

BAY-LAKE REGIONAL PLANNING COMMISSION
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MONTHLY WORK PROGRAM ACTIVITY REPORT

By County

MAY 2006

BROWN COUNTY

- The Executive Director and Assistant Director met with the Brown County Executive and Planning Director on May 1 to discuss levy issues and reach a compromise on cooperative efforts between the RPC and the County.
- The Executive Director and Assistant Director met with the Brown County Planning Commission on May 3 to discuss levy issues.
- On May 4, the Natural Resources Planner participated in a meeting of the Lower Fox Basin Partnership.
- The Executive Director met with the Brown County Planning Director on May 9 to continue to discuss levy issues and agree on a compromise between the RPC and the County.
- The GIS Coordinator participated in the Brown County Land Information Office (LIO) and Planning Department Visioning Session held on May 18. The Brown County LIO is beginning the process of updating the budgeting policy for the LIO / Land Records Modernization plan which will guide how the County's Geographic Information System is funded over the next several years.
- The Executive Director and staff met with the Brown County Transportation, Planning and Development Committee on May 22 to agree on a compromise between the RPC and the County regarding county budget constraints. The Committee voted 5-0 to accept the compromise proposed by the Commission and the County Planning Director.
- On May 23, the Executive Director attended the monthly meeting of the Community Access and Resource Impact Council of Brown County United Way to review the status of a 211 system for Brown County.
- The Executive Director and Natural Resources Planner attended a presentation at the village of Suamico by the Lieutenant Governor of three WCMP grants for communities in Brown County on May 23.
- On May 23, the Assistant Director and the Natural Resources Planner facilitated a meeting of the Brown County Hazard Mitigation Plan Steering Committee.
- During the last month, the Regional Transportation Planner completed and submitted the draft Economic Impacts of the Port of Green Bay to the Brown County Harbor Commission.
- The Commission submitted a proposal to the City of De Pere to complete the city's Comprehensive Park and Outdoor Recreation Plan.

DOOR COUNTY

- On May 16, the Executive Director gave a presentation at a joint meeting of the Door County Administration Committee and Resource Planning Committee describing the Commission's experience in preparing comprehensive plans, the costs of membership and the benefits of membership in the Commission.

- During the last month the Regional Transportation Planner scheduled a *Public Transit/Human Services Transportation Coordination Assessment Workshop* with county stakeholders.
- The Assistant Director attended the Door County Economic Development Corporation's Annual meeting on May 10 at the Stone Harbor Resort and Conference Center in Sturgeon Bay.
- On May 23rd, the Regional Transportation Planner met with the Town of Union Plan Commission to continue work on the town's Comprehensive Plan.

FLORENCE COUNTY

- On May 11, the Executive Director met with an advisory committee working with the Florence County Land Conservation Department to update the County's *Land & Water Resource Management Plan*.
- The Commission continued its work to update the county's *Outdoor Recreation Plan*.
- The GIS Specialist completed the quality assurance and quality control check of the County's 2005 digital orthophotos.
- During the last month the Regional Transportation Planner scheduled a *Public Transit/Human Services Transportation Coordination Assessment Workshop* with county stakeholders.

KEWAUNEE COUNTY

- On May 2, the Commission's Community Planner and Regional Transportation Planner attended an intergovernmental meeting hosted by OMNNI Associates at West Kewaunee as part of the Kewaunee County planning process.
- On May 3, the Commission's Community Planner met with the Town of Pierce to begin work on the update to the town's Zoning Ordinance.
- On May 9, the Commission's Community Assistance Planner met with the Town of Ahnapee to continue working on the town's Comprehensive Plan.
- On May 12, the Executive Committee met in the city of Kewaunee at the Kewaunee County Administration Building and toured Kewaunee Fabrications afterwards.
- On May 16, the Commission's Community Assistance Planner met with the City of Kewaunee to continue working on the city's Comprehensive Plan update.
- During May, 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 May 16th.
- On May 17, the Commission's Community Planner met with the Town of Pierce Zoning Administrator and Plan Commission Chair to discuss issues on the town's Zoning Ordinance.
- The Assistant Director attended the Kewaunee County Economic Development Corporation's Annual meeting held at C.J.'s Banquet Hall in Kewaunee on May 18.
- On May 31, the Commission's Community Assistance Planner met with the Town of Pierce to continue working on the town's Comprehensive Plan.
- During the last month the Regional Transportation Planner scheduled a *Public Transit/Human Services Transportation Coordination Assessment Workshop* with county stakeholders.
- The Executive Director and GIS Coordinator continued to work on the Lake Michigan Ice Age Trail planning project.
- During May, 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.

