

## MINUTES

### SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

#### ANNUAL COMMISSION MEETING

Wednesday, June 19, 2019

3:00 p.m.

Riveredge Nature Center  
4458 W. Hawthorne Dr.  
Newburg, WI 53060  
(see map enclosed)

#### Present:

#### Excused:

##### Commissioners:

Charles L. Colman, Chairman  
Michael A. Crowley, Vice-Chairman  
Steve Bostrom  
Donna Brown-Martin  
Thomas H. Buestrin  
José M. Delgado  
James T. Dwyer  
Mary Knipper  
Theodore Lipscomb, Sr.  
Aloysius Nelson  
Robert W. Pitts  
Jennifer K. Rothstein  
Nancy Russell  
Jeffrey D. Schleif  
Daniel S. Schmidt  
David L. Stroik  
Gustav W. Wirth, Jr.

Mike Dawson  
James A. Ladwig  
Peggy L. Shumway

#### Staff:

Kevin J. Muhs	Executive Director
Benjamin R. McKay	Deputy Director
Elizabeth A. Larsen	Assistant Director - Administration

#### ROLL CALL

Chairman Colman called the 267<sup>th</sup> meeting of the Commission to order at 3:00 p.m. Roll call was taken and a quorum was declared present. Chairman Colman indicated for the record that Commissioners Dawson, Ladwig, and Shumway had asked to be excused.

**WELCOMING REMARKS BY RIVEREDGE NATURE CENTER EXECUTIVE DIRECTOR MS. JESSICA JENS**

Riveredge Nature Center Executive Director Ms. Jessica Jens welcomed the Commissioners to the Nature Center. Ms. Jens stated that Riveredge will open a tuition-free, public elementary charter school authorized by the Northern Ozaukee School District, which will be open to students in kindergarten through 5<sup>th</sup> grade. She went on to discuss the Nature Center's facilities, the programs offered and the many individuals that visit Riveredge.

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

Chairman Colman called on Ms. Russell to introduce the Commission's newest Commissioner, Ms. Mary Knipper. Ms. Russell stated that Ms. Knipper was appointed to the Commission by Governor Tony Evers. She noted that Ms. Knipper has an interest in Wisconsin's land and waters and has served in leadership roles for the Delavan Lake Improvement Association, the Walworth County Lake Association, Wisconsin Lakes, and the Kettle Moraine Land Trust in Walworth County. Ms. Knipper's career has also included experience as a Registered Nurse, a project manager at National Environmental Testing including involvement with the Illinois EPA-Region V Superfund cleanup program, and a consultant with Abbott Laboratories.

Mr. Crowley made a motion, seconded by Mr. Schleif, and carried unanimously, to formally seat Ms. Mary Knipper as a Commissioner representing Walworth County on the Southeastern Wisconsin Regional Planning Commission. Ms. Knipper then stated she is honored to participate as a Commissioner representing Walworth County.

**APPROVAL OF MINUTES OF THE MARCH 6, 2019, QUARTERLY COMMISSION MEETING**

On a motion by Mr. Nelson, seconded by Mr. Stroik, and carried unanimously, the minutes of the March 6, 2019, Quarterly Commission Meeting were approved as published.

**ELECTION OF COMMISSION TREASURER**

Chairman Colman reported that the Executive Committee had nominated Ms. Nancy Russell to serve as Treasurer for the remainder of Mr. William Drew's term, which continues through September 2020. There being no other candidates nominated, on a motion by Mr. Dwyer, seconded by Mr. Nelson, Ms. Russell was unanimously elected Treasurer of the Commission.

**TREASURER'S REPORT**

Ms. Russell noted that a copy of the Treasurer's Report had been provided to all Commissioners for review prior to the meeting and requested that Ms. Larsen review the report and called attention to the following items:

1. Based upon disbursements through April 28, 2019, it is projected that total disbursements for the year will approximate \$7.5 million. Revenues are projected at about \$7.7 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 \$4.8 million. The various accounts are identified on the second page of the report.

3. As of April 28, 2019, the Commission had in investments and cash on hand approximately \$7.6 million. \$6.0 million are invested in the State of Wisconsin Local Government Pooled Investment Fund. As of April 28, 2019, that fund was yielding 2.49 percent interest. Other funds are held in savings, checking, and certificate of deposit accounts at several banks.

There being no discussion, on a motion by Ms. Russell, seconded by Mr. Schmidt, and carried unanimously, the Treasurer's Report for the period ending April 28, 2019, was approved (copy of the Treasurer's Report is attached to the Official Minutes).

