

MINUTES
BAY-LAKE REGIONAL PLANNING COMMISSION
EXECUTIVE COMMITTEE MEETING

July 13, 2007
Manitowoc Yacht Club
815 Maritime Drive
Manitowoc, WI

COMMITTEE MEMBERS PRESENT: Bill Clancy, Jaime Forest, Jim Gilligan, Cheryl Maxwell, Valerie Mellon, Lois Trever, Yvonne Van Pembrook and Chuck Wagner

STAFF PRESENT: Ker Vang and Mark Walter

OTHERS PRESENT: Greg Buckley (City of Two Rivers), Paul Braun (City of Manitowoc), Mike Demske (Manitowoc County Parks and Planning Dept), David Less (City of Manitowoc) and Dan Pawlitzke (City of Two Rivers)

1. Chairperson Jim Gilligan called the meeting to order at 10:10 a.m.
2. **Moved** by Lois Trever and seconded by Yvonne Van Pembrook that the revised agenda be approved. Motion carried, with all voting aye on a voice vote.
3. **Moved** by Chuck Wagner and seconded by Cheryl Maxwell that the minutes of the May 4, 2007, Executive Committee meeting be approved. Motion carried, with all voting aye on a voice vote.
4. Chairperson Jim Gilligan asked if there was any public input; none was received.
5. Mark Walter presented the following communications to the Executive Committee:
 - (a) A June 21, 2007, letter from Allen Radiff, WDOT, approving the Bay-Lake Regional Planning Commission's amendment to the 2007 and 2010 Transportation Improvement Program.
 - (b) A July 11, 2007, email from Robert Fyrst, Division of Intergovernmental Relations, re-caping the conference call that Robert Fyrst had with Brenda Rehberg about the Federal Executive Order Review.
 - (c) On July 6, 2007, letter from Carrie Hug, Wisconsin Department of Administration, announcing that Wisconsin is opting to no longer continue to review federal grants as governed by Executive Order 12372.
 - (d) A July 5, 2007, announcement from the Wisconsin Mapping Bulletin announcing that a National Geospatial Advisory Committee (NGAC) is being formed and Tony Bellovary of the Commission, has been nominated to serve on the committee from Wisconsin. Individuals who are selected to be on the committee will meet 2 to 4 times a year in DC with everything being paid for by the NGAC. **Moved** by Cheryl Maxwell and second by Jaime Forest to write a letter of support for Tony Bellovary. Motion carried, with all voting aye on a voice vote.
6. Effective immediately, the Commission will no longer be reviewing Executive Orders. This decision came as a result of a July 6, 2007, letter from the Wisconsin Department of Administration Secretary Michael Morgan, notifying the Office of Management and Budget in Washington D.C. that the State of Wisconsin is opting out of reviewing federal grants as governed by Executive Order 12372. Mark Walter

commented that it was good in the past to have the Commission review the Executive Orders because it was a way for the Commission to know what grant dollars are being given to a community in the Bay-Lake region.

7. Mark Walter noted that there were no contract additions or amendments for the Commission's review.

8. Mark Walter reviewed the 2007 budget report with committee members including the Balance Sheet, Accounts Receivable Aging Summary, Profit & Loss Year-To-Date Comparison, Estimated Budget Revenues and Monthly Expense Report.

9. Mark Walter recommended that the Commission hold the levy rate at .0005%. **Moved** by Yvonne Van Pembrook and seconded by Jaime Forest to recommend maintaining the Commission's levy rate at .0005%. Motion carried, with all voting aye on a voice vote.

10. Mark Walter distributed information on the *Marinette 2025 Areawide Sewer Service Area Plan (SSP) Update* to committee members. Mark Walter stated that there were only three changes that were needed after the plan was sent out for review. Marinette last developed a SSP in 1985. Since then, only one residential development has occurred. Development along Highway 41 has been mainly industrial or commercial development.

Moved by Cheryl Maxwell and second by Louis Trever to approve Resolution 14-2007: Resolution of the Bay-Lake Regional Planning Commission adopting the *Marinette 2025 Areawide Sewer Service Area Plan* as part of the master plan for the region as the work of making the whole master plan progresses for the physical development of the region comprised of the counties of Brown, Door, Florence, Kewaunee, Manitowoc, Marinette, Oconto, and Sheboygan, in the State of Wisconsin. Motion carried, with all voting aye on a voice vote.

11. Mark Walter discussed the *Town of Wilson 20-Year Comprehensive Plan* noting that the Commission had spend an extraordinary amount of time and effort working with the Town to get their comprehensive plan adopted.

Moved by Cheryl Maxwell and second by Yvonne Van Pembrook to approve Resolution 15-2007: Resolution of the Bay-Lake Regional Planning Commission adopting the *Town of Wilson 20-Year Comprehensive Plan* as part of the master plan for the region as the work of making the whole master plan progresses for the physical development of the region comprised of the counties of Brown, Door, Florence, Kewaunee, Manitowoc, Marinette, Oconto, and Sheboygan, in the State of Wisconsin. Motion carried, with all voting aye on a voice vote.

12. (A) David Less and Paul Braun, City Planners for the City of Manitowoc, discussed how the City of Manitowoc is promoting its city to family and businesses outside of the City. David Less and Paul Braun showed a short clip from their promotional CD and distributed a CD to each Commissioner. They also discussed how in the past few years the City has been working with the City of Two Rivers to promote both communities.

(B) Dan Pawlitzke and Greg Buckley from the City of Two Rivers gave a presentation on what the City of Two Rivers is doing to improve its community. Greg Buckley talked about the downtown getting new street landscape and lighting. Dan Pawlitzke distributed a map to Commissioners and discussed a potential Brownfield Redevelopment Site in Two Rivers. Dan Pawlitzke discussed the problems associated with a Brownfield property because of the cost that could be related to cleanup.

(C) Mike Demske, Manitowoc County Parks and Planning Department, gave a presentation about the Maribel Caves in Manitowoc. Mike Demske discussed how volunteers are helping to tour and make the cave a tourist attraction for the residents of the county.

(D) Mark Walter distributed a Manitowoc County Planning studies and Activities to committee members highlighting the work the Commission in Manitowoc County from 1985-Present.

13. Mark Walter reminded committee members that two copies of the Commission's monthly activity report for June 2007 were mailed to all Commissioners as well as emailed to all county clerks in the region, and reminded committee members to share the June 2007 monthly activity report with their respective county boards.

14. Mark Walter distributed the bills and receipts to committee members. **Moved** by Cheryl Maxwell and seconded by Chuck Wagner to approve the bills and receipts. Motion carried, with all voting aye on a voice vote.

15. (a) The next meeting of the Executive Committee will be held in Brown County, WI on August 10, 2007.

(b) The next meeting of the full Commission will be September 14, 2007, at the Commission offices in Green Bay, WI

16. **Moved** by Chuck Wagner and seconded by Jaime Forest that the Executive Committee adjourn. Motion carried, with all voting aye on a voice vote. The Committee adjourned at noon for lunch followed by a tour of the West Gardens property and the Manitowoc Zoo.

Respectfully submitted,

Ker Vang
Recording Secretary