SUMMARY OF PROCEEDINGS

Regional Comprehensive Planning Committee
City-County Government Center
10:00 a.m. – 160 S. Macy Street, Fond du Lac, WI 54935

January 16, 2019

Committee Members Present
Joe Moore, Chair (Alternate for Karyn Merkel) ........................................... Fond du Lac County
Merlin Gentz, Vice-Chair .............................................................................. Calumet County
Darryn Burich (Alternate for Steve Cummings) ......................................... Winnebago County
Rick Jaeckels .............................................................................................. Calumet County
Jim Lowey .................................................................................................. Menominee County
Mike Thomas ............................................................................................. Outagamie County

Committee Members Excused
Kevin Sturn ................................................................................................ Outagamie County

Staff Present
Eric Fowle ................................................................................................. ECWRPC Staff
Kathy Thunes .............................................................................................. ECWRPC Staff
Tom Baron .................................................................................................. ECWRPC Staff
Mike Zuege ............................................................................................... ECWRPC Staff

1. Welcome & Introductions

The meeting was called to order at 10:10 a.m. by Mr. Moore. Mr. Moore welcomed everyone to the City-County Government Center. Introductions were made.

2. Statement of Compliance with Open Meetings Law

Mr. Fowle affirmed that the meeting notice was posted in accordance with requirements and that a quorum of members is present.

3. Pledge of Allegiance

The Pledge of Allegiance was recited.

4. Approval of Agenda / Motion to Deviate

A motion was made by Mr. Jaeckels and seconded by Mr. Lowey to approve the agenda as presented. Motion passed unanimously.

5. Approval of October 17, 2018 Summary of Proceedings

A motion was made by Mr. Gentz and seconded by Mr. Thomas to approve the October 17, 2018 summary of proceedings which one correction. It was pointed out that Mr. Moore was an alternate for Ms. Karyn Merkel not Ms. Leanne Lorrigan. Motion passed. Mr. Lowey abstained.
6. Public/Guest Comment

None

7. Announcements/Informational Items

a) January Quarterly Commission Meeting – January 25, 2019

Mr. Fowle mentioned that the January Quarterly Commission meeting is scheduled for next week Friday, January 25th at the Marriott Hotel, Appleton Riverfront in Appleton.

b) Other

Mr. Fowle stated that the full Commission would be going to Fond du Lac in April. The April commission meeting will be on April 26th at the Retlaw Hotel in Fond du Lac. The commission will be held in the afternoon and will be preceded by a mini-conference in the morning. The topic for the mini-conference will be connected and autonomous vehicles.

Mr. Fowle announced that the American Planning Association (APA) has announced their legislative agenda for 2019. The objective is to advance federal policies and programs that create just, healthy and prosperous communities that expand opportunity for all. The legislative priorities are: (1) Housing Choice and Affordability; (2) Inclusive Growth and Development; (3) Infrastructure; and (4) Healthy and Safe Communities.

In addition Mr. Fowle provided committee members with two changes to the Wisconsin State Statutes: 66.10013 Housing affordability report and 66.10014 New housing fee report. Both requirements are for a city or village with a population of 10,000 or more. A discussion ensued as to why this was only being imposed for cities and village with population of 10,000 or more, and not less; the lack of guidance of what the report should look like; and what role ECWRPC might play. It was decided that an agenda item be added to the next meeting so that this topic can be discussed further as to ECWRPC’s role.

8. Informational Items

a) Initiative 41 Update

Mr. Fowle stated the Initiative 41 DOD grant ended at the end of December 2018. Ms. Van Buren is still on the Commission’s payroll until February while she works one day per week from home completing the DOD grant administration. Since some partners did not spend all the dollars that were allocated to them, for a variety of explainable reasons, not all monies were spent. Mr. Fowle has allocated time and included money in the budget to finish the conversation with partners, to update and maintain the virtual asset map, and to initiate some work on “smart communities” as directed by the I-41 Strategic Plan. A lengthy discussion ensued as to the importance of working regionally on the top issues that the consultant identified and the role of the Commission in this process. One commissioner expressed concern that the strategies will not move forward without the Commission’s leadership. He felt that the Regional Comprehensive Planning (RCP) Committee should define a policy for moving forward. It was suggested that the RCP and the Economic Development (ED) committee’s meet jointly in April to discuss ECWRPC’s role moving forward.
9) Action Items

a) Approval of the draft 2019 Work Program & Budget: 1100, 1700, 1800, 2000 & 3000 Elements

Mr. Fowle presented a brief overview of the draft 1100, 1700, 1800, 2000 and 3000 work program and budget. He said that while the budget looked good and it is projected that we will have a surplus for 2019, that this is not projected to be the case during the four years following (2020, 2021, 2022, and 2023). However, future budgets are based on assumptions and the Commission will have time to react and accommodate on certain variables. Due to future budget estimates, we will not be able to replace Mr. Hoffman’s or Mr. Baron’s positions at this time. One committee member suggested that county’s consider ECWRPC instead of others for some of the county’s planning services that are contracted out to private consultants.

Mr. Fowle mentioned one change to the budget that the Commission was not successful on securing a contract from Calumet County for the development of an All-Hazard Mitigation Plan Update and that this contract had been given to a consultant. Therefore, the person days and budget dollars would be transferred to 2500: To be determined contracts.

