

NOTES
BAY-LAKE REGIONAL PLANNING COMMISSION
COMMISSION MEETING
April 11, 2008
Commission Office
Green Bay, Wisconsin

MEMBERS PRESENT: Alice Baumgarten, Bill Clancy, Jim Gilligan, Tom Kussow, Toni Loch, Don Markwardt, Cheryl Maxwell, Valerie Mellon, Mary Meyer, Lois Trever and Chuck Wagner

MEMBERS EXCUSED: Mary Hanrahan, Mariah Goode, Ed Kelley, Ron McDonald, Brian Papham and Yvonne Van Pembrook

MEMBERS ABSENT: Jaime Forest, Don Glynn, Bruce Osterberg, Chris Swan and NyiaLong Yang

STAFF PRESENT: Richard Heath, Brenda Rehberg and Mark Walter

OTHERS PRESENT: Jeff Mirkes (Downtown Green Bay, Inc. Executive Director)

NOTE: There was not a quorum present at the April 11, 2008, meeting of the full Commission.

- I. Chairperson Jim Gilligan called the meeting to order at 12:30 p.m.
- II. Chairperson Jim Gilligan accepted the agenda on behalf of the Commission.
- III. Chairperson Jim Gilligan accepted the minutes of the February 8, 2008, meeting on behalf of the Commission.
- IV. Chairperson Jim Gilligan asked if there was any public input; none was received.
- V. Jeff Mirkes, Downtown Green Bay, Inc. Executive Director gave a presentation on economic development and redevelopment efforts in the Green Bay area. Jeff Mirkes thanked the Commission for being given the opportunity to speak to its members. Downtown redevelopment projects include the Meyer Theatre, Bellin Building, Captains's Walk Winery, Regency Suites Hotel, City Deck, etc. Main Street redevelopment projects include the Green Bay Bullfrogs Baseball Club team store, the World Goods Trade Store and the resurfacing of an eight block section of Main Street with historical lighting. Mr. Mirkes discussed downtown activities including Summer in the Park, Arts Community, Tall Ships Festival, Prevea Titledown 3 on 3 basketball tournament, Art Street, etc.

Richard Heath asked if there was any discussion of a "pedestrian only" downtown; Jeff Mirkes stated that there was some initial discussion, however, businesses would hesitate to locate downtown if it was pedestrian only.

- VI. Mark Walter presented the following communications to the Commission:
 - (a) A March 25, 2008, report from the Oconto County Board of Supervisors reappointing Lois Trever, to the Commission for a six year term to expire April 2014.

- (b) A March 27, 2008, letter from Joel Tauschek, City of Sheboygan Falls Clerk/Treasurer requesting the Commission release to Martenson & Eisele, Inc. the most recent land use information for the city's comprehensive plan.
- (c) Various newspaper articles pertaining to Commission activities in the region.
- (d) A Memorandum of Understanding between the East Central Wisconsin RPC and the Bay-Lake RPC regarding the staffing of a coordinator position for the Northeast Wisconsin Stormwater Consortium. The Commission will be providing a support facility as well as staffing (Luann Rudolph) under this memorandum. Jim Gilligan accepted the Memo of Understanding.

VII. Committee Reports:

A. Mark Walter presented the Executive Committee Report:

The Executive Committee met on March 14, 2008, at the Paul J. Bertschinger Community Center in Egg Harbor, WI.

The Executive Committee approved the Commission's participation as a WaterSense Promotional Partner.

Committee members reviewed and approved contracts with the Town of Red River, Village of Lena and the Northeast Wisconsin Stormwater Consortium.

Mark Walter reviewed the 2008 budget report with committee members noting that if the Commission continues to receive large projects, we may need to evaluate the need to hire additional staff.

William Schuster, Door County Soil and Water Conservation Department, discussed various soil and water conservation projects in Door County. Mariah Good, Door County Planning Department Director, provided information on Door County's Smart Growth Plan Development Process. Bill Chaudoir, Door County Economic Development Corporation, reviewed major economic development accomplishments in 2007 for Door County.

Chairperson Jim Gilligan accepted the Executive Committee Report.

B. Jim Gilligan presented the Intergovernmental Affairs Committee Report:

Jim Gilligan noted that a quorum was not present at the Intergovernmental Affairs Committee; therefore action items were not formally approved by the committee, but rather were "accepted".

Peter Schlein, Northeast Wisconsin Stormwater Consortium (NEWSC) Vice-Chair, was present to provide committee members with an overview of NEWSC. The Commission interviewed for the position of NEWSC Coordinator; Luann Rudolph of the Commission will act as the NEWSC Coordinator. Committee members recommended the Commission notify communities in the Bay-Lake Region of NEWSC.

Mark Walter presented the following contract to the Intergovernmental Affairs Committee for recommendation of approval:

| BLRPC Approval Date | Organization | County | Contract Number | Budget | | | Work Element | Project | Comment | Period | |
|---------------------|--------------|-----------|-----------------|-----------------|------------------------|-------------|--------------|--|---------|----------|------------|
| | | | | Contract Amount | Contract Reimbursement | BLRPC Match | | | | start | end |
| 4/13/2007 | WDNR | Manitowoc | 08010-09 | \$ 10,286 | \$ 10,286 | \$ - | 1600 | Point Beach State Forest Regional Assessment | | 4/1/2008 | 12/31/2008 |
| Total | | | | \$ 10,286 | \$ 10,286 | \$ - | | | | | |

Chairperson Jim Gilligan accepted the above contract.

Mark Walter reported that the Commission has completed its audit for 2007. Chairperson Jim Gilligan accepted the Commission's *Annual Financial Report, December 31, 2007*.

The 2008 budget report was presented. Mark Walter updated committee members of the status of purchasing a vehicle for the Commission and recommended the purchase of a vehicle be done using cash.

Mark Walter distributed a series of flyers pertaining to sustainability forums in the Bay-Lake Region.

Mark Walter provided a brief report on the Wisconsin Comprehensive Planning Program 2008-2009 Grant Cycle and announced that Florence and Sheboygan County's comprehensive planning grant applications were approved.

Chairperson Jim Gilligan accepted the Intergovernmental Affairs Committee Report.

C. Richard Heath, presented the Work Program Committee Report:

Jim Van Laanen gave a staff report on the Economic Impact Report for the Port of Green Bay. The Commission prepares the *2007 Economic Impact Report for the Port of Green Bay* on an annual basis for the port and Brown County.

Angela Pierce distributed the *Guidance on Protecting Habitat in Your Community* report to committee members. This document provides guidance and assists local communities in the Upper Green Bay Basin with the identification and protection of significant natural habitat areas. Alice Baumgarten asked why bees have not been included in this report; Mark Walter stated that this is a broad based report and does not get into specific species.

Brandon Robinson provided a status report on county and local comprehensive plans being prepared in Manitowoc, Marinette and Oconto Counties. In Oconto County, the Commission is preparing 16 local comprehensive plans (scheduled for completion in August 2008) in addition to the county plan which is scheduled for completion in May 2009. In Manitowoc County, the Commission is preparing 18 local plans (scheduled for completion in late 2009) in addition to the county plan which is scheduled for completion in early 2010. In Marinette County, the Commission is preparing nine local comprehensive plans (scheduled for completion 2010) in addition to the county plan which is scheduled for completion in 2010.

Chairperson Jim Gilligan accepted the Work Program Committee Report.

VIII. Chairperson Jim Gilligan accepted the bills and receipts.

IX. The next meeting of the Executive Committee is May 9, 2008, in Kewaunee County.

The next meeting of the Nominating Committee is June 13, 2008, at the Commission Offices

The next meeting of the full Commission is June 13, 2008, at the Commission Offices.

X. Chairperson Jim Gilligan adjourned the meeting at 2:10 p.m.

Respectfully submitted,

Brenda L. Rehberg
Recording Secretary