

MINUTES
SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION
QUARTERLY COMMISSION MEETING

Wednesday, December 7, 2016

3:00 p.m.

Turner Hall
Gestern Hall Room – 2nd Floor
1034 N. 4th Street
Milwaukee, WI 53203

Present:

Excused:

Commissioners:

David L. Stroik, Chairman
William R. Drew, Vice-Chairman
Thomas H. Buestrin
Charles L. Colman
Michael A. Crowley
Mike Dawson
José M. Delgado
Brian R. Dranzik
James T. Dwyer
Theodore Lipscomb, Sr.
Aloysius “Ali” Nelson
Robert W. Pitts
Jennifer K. Rothstein
Nancy Russell
Jeffrey D. Schleif
Daniel S. Schmidt
Peggy L. Shumway
Gustav W. Wirth, Jr.

James A. Ladwig
Linda J. Seemeyer
Michael J. Skalitzky

Staff:

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

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ROLL CALL

Chairman Stroik called the 257th 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 Ladwig, Seemeyer, and Skalitzky had asked to be excused.

INTRODUCTION AND SEATING OF NEW COMMISSIONERS (Kenosha County)

Chairman Stroik introduced Mr. Aloysius “Ali” Nelson, as the Commission’s new Kenosha County Commissioner. He stated that Mr. Nelson was jointly appointed by the Kenosha County Executive and Governor Walker to serve as a Commissioner representing Kenosha County. He then noted that Mr. Nelson is currently the Director of the Kenosha County Division of Veterans Services and had previously served as the Racine County Veterans Services Officer and as President of the Wisconsin Southeast Association of County Veterans Service Officers. Mr. Nelson has also served 28 years in the U.S. Navy, including as Region Command Master Chief of the Navy Region Midwest, as Command Master Chief of the USS Austin, and as Master Chief Petty Officer on the USS Enterprise.

Chairman Stroik noted that Mr. Nelson has an Associate of Arts degree in Human Resources Management from Coastline Community College; a Bachelor of Science degree in Workforce Education and Development from Southern Illinois University; a Master of Arts degree in Human Resource Development from Webster University; and has completed all coursework towards a Doctoral Degree in Higher Education and Organizational Change from Benedictine University.

Ms. Rothstein made a motion, seconded by Mr. Crowley, and carried unanimously, to formally seat Mr. Nelson as a Commissioner representing Kenosha County. Mr. Nelson then stated that it is an honor and privilege to have the opportunity to serve on the Commission.

APPROVAL OF MINUTES OF THE SEPTEMBER 14, 2016, MEETING

On a motion by Mr. Dwyer, seconded by Mr. Wirth, and carried unanimously, the minutes of the September 14, 2016, Quarterly 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 October 30, 2016, it is projected that total disbursements for the year will approximate \$8.16 million. Revenues are projected at about \$8.12 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 \$4.35 million. The various accounts are identified on the second page of the report.
3. As of October 30, 2016, the Commission had in investments and cash on hand approximately \$4.92 million. A total of \$3.48 million are invested in the State of Wisconsin Local Government Pooled Investment Fund. As of October 30, 2016, that fund was yielding 0.43 percent interest. Other funds are held in savings, checking, and money market accounts at several banks.

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There being no questions or discussion, on a motion by Mr. Schleif, seconded by Mr. Wirth, and carried unanimously, the Treasurer's Report for the period ending October 30, 2016, 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 had not met since the Commission's Quarterly meeting on September 14, 2016. There is nothing to report at this time.

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 Quarterly Commission Meeting on September 14, 2016.

On Wednesday, October 26, 2016, the Committee took the following actions:

1. Reviewed and approved disbursements for five financial periods: Year 2016 Nos. 18, 19, 20, 21, and 22; extending over the period August 8 to October 16, 2016.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending October 16, 2016.
3. Received a presentation on the 2015 Commission Audit Report.
4. Reviewed a report on group medical insurance rates for 2017. 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 sixth year to provide in 2017 a Deductible Health Maintenance Organization (HMO) Plan (\$500 single and \$1,000 family) and to have the Commission reimburse employees for the deductible as it is expended through Health Reimbursement Accounts. Commission employees will pay at least 20 percent of the premium cost.

