

**MONTHLY WORK PROGRAM ACTIVITY REPORT
AUGUST 2010
By County**

**BAY-LAKE REGIONAL PLANNING COMMISSION
441 SOUTH JACKSON STREET
GREEN BAY, WI 54301
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BROWN COUNTY

- The Interim Executive Director met with Brown County Plan Commission staff on August 5th to discuss project options and 2011 membership.
- The Community Planner met with the Town of Ledgeview on August 5th, 11th, and 24th to discuss zoning and planning related material.
- The Commission held a workshop in Ledgeview on August 18th to provide local officials and the public in Brown County the opportunity to provide input on a conceptual plan to develop a Niagara Escarpment greenway.
- On August 30th, the Interim Executive Director met with UWGB Chancellor Tom Harden and Assistant to the Chancellor, Dan Spielmann to discuss opportunities for collaborations and partnerships between the Commission and university.
- The Community Planner continued to assist with the Village of Wrightstown on planning/zoning issues in the month of August.

FLORENCE COUNTY

- The Commission's Interim Executive Director met with the Florence County Economic Development Advisory Committee on August 3rd to give an update on EDA and regional projects.
- The Commission delivered all the completed comprehensive plans and maps to the Florence County Courthouse on August 3rd. Planning project is finished.
- Commission staff assisted mobility management staff from NEWCAP, Inc. in the preparation and distribution of amendments to the *2008 Coordinated Public Transit/Human Services Transportation Plan for Florence/Marinette and Oconto County*; these amendments were distributed to all invitees in the 2008 planning process for review and comment by September 10th.

KEWAUNEE COUNTY

- The Interim Executive Director met with the Kewaunee County Finance Committee on August 19th to provide a financial and programmatic update.
- During August, the Commission staff completed development of the Kewaunee County Emerald Ash Borer Readiness Plan. An open house for the plan was facilitated by the Natural Resources Planner on August 30th in Kewaunee.
- On August 30th, the Community Planner met with the City of Kewaunee Administrator and Building Inspector to continue updating the Zoning Ordinance.

- Throughout August, the Community Planner continued to conduct research and inventory for the City of Kewaunee Outdoor Recreation Plan update.
- On August 30th, the Community Planner met with the Town of Casco to present Working Lands information as part of the town's Zoning Ordinance update.

MANITOWOC COUNTY

- On August 17th, the Community Planner met with the Manitowoc County Planning and Zoning staff and County Attorney to continue updating the County Zoning Ordinance.
- Commission staff participated in a meeting with City of Manitowoc Department of Public Works and Maritime Metro Transit staff on August 26th to receive thirteen (13) proposals for architectural/engineering services for the Maritime Metro Transit Intermodal Transfer Facility, and to get briefed on the methodology that will be used to evaluate all of the proposals. Commission staff will evaluate these proposals no later than September 8th, and this "review committee" will next meet the morning of September 9th to collectively determine the best proposals.

MARINETTE COUNTY

- Commission staff met with Tom Westlund, owner of Westlund Buslines, on August 16th to discuss the taxi program his company provides on behalf of the City of Marinette and the upcoming application process.
- Commission staff assisted mobility management staff from NEWCAP, Inc. in the preparation and distribution of amendments to the *2008 Coordinated Public Transit/Human Services Transportation Plan for Florence/Marinette and Oconto County*; these amendments were distributed to all invitees in the 2008 planning process for review and comment by September 10th.
- During August, the Natural Resources Planner continued serving on technical advisory committee for the Menominee River AOC habitat restoration plan.

OCONTO COUNTY

- Commission staff assisted mobility management staff from NEWCAP, Inc. in the preparation and distribution of amendments to the *2008 Coordinated Public Transit/Human Services Transportation Plan for Florence/Marinette and Oconto County*; these amendments were distributed to all invitees in the 2008 planning process for review and comment by September 10th.

SHEBOYGAN COUNTY

- On August 3rd, Commission staff met with WDNR – Water Management staff in Plymouth to discuss the next steps needed to complete the update to the *Sheboygan Urbanized Area Sewer Service Plan*.
- Commission staff completed Chapter 3 (Profile of the Metropolitan Planning Area) of the 2010 update to the *Year 2035 Sheboygan Area Transportation Plan (SATP)* in August, and also revised Chapter 4 (Mission Statement, Goals and Objectives) of that document in August. In addition, Commission staff gathered data to assist in the preparation of Chapter 5 (Existing Condition of the Transportation Network) throughout August, and began to write Chapter 5 toward the end of August.

- Commission staff prepared a draft of Chapter 6 (Goals, Objectives, Standards and Their Use in Evaluating the Current Transit Operation) of the *Sheboygan Transit Development Program (TDP): 2011 – 2015* in August.
- Commission staff continued to revise project tables and the narrative of the main body of the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP)* in August. Commission staff also continued to prepare the appendices for the TIP in August.
- Commission staff sent a letter to the Chairperson of the Sheboygan County Board of Supervisors on August 18th in support of the county's TIGER II discretionary grant application "for the rehabilitation and rebuilding of the freight rail line between the City of Plymouth and the Village of Kohler."
- Commission staff facilitated a meeting of the Sheboygan TDP Review Committee on August 19th. Principal agenda items addressed at this meeting included: continued review of a draft of Chapter 5 of the TDP (Transit System Performance); and distribution and review of a draft of Chapter 6 of the TDP (Goals, Objectives, Standards and Their Use in Evaluating the Current Transit Operation).
- Commission staff had a teleconference with staff of the WisDOT Bureau of Planning and Economic Development on August 24th to discussed two proposed amendments to the *2010 Sheboygan Metropolitan Planning Area Transportation Planning Work Program*.
- Commission staff facilitated a joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees on August 26th. Principal agenda items addressed at this meeting included: continued review of components of the 2010 update to the *Year 2035 SATP* (including distribution and review of chapters prepared to date and a status report on chapters that remain to be prepared); an update on the *Sheboygan Metropolitan Planning Area TIP*; distribution, review and recommendation of approval of proposed amendments to the *2010 Sheboygan Metropolitan Planning Area Transportation Planning Work Program*; an update on the *Sheboygan TDP*; and an update on WisDOT Northeast Region and other MPO planning activities.

MULTI-COUNTY/REGIONAL

- On August 2nd, Commission staff attended a media event in Kewaunee held by the Governor to announce the GLRI EPA grant to be received by the Bay-Lake Regional Planning Commission.
- On August 5th, the Natural Resources Planner participated in a meeting of the Lake Michigan Stakeholders Steering Committee.
- Commission staff participated in training regarding the WisDOT Northeast Region travel demand forecast model at the Commission office on August 9th. The training was led by staff from the consulting firm that prepared the lakeshore component of the model (SRF Consulting Group), and other participants in the training included staff from the WisDOT Travel Forecasting Section in Madison, WisDOT Northeast Region staff, and one transportation planner from ECWRPC in Menasha.
- Commission staff, along with representatives from the East Central and North Central regional planning commissions, presented at the annual Representative Petri Conference on August 12th at Lakeshore Technical College.

- On August 17th, the Natural Resources Planner participated in a WDNR advisory committee meeting in Madison for the formation of rules on water supply service area planning.
- Commission staff participated in a meeting regarding development of a travel demand forecast model for the WisDOT Northeast Region (via teleconference) on August 18th.
- Commission staff co-sponsored a Niagara Escarpment workshop on August 18th to continue planning for a greenway project along the escarpment.
- The Interim Executive Director completed the Bay-Lake RPC applicable sections of the HUD Sustainable Communities grant application. This a joint application between the East Central Regional Planning Commission, the Center for Land Use Education, and New North, Inc. looking at all elements of the U.S.H. 41 Corridor from Fond du Lac to Oconto counties. Application was completed and submitted to HUD on August 23rd.
- On August 26th, the Natural Resources Planner participated in a webinar meeting of the Lake Michigan Watershed Academy of EPA, and assisted the Lake Michigan Forum as part of the Communications Committee.
- On August 27th, Commission staff held a meeting of GLRI project partners to gather input in order to revise the beach study work plan for EPA.
- On August 30th, the Natural Resources Planner attended a meeting of the NEW Wilderness Alliance in Green Bay.
- Commission staff assisted mobility management staff from NEWCAP, Inc. in the preparation and distribution of amendments to the *2008 Coordinated Public Transit/Human Services Transportation Plan for Florence/Marinette and Oconto County*, these amendments were distributed to all invitees in the 2008 planning process for review and comment by September 10th.
- During August, Commission staff worked with EPA to revise and resubmit a work plan for GLRI funding to undertake beach assessment and develop beach improvement plans throughout the region.
- During August, Commission staff continued work on a project with WDNR, National Park Service, Wisconsin Coastal Management Program, and EPA to develop a Lake Michigan Water Trail.
- During August, Commission staff continued work on a project with the Wisconsin Coastal Management Program to develop a public access study for Kewaunee, Manitowoc, and Sheboygan counties.
- During August, the Natural Resources Planner conducted sewer service area reviews for the Sheboygan Urbanized Area Sewer Service Area, the Manitowoc-Two Rivers-Mishicot Urbanized Area Sewer Service Area, and the Marinette Areawide Sewer Service Area.