

BAY-LAKE REGIONAL PLANNING COMMISSION
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MONTHLY WORK PROGRAM ACTIVITY REPORT

By County

JULY 2006

BROWN COUNTY

- On July 13, the Executive Director attended the monthly meeting of the Bay Area Community Council to continue work and discussions on poverty issues in Brown County.
- On July 17, Commission staff attended a groundbreaking for the Commission's new offices in Green Bay.
- On July 25, the Executive Director continued to participate with the Community Access and Resource Impact Council of Brown County United Way in reviewing the status of an information and referral system (211 system) for Brown County.
- On July 25, the Assistant Director, Natural Resources Planner, and GIS Specialist facilitated a meeting of the Brown County All Hazards Mitigation Plan Steering Committee.
- Commission staff presented to the City of De Pere's Board of Park Commission on July 6 that was submitted in June to complete the city's Comprehensive Park and Outdoor Recreation Plan.
- The Executive Director met with Brown County planning department staff in June and July to discuss projects for which the Commission will be providing technical assistance.
- GIS staff and Intern continued to work on the critical facility mapping for the *Brown County All Hazards Mitigation Plan*.

DOOR COUNTY

- The Commission's Executive Committee met in Sturgeon Bay on July 14 and was introduced to both the city's new administrator and Door County's new administrator.
- On July 26, the GIS Coordinator and Natural Resource Planner attended a web cast by the Trust for Public Land, which proposes to do work in Door County using their Greenprint GIS model and planning expertise for land preservation.
- During July, the Regional Transportation Planner worked on a *Public Transit-Human Services Transportation Coordination Plan* for the County. The Plan must be completed and submitted to WisDOT by September 15, 2006 in order for the county to maintain eligibility for transit and human service - specialized transportation grant programs including WETAP, JARC and the 5310 Capital grant program.
- During July the Regional Transportation Planner continued working on development of a comprehensive plan for the Town of Union. The Regional Transportation Planner met with the Town Plan Commission on July 25 to review and revise the "general plan design" element of the plan.

FLORENCE COUNTY

- On July 20, the Regional Transportation Planner conducted a Public Transit/Human Services Transportation Coordination Assessment Workshop with county elderly/disabled transportation staff and with public transit stakeholders.
- The Commission continued to work with the Florence County Land Conservation Department on an update the County's *Land & Water Resource Management Plan*. Comments received from DATCP on were reviewed and used to revise the plan.

- The Commission provided a draft *Outdoor Recreation Plan* to Florence County in July for review at a public hearing to be held in August.

KEWAUNEE COUNTY

- On July 11, the Commission's Regional Transportation Planner met with the Town of Red River Plan Commission to continue working on the town's Comprehensive Plan.
- The Executive Director and GIS Coordinator continued to work on the Lake Michigan Ice Age Trail planning project.
- During July, the Commission's Community Planner and Regional Transportation Planner 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.
- On July 11, the GIS Coordinator met with the Town of Franklin to work on their Zoning map.
- During July, the Regional Transportation Planner initiated work on a *Public Transit-Human Services Transportation Coordination Plan* for the County. The Plan must be completed and submitted to WisDOT by September 15, 2006 in order for the county to maintain eligibility for transit and human service - specialized transportation grant programs including WETAP, JARC and the 5310 Capital grant program.
- During June, the Regional Transportation Planner continued to work on development of a code of ordinances for the Town of Franklin.

MANITOWOC COUNTY

- On July 10, the Executive Director met with the Village of Whitelaw Plan Commission to review the process for developing a comprehensive plan and grant opportunities.
- During the last month, the Commission's staff continued work on the County's *All Hazard Mitigation Plan*. The Natural Resources Planner facilitated a meeting of the Plan's steering committee on July 20 to continue review and identification of the county's critical facilities.
- The GIS Coordinator and Intern continued to work on the critical facility mapping for the *Manitowoc County All Hazards Mitigation Plan*.
- The Office Accounts Coordinator and Economic Development Planner continued to provide CDBG-PF grant administrative services throughout the month of July to the City of Two Rivers for its J.E. Hamilton Community House project.
- On July 11 the Office Accounts Coordinator did on-site employee interviews for contractors working on the J.E. Hamilton Community House project in the City of Two Rivers.
- On July 31, the Executive Director coordinated an Open House at the town of Liberty Town Hall to review maps and an Environmental Assessment completed as part of the Lake Michigan Ice Age Trail planning process.
- During July, the Regional Transportation Planner worked on a *Public Transit-Human Services Transportation Coordination Plan* for the County. The Plan must be completed and submitted to WisDOT by September 15, 2006 in order for the county to maintain eligibility for transit and human service - specialized transportation grant programs, including WETAP, JARC and the 5310 Capital grant program. The draft plan was presented to the county's Transportation Coordination Committee (TCC) at its meeting on July 26.

MARINETTE COUNTY

- During the last month the Regional Transportation Planner continued to assist the City of Marinette with the administration of their shared-ride taxi transit program, meeting with the City's Transportation Coordination Committee (TCC) on July 19. The April 1 through June 30 Quarterly Operational Reports for 2006 were prepared by the Regional Transportation Planner and submitted to the city for review and signatures.
- The Executive Director and the Natural Resources Planner facilitated a meeting of the Marinette County Hazards Mitigation Steering Committee on July 18 to continue development of the county's plan.
- GIS staff continued to work on the critical facility mapping for the *Marinette County All Hazards Mitigation Plan*.
- During July, the Regional Transportation Planner worked on a *Public Transit-Human Services Transportation Coordination Plan* for the County. The Plan must be completed and submitted to WisDOT by September 15, 2006 in order for the county to maintain eligibility for transit and human service - specialized transportation grant programs including WETAP, JARC and the 5310 Capital grant program