On Thursday, November 17, 2016, the Committee took the following actions:

1. Reviewed and approved disbursements for one financial period: Year 2016 No. 23 for the period of October 17 to October 30, 2016.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending October 30, 2016.
3. Received a report on employee enrollment in the 2017 group medical insurance program. A total of 58 Commission employees elected to obtain medical insurance coverage (31 family coverage and 27 single coverage). Seven Commission employees declined medical insurance coverage. The anticipated cost to the Commission of the 2017 health insurance is expected to be about \$770,000 annually, which is well within the adopted budget for health insurance in June, 2016.

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

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Executive Committee

The Executive Committee met two times since the Quarterly Commission Meeting on September 14, 2016.

On October 26, 2016, 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 2016.
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 26 projects, all of which were approved by the Commission Advisory Committees for Transportation System Planning and Programming for the Kenosha, Milwaukee, Racine, Round Lake Beach, and West Bend Urbanized Areas.
5. Reviewed and approved the proposed functional classification of public streets and highways within the Year 2010 adjusted Racine urbanized area for consistency with the adopted Year 2050 regional transportation plan (VISION 2050).
6. Reviewed and approved the proposed functional classification of public streets and highways within the Year 2010 adjusted Kenosha urbanized area for consistency with the adopted Year 2050 regional transportation plan (VISION 2050).
7. Reviewed and approved an amendment to the 2016 Overall Work Program to reflect modest revisions to the budgeted amount of the nine Continuing Land Use-Transportation Study planning projects.
8. Received a communication from the Executive Director formally indicating his intent to retire effective February 3, 2017. In discussing this matter, it was the consensus of the Executive Committee that the Commission should follow the same procedure in selecting a new Executive Director as that followed in 1996 when Dr. Bauer retired and in 2008 when Mr. Evenson retired. Under this procedure, the Executive Committee would proceed with full authority to determine the procedure to be followed in selecting, and select and appoint, a new Executive Director. It was also agreed that the Commission Chairman would inform all Commissioners, and invite them to attend and participate in the November Executive Committee meeting.

On November 17, 2016, 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 2016.
4. Reviewed and approved the 2017-2020 Transportation Improvement Program for Southeastern Wisconsin.
5. Reviewed and approved the Year 2017 Overall Work Program for the Commission.
6. Authorized the Commission Chairman, Treasurer, and Administrative Committee Chairman to negotiate an extension of the contract of Executive Director Kenneth R. Yunker to February 3, 2017.

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- 7. Appointed Deputy Director Michael G. Hahn to succeed Kenneth R. Yunker as Executive Director of the Commission effective February 6, 2017, and authorized the Commission Chairman, Treasurer, and Administrative Committee Chairman to negotiate an employment contract with Mr. Hahn.

In response to an inquiry by Mr. Schleif concerning the Washington County Horizontal and Vertical Control Survey contract, Mr. Yunker stated that Washington County has opted to have Commission staff conduct a physical survey of all U.S. Public Land Survey (USPLS) corner sections within the County that are to be referenced to the North American Datum of 1983 with the National Adjustment of 2011 (NAD 83 (2011)), and North American Vertical Datum of 1988 (NAVD 88). Kenosha and Racine Counties have selected a minimum number of USPLS corners to be observed to the NAD 83 (2011) and NAVD 88 datums and a least squares adjustment will be used to re-compute the County survey network. The least squares adjustment method with minimum physical observations may be expected to establish the new coordinate values within Third Order standards, equivalent to one part in 10,000 or better. This level of accuracy would approximate an allowable error of about 0.26 foot in one-half mile. The physical survey method to be applied in Washington County will establish the new coordinate values within Second Order Class I standards of one part in 50,000 or better, with an allowable error of .06 foot in one-half mile.

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

REPORT ON NOMINATING COMMITTEE AND ELECTION OF COMMISSION OFFICERS FOR 2017-2018

Chairman Stroik then asked Mr. Schmidt, Chairman of the Nominating Committee, to assume the Chair. Mr. Schmidt noted that the Nominating Committee, as appointed by the Commission Chairman in accordance with Commission Bylaws, consisted of Commissioners Robert W. Pitts of Kenosha County; Brian R. Dranzik of Milwaukee County; Gustav W. Wirth, Jr. of Ozaukee County; Peggy L. Shumway of Racine County; Linda J. Seemeyer of Walworth County; himself as Chairman and representative of Washington County; and James T. Dwyer of Waukesha County.

Mr. Schmidt reported that the Committee met on November 17, 2016, at the Commission offices and had acted unanimously to nominate the following individuals for election to the offices indicated for a two-year term:

- Chairman Charles L. Colman
- Vice-Chairman Michael A. Crowley
- Secretary Gustav W. Wirth, Jr.
- Treasurer..... William R. Drew

Mr. Schmidt then asked twice if there were any additional nominations from the floor for the Commission offices of Chairman, Vice-Chairman, Secretary, and Treasurer.

There being none, it was moved by Mr. Dwyer, seconded by Mr. Wirth, and carried unanimously, to elect Mr. Colman to serve as Chairman, Mr. Crowley to serve as Vice-Chairman, Mr. Wirth to serve as Secretary, and Mr. Drew to serve as Treasurer, as nominated by the Nominating Committee for calendar years 2017 and 2018.

Mr. Schmidt thanked the outgoing Commission officers for their service.

Chairman Stroik then resumed the Chair and congratulated the new officers on their election.

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BRIEFING ON MILWAUKEE COUNTY'S EAST-WEST BUS RAPID TRANSIT PROJECT

Chairman Stroik called on Mr. Yunker to provide a presentation on Milwaukee County's East-West Bus Rapid Transit Project. Mr. Yunker introduced Mr. Kevin Muhs, Assistant Director and the principal staff member who has been working on this project with Milwaukee County, to provide the presentation.

During Mr. Muhs' presentation the following comments were made and questions were answered.

In response to an inquiry by Mr. Dwyer, requesting additional detail on the growth in ridership between the Cleveland HealthLine and the local bus route that it replaced, Mr. Muhs stated that approximately 9,000 riders used the previous route daily, and currently approximately 15,000 riders use the HealthLine on the average weekday. Mr. Yunker noted that at 9,000 daily riders, the Euclid Avenue corridor that is now served by the HealthLine was a heavily used transit corridor, similar to the East-West corridor in Milwaukee. Mr. Muhs noted that the Euclid Avenue corridor in Cleveland, similar to the East-West corridor in Milwaukee, had been historically studied repeatedly for significant transit improvement. In Cleveland's case, this included plans for a subway, and then a light rail line, neither of which were constructed. At the time of the HealthLine's development, the Cleveland metro area's population was shrinking, and the Greater Cleveland Regional Transit Authority believed there was a better chance of receiving Federal funding by pursuing bus rapid transit instead of light rail.

In response to an inquiry by Mr. Colman concerning the difference in cost of regular bus vehicles versus bus rapid transit vehicles, Mr. Muhs noted that the cost of bus rapid transit vehicles varies, but can be as much as twice as much due to special features included in bus rapid transit vehicles, including left-side opening doors, internal bike racks, and enhanced seats and finishes. In addition, bus rapid transit vehicles are often 60 feet long, rather than the standard 40 feet, and can include special propulsion systems, such as diesel-electric hybrid or battery-powered electric. Mr. Muhs also noted that a number of these features are not strictly necessary, and that reducing the number of custom features can reduce the cost of the bus rapid transit vehicles, bringing the total cost more in line with that of a standard 40 foot bus (approximately \$475,000). Mr. Colman then inquired about the number of vehicles Milwaukee County was planning to purchase, and Mr. Muhs responded that current plans were to purchase 12 bus rapid transit vehicles as part of the project. In a following inquiry, Mr. Colman asked what role Commission staff played in the study. Mr. Muhs replied that staff assisted Milwaukee County during the initial stages of the feasibility study, and are still involved in the project now that the County has hired a consultant by providing needed data and as a member of the project management team.

Mr. Drew inquired about the operating cost of the proposed bus rapid transit project. Mr. Muhs stated that the net operating cost is dependent on how Milwaukee County decides to modify the existing Milwaukee County Transit System local and express bus services. The feasibility study for the bus rapid transit project estimated \$3.7 to \$4.1 million dollars in net operating and maintenance costs. Mr. Dwyer then asked when the project is expected to be completed. Mr. Muhs stated that the current goal is to complete this project by the year 2019, although that may change as engineering for the project progresses.