- The GIS Specialist met with the Town of Red River to complete the update of the town's zoning map.

MANITOWOC COUNTY

- The Regional Transportation Planner facilitated a meeting of the *Manitowoc County Hazard Mitigation Plan* steering committee on May 18 to continue development of the county's plan.
- The Executive Director and Transportation Planner met with Manitowoc County Park and Planning Commission staff on May 18th to discuss the development of a county comprehensive plan and grant applications.
- The Community Assistance Planner, Assistant Director, and GIS Specialist met with the Joint Smart Growth Plan Commission for the Village of Cleveland and Town of Centerville on May 22 to continue work on their comprehensive plans.
- The Office Accounts Coordinator and 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 of May.
- The Executive Director and GIS Coordinator continued to work on the Lake Michigan Ice Age Trail planning project.
- During the last month the Regional Transportation Planner scheduled a *Public Transit/Human Services Transportation Coordination Assessment Workshop* with county stakeholders.

MARINETTE COUNTY

- The Commission reviewed the *Marinette Areawide Sewer Service Plan Update* with WDNR staff in May.
- On May 8, the Natural Resources Planner reported to the Marinette County Law Enforcement Committee on the progress of the County Hazard Mitigation Plan.
- On May 15, the Executive Director and the Natural Resources Planner facilitated a meeting of the *Marinette County Hazard Mitigation Plan* steering committee to continue development of the plan.
- On May 17th the Regional Transportation Planner presented information relative to the City of Marinette's Shared-Ride Taxi System to the city's Transportation Coordination Committee.
- On May 30, the Executive Director attended a meeting of the Marinette County Board to present Florence Magnuson with a resolution and plaque honoring her for her service to the Commission.

OCONTO COUNTY

- The GIS Coordinator, Transportation Planner and Economic Planner inventoried Land Use for the City of Oconto Comprehensive Plan on May 1-3.
- The Assistant Director and the Regional Transportation Planner presented additional elements of the Comprehensive Plan update to the City of Oconto Plan Commission on May 5.
- On May 23, the Executive Director attended a presentation at the Oconto County Courthouse by the Lieutenant Governor of a WCMP grant and a WDOA Comprehensive Planning grant for Oconto County at which the county was awarded more than \$263,000.
- On May 25, Commission staff gave a presentation at a meeting of the Oconto County Comprehensive Plan Advisory Committee describing the Commission's experience in preparing comprehensive plans, and the process the Commission would use to develop the county's plan.

- On May 30, the Assistant Director and the Regional Transportation Planner attended the City of Oconto's Mainstreet Streetscape Committee meeting to conduct an Economic Development Strengths, Weaknesses, Opportunities, and Threats Analysis but time did not allow for the undertaking of the inventory.
- During the last month the Regional Transportation Planner scheduled a *Public Transit/Human Services Transportation Coordination Assessment Workshop* with county stakeholders.

SHEBOYGAN COUNTY

- Commission staff prepared the transportation chapter of the *Town of Wilson Comprehensive Plan* in early May. This chapter was presented to the Town of Wilson Plan Commission at their meeting on May 8.
- On May 16, the Natural Resources Planner participated in a meeting of the Sheboygan River Basin Partnership Board.
- Work on the Risk Assessment chapter of the *Sheboygan County All Hazards Mitigation Plan* continued in May. Most of this work involved mapping and other GIS activities for the chapter.
- A joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees was held on May 25. Agenda items at this meeting included: a presentation on the metropolitan transportation planning process requirements in SAFETEA-LU by FHWA Wisconsin Division staff; a video presentation and discussion on access management by WisDOT Northeast Region staff; distribution and review of draft Chapter 7 of the *Year 2035 SATP* (Recommended Transportation Plan); and an update on other planning activities. Staff sent out agenda packets for this meeting (including meeting notice, agenda, and minutes from the April 20, 2006, joint meeting) to members of both committees in mid May.
- Commission staff drafted Chapter 7 of the *Year 2035 SATP* (Recommended Transportation Plan) in May.
- Commission staff continued work on an air quality conformity analysis for the *Year 2035 SATP* in May. Commission staff continued to calculate projected emissions for nitrogen oxides (NOx) with plan implementation.
- Commission staff participated in the first meeting of the Sheboygan County Non-Motorized Transportation Pilot Program Technical Advisory Committee on May 25.
- A meeting of the Sheboygan Transit Development Program (TDP) Review Committee was held on May 31. Agenda items at this meeting included: review of the three alternative route structures being examined for final consideration in the TDP process; selection of an alternative route structure for implementation; and discussion of next steps in the TDP planning process. Staff sent out agenda packets for this meeting to committee members on May 22.
- Two sewer service extension review letters were issued for the Sheboygan sewer service area in May.
- The Executive Director and GIS Coordinator continued to work on the Lake Michigan Ice Age Trail planning project.
- The GIS Coordinator assisted Martenson & Eisele, Inc. by supplying them with Bay-Lake RPC GIS datasets for the villages of Kohler and Howards Grove and the towns of Herman and Mosel.

