

MINUTES

SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

EXECUTIVE COMMITTEE

Thursday, February 24, 2005

2:00 p.m.

SEWRPC Office Building
Commissioners' Conference Room
W239 N1812 Rockwood Drive
Waukesha, Wisconsin

Present:

Excused:

Committee Members:

Thomas H. Buestrin, Chairman
Robert A. Brooks (Alternate)
Allen L. Morrison
Adelene Robinson
Daniel S. Schmidt

William R. Drew, Vice-Chairman
Richard A. Hansen
Linda J. Seemeyer
Paul G. Vrakas
Gustav W. Wirth, Jr.

Absent:

Staff:

Philip C. Evenson
Loretta Watson

Executive Director
Executive Secretary

ROLL CALL

Chairman Buestrin called the meeting to order at 2:30 p.m. Roll call was taken and a quorum declared present. Mr. Evenson noted for the record that Commissioners Drew, Hansen, Seemeyer, Vrakas, and Wirth had asked to be excused. Mr. Buestrin noted that he had asked Mr. Brooks to attend the meeting as an alternate member of the Committee.

APPROVAL OF MINUTES OF DECEMBER 21, 2004, MEETING

On a motion by Mr. Schmidt, seconded by Mr. Brooks, and carried unanimously, the minutes of the Executive Committee meeting held on December 21, 2004, were approved as published.

ADMINISTRATIVE COMMITTEE REPORT, MR. BROOKS REPORTING

(Meeting of February 24, 2005)

Mr. Brooks reported that the Administrative Committee, at its meeting held just before the Executive Committee meeting, had taken the following actions:

1. Reviewed and approved the Commission disbursements for four financial reporting periods: Year 2004 No. 26 and Year 2005 Nos. 1, 2, and 3, extending over the period December 13, 2004, to February 6, 2005.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending February 6, 2005. The review focused primarily on the revenue estimates for 2005. Certain Federal and State continuing planning program funds have yet to be secured, but there is no reason to believe that – with one exception – all budgeted Federal and State monies will not be forthcoming. The exception relates to Federal funds for the proposed 2005 orthophotography program. Owing to a statutory cap placed in the current State Biennial Budget Bill by the State Legislature, the Wisconsin Department of Transportation is unable, at this time, to commit available Federal funds to the Commission for the orthophotography program. The Commission staff is presently exploring alternatives to address this problem, it being the position of the County Land Information Officers in the Region that a way must be found to move forward in 2005 with the orthophotography program.
3. Received a report that the Commission met an unusual 27th bi-weekly payroll during calendar year 2004, but that the monies concerned were considered to be an advance on Commission staff salaries for 2005, with the 2005 salaries being appropriately reduced. The Committee determined that in future years when there will be 27 payroll dates in a calendar year, something that won't occur again until 2016, the Commission's Business Manager should make an adjustment at the beginning of that year by dividing Commission staff salaries by 27 instead of 26 to reflect the extra payroll date.
4. Reviewed and recommended to the Executive Committee approval of a series of minor amendments to the Commission's Flexible Benefits Plan document. The amendments were recommended by the Commission's consultant in such matters in order to keep the document current with Federal requirements.

There being no questions or comments, on a motion by Mr. Schmidt, seconded by Ms. Robinson, and carried unanimously, the Administrative Committee report was approved.

INTERGOVERNMENTAL AND PUBLIC RELATIONS COMMITTEE REPORT, MR. MORRISON REPORTING (Meeting of February 24, 2005)

Mr. Morrison reported that the Intergovernmental and Public Relations Committee, at its meeting held earlier in the day, had taken the following actions:

1. Discussed the potential impacts of "tax freeze" legislation on Commission budgeting procedures. It was concluded that should some sort of property tax increment restraints be placed upon counties, an awkward and potentially troublesome situation will arise with regard to the Commission's annual operating budget when it is received by at least some of the counties. Difficulties likely will occur because the tax bases of the counties increase at different rates. Consequently, even when the Commission seeks no additional tax monies, some counties pay more and some pay less than in the previous year. Thus, while the Commission could abide by a cap at the regional level, the distribution of the regional levy request will exceed the cap amount in some counties. The Committee agreed that this matter should be discussed with the Wisconsin Counties Association (WCA) and with county lobbying and other officials to sensitize them to this issue. An effort would then be made to discuss with individual key legislators the possibility of taking steps to ensure that cooperative county efforts, like regional planning, are either exempted from county tax levy cap computations or given their own individual caps.

2. Discussed the need to determine whether or not the Commission should continue to contract with counties to provide county surveying services. The Committee determined that the Commission should vigorously pursue long term arrangements with individual counties, whereby the Commission would commit to deliver cost effective county surveying services, and would maintain appropriate staff, vehicles, and equipment toward that end. A definitive proposal for consideration by counties will be prepared and presented to each county. If a minimum of four to five counties indicate a desire to establish a permanent arrangement to provide county surveying services, the Committee likely would recommend to the Commission the establishment of a consortium for that purpose.

There being no questions or comments, on a motion by Mr. Brooks, seconded by Ms. Robinson, and carried unanimously, the Intergovernmental and Public Relations Committee report was approved.

REPORT ON CONTRACTS

Chairman Buestrin asked Mr. Evenson to review the proposed contracts and agreements, noting that the Committee members had received a table listing the contracts and agreements prior to the meeting. Mr. Evenson then briefly reviewed the seventeen contracts reported on the table. He called attention in particular to the first two contracts listed on the Table, noting that in these two cases the Commission was acting as fiscal agent for the Southeastern Wisconsin Regional Economic Partnership. Several of the contracts, Mr. Evenson continued, related to the regional water supply planning program while other contracts relate to the provisions of County surveyor services during 2005, to a large topographic map updating program in Milwaukee County, and to projects relating to stormwater management, land conservation, lake management planning, and stream gauging.