While referring to Page 6, Ms. Rothstein inquired about there being any consideration of providing additional parking along the route of the proposed project. Mr. Muhs stated that a park-ride lot currently exists at the western terminus of the route at the intersection of N. Swan Blvd. and W. Watertown Plan Rd., and that location was chosen as the terminus with the expectation that individuals living west and north of that park-ride lot and traveling to downtown could park at that lot and board the bus rapid transit service at that location.

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In response to an inquiry by Mr. Schleif regarding the possibility of expanding the Watertown Plank Park-Ride lot if demand warrants it, Mr. Dranzik stated that there may be the potential for expansion to the north of the park-ride lot.

In response to an inquiry by Ms. Shumway regarding the expected cost of riding the bus rapid transit service, Mr. Muhs stated that currently Milwaukee County is not planning to charge a higher fare for the bus rapid transit service, and that fares are expected to be the same as those for current Milwaukee County Transit Services. Ms. Shumway then asked whether fares will cover the costs of operating the bus rapid transit service. In response to her question, Mr. Muhs stated that public subsidy will be required, similar to all other public transit services in North America. Mr. Yunker noted that similar to all modes of transportation, including streets and highways, user fees will cover some of the costs of the proposed project, but not all. He noted that the proportion of the costs of the project that will be paid for by user fees (in this case, passenger fares), will likely be higher for this route than for County highways (for which approximately 25 percent of costs are paid by user fees such as the gas tax) or local roads.

Mr. Yunker noted the excellent work Milwaukee County has done moving this project forward on an extremely tight time schedule. The aggressive schedule is being pursued because it is hoped that the project will be completed before the reconstruction of IH 94 between the Zoo Interchange and Marquette Interchange is initiated, and the project can provide an alternative during the reconstruction of the interstate. In addition, the timing of the project in tandem with the reconstruction of IH 94 may allow the Wisconsin Department of Transportation to be a financial partner in the bus rapid transit project as it would mitigate reconstruction traffic congestion. Mr. Yunker further stated that the project must meet this time schedule while still meeting all of the requirements of the Federal Transit Administration to receive Federal funding, and receive approvals from the Cities of Milwaukee and Wauwatosa to operate the project over their right-of-way. He noted that this project will be difficult to complete successfully, but that the progress made by Milwaukee County thus far has been impressive. Mr. Yunker then stated there has been interest in extending the bus rapid transit project west into Waukesha County, using the existing exclusive bus lanes on Bluemound Road between N. 124th St. and Goerke's Corners. This interest is partially being driven by the significant number of new retail and hospitality jobs that will be added along that corridor over the next 12 to 18 months. The need for improved transit service along this corridor is becoming more important to help employers in Waukesha County fill those jobs.

Mr. Delgado inquired about the relationship between the bus rapid transit project and the City of Milwaukee's streetcar project. Mr. Muhs noted that the ownership of the systems is separate, with the City of Milwaukee owning the streetcar system and planning to contract with another entity to operate the system for the City, and Milwaukee County owning and operating the proposed bus rapid transit service. Mr. Yunker noted that the two systems will be coordinated; for example, if one would be traveling to downtown on the bus rapid transit and their destination is the Milwaukee Intermodal Station, he or she would be able to transfer from the bus rapid transit to the streetcar line. He noted that the County and the City still need to determine how transfers between the systems will be priced.

CORRESPONDENCE/ANNOUNCEMENTS

Chairman Stroik announced that both the December Administrative and Executive Committee meetings are cancelled, and also stated that the Commission meeting schedule and Committee assignments will be sent to Commissioners late in December.

Mr. Yunker stated there is no correspondence.

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

Chairman Stroik indicated that the next Quarterly Commission meeting will be in March 2017 at 3:00 p.m. in Kenosha County.

Mr. Yunker then noted that this was his last Quarterly Commission Meeting as Executive Director of the Commission. He thanked the Commissioners for their guidance and commented on how rewarding it has been to work for the Commission.

ADJOURNMENT

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

Respectfully submitted,

Kenneth R. Yunker
Deputy Secretary

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