

MINUTES
BAY-LAKE REGIONAL PLANNING COMMISSION
WORK PROGRAM COMMITTEE
June 12, 2009
Bay-Lake RPC Offices
Green Bay, Wisconsin

MEMBERS PRESENT: Bill Clancy, Cletus Fontaine (for Paul DeWitt), Ed Kelley, Tom Kussow, Don Markwardt, Mary Meyer, Lois Trever, Larry Neuens (for Bruce Osterberg), and Chuck Wagner

MEMBERS EXCUSED: Toni Loch and Ronald McDonald

STAFF PRESENT: Richard Heath and Brandon Robinson

- I. Chairperson Lois Trever called the meeting to order at 10:05 a.m.
- II. **Moved** by Chuck Wagner and seconded by Mary Meyer that the agenda be approved as presented. Motion carried, with all voting aye on a voice vote.
- III. **Moved** by Larry Neuens and seconded by Tom Kussow that the minutes of the April 17, 2009, 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. There were no guest presentations.
- VI. Richard Heath, Principal Planner, gave the committee an update on the Comprehensive Economic Development Strategy (CEDS). The 2006 CEDS is being updated to cover the years 2010, 2011, and 2012 to coincide with the Economic Development Administration's 3-year grant cycle. The Economic Development Advisory Committee (EDAC) has met twice this year to begin the process to update the CEDS. The EDAC is comprised of economic and planning professionals from the eight counties.

Mr. Heath distributed a copy of the community survey, cover, letter, project scoring sheet, and regional development goals recently updated by the EDAC members. The annual community survey will be sent out the week of June 15th to all 185 units of government to solicit their top five planning and development projects. If a community submitted projects for stimulus plan funding or for the 2007 community survey solicitation, they will receive a copy of those projects for reference when completing the 2009 survey. All projects will be compiled and reviewed by the EDAC at their August meeting. Richard will be working on a draft CEDS document and the EDAC will review it at their August meeting as well. The Work Program Committee will be reviewing and recommending approval of the 2009 CEDS by the full Commission at the September meeting.
- VII. There were no comments on the May 2009 Monthly Work Program Activity Report.
- VIII. **Lois Trever** adjourned the Work Program Committee at 10:33 a.m. to go into a joint meeting to discuss the Commission's 2010 budget and work program. The next Work Program Committee meeting is September 11, 2009.

Commission staff arrived at 10:30 a.m. Commission Chair Cheryl Maxwell began a Joint Meeting of the Intergovernmental Affairs Committee and Work Program Committee at 10:34 a.m.

Others present included: Jeff Agee-Aguayo, Tony Bellovary, Cletus Fontaine, Rich Heath, Kim Miller, Angela Pierce, Brenda Rehberg, Brandon Robinson, Josh Schedler, Jim Van Laanen, Ker Vang and Mark Walter.

Commission Chair Cheryl Maxwell began the meeting with a discussion of the Commission's 2010 Budget.

Mark Walter noted that a packet of information has been distributed to all in attendance, including: 1) Door County packet containing Resolutions of Withdrawal from the Commission from Door County, the Town of Gibraltar and the Town of Liberty Grove; a May 12, 2009, letter from Myles Dannhausen, Sr., Town of Egg Harbor Plan Commission member, noting his opposition to Door County's plan to withdraw from the Commission; and press releases on Door County withdrawing from the Commission. 2) Brown County packet containing a proposal for expanded planning services to Brown County by the Commission; and minutes from the May 26, 2009, Brown County Planning, Development & Transportation Committee recommending that Brown County withdraw from the Commission; 3) Estimated Revenues for 2010 spreadsheet and a 2009 Expenses spreadsheet; and 4) Nominal Group Results from a May 20, 2009, staff Nominal Group meeting.

With respect to Door County, Mark Walter reported that Door County withdrew its membership from the Commission as a cost savings measure for Door County; this is a cost savings of approximately \$35,000. Mark Walter reviewed a May 12, 2009, letter from Myles Dannhausen, Sr.

With respect to Brown County, Mark Walter reported that the Brown County Planning, Development & Transportation Committee, recommended that Brown County withdraw from the Commission at its May 26, 2009 regular meeting. Brown County is scheduled to vote on the recommendation to withdraw from the Commission at the June 17, 2009, Brown County Board of Supervisors meeting. The 2009 levy for Brown County totaled approximately \$85,000. In response to the recommendation, Richard Heath has initiated a proposal to expand Commission services to Brown County.

