

MINUTES
BAY-LAKE REGIONAL PLANNING COMMISSION
WORK PROGRAM COMMITTEE

Friday, April 7, 2006

Quality Inn & Suites

Green Bay, Wisconsin

MEMBERS PRESENT: Chuck Wagner, Edwin Kelley, Thomas Kussow, Don Markwardt, Flossie Meyer, Jaime Forest, and Lois Trever

MEMBERS EXCUSED: Christopher Zabel and Rob Strong (for Paul Jadin)

MEMBERS ABSENT: Mary Meyer

STAFF PRESENT: Richard Heath and Jeff Agee-Aguayo

- I. Committee Chairperson Lois Trever called the meeting to order at 10:00 a.m.
- II. **Moved** by Flossie Meyer and seconded by Thomas Kussow that the agenda be approved as presented. Motion carried, with all voting aye on a voice vote.
- III. **Moved** by Thomas Kussow and seconded by Edwin Kelley that the minutes of the February 10, 2006, meeting be approved as presented. Motion carried, with all voting aye on a voice vote.
- IV. Chairperson Lois Trever asked if there was any public input; none was received.
- V. Chairperson Lois Trever asked if there were any guest presentations. No one asked to present.
- VI. A. Jeff Agee-Aguayo distributed two handouts to the committee members updating them on activities conducted for the Sheboygan Metropolitan Planning Organization (MPO) during the past several months. Jeff Agee-Aguayo reviewed the activities associated with completion of the *Year 2035 Sheboygan Area Transportation Plan (SATP)* and the *Sheboygan Transit Development Program (TDP)* with the members.

Year 2035 SATP

Jeff Agee-Aguayo reviewed activities associated with development of the *Year 2035 SATP* from July 2005 through March 2006 with committee members. July and August of 2005 involved the MPO Technical and Policy Advisory Committees deciding which of three development scenarios to carry forward in the plan, as well as selection of projects to be tested with the travel demand forecast model. The MPO advisory committees selected a “corridor development” scenario to carry forward in the plan; a map illustrating the geographic extent of this scenario was displayed for Work Program Committee members.

Jeff Agee-Aguayo stated that after coding of the suggested projects into the travel demand forecast model in late September, the MPO advisory committees reviewed model output concerning performance of the tested projects and recommended capacity modifying projects to proceed to plan inclusion at their joint meeting in mid October of 2005. A map showing the tested projects was displayed for Work Program Committee members, and Jeff Agee-Aguayo explained which of the tested projects were proceeding to the plan.

Jeff Agee-Aguayo distributed and reviewed an outline for the *Year 2035 SATP* with Work Program Committee members. From September 2005 through the end of March 2006, Chapters 1 – 4 and 6 of the plan have been completed, Chapter 5 is mostly complete (to be completely finished in April), and Chapters 7 and 8 (the final chapters of the plan) are scheduled for completion in May and June.

Jeff Agee-Aguayo also discussed work on the air quality conformity analysis for the *Year 2035 SATP* that occurred in February and March. Don Markwardt had questions concerning air quality non-attainment designations and survey work which Jeff Agee-Aguayo answered.

Sheboygan TDP

Jeff Agee-Aguayo stated that the review committee for the Sheboygan TDP met in July, August and September of 2005 to review alternatives being examined in the TDP planning process. Jeff Agee-Aguayo also met with staff of the Sheboygan Parking and Transit Utility in July, August and October to refine details involved with the main alternative route configurations being examined in the TDP. In addition, Jeff Agee-Aguayo presented an update on the Sheboygan TDP to members of the Sheboygan Parking and Transit Utility Commission in mid August.

Because Commission and Sheboygan Transit staff both had other urgent tasks to tend to in late 2005 and early 2006, the alternatives analysis work on the TDP slowed for a few months. However, Commission and Sheboygan Transit staff met in late February to pick up the alternatives analysis process where it left off. Sheboygan Transit staff provided updated information for the budget and for the alternatives in March, and refinement of the transit service alternatives is now back on track.

- B. Richard Heath briefly discussed the 2006 comprehensive planning grants awarded by the Wisconsin Department of Administration. Annually, there is \$2 million available to assist communities and counties complete their plans. This year, there were 34 applications submitted totaling \$5.75 million in requests. The state chose nine applications for funding. In the Bay-Lake Region, they are Village of Denmark and Town of New Denmark joint application, Village of Pulaski and Town of Pittsfield joint application, and Oconto County. The Oconto County application includes Oconto Falls, Lena, and Suring along with 14 towns. The Brown County

Planning Department will complete the two plans for the four Brown County communities.

The BLRPC is anticipating working with the Oconto County Planning Department to draft plans for several of the local communities. The BLRPC will have a better idea of its role in assisting Oconto County by the end of May. Several other counties in the region are also doing some preliminary work on their comprehensive plans including Florence, Marinette, Door, Manitowoc, and Sheboygan Counties. The deadline to have comprehensive plans completed is December 31, 2009. Chuck Wagner told the committee that Kewaunee County is pleased with the comprehensive planning work being completed by the BLRPC. There is a meeting planned to bring in all the Kewaunee County communities undertaking comprehensive planning, the BLRPC, and Omni and Associates to clarify some of the problems occurring during the planning process. It has been noted that Omni is not correctly identifying land uses within each of the communities in which it is responsible for comprehensive plan preparation; this will cause some discrepancies when it comes time to develop the county's comprehensive plan.

- C. The Bay-Lake Regional Planning Commission is currently working on All Hazard Mitigation Plans for five counties in the region: Florence, Marinette, Brown, Manitowoc and Sheboygan Counties. The focus of the All Hazard Mitigation Plans is on determining the risk and mitigation process for natural hazards. Counties may chose to address man-made hazards, but it is not required. The BLRPC received \$264,000 in funding from Wisconsin Emergency Management (WEM) that was provided by the Federal Emergency Management Agency (FEMA) to draft the plans. Each county was required to provide a 25 percent match that could be cash and/or in-kind contributions. All of the counties chose to match the grant with in-kind contributions.

Richard Heath passed out a one page handout updating the committee members on the progress being made on each of the five plans. The Florence County plan is closest to completion. The county board approved the plan in October 2005 and the towns are reviewing it for possible local adoption. Florence County's All Hazard Mitigation Plan has been submitted to WEM for approval. Plan preparation for the other four counties began late last year. Given the depth and scope of the plans, each plan will take approximately 18 months to complete. Chuck Wagner informed the committee that groundwater contamination is a serious problem in many parts of the region. Richard Heath responded that groundwater contamination was determined to be a man-made event, so the plans do not need to address it. However, Brown County will address it within an addendum to the plan that will not be submitted to the state for review. Don Markwardt stated that there is a lot of planning already in place with the nuclear plants located in the area. Richard Heath responded by stating that each plan will list those plans already in place in an appendix.

VII. Lois Trever asked if there were any questions or comments regarding the Commission's monthly work activity report for March 2006. There were no questions on the report.

VIII. **Moved** by Chuck Wagner and seconded by Lois Trever that the Work Program Committee adjourn. Motion carried, with all voting aye on a voice vote. The meeting adjourned at 11:20 a.m.

Respectfully submitted,

Richard Heath
Recording Secretary