OCONTO COUNTY

- On July 13, the Executive Director met with Oconto County Planning staff and WDOA staff to review the grant administration process for the county's Comprehensive Planning grant.
- On July 19, Commission staff facilitated a Nominal Group process with the Oconto County Planning Advisory Committee.
- The Assistant Director and the Regional Transportation Planner facilitated continued work on the update of the City of Oconto Comprehensive Plan.
- The GIS Coordinator met with the City of Oconto's engineer on July 21 to go over the land use inventory for the City of Oconto comprehensive plan.
- The GIS Coordinator worked with Oconto County on GIS data needs for the Oconto County Comprehensive Plan. The data requested will be used for the planning process and GIS.
- During July, the Regional Transportation Planner worked on a *Public Transit-Human Services Transportation Coordination Plan* for the County. The Plan must be completed and submitted to WisDOT by September 15, 2006 in order for the county to maintain eligibility for transit and human service - specialized transportation grant programs including WETAP, JARC and the 5310 Capital grant program

SHEBOYGAN COUNTY

- Commission staff continued to work on the *Town of Wilson 20 Year Comprehensive Plan*.
- The GIS Coordinator assisted the Sheboygan County Planning and Resources Department with GIS technical assistance related to non-motorized facilities in Sheboygan County.
- The GIS Coordinator assisted Wisconsin Public Service with GIS technical assistance for Sheboygan County municipal civil division boundaries.
- The GIS Coordinator assisted WisDOT staff on July 24 with GIS needs for the MPO environmental justice analysis.
- The GIS Coordinator and Intern continued to work on the critical facility mapping for the *Sheboygan County All Hazards Mitigation Plan*.
- Work on the Risk Assessment chapter of the *Sheboygan County All Hazards Mitigation Plan* continued in July. Most of this work involved drafting of analysis of all natural hazards included in the plan with the exception of the flood hazard, which was addressed earlier in the planning effort. Continued work on critical facility mapping also occurred in July.

- Commission staff edited all eight chapters of the *Year 2035 SATP* in July. By the end of July, all of the editing was completed with the exception of adding two years of crash analysis to Chapter 5 (Existing Condition of the Transportation Network) and some reorganization of Chapter 8 (Financial Plan).
- Commission staff drafted the narrative and tables of the air quality conformity analysis for the *Year 2035 SATP* (Appendix C) in July. The air quality conformity analysis is complete with the exception of one table and additional information provided at the end of the analysis; both of these items are provided to Commission staff by staff of the Wisconsin Department of Natural Resources Bureau of Air Management.
- Commission staff worked on the Environmental Justice analysis for the *Year 2035 SATP* (Appendix E) in July.
- Commission staff participated in a quarterly meeting of the MPO Directors in Middleton on July 25.
- Commission staff participated in a meeting of the Sheboygan County Non-Motorized Transportation Pilot Program Technical Subcommittee on July 18. Commission staff also participated in a meeting of the Sheboygan County Non-Motorized Transportation Pilot Program Citizens' Advisory and Technical Committee (CATC) on July 27.
- Commission staff assisted in presenting the preferred alternative for implementation in the Sheboygan Transit Development Program (TDP) at public information meetings to explain the proposed route restructuring to riders and the public on July 5. The main change proposed would be a 60 minute route that would better serve the new Wal-Mart Supercenter, Deer Trace Shopping Center, Washington Square Shopping Center and other trip generators that have emerged (and are emerging) on the southwest side of the City of Sheboygan in recent years. Several other routes in the City of Sheboygan would have minor revisions; these revisions relate more to becoming more efficient from a traffic operations standpoint and better serving the ridership. Commission staff was present to answer questions when the Sheboygan Parking and Transit Utility Commission adopted these route revisions at its meeting on July 18.
- Commission staff participated in a public information meeting concerning the planned expansion of State Highway 23 from Plymouth to Fond du Lac at the Greenbush Town Hall on July 20.
- The Executive Director and GIS Coordinator continued to work on the Lake Michigan Ice Age Trail planning project.

MULTI-COUNTY/REGIONAL

- On July 12, the Natural Resources Planner and the GIS Coordinator met with the WDNR - Bureau of Endangered Resources and the GIS Critical Habitat TAC to gather information for development of the EPA project.
- On July 12 the Executive Director participated in a conference call to continue development of a mission and vision for a Lake Michigan Stakeholders group.
- On July 14, the Executive Committee met for their scheduled meeting at the Sturgeon Bay City Hall.
- The Natural Resources Planner participated in a meeting of the Niagara Escarpment Resource Network on July 21.
- The Executive Director, Assistant Director and Commissioner Chuck Wagner met with Wayne Schroeder of the Economic Development Administration (EDA) on July 25 as part of the review process for the Annual Planning Grant.

- On July 31st, the GIS Coordinator participated in the Strategic Planning for GIS in Wisconsin Core Planning Team Meeting.
- On July 31, the Executive Director coordinated an Open House at the town of Liberty Town Hall to review maps and an Environmental Assessment completed as part of the Lake Michigan Ice Age Trail planning process.
- The GIS Coordinator assisted East Central RPC with the Niagara Escarpment Resource Network Land Legacy project by requesting GIS data in the Bay-Lake Region.
- The GIS Coordinator participated in a conference call for the planning of the 2007 WLIA annual conference in Appleton.
- The GIS Coordinator worked with USDA, WDNR and Counties in the Bay-Lake Region to request data for the GIS EPA Critical Habitat Study.
- Commission staff conducted interviews in the July seeking a candidate for the Commission's vacant Community Planner position.
- GIS staff filled aerial photo and data requests for areas throughout the Bay-Lake Region.