A motion was made by Mr. Jaeckels and seconded by Mr. Thomas to approve the draft 2019 work program and budget for work program elements 1100, 1700, 1800, 2000 and 3000, with the change noted under the 2000 work program. Motion passed unanimously.

b) Proposed Resolution 01-19: Authorizing the Commission to enter into an agreement with the Town of Eldorado, Fond du Lac County, for the preparation of a Comprehensive Plan Update

Mr. Fowle directed committee members to the scope of work and contract services for the Town of Eldorado in Fond du Lac County. He stated that Ms. Thunes would be working with the Town on the development of this plan, which would occur over the next 1-1/2 years.

A motion was made by Mr. Thomas and seconded by Mr. Jaeckels to approve Resolution 01-19. Motion passed unanimously.

c) Proposed Resolution 02-19: Authorizing the Commission to enter into an agreement with the Village of North Fond du Lac, Fond du Lac County, for the preparation of a Comprehensive Plan Update

Mr. Fowle directed committee members to the scope of work and contract services for the Village of North Fond du Lac in Fond du Lac County. He stated that Mr. Baron would be working with the Village on the development of this plan, which would occur over the next 1-1/2 years.

A motion was made by Mr. Jaeckels and seconded by Mr. Thomas to approve Resolution 02-19. Motion passed unanimously.

10. Program/Project Updates & Discussion

a) Health & Planning Activities
i) Healthy WI Leadership Institute Coach

Mr. Baron stated that the Commission graduated from the Healthy WI Leadership Institute in December of last year. Now we are working on implementation.

ii) WPHA Board Involvement

Mr. Baron said that he had been elected to the Wisconsin Public Health Association Board of directors. This is a 3 year term.

iii) Transportation Research Board (TRB) Conference

(1) Workshop with Federal Highway Administration – Facilitating Equity in Transportation

(2) Hot Topic – Panel Presentation – Advancing Public Health in Transportation is Critical for a Smart, Sustainable, and Equitable Future

Mr. Baron said that Ms. Kraemer-Badtke was currently attending the conference. Unfortunately due to the government shutdown, Federal Highway Administration staff will not be in attendance.

iv) Federal Highway Administration Virtual Peer to Peer Exchange

Mr. Baron provided a brief overview of the program and that Ms. Kramer-Badtke can provide additional details as needed.

v) NCHRP 25-25 – A Guide to Transportation and Public Health Communications Project

Mr. Baron provided a brief overview of the program and that Ms. Kramer-Badtke can provide additional details as needed.

b) Neighborhood Partners / Gappers Network

Ms. Thunes mentioned that Neighborhood Partners 2 and its partners will be holding the next series of neighborhood leadership training sessions this spring. The first session is scheduled for February 9, 2019 at the Coughlin Center in Oshkosh. The purpose of these sessions is to empower and provide neighborhood leaders with the tools necessary to build relationships and affect change in their neighborhoods. Mr. Burich talked about the positive neighborhood efforts and results occurring in Oshkosh.

Mr. Fowle mentioned that last week, the Gappers Network held a Lunch N Learn in Green Bay on approaches that the City is considering for use in 2019 to develop a set of comprehensive Neighborhood Plans from the bottom up. The program was sold out in about two weeks and roughly 37 people attended the program which received a number of positive comments. He said that the intent of the network is to develop a website, and post resources such as fact sheets and best practice. Mr. Burich said that Oshkosh has developed a number of guidance documents that the network might want to consider.
c) GIS & Technology Updates

Mr. Fowle said that Mr. McNair, one of our GIS assistants, departed last year for a job elsewhere. Ms. Anna Hogan, who started in January, has replaced him. Ms. Hogan will be introduced to the full commission at the January Commission meeting. He said that it’s his intent to have a GIS staff person sit in on all standing committee meetings. A few additional tablets have been purchased for staff use on various projects.

d) Comprehensive Plan Updates


Ms. Thunes referred everyone to the handout outlining the status of the comprehensive plan update work being done by the Commission. She, Mr. Baron and Mr. Fowle gave a brief update on contracts they are working on. Notable items include the completion of the City of Waupun project. Mr. Fowle said that he is talking with the towns of Alto and Waupun and the Village of Campbellsport on potential contracts.

11. ECWRPC Steering Committee Report

Mr. Fowle provided a staff memo listing issues that the steering committee is currently working on. He said that the steering committee will be working on the 2019 Affirmative Action Plan, which is updated annually. He also said that the steering committee will be working on policies for the WEDC Business Disaster Recovery Loan Program. The Commission recently received the Marquette County allocation from WEDC. He and Mr. Baron will be meeting with businesses in Marquette County, but that policies should be in place as to the payback of the monies being loaned. The steering committee will be continuing the discussion on the 2020/future levy. In addition, the steering committee will be addressing updates to the Commission’s Personnel Policies and Bylaws in the coming months.

12. County Roundtable Discussion / Updates

Mr. Thomas shared that health insurance rates increased significantly in Outagamie County and that this increase affected the County’s budget. He also said that the county has invited local state representatives to this meeting to learn more about concerns regarding specific issues that the county has. Presentations will be made by department heads and that the issue of “dark stores” will be brought up. The meeting is open to the public and is scheduled for Monday, January 21, 2019 at 9:00 a.m.

Mr. Lowey said that health insurance also went up in Menominee County, since the Menominee Indian Tribe of Wisconsin directed its employees to get insurance through the county, if possible, instead of the tribe.

13. Next Meeting

Mr. Fowle inquired as to if the committee would be willing to change the meeting date for the next meeting if the economic development committee is interested in holding a joint meeting. Committee members responded affirmatively. Therefore the date and time of the next meeting will be determined at a later date.
14. Adjourn

A motion was made by Mr. Thomas and seconded by Mr. Gentz to adjourn. At approximately noon the meeting ended by consensus.