Commission Chair Cheryl Maxwell opened up discussion to Commissioners and staff. Ed Kelley asked what other RPCs are doing in the state; Mark Walter responded that other RPCs are seeking a 2-3 percent reduction in the total dollars levied to communities. Val Mellon asked if the Commission could cut its levy to maintain Brown County's membership; Mark Walter responded that the Commission has cut its levy rate in the past to maintain Brown County's membership, however, this is not an option anymore. Tony Bellovary asked if the proposal has been seen by the Brown County Board of Supervisors or by Brown County Executive Tom Hinz; Mark Walter responded that before it can be presented to the Brown County Board of Supervisors or Brown County Executive, it needs to be reviewed by the Commission.

Cheryl Maxwell asked Richard Heath for his comments on the proposal. Richard Heath stated that there has always been a gentlemen's agreement with Brown County not to compete for projects with the Brown County Planning Department. On June 4 2009, Richard Heath spoke at a municipalities meeting in which he discussed the Commission being able to provide a more regional approach in Brown County. Richard Heath stated that the Commission has so much to offer and that the message has not been conveyed to the county or its communities. If Brown County withdraws from the Commission, then we need to establish a connection with the cities, villages and towns and get them to know who we are and the services we provide.

Mike Hotz asked if the proposal for Brown County could be provided to Door County; Cletus Fontaine responded negatively, adding that Door County has approved a resolution to withdraw from the Commission and would not reconsider its withdrawal.

Cheryl Maxwell noted that two communities (in Door County) and Door County have provided resolutions of withdraw from the Commission, and asked Mark Walter what is the strategy of the Commission to connect with the remaining communities in Door County that have not provided resolutions of withdraw; Mark Walter responded that at this time, he is focusing his efforts on Brown County and maintaining their membership.

Ker Vang asked if a plan is in place for unemployment compensation; Mark Walter responded that the Commission does not pay up front for unemployment compensation, and depending on the employees' salary, it will definitely affect the Commission's budget.

Commissioners discussed having Commission staff contacting communities in Brown County and members of the Brown County Board of Supervisors to get their support and maintain Brown County's membership with the Commission. Ed Procek responded that staff are not fundraisers, and do not have the ability to go to individual meetings; this would stretch the staff too far and would cause productivity to decrease. Mark Walter added that Commission staff is here to serve the Commission; it is the role of Executive Director and Assistant Director in addition to Commissioners to solicit projects for the Commission. Mark Walter invited all Commissioners to attend the Brown County Board of Supervisors meeting on June 17, 2009, to advocate for the Commission.

Tony Bellovary stated that there has been some discussion on staff cuts and asked for clarification; Cheryl Maxwell stated that she is not in favor of losing any staff; if the Commission loses staff, then the Commission will not be able to assist the communities in the Bay-Lake Region.

Richard Heath requested Commissioner attendance at the June 17, 2009, Brown County Board of Supervisors meeting advocating for the Commission, adding that it might be seen as self-serving for staff to present to the Board and not Commissioners. Cheryl Maxwell requested a list of talking points to be distributed to the Commission prior to the June 17 Brown County Board of Supervisors meeting. Val Mellon stated that she would offer personal testimony at the meeting. Ed Kelley asked if there is a Plan B in the event that Brown County withdraws; Mark Walter responded that there was currently no such plan. Ed Procek stated that the Commission is here to expand the capacity of the Brown County Planning Commission and the Commission needs to sell that message at the June 17 meeting. Ed Kelley recommended that a letter, signed by Commission Chair Cheryl Maxwell, be sent and read into the records of the June 17, 2009, meeting of the Brown County Board of Supervisors detailing the services that Brown County would lose if they withdrew from the Commission.

The joint meeting adjourned for lunch at 12:00 p.m. At 12:45 p.m., the joint meeting reconvened.

Committee members discussed the need to contact members of the Brown County Board of Supervisors and provide them with talking points regarding the Commission. Bill Clancy asked if a decision on withdrawing from the Commission could be deferred until a later date; Mark Walter responded that statutorily, a decision on maintaining membership has be to made by July 1, and therefore, can not be deferred.

Yvonne Van Pembroke commended Richard Heath and staff for putting the proposal for Brown County together.

The joint meeting adjourned at 1:14 p.m.

Respectfully submitted,
Richard Heath
Recording Secretary