

BAY-LAKE REGIONAL PLANNING COMMISSION
211 NORTH BROADWAY, SUITE 211
GREEN BAY, WI, 54303
www.baylakerpc.org

MONTHLY WORK PROGRAM ACTIVITY REPORT
By County
JANUARY 2006

BROWN COUNTY

- The Assistant Director attended the International Trade Executive Committee meeting on January 20th at the Business Development Center on the NWTC Campus
- On January 12th and January 25th the Executive Director met with the Bay Area Community Council to discuss issues relating to regionalization of services, poverty and the economy of the area.
- On January 27th, the Natural Resources Planner met with WPS to acquire mapping of their easements between the Kaukauna and Wrightstown for preliminary trail planning.
- Commission staff continued to collect and prepare information for the *Brown County All Hazards Mitigation Plan*.

DOOR COUNTY

- On January 10th, the Economic Development Planner attended the Door County Attainable Housing Committee meeting.
- The Regional Transportation Planner met with the Town of Union Plan Commission on January 24th to continue development of the Town's Comprehensive Plan.

FLORENCE COUNTY

- During January, the Regional Transportation Planner continued to provide assistance to Florence County toward developing potential bicycle and pedestrian facilities in the Town of Aurora. The Regional Transportation Planner reviewed and analyzed recent crash data for county highways that are being proposed as bicycle routes.
- The Executive Director worked with the Florence County Forestry & Parks and Land Conservation Departments to identify the processes needed to update the County's *Outdoor Recreation and Land & Water Conservation Plans* throughout January.

KEWAUNEE COUNTY

- On January 11th, the Commission's Community Assistance Planner met with the Town of Luxemburg to continue working on the town's Comprehensive Plan.
- During January, the Regional Transportation Planner continued to work on development of a code of ordinances for the Town of Franklin. The Regional Transportation Planner met with the Town's Plan Commission on January 10th and January 23rd.
- On January 31st, the Commission's Community Assistance Planner met with the City of Kewaunee to continue work on the city's Comprehensive Plan.
- During January, Commission staff continued work on community comprehensive plans for the Towns of Ahnapee, Luxemburg, Pierce and Red River and for the City of Kewaunee, the Village of Luxemburg and Kewaunee County.
- Commission staff continued to work on the Lake Michigan Ice Age Trail planning project.

MANITOWOC COUNTY

- On January 19th, the Regional Transportation Planner and the Natural Resources Planner met with the Manitowoc County hazard mitigation plan steering committee to continue development of the County's *Hazard Mitigation Plan*.
- The Community Assistance Planner and Assistant Director met with the Joint Smart Growth Plan Commission for the Village of Cleveland and Town of Centerville on January 23rd to continue work on their comprehensive plans.
- The Economic Development Planner continued to provide CDBG-PFED grant administrative services to the City of Two Rivers, for its Eggers Industry, Inc. project throughout the month.
- The Economic Development Planner continued to provide CDBG-PF grant administrative services to the City of Two Rivers, for its JE Hamilton Community House project throughout the month.
- Commission staff continued to work on the Lake Michigan Ice Age Trail planning project.
- On January 10th, the Executive Director met with the Town of Franklin to discuss the preparation of a comprehensive plan for the Town.

MARINETTE COUNTY

- The Regional Transportation Planner prepared 2005 year-end and fourth-quarter reports for the City of Marinette's Shared-Ride Taxi Program and submitted the reports to the city for review.
- The Economic Development Planner continued correspondence with the Village of Coleman regarding closeout documentation for the CDBG funds received for their PFED project.
- The Economic Development Planner continued correspondence with the Village of Coleman and funding agencies, regarding the village's TIF district and other areas in need of public infrastructure within the village limits.
- Staff continued work on the City of Peshtigo and Town of Peshtigo comprehensive plans.

OCONTO COUNTY

- The Transportation Planner and Assistant Director continued preparing materials for the City of Oconto's comprehensive plan.

SHEBOYGAN COUNTY

- Commission staff continued to work on the Lake Michigan Ice Age Trail planning project.
- A joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees was held on January 19th. Agenda items at this meeting included: distribution and review of draft Chapter 6 of the *Year 2035 Sheboygan Area Transportation Plan* (Transportation and Land Use), continued review of draft Chapter 5 of the *Year 2035 SATP* (Existing Condition of the Transportation Network); and an update on other planning activities. Staff sent out agenda packets for this meeting (including meeting notice, agenda and minutes from the December 20, 2005, joint meeting) to members of both committees on January 12th.
- Commission staff continued drafting chapters for the *Year 2035 SATP* in January. Staff continued work on Chapter 5 (Existing Condition of the Transportation Network), with emphasis on the inventory of the intercity passenger network. Staff also completed Chapter 6 (Transportation and Land Use).
- Commission staff started work on an air quality conformity analysis for the *Year 2035 SATP* in January. Commission staff took output from the travel demand forecast model for all years of analysis in the plan (2000, 2007, 2009, 2012, 2020, 2030 and 2035), and tabulated vehicle miles of travel by speed range and facility type for all years of analysis. Commission staff

also prepared a spreadsheet listing average speeds for each facility type and speed range for each year of analysis. These files have been transmitted to staff at the Wisconsin Department of Natural Resources Bureau of Air Management, which will utilize these files to calculate emission rates for volatile organic compounds (VOCs) and for oxides of nitrogen (NOx) using the MOBILE 6.2 emissions estimating model. Once these emission factors are received, the conformity analysis on the *Year 2035 SATP* can proceed.

