

## MINUTES

### SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

#### EXECUTIVE COMMITTEE

Thursday, February 26, 2009

2:00 p.m.

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

Present:

Excused:

#### Committee Members:

David L. Stroik, Chairman  
Thomas H. Buestrin  
William R. Drew  
James T. Dwyer  
Adelene Greene  
Daniel S. Schmidt  
Gustav W. Wirth, Jr.

Richard A. Hansen, Vice-Chairman  
Michael J. Miklasevich  
Nancy Russell

#### Staff:

Kenneth R. Yunker  
Loretta Watson

Executive Director  
Executive Secretary

#### ROLL CALL

Chairman Stroik called the meeting to order at 2:05 p.m. Roll call was taken and a quorum declared present. Mr. Yunker noted for the record that Commissioners Hansen, Miklasevich, and Russell had asked to be excused.

#### APPROVAL OF MINUTES OF JANUARY 22, 2009, MEETING

On a motion by Mr. Wirth, seconded by Mr. Dwyer, and carried unanimously, the minutes of the Executive Committee meeting held on January 22, 2009, were approved as published.

#### ADMINISTRATIVE COMMITTEE REPORT, MS. GREENE REPORTING

(Meeting of February 26, 2009)

Ms. Greene 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 three financial reporting periods: Year 2009 Nos. 2, 3, and 4, extending over the period January 5, 2009, to February 15, 2009.

2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending February 15, 2009.

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

### **REPORT ON CONTRACTS**

Chairman Stroik asked Mr. Yunker 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. Yunker then briefly reviewed the seven contracts reported in the table, noting that

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

### **CONSIDERATION OF WINGSPREAD REGIONAL ACCORD AND 2009 ACTION ITEMS**

Mr. Yunker noted that in November of 2008, a number of Commissioners and senior staff from the Regional Planning Commission met with their counterparts from the Chicago, northwestern Indiana, and southwestern Michigan areas in the Wingspread Conference Center in Racine, Wisconsin. The purpose of the meeting was to confirm the interrelationship of the regions and to explore ways we could work together. Mr. Yunker noted that at the January 22, 2009, meeting of the Executive Committee, a Wingspread Regional Accord was presented for adoption by the Regional Planning Commission. This Accord would also be considered for adoption by their counterpart agencies. The Commission's Executive Committee at that meeting asked that in addition to considering adoption of the Accord, the specific planning actions that the agencies agreed to examine over the next year should be reviewed and considered for adoption as well. Mr. Yunker noted that each member of the Executive Committee had received prior to this meeting, a copy of the Accord and of the specific planning actions to be pursued over the next year.

In response to an inquiry by Mr. Drew, Mr. Yunker noted that the joint freight planning work should examine the constraints on moving freight by rail and truck through the Chicago area which impacts the movement of freight to and from the southeastern Wisconsin region.

Following a brief discussion, on a motion by Mr. Schmidt, seconded by Mr. Dwyer, and carried unanimously, the Executive Committee adopted and endorsed the specific actions to be undertaken in the next year in implementing the Accord (copy attached to Official Minutes).

### **WORK PROGRAM REPORTS**

Mr. Yunker distributed a table entitled "Work Program Progress Report" intended to list approximately ten of the key studies that the Commission has underway. The progress report identifies the completion schedule and status for each project. Mr. Yunker stated that this progress report would be provided to the Committee for each of their monthly meetings with an update of studies. Mr. Yunker then briefly pointed out the planning projects listed in the progress report along with their completion schedule and status.

Mr. Yunker stated that the Work Program Progress Report highlights only the major studies underway but not each division. There is other significant work underway from traffic forecasts and traffic engineering studies being conducted by the Transportation Planning Division to sanitary sewer service reviews being conducted by the Land Use Division. He then provided as an example of the work being conducted in

Commission divisions, a progress report on floodplain, watershed, lake, and river planning underway in the Environmental Division (copy attached to Official Minutes).

A brief discussion then ensued. In response to an inquiry by Mr. Dwyer, Mr. Yunker stated that the Commission may be expected to work with its advisory committees on transportation programming, particularly in the Milwaukee and Round Lake Beach urbanized areas to address the allocation of funding and/or selection of projects with Federal Highway Administration and Federal Transit Administration stimulus funding. Mr. Yunker further noted that it would appear that these funds will not represent new programs of funding but rather will represent an increase in the level of funding for existing programs. He noted that these committees which consist of local officials have established and applied guidelines for the selection of projects over the last 15 years.

### **DISCUSSION OF COMMISSION COMMITTEE STRUCTURE, MEETINGS, AND STRATEGIC PLANNING**

Mr. Stroik noted that in the past year, some members of the Commission have suggested that the Commission examine its committee structure and meetings, and consider a possible strategic planning retreat. He asked Committee members to provide their suggestions at this time.

A brief discussion then ensued. It was agreed that a retreat or strategic planning was not needed but that perhaps a restructuring of the Administrative and Executive Committees could be considered. Mr. Dwyer noted that the two Committees meet on the same day and have identical membership and suggested perhaps combining the two Committees into one. Mr. Buestrin and Mr. Wirth noted that for some months the work of the Administrative Committee may be routine but in other months the Committee has heavier workloads when it addresses the budget, insurance, human resource issues, personnel regulations, and other issues, for example, the acquisition of the present Commission offices. Mr. Stroik suggested that Mr. Yunker identify prior to the next meeting, the responsibilities of the four Commission committees and also provide a historical perspective over the life of the Commission.

### **SUGGESTION OF ITEMS FOR NEXT MEETING AGENDA**

Mr. Stroik asked whether any Executive Committee members would like to suggest items to appear on next month's agenda.

In response to a comment by Mr. Schmidt, Mr. Yunker noted that prior to considering the filling of the vacant Deputy Director position, the Public Involvement and Outreach Manager position will be hired first. In response to an inquiry Mr. Mr. Stroik, Mr. Yunker stated that the history of the Commission, which is being written by Paul Hayes, is nearing completion.

### **CORRESPONDENCE/ANNOUNCEMENTS**

Mr. Yunker reported that the affirmative action complaint filed by the Milwaukee branch of the NAACP and submitted by the American Civil Liberties Union of Wisconsin (ACLU) with the U.S. Department of Labor was transferred to the Equal Employment Opportunity Commission (EEOC) for investigation. The Commission has been contacted by the U.S. EEOC and has been requested to submit information and records relevant to the subject charge of discrimination. Mr. Yunker stated that the information to be provided to the EEOC includes hiring policies and practices from January 1, 2007, to January 1, 2009, and the hiring of contractors and subcontractors during that same period.

Mr. Yunker also reported that Commission staff had received a letter from Milwaukee County that Brian Dranzik, the Deputy Director of Public Works for Milwaukee County, has been nominated by Milwaukee

February 26, 2009

County Executive, Scott Walker, to serve as the County-appointed Commissioner for Milwaukee County replacing George Torres who has left the County staff. Mr. Dranzik has yet to be approved by the Milwaukee County Board. Mr. Yunker noted that Brian Dranzik may be expected to attend Commission meetings prior to receiving confirmation from the Milwaukee County Board.

#### **ADJOURNMENT**

There being no further business to come before the Committee, the meeting adjourned at 3:30 p.m., on a motion by Mr. Buestrin, seconded by Mr. Dwyer, and carried unanimously.

Respectfully submitted,

Kenneth R. Yunker  
Deputy Secretary

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Attachments