of the transit system, a comparison to peer systems, an evaluation of alternative transit system improvements and actions, and development of recommended actions under three future conditions: stable funding, reduced funding, and increased funding. He stated that the Advisory Committee for the Washington County Transit Development Plan recommended approval of the plan and the Washington County Board of Supervisors has adopted the plan. He also noted that the Commission Planning and Research Committee has also recommended adoption of this plan amendment.

There being no questions or discussion, on a motion by Mr. Schmidt, seconded by Mr. Wirth, and carried unanimously with a vote of 15 ayes and 0 nays, the SEWRPC Community Assistance Planning Report No. 317, *Washington County Transit System Development Plan*, dated March 2015, and Resolution No. 2015-16 were adopted and approved by the Commission as an amendment to the adopted Year 2035 Regional Transportation Plan.

**THE SEWRPC ROLE IN FLOODPLAIN MAPPING AND FLOOD MITIGATION PLANNING**

Chairman Stroik asked Mr. Hahn to present to the Commissioners the Commission’s role in floodplain mapping and flood mitigation planning (copy of presentation is attached to the Official Minutes).

Mr. Hahn began his presentation by introducing the Commissioners to the specific areas of floodplain mapping and mitigation planning that the Commission does for the seven county Region. The main topics addressed were floodplain mapping, mitigation planning, comprehensive watershed plans and second-level plans, the evolution of watershed flood mitigation plans, Federal Emergency Management Agency (FEMA) flood insurance programs, and the FEMA hazard mitigation planning program.

During and after Mr. Hahn’s presentation, the following questions and comments were made and addressed.

In response to an inquiry by Mr. Lipscomb, Mr. Hahn stated that:

- The Commission maps floodplain boundaries using ground surface spot elevations and elevation contours developed from LIDAR mapping,
- Determinations of whether a specific property or building is within the one-percent-annual-probability (100-year recurrence interval) floodplain would require field survey information, and
- It is generally the responsibility of the property owner to obtain property-specific field surveys for the purpose of developing an elevation certificate that is submitted to FEMA in support of a request to have FEMA determine whether a building or property is within the floodplain.

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Mr. Yunker stated that floodplain boundaries are located using information on topographic maps, and he suggested that Mr. Lipscomb contact him to set up a day and time to review the floodplain delineations on topographic maps in his specific area of interest.

Mr. Colman asked what triggers the need to prepare a watershed plan. Mr. Hahn stated that it is usually a request by a county or municipality, or a group of counties and/or municipalities. Mr. Colman then asked if when a plan is created it is usually an updated version of the last existing plan. Mr. Hahn stated that sometimes the second generation plan is an updated version, but it may be different than the original because of changes in the state-of-the-art, regulatory changes, and changes in the objectives for developing the plan.

Ms. Rothstein commented on how Ozaukee County needs to address issues related to the Milwaukee River floodway in the Village of Grafton. She also mentioned the analysis of Estabrook Park dam as described in the presentation, and inquired about whether the Commission staff offers recommendations in such a case. Mr. Hahn stated that, in that specific case, the Commission staff prepared the hydraulic analysis at the request of Milwaukee County to determine normal flow and flood flow water surface elevations in the reaches upstream from the dam site under several alternatives, but did not make a recommendation regarding the disposition of the dam. He noted that in other situations, when consideration of the options of repairing, modifying, or removing a dam is called for under a plan being developed by the Commission, a recommendation may be made.

Mr. Stoffel initiated a discussion regarding flood design standards. During this discussion, he inquired about how the impact on upstream properties is addressed in the case of a bridge that would increase the upstream flood profile. Mr. Hahn responded that if a WisDOT-funded bridge causes an increase in the flood stage, WisDOT must notify all the property owners according to the terms of a memorandum of understanding between WisDOT and the Wisconsin Department of Natural Resources. If a local bridge project that is accomplished without funds from WisDOT would result in an increase in the one-percent-annual-probability flood stage, an easement would have to be obtained from each affected property owner.

Mr. Yunker then noted that the Commission accomplishes a great deal of “under the radar” work for local governments in the Region, such as the floodplain mapping and flood mitigation work that was just described. He further noted that the Commission is currently getting the word out regarding such work efforts through the use of a newsletter, *Regional Planning News*, to raise awareness of the many projects the Commission fulfills for the Region.

#### **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. Chairman Stroik announced that the Administrative and Executive Committee meetings for September were cancelled. Mr. Yunker noted that the next set of workshops for VISION 2050 will be held in November, and will focus on the long term implications following recent trends in land and transportation development, and the costs and benefits of pursuing departures from those trends.

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

Chairman Stroik indicated that the next full Commission meeting will be the Quarterly Commission meeting on Wednesday, December 2, 2015, at 3:00 p.m. in Milwaukee 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.

Respectfully submitted,

Kenneth R. Yunker  
Deputy Secretary

KRY/MGH/EAL/dd  
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Attachments