- The Commission's Executive Committee approved an updated *Cooperative Agreement for Continuing Transportation Planning for the Sheboygan Metropolitan Planning Area Between the State of Wisconsin Department of Transportation, Bay-Lake Regional Planning Commission and the Sheboygan Transit Commission* at its meeting on January 13. The City of Sheboygan Parking and Transit Commission approved the cooperative agreement at its meeting on January 17. The Secretary of the Wisconsin Department of Transportation signed the cooperative agreement in late December. The effective date of the new cooperative agreement was set for January 23, 2006.
- Commission staff attended an MPO Directors' meeting sponsored by the Wisconsin Department of Transportation and the Federal Highway Administration – Wisconsin Division in Middleton on January 24th.
- Commission staff submitted the approved amendment to the *Sheboygan Metropolitan Planning Area Transportation Improvements Program (TIP): Calendar Years 2005 – 2008* to pertinent state and federal agencies in early January. The 2005 – 2008 TIP needed to be amended in order to begin implementing the non-motorized transportation pilot program in Sheboygan County, including the programming of funding for the planning and design of bicycle and pedestrian facilities/networks, as well as for education and outreach.
- Work on the *Sheboygan County All Hazards Mitigation Plan* continued in January. A conference call was held with USDA and UW Extension staff on January 3rd to assess agricultural hazards for the plan. Commission staff prepared a table summarizing the steering committee's assessment of natural hazards at the December 14, 2005, meeting. Commission staff also tabulated the steering committee's evaluations of six man-made/technological hazards in preparation for a February 1st meeting of the steering committee. In addition, Commission staff prepared draft Chapter 2 of the plan (Planning Area) in late January. Commission staff also assisted the Sheboygan County Emergency Management Coordinator with preparation of the agenda for the February 1st meeting of the plan steering committee.
- The Community Assistance Planner and Assistant Director met with the Town of Wilson Plan Commission on January 9th to continue work on their comprehensive plan. Staff continued entering land use information for the Town's plan.

MULTI-COUNTY/REGIONAL

- The GIS Coordinator participated in a Central HAZUS Users Group phone conference call (CHUG) on January 9th to discuss HAZUS-MH activities in the Central U.S.
- The GIS Coordinator gave a presentation on the use of L-THIA GIS to the East Central County Code Administrators (ECWCCA) at their January 13th meeting in Sheboygan County.
- The Commission's Executive Committee meeting was held on January 13th at the Commission offices in Green Bay.
- On January 17th, the Assistant Director participated in a teleconference to continue planning for the 4th Annual International Trade Conference to be held on April 11th in Neenah.
- The Commission held a Housing Advisory Committee meeting on January 19th.

- On January 19th, the Natural Resources Planner met with a technical advisory committee to continue the development of a series of mini-workshops throughout the region to provide information and guidance on addressing stormwater regulations, economic and tourism development, and comprehensive planning implementation.
- The Economic Development Planner attended a NEWREP marketing committee meeting on January 24th.
- On January 24th, the Natural Resources Planner participated in the development of the WCMP's Coastal and Estuarine Land Conservation Plan.
- The Assistant Director attended the monthly NEWREP meeting on January 27th at the Business Development Center in Green Bay.
- The GIS Coordinator gave a presentation on the Ice Age Trail at Bay-Lake/East Central RPC joint mini-conference entitled *IMPROVE YOUR PLANNING USING TODAY'S TECHNOLOGY: A GIS Primer for Decision Makers* held on January 27th. The Executive Director provided closing remarks at this half-day conference. The mini-conference was attended by more than 90 people from the two RPC regions. The next mini-conference will be held in April and will cover invasive species.
- On January 31st, the Natural Resources Planner attended the WCMP Grant Selection Committee meeting in Madison to present the Commissions WCMP proposed projects.
- The Assistant Director attended a meeting on January 30th of the Northwoods Steering Committee to discuss the planning process with Jerry Murphy, the new Executive Director of NewNorth.
- The Economic Development Planner continued to update the website for NEWREP including updating news and events listings, updating contact information and responding to requests and comments.
- GIS staff filled aerial photo and data requests for areas throughout the Bay-Lake Region.
- The GIS Coordinator continued to work with the WLIA Emergency Management Task Force on GIS and emergency management issues in Wisconsin.
- The GIS Coordinator continued to work with Wisconsin Emergency Management (WEM) staff on the use of HAZUS-MH GIS software for All-Hazard Mitigation planning in the Bay-Lake Region.