

SUMMARY OF PROCEEDINGS

Regional Comprehensive Planning Committee
East Central Wisconsin Regional Planning Commission
10:00 a.m. – 440 Ahnaip Street, Suite 100, Menasha, WI

July 17, 2019

Committee Members Present

Merlin Gentz, Chair	Calumet County
Mike Thomas, Vice Chair	Outagamie County
Rick Jaeckels	Calumet County
Brian Kolstad	Fond du Lac County
Kevin Sturn	Outagamie County
Lori Palmeri	Winnebago 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 10:05 a.m. by Mr. Gentz. Mr. Gentz welcomed everyone to the meeting. 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. Sturn to approve the agenda as presented. Motion passed unanimously.

5. Action Item: Nomination & Election of Committee Chairperson and Vice-Chairperson

Mr. Sturn moved to nominate Mr. Gentz for Committee Chairperson; Mr. Thomas seconded the motion. Mr. Jaeckels motioned to close the nomination for Committee Chairperson; Ms. Palmeri seconded the motion. Mr. Sturn motioned to cast a unanimous ballot for election; Ms. Palmeri seconded the motion. The motion to cast the unanimous ballot passed unanimously.

Mr. Sturn moved to nominate Mr. Thomas for Committee Vice-Chairman; Mr. Jaeckels seconded the motion. Mr. Jaeckels motioned to close the nomination for Committee Vice-

Chairman and to cast a unanimous ballot; Mr. Kolstad seconded the motion. The motion to cast the unanimous ballot passed unanimously.

6. Approval of April 17, 2019 Summary of Proceedings

A motion was made by Mr. Thomas and seconded by Mr. Sturn to approve the April 17, 2019 summary of proceedings. Motion passed.

7. Public/Guest Comment

None

8. Announcements/Informational Items

a) July Quarterly Commission Meeting – July 26, 2019

Mr. Fowle mentioned that the July Quarterly Commission meeting will be held next week Friday at the City of New London. He said that the Commission will be approving the budget and levy and that a quorum is needed.

b) Other

Mr. Fowle distributed a handout showing a listing of the 1100, 1700, 1800, 2000 and 3000 work programs. He mentioned that this did not make it into the meeting materials but that he wanted to share it with the Commissioners. He provided an overview of the work program stating that he feels that EC's work program is essentially full for next year. We are still looking for more technical assistance projects for the coming year, but that we are currently not seeking any additional contracts. About 1/3 of technical assistance requests to date came from Outagamie County communities. The Housing Report will go under the "To Be Determined Contracts" item. Currently, we are about where we need to be in terms of the budget.

It was noted that an agenda item for ECWRPC's support for accessory dwelling unit (ADU) was missing from this agenda. Ms. Thunes stated that this item was inadvertently missed and that it would be included on the October agenda.

9. Action Items

a) Discussion & Approval of the 2019-2020 Regional Comprehensive Planning Committee Meeting Schedule

Ms. Thunes stated that the Regional Comprehensive Planning Committee has been meeting on the third Wednesday during the same month as the Quarterly Commission Meeting. It was agreed that this would work out well for committee members. Mr. Kolstad made a motion to keep the meeting the third Wednesday of the months of July, October, January and July. Mr. Sturn seconded the motion. Motion passed unanimously.

b) Agreement for Assisting Select Communities with New Statutory Housing Affordability and Housing Fee Reports

Mr. Fowle distributed an amended contract for the Agreement for Assisting Select Communities with the New Statutory Housing Affordability and Housing Fee Reports. He stated that the contract was amended to reflect a change in the number of communities participating in the contract. This contract will be completed by November 15, 2019. If the Commission continues to provide this service to member communities, then perhaps more communities will decide to join the effort.

Additional reports housing reports that the Commission has prepared in the past and have become outdated will be updated either this year or next. Residential Development Policies will also be updated this year. While *Overcoming Barriers to Affordable Housing in the Region* and the *Guide to Housing Providers* will be updated next year.

Ms. Palmeri made a motion to approve the contract to Assist Select Communities with the New Statutory Housing Affordability and Housing Fee Reports. Mr. Kolstad seconded the motion. Motion passed unanimously.

10. Informational Items

- a) GIS & Technology Updates
 - i) City of Clintonville Online Zoning App

Mr. Zuege mentioned that the City of Clintonville wanted to be able to revise the zoning map themselves, as zoning changes occurred. They also wanted to provide the public with a method to view the zoning information online. Mr. Zuege illustrated the capabilities of the app that was developed for Clintonville. A discussion ensued. It was suggested that the Commission look at more intensive marketing to communities and commissioners at the next commission meeting in order to raise awareness of services that the Commission can provide. It was also suggested that GIS products could be a topic of the October mini-conference. Mr. Baron shared a marketing brochure that the Commission developed for the former Tecumseh site in New Holstein. He said that the City of New Holstein had a number of interested parties for the former site, following the distribution of the marketing brochure.

- b) Update on Health & Planning Program Activities

- i) Wisconsin Public Health Association (WPHA) Board

Mr. Baron mentioned that he recently attended the WPHA annual conference. He felt that the key benefit of the conference was to network. He made four new connections from people within our region.

- ii) ECWRPC discussions with UW Madison MATCH staff and City of Oshkosh

Mr. Baron said that the City of Oshkosh has completed a quality of life analysis in which data is overlaid to create a composite score. He shared a copy of the maps, illustrating that the red areas have the lowest quality of life.

Mr. Baron said that although the City of Oshkosh was not successful on the recent grant through UW Madison MATCH (Mobilizing Action Toward Community Health), discussion continues and there may be opportunities for technical assistance support.

- c) Neighborