

MINUTES
BAY-LAKE REGIONAL PLANNING COMMISSION
WORK PROGRAM COMMITTEE
December 14, 2007
Heritage Hill
Green Bay, Wisconsin

MEMBERS PRESENT: Bill Clancy, Ed Kelley, Tom Kussow, Toni Loch, Don Markwardt, Mary Meyer, Bruce Osterberg, Lois Trever, and Chuck Wagner

MEMBERS EXCUSED: Jaime Forest

STAFF PRESENT: Jeff Agee-Aguayo, Richard Heath, and Brandon Robinson

- I. Chairperson Lois Trever called the meeting to order at 9:30 a.m.
- II. **Moved** by Mary Meyer and seconded by Bill Clancy that the agenda be amended with Items VI and VII moved before Item V. Motion carried, with all voting aye on a voice vote.
- III. **Moved** by Don Markwardt and seconded by Tom Kussow that the minutes of the November 9, 2007 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. Brandon Robinson provided an overview of the Kewaunee County Multi-jurisdictional Comprehensive Planning project. He provided a short summary sheet of the planning process for the committee members to read. The planning process began in September 2004 and concluded last month when the county adopted their comprehensive plan. There were eleven communities and the county involved in the process. The Wisconsin Department of Administration awarded the county \$192,000 to complete their plans. The Commission completed six of the individual plans and the county and Omnni and Associates completed the other six plans. The final step is to complete close-out forms for each of the plans, so the county can receive the remaining 25 percent of the grant.
Moved by Chuck Wagner and seconded by Don Markwardt that the Work Program Committee recommends that the full Commission approve Resolution 20-2007 adopting the *Kewaunee County 20-Year Comprehensive Plan*. Motion carried, with all voting aye on a voice vote.
- VI. Jeff Agee-Aguayo provided details on the administrative modification to the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP) 2007-2010*. Jeff distributed an updated financial plan to committee members illustrating the revisions to the budget. The MPO was originally given estimates in which to prepare a budget. Jeff has been asked by the Federal Highway Administration to revise those numbers with the new budget figures.
Moved by Don Markwardt and seconded by Chuck Wagner that the Work Program Committee recommends that the full Commission approve Resolution 21-2007 endorsing an administrative modification to the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP) 2007-2010*. Motion carried, with all voting aye on a voice vote.

VII. Richard Heath reviewed the revisions to the Commission's *Preliminary 2008 Annual Budget* adopted in September. The Commission's *2008-2010 Work Program* was approved at the November meeting of the full Commission. The narrative corresponds to the tables. Requests for assistance from communities and counties occur on a daily basis, so the Commission's budget and work program change continually. The Commission's 2008 budget will be just over \$1.1 million. At this point, 90 percent of that figure has been confirmed through either recently signed or continuing contracts. Several more projects are pending including the Florence County Comprehensive Plan.

Moved by Tom Kussow and seconded by Ed Kelley that the Work Program Committee recommends that the full Commission approve the Commission's *2008 Annual Budget*. Motion carried, with all voting aye on a voice vote.

VIII. There were no comments on the November 2007 Monthly Work Program Activity Report.

IX. **Moved** by Bill Clancy and seconded by Mary Meyer that the Work Program Committee adjourn. Motion carried, with all voting aye on a voice vote. The meeting adjourned at 10:17 a.m.

Respectfully submitted,

Richard L. Heath
Recording Secretary