## **STANDING COMMITTEE REPORTS**

### **Planning and Research Committee**

Chairman Colman asked Mr. Schmidt to present the Planning and Research Committee report. Mr. Schmidt noted that the report had been provided to all Commissioners prior to the meeting. He also noted that the Planning and Research Committee has met once since the Commission's Quarterly meeting on March 6, 2019.

On May 21, 2019, the Committee took the following action:

1. Considered and approved SEWRPC Planning Report No. 17 (2<sup>nd</sup> Edition): *A Jurisdictional Highway System Plan for Ozaukee County*
2. Considered and approved SEWRPC Community Assistance Planning Report No. 331: *Ozaukee County Transit Development Plan: 2019 – 2023*
3. Considered and approved the Third Amendment to *VISION 2050: A Regional Land Use and Transportation Plan for Southeastern Wisconsin, Establishing Targets for Federal Performance Measures: Transit Asset Management, National Highway System Condition and Performance, Freight Performance, and Congestion Mitigation and Air Quality Improvement.*

There being no discussion, on a motion by Mr. Dwyer, seconded by Mr. Schleif, 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 Colman 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 had met two times since the Quarterly Commission Meeting on March 6, 2019.

On Thursday, April 18, 2019, the Committee took the following actions:

1. Reviewed and approved disbursements for four financial periods: year 2019 Nos. 4, 5, 6, and 7 for the period February 4, 2019, to March 31, 2019.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending March 31, 2019.
3. Discussed update on network server and capacity upgrade.

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On Thursday, May 16, 2019, the Committee took the following actions:

1. Reviewed and approved disbursements for two financial periods: year 2019 Nos. 8 and 9 for the period April 1, 2019, to April 28, 2019.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending April 28, 2019.
3. Considered and approved budget assumptions for 2020.
4. Discussed a report on business insurance.

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

**Executive Committee Report**

Commission Chairman Colman, as Chairman of the Executive Committee, provided the Executive Committee report. He stated that the Executive Committee had met two times since the Quarterly Commission Meeting on March 6, 2019.

On Thursday, April 18, 2019, 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 proposed contracts for planning work. The details of those contracts are set forth in a table attached to the report.
3. Received a report outlining progress on key planning efforts being undertaken by the Commission in 2019. The most recent report is attached to the Committee report.
4. Appointed Ms. Nancy Russell as Interim Commission Treasurer.
5. Reviewed and approved amendments to the 2019-2022 Regional TIP. These amendments to the 2019-2022 TIP were necessary to advance four existing projects and 12 new projects, which were approved by the Commission's Advisory Committees on Transportation System Planning and Programming for the Kenosha, Milwaukee, Racine, and West Bend Urbanized areas.
6. Renewed the Commission's participation in the Wisconsin Public Employers group health insurance program.
7. Reviewed and approved a resolution directing Commission staff to apply for a U.S. Economic Development Administration grant to prepare a new Comprehensive Economic Development Strategy for the Region.

On Thursday, May 16, 2019, 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 the report.
3. Received a report outlining progress on key planning efforts being undertaken by the Commission in 2019. That report is attached to the Committee report.
4. Reviewed and approved amendments to the 2019-2022 Regional TIP. These amendments to the 2019-2022 TIP were necessary to advance five existing projects and 14 new projects, which were approved by the Commission's Advisory Committees on Transportation System Planning and Programming for the Kenosha, Milwaukee, Racine, and West Bend Urbanized Areas.

In response to an inquiry by Mr. Lipscomb, Mr. McKay stated the grant application for the Comprehensive Economic Development Strategy (CEDS) for the Region was initiated to provide funding to update the 2015 CEDS. The CEDS must be updated every five years. The CEDS helps the Region to meet the requirements of the U.S. Economic Development Administration for ongoing economic development work in the Region, by aiding in efforts to secure Federal funding for economic development projects in the Region. Such projects must have a focus and impact on advancing economic development that will benefit economically distressed areas.

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

#### **CONSIDERATION AND APPROVAL OF ADOPTION OF THE BUDGET FOR CALENDAR YEAR 2020**

Chairman Colman noted that copies of the proposed Commission budget for calendar year 2020 had been provided to all Commissioners for review prior to the meeting, and asked the Commission to consider adoption of that budget. He then asked Mr. Muhs to briefly present the proposed budget.

Mr. Muhs led the Commissioners through the proposed budget document noting that the assumptions underlying the budget had been reviewed and approved by the Commission Administrative Committee at its May monthly meeting.

He noted that funding from the U.S. Department of Transportation, the Commission, and the Counties have been added for the 2020 Regional Orthophotography project.

He also noted that the Commission will not increase the tax levy request for the fourteenth year in a row.

In response to an inquiry by Mr. Delgado, Mr. Muhs stated the increase in Economic Development funding is due to the anticipated U.S. Economic Development Administration grant for the Comprehensive Economic Development Strategy update.

In response to an inquiry by Mr. Nelson, Mr. McKay stated that the Commission provides one staff person to work one day a week at the Kenosha County Housing Authority offices to administer housing rehabilitation, purchase, and flood mitigation loans for low and moderate income households.

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In response to an inquiry by Mr. Schleif, Mr. Muhs stated the consultant line item largely includes the cost to fly and process the 2020 aerial orthophotos.

There being no further discussion, on a motion by Mr. Dwyer and seconded by Mr. Nelson, the Budget for calendar year 2020 was adopted by a vote of 17 ayes and 0 nays.

**CONSIDERATION AND ADOPTION OF SEWRPC PLANNING REPORT NO. 17 (2<sup>ND</sup> EDITION): A JURISDICTIONAL HIGHWAY SYSTEM PLAN FOR OZAUKEE COUNTY (Resolution No. 2019-12)**

Chairman Colman asked the Commission to consider adoption of an amendment to the Ozaukee County jurisdictional highway system plan by approving SEWRPC Planning Report No. 17, 2<sup>nd</sup> Edition, *A Jurisdictional Highway System Plan for Ozaukee County* and Resolution 2019-12, noting that these materials were provided prior to this meeting. He then called upon Mr. Muhs to present the Report and the Resolution (copies attached to Official Minutes).

Mr. Muhs proceeded to briefly review and highlight the plan. He noted that at the request of Ozaukee County, the Commission reviewed and reevaluated the Ozaukee County jurisdictional highway system plan. The Commission staff prepared the review in cooperation with the County, each city, village, and town within the County, the Wisconsin Department of Transportation, and the U.S. Department of Transportation-Federal Highway Administration. The review was based on a comprehensive study, guided by an Ozaukee County Jurisdictional Highway Planning Committee.

He stated that the Ozaukee County Jurisdictional Highway Planning Committee recommended approval of the plan and the Ozaukee County Board of Supervisors has endorsed the plan. He also noted that the Commission Planning and Research Committee has recommended adoption of this plan amendment.

There being no questions or discussion, on a motion by Ms. Rothstein, seconded by Mr. Wirth, and carried unanimously with a vote of 17 ayes and 0 nays, the SEWRPC Planning Report No. 17 (2<sup>nd</sup> Edition), *A Jurisdictional Highway System Plan for Ozaukee County*, Resolution No. 2019-12 was adopted (Copy of Resolution No. 2019-12 is attached to the Official Minutes).

**CONSIDERATION AND ADOPTION OF SEWRPC COMMUNITY ASSISTANCE PLANNING REPORT NO. 331: OZAUKEE COUNTY TRANSIT DEVELOPMENT PLAN: 2019 - 2023 (Resolution No. 2019-13)**

Chairman Colman asked the Commission to consider adoption of an amendment to the adopted Year 2050 Regional Transportation Plan by approving SEWRPC Community Assistance Planning Report No. 331, *Ozaukee County Transit Development Plan: 2019-2023*, and Resolution 2019-13, noting that these materials were provided prior to this meeting. He then called upon Mr. Muhs to present the Report and the Resolution (copies attached to Official Minutes).

Mr. Muhs proceeded to briefly review and highlight the report. He noted that at the request of Ozaukee County, the Commission assisted the County in preparing a public transit development plan for the County transit system that would identify operating and service improvements and serve as a guide for the continued operation of the transit system from 2019 through 2023. A similar plan was completed for the County in 2002.

He stated that the Ozaukee County Transit Development Plan Advisory Committee approved the plan and the Ozaukee County Board of Supervisors endorsed the plan. He also noted that the Commission Planning and Research Committee recommended adoption of this plan.

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There being no questions or discussion, on a motion by Mr. Schmidt, seconded by Mr. Schleif, and carried unanimously with a vote of 17 ayes and 0 nays, the SEWRPC Community Assistance Planning Report No. 331, *Ozaukee County Transit Development Plan: 2019-2023*, and Resolution No. 2019-13 was adopted (Copy of Resolution No. 2019-13 is attached to the Official Minutes).

**CONSIDERATION AND ADOPTION OF THIRD AMENDMENT TO VISION 2050: A REGIONAL LAND USE AND TRANSPORTATION PLAN FOR SOUTHEASTERN WISCONSIN, ESTABLISHING TARGETS FOR FEDERAL PERFORMANCE MEASURES: TRANSIT ASSET MANAGEMENT, NATIONAL HIGHWAY SYSTEM CONDITION AND PERFORMANCE, FREIGHT PERFORMANCE, AND CONGESTION MITIGATION AND AIR QUALITY IMPROVEMENT (Resolution No. 2019-14)**

Chairman Colman asked the Commission to consider adoption of the third amendment to the adopted Year 2050 Regional Transportation Plan by approving the third amendment to VISION 2050: *A Regional Land Use and Transportation Plan for Southeastern Wisconsin, Establishing Targets for Federal Performance Measures: Transit Asset Management, National Highway System Condition and Performance, Freight Performance, and Congestion Mitigation and Air Quality Improvement*, and Resolution 2019-14, noting that these materials were provided prior to this meeting. He then called upon Mr. Muhs to present the Report and Resolution (copies attached to Official Minutes).