There being no questions or comments, on a motion by Mr. Schmidt, seconded by Mr. Brooks, and carried unanimously, the report relative to the contracts was accepted and placed on file (copy of report attached to Official Minutes.)

GEO 29 REVIEW

Chairman Buestrin asked Mr. Evenson to report on the Federal grants and loans and direct Federal development projects submitted to the Commission for intergovernmental review pursuant to the requirements set forth in Gubernatorial Executive Order No. 29.

Mr. Evenson noted that summaries of the seven project applications were provided to the Committee members with the agenda for the meeting. There were no conflicts, he said, between any of the projects and the adopted regional plans, with one of the projects – COMDEV-426 – submitted by the City of Milwaukee seeking a \$2.4 million Federal grant in support of the construction of an infrastructure to serve a new 100 acre business park in the Menomonee Valley. That project, Mr. Evenson continued, would serve to help implement longstanding Commission plan recommendations to renew and redevelop the Region's older industrial areas.

On a motion by Mr. Morrison, seconded by Ms Robinson, and carried unanimously, the following seven applications were recommended to the grantor agencies for approval as being in conformance, or not in conflict, with adopted regional plans: one community assistance program (CAP-2132); three conservation programs (CONSER-917 through CONSER-919); one community development program (COMDEV-426); and two solid waste programs (SOLWAS-91 through SOLWAS-92) (copy of table attached to Official Minutes).

CONSIDERATION OF ADOPTION OF THE 2005-2007 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM (RESOLUTION 2005-01)

Chairman Buestrin asked Mr. Evenson to briefly comment on the new Transportation Improvement Program (TIP) for the Region which covers the period 2005-2007. Mr. Evenson noted that copies of the draft program had been provided to all Committee members prior to the meeting. He recalled that the program was a Federally required listing of all highway and transit projects proposed to be undertaken in the Region over the next several years. He said that the program had been compiled by the Commission staff with a view toward ensuring that all projects were consistent with the adopted regional transportation plan. The listings of projects had been carefully reviewed, corrected as necessary, and approved by the Commission's three advisory committees established to help the Commission staff in this matter, one committee each for the Milwaukee, Racine, and Kenosha urbanized areas. He then paged through the program document calling attention to selected projects.

There being no questions or comments, it was moved by Mr. Schmidt, seconded by Mr. Brooks, and carried unanimously, to adopt the 2005-2007 Regional Transportation Improvement Program (copy of Resolution No. 2005-01 attached to Official Minutes).

CONSIDERATION OF LETTER OF UNDERSTANDING WITH CHICAGO RTA

Mr. Evenson recalled that, as the metropolitan planning organization for the southeastern Wisconsin Region, the Commission annually enters into a letter of understanding with the Chicago Regional Transportation Authority relative to the division of certain Federal Transit Administration funds between the Wisconsin and Illinois portions of the Round Lake Beach urbanized area. He then presented to the Committee the most recent such letter of understanding relative to Federal funds for fiscal year 2005 (copy attached to Official Minutes). In reviewing the letter, Mr. Evenson noted that the apportionment of funds between the two states was found to be fair and consistent with past such apportionments. He pointed out that should Kenosha County not exercise its right to use the available Federal transit funds, such funds would be reallocated to the Chicago Regional Transportation Authority for use in Illinois.

Following a brief discussion, it was moved by Ms. Robinson, seconded by Mr. Brooks, and carried unanimously to authorize the Commission Chairman to execute the letter of understanding with the Chicago Regional Transportation Authority.

CONSIDERATION OF CONTRACT EXTENSION FOR MILWAUKEE COUNTY SURVEYOR

At the request of the Executive Director, this matter was laid over until a future Committee meeting.

STAFF REPORTS ON WORK PROGRAM

Mr. Evenson briefly reported on two matters relative to the Commission's work program. The first pertains to additional work being undertaken attendant to the proposed commuter rail service between Kenosha, Racine, and Milwaukee. He noted that he and the Commission Chairman would be attending an event the following day at General Mitchell International Airport, whereby the County Executives and Mayors of Kenosha, Racine, and Milwaukee were to gather to execute a cooperative agreement with the Wisconsin Department of Transportation and the Commission. Under this agreement, the Commission will help all parties concerned undertake advanced planning and environmental work attendant to positioning the proposed commuter rail project for admission by the Federal Transit Administration into the preliminary engineering phase of the project. While this technical work is going on over the next 18 months, Mr. Evenson continued, the elected officials will work with the business communities on

developing and executing a strategy to identify a local funding source for the envisioned commuter rail service.

The second item relates to organizational activities for the regional water supply planning program. Mr. Evenson noted that funding arrangements with the counties to conduct this program had now been completed and that the Commission staff had issued a press release announcing the initiation of the study. That press release was widely distributed to State Legislators and county and local officials. He noted that he would be bringing before the Committee at its next meeting additional materials attendant to the study related to the advisory committee structure and staffing and consultant arrangements.

CORRESPONDENCE/ANNOUNCEMENTS

There was no correspondence to be brought before the Committee. Mr. Evenson announced that a representative of the Federal Highway Administration would be present at the forthcoming March 2, 2005, Quarterly Commission meeting to present the results of the triennial certification process.

ADJOURNMENT

There being no further business to come before the Committee, the meeting adjourned at 2:55 p.m., on a motion by Mr. Schmidt, seconded by Mr. Brooks, and carried unanimously.

Respectfully submitted,

Philip C. Evenson
Deputy Secretary

PCE/lw
#104047 v1 - ExeFeb05Min
Attachments