MULTI-COUNTY/REGIONAL

- The Assistant Director attended a meeting of the Northwoods Steering Committee on May 2 to begin preparations of a second annual Northwoods Economic Summit to be held in October 2006.
- On May 3, the Executive Director participated in a meeting of the Statewide Comprehensive Outdoor Recreation Plan (SCORP) External Review Panel to review a draft copy of the 2005-2010 SCORP.
- On May 9 and May 26 the Executive Director participated in conference calls to develop the mission and vision for a Lake Michigan Stakeholders group that is being formed to address Lake Michigan restoration issues.
- The Personnel Committee met on May 10 at the Commission offices in Green Bay to review personnel issues and updates to the Commission Personnel Policy manual.
- The Assistant Director hosted a teleconference with the Housing Advisory Committee members on May 11 to begin preparations for the regional housing mini-conferences.
- On May 12, the Executive Committee met in the city of Kewaunee at the Kewaunee County Administration Building to discuss levy issues, the lease and projects. The Commission toured Kewaunee Fabrications afterwards.
- On May 12, the Natural Resources Planner participated in a meeting of the Glacierland RC&D Board of Directors.
- On May 16, the Natural Resources Planner facilitated a wrap-up meeting to discuss the next steps for the mini-conference series that was held in March and April.
- On May 16, the Executive Director and Assistant Director met with the Director of the New North Inc. to discuss cooperative efforts and Commission support for New North.
- On May 17, the GIS Coordinator participated in a conference call for the WLIA Communication Committee.
- On May 18, the Assistant Director facilitated the quarterly meeting of the Economic Development Advisory Committee.
- The GIS Coordinator participated in a Central HAZUS Users Group (CHUG) phone conference call for the HAZUS Users Group Workshop held May 18 at the FEMA Region V office in Chicago.
- On May 19, the Assistant Director attended the International Trade Advisory Committee meeting at the Business Assistance Center at NWTC.
- On May 19, the Natural Resources Planner participated in a meeting of the Niagara Escarpment Resource Network in Sevastopol.
- The Executive Director attended a quarterly meeting of the Association of Wisconsin RPCs on May 19 to discuss a conference on regionalism, EDA changes and other regional planning issues.
- On May 23, the GIS Coordinator attended the Wisconsin GIS Strategic Plan Core Team meeting in Wisconsin Dells. The GIS Coordinator is one of only 20 selected members in the state.
- On May 25, the Executive Director met with the Lake Michigan Ice Age Trail Core Team to review a draft of the Environmental Assessment for the trail.
- On May 31, the Executive Director gave a presentation in Madison to the UW Sea Grant Project Assessment Team regarding the cooperative efforts between the Commission and Sea Grant.
- 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 submitted two articles for the May issue of the WLIA Land Records Quarterly Newsletter. The articles were entitled “Regional Planning Commissions’ Host GIS Mini-Conference” and “Don’t Reinvent the GIS Training Wheel”. Visit <http://www.wlia.org/resources/may2006wlianewsltr.pdf> to read the articles mentioned.
- The Natural Resources Planner arranged a tour of the Wiese Brothers Farm in Holland on May 24. The Wiese Brothers are using paper mill technology to convert bio-waste into energy.
- On May 23, the Economic Development Planner attended the Global Speakers Series presentation at the Bridgewood Resort in Neenah featuring Steve Gunderson, an Economist with Greystone Consultants.