Mr. Muhs briefly reviewed the report noting that a National performance management framework was created by the Moving Ahead for Progress in the 21<sup>st</sup> Century Act of 2012, and continued in the Fixing America's Surface Transportation Act of 2015, which included the establishment of safety-related performance measures and target setting. As part of the National performance management framework established by the U.S. Congress, the U.S. Department of Transportation Federal Highway Administration developed regulations to establish targets for performance measures related to Nation Highway System condition and performance, freight performance, and congestion mitigation and air quality improvement. The Commission, as the designated metropolitan planning organization for the five urbanized areas in Southeastern Wisconsin, is required to establish performance measures and report the targets in VISION 2050.

He stated the Advisory Committee on Regional Transportation Planning endorsed the performance measures and targets. He also noted the Commission Planning and Research Committee also recommended adoption of this amendment.

In response to an inquiry from Ms. Brown-Martin, Mr. Muhs stated that staff responded to the ACLU comments by noting the conclusions related to environmental justice populations from the previous amendment to VISION 2050 were still accurate, as this third amendment does not make any changes to the recommendations of VISION 2050.

In response to an inquiry from Mr. Schleif, Mr. Muhs stated that the VISION 2050 plan must be reviewed every four years, with the next review occurring by July 2020. A major plan update occurs approximately every ten years, maintaining at least a 20 year forecast window.

In response to an inquiry from Mr. Lipscomb, Mr. Muhs stated this Amendment is the result of a change in Federal regulations that occurred following the adoption of the original VISION 2050 plan.

Mr. Lipscomb then inquired how the impetus for work done for a portion of the region, such as the Jurisdictional Highway System Plan for Ozaukee County and the Ozaukee County Transit Development Plan, compares to regional efforts such as VISION 2050. Mr. Muhs responded that some regional planning work the Commission conducts is done because of Federal and State legislative requirements, and other

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regional work is performed in accordance to sound planning processes. County or community specific work is generally requested by the County or community, or in some cases is triggered by a planning requirement the County must adhere to.

Ms. Russell inquired about the Commission conducting a redistricting study for Walworth County. Mr. Muhs stated the Commission will be prepared to help with redistricting after the 2020 U.S. Census data has been received. The County will need to transmit a letter to the Commission requesting staff assistance.

Mr. Lipscomb stated Milwaukee County will likely also ask the Commission for staff assistance in the next Milwaukee County redistricting effort.

In response to an inquiry by Mr. Nelson, Mr. Muhs stated the Federal transportation regulations require at least a 20 year planning horizon at all times. The long range planning process is typically started after the decennial census.

Mr. Dwyer asked if staff could share the long range planning forecasts that were made when the first plans the Commission completed. Mr. Muhs stated that he can review planning forecasts back to those made for the 1990 regional plans.

There being no additional questions or discussion, on a motion by Mr. Dwyer, seconded by Mr. Nelson, and carried unanimously with a vote of 17 ayes and 0 nays, the Third Amendment to *VISION 2050: A Regional Land Use And Transportation Plan For Southeastern Wisconsin, Establishing Targets For Federal Performance Measures: Transit Asset Management, National Highway System Condition And Performance, Freight Performance, And Congestion Mitigation And Air Quality Improvement*, and Resolution No. 2019-14 was adopted (Copy of Resolution No. 2019-14 is attached to the Official Minutes).

#### **CORRESPONDENCE/ANNOUNCEMENTS**

Mr. Muhs reminded the members of the Administrative and Executive Committees that a meeting will be held on June 25, 2019, at the Commission offices. He also stated that the Chairman's Ad-Hoc Committee to discuss staff salaries will meet at 12:30 p.m. on that same day.

Mr. Muhs then distributed the most recent copy of Water Resources Impact magazine which has an article written by former Commission staff Executive Director Mike Hahn.

#### **ADJOURNMENT**

There being no further business to come before the Commission, on a motion by Mr. Schmidt, seconded by Mr. Dwyer, and carried unanimously, the meeting was adjourned at 4:30 p.m.

Respectfully submitted,

Kevin J. Muhs  
Deputy Secretary

KJM/EAL/ce  
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