

MINUTES
SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION
QUARTERLY COMMISSION MEETING

Wednesday, December 4, 2019

3:00 p.m.

MSOE Grohmann Museum
Room 103 - Auditorium
1000 N. Broadway
Milwaukee, WI 53202

Present:

Excused:

Commissioners:

Charles L. Colman, Chairman
Michael A. Crowley, Vice-Chairman
Steve Bostrom
Donna Brown-Martin
Thomas H. Buestrin
Mike Dawson
Jose Delgado
James Dwyer
Mary Knipper
James A. Ladwig
Theodore Lipscomb, Sr.
Aloysius Nelson
Robert W. Pitts
Jennifer K. Rothstein
Nancy Russell
Jeffrey D. Schleif
Daniel S. Schmidt
Peggy L. Shumway
David L. Stroik

Gustav W. Wirth, Jr.

Staff:

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

ROLL CALL

Chairman Colman called the 269th 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 Commissioner Wirth had asked to be excused.

WELCOMING REMARKS BY MILWAUKEE COUNTY BOARD CHAIRMAN THEODORE LIPSCOMB, SR.

Milwaukee County Board Chairman Theodore Lipscomb welcomed the Commissioners to Milwaukee County and the MSOE Grohman Museum.

Mr. Lipscomb stated that while he served on the Milwaukee Public Library Board of Trustees, the decision was made to donate the “The Bookworm” painting to the Grohman Museum. He stated that the Commissioners should look for this painting during the Museum tour following the meeting.

Mr. Lipscomb also acknowledged that Milwaukee County is working to prepare for the upcoming Democratic National Convention to be held in July 2020.

REMARKS BY WISCONSIN DEPARTMENT OF TRANSPORTATION SECRETARY CRAIG THOMPSON

Mr. Thompson provided an update on the State of Wisconsin Budget. He stated that as the Wisconsin Department of Transportation Secretary-designee he hopes to return to the Department’s historical focus on long range planning and to strengthen the partnerships between the Wisconsin Department of Transportation (WisDOT) and the Regional Planning Commissions in the State.

He then thanked the Commissioners for their work and stated that the work of the Commission enables the WisDOT to do their job.

He then discussed the transportation portion of the budget and stated that transportation was a core issue of Governor Evers’ proposed budget. He noted that the WisDOT has been realigned with a new Division of Budget and Strategic Initiatives. He stated the vacant inspector general position that was created by former Governor Walker will be filled.

The Commissioners asked Secretary Thompson a number of questions, resulting in an informative discussion regarding the State’s transportation issues.

APPROVAL OF MINUTES OF THE SEPTEMBER 11, 2019, QUARTERLY COMMISSION MEETING

On a motion by Mr. Nelson, seconded by Mr. Schmidt, and carried unanimously, the minutes of the September 11, 2019, Quarterly Commission Meeting were approved as published.

TREASURER’S REPORT

Mr. Colman called on Ms. Russell to present the 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 called attention to the following items:

1. Based upon disbursements through November 10, 2019, it is projected that total disbursements for the year will approximate \$7.48 million. Revenues are projected at about \$7.6 million, exclusive of interest income and miscellaneous revenues.

Quarterly Commission Meeting
December 4, 2019

2. The total amount of funds held by the Commission in the various operating, liability, and reserve accounts approximates \$5.2 million. The various accounts are identified on the second page of the report.
3. As of November 10, 2019, the Commission had in investments and cash on hand approximately \$6.6 million. \$5.4 million are invested in the State of Wisconsin Local Government Pooled Investment Fund. As of November 10, 2019, that fund was yielding 1.92 percent interest. Other funds are held in savings, checking, and certificate of deposit accounts at several banks.

There being no further discussion, on a motion by Mr. Nelson, seconded by Mr. Schleif, and carried unanimously, the Treasurer's Report for the period ending November 10, 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 had met once since the Commission's Quarterly meeting on September 11, 2019.

On November 12, 2019, the Committee reviewed the following materials from VISION 2050 interim review and plan update:

- o Proposed Outline for Year 2020 Review and Update of VISION 2050
- o Chapter 1: Introduction
- o Chapter 2: Review of VISION 2050 Recommendations and Implementation to Date
- o Chapter 3: Review of VISION 2050 Forecasts
- o Appendix A: Review of Transportation System Performance
- o Appendix B: Review of the Targets Established for the National Performance Measures
- o Appendix C: Inventory of TSM Infrastructure

There being no discussion, on a motion by Mr. Bostrom, seconded by Mr. Dwyer, 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 three times since the Quarterly Commission Meeting on September 11, 2019.

On Thursday, September 19, 2019, the Committee took the following actions:

1. Reviewed and approved disbursements for four financial periods: year 2019 Nos. 15, 16, 17, and 18, for the period July 8, 2019, to September 1, 2019.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending September 1, 2019.

Quarterly Commission Meeting
December 4, 2019

3. Reviewed and approved the selection of the certified public accounting firm CliftonLarsonAllen, LLP to conduct the Commission's annual audit for 2019.
4. Discussed annual software renewals.
5. Discussed the results of the network assessment conducted by ETS Advisory Services.

On Thursday, October 17, 2019, the Committee took the following actions:

1. Reviewed and approved disbursements for two financial periods: year 2019 Nos. 19 and 20 for the period September 2, 2019, to September 29, 2019.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending September 29, 2019.
3. Reviewed a report on group medical insurance rates for 2020. The Commission obtains medical insurance for staff through the State of Wisconsin Department of Employee Trust Funds Group Health Insurance Program. Commission employees will pay 20 percent of the premium cost. The Committee chose for the eighth year to provide in 2020 a Deductible Health Maintenance Organization (HMO) Plan (\$500 single and \$1000 family) and to have the Commission reimburse employees for the deductible as it is expended through Health Reimbursement Accounts.

On Thursday, November 21, 2019, the Committee took the following actions:

1. Reviewed and approved disbursements for three financial periods: year 2019 Nos. 21, 22, and 23 for the period September 30, 2019, to November 10, 2019.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending November 10, 2019.
3. Received a report on employee enrollment in the 2020 group medical insurance program. A total of 59 Commission employees elected to obtain medical insurance coverage (37 family coverage and 22 single coverage). Four Commission employees declined medical insurance coverage. The anticipated cost to the Commission of the 2020 health insurance is expected to be about \$859,489 annually, which is within the budget for health insurance adopted in June of 2019.
4. Reviewed and discussed Article 1: Employment at Will and General Provisions and Article 2: Employment Regulations and the attendant sub-articles of the proposed Commission Personnel Regulations.

There being no further discussion, on a motion by Ms. Russell, seconded by Mr. Nelson, 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 three times since the Quarterly Commission Meeting on September 11, 2019.

Quarterly Commission Meeting
December 4, 2019

On Thursday, September 19, 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 four proposed contracts for planning work. The details of those contracts are set forth in a table attached to these minutes.
3. Received a report outlining progress on key planning efforts being undertaken by the Commission in 2019. The most recent report is attached to these minutes.
4. Reviewed and approved amendments to the 2019-2022 Regional TIP. These amendments to the 2019-2022 TIP were necessary to advance 15 existing projects and seven 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.
5. Reviewed and approved an amendment to the 2019 Overall Work Program.

On Thursday, October 17, 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 three contracts for planning work. The details of these contracts are set forth in a table attached to these minutes.
3. Received a report outlining progress on key planning efforts being undertaken by the Commission in 2019. The most recent report is attached to these minutes.
4. Reviewed and approved amendments to the 2019-2022 Regional TIP. These amendments to the 2019-2022 TIP were necessary to advance nine existing projects and five 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.

On Thursday, November 21, 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 nine contracts for planning work. The details of these contracts are set forth in a table attached to these minutes.
3. Received a report outlining progress on key planning efforts being undertaken by the Commission in 2019. That report is attached to these minutes.
4. Reviewed and approved the Year 2020 Overall Work Program for the Commission.
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 15 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-
Quarterly Commission Meeting
December 4, 2019

6. Considered and appointed Mr. Fabi Maldonado to fill the Racine County position on the Environmental Justice Task Force.

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

HISTORICAL SUMMARY OF YEAR END NET CASH POSITION

Chairman Colman asked Ms. Larsen to present to the Commission the table distributed to Commissioners titled Historical Summary of Year End Net Cash Position.

Ms. Larsen stated this table is a summary of year end cash position from 1990 through 2018. The table indicates the fund balance at the beginning of each calendar year, the second column adds the surplus or deficit for that year, which is accounted for in the end of year cash position. She noted that prior to Calendar Year 2014, the audit reflected a year end cash only position, meaning fixed assets were not calculated as part of the cash balance. Beginning in Calendar Year 2015, the Fund Balance End of Year column reflects the addition of non-cash or fixed assets to the fund balance. In addition, Calendar Year 2017 includes the accrual of Other Post Employment Benefits (OPEB) to the Fund Balance End of Year. This accrual was done to comply with the General Accounting Standards Board (GASB) Statement No. 75, which requires that employers disclose the cost of retirement benefits other than pension costs.

In response to an inquiry by Mr. Lipscomb, Ms. Larsen stated that the OPEB accrual will fluctuate over time as retirees move off of the State provided health insurance and new retirees are added.

CORRESPONDENCE/ANNOUNCEMENTS

Mr. Muhs reminded the members of the Administrative and Executive Committees that a meeting will be held on December 12, 2019, at the Commission offices.

He then asked the Commissioners to look for and then to complete the Association of Wisconsin Regional Planning Commission (AWRPC) survey that he will e-mail in the next few days. This survey will help to determine topics of interest for the June 2020 AWRPC summit.

ADJOURNMENT

There being no further business to come before the Commission, on a motion by Mr. Stroik, seconded by Mr. Schmidt, and carried unanimously, the meeting was adjourned at 3:45 p.m.

Respectfully submitted,

Kevin J. Muhs
Deputy Secretary

KJM/BRM/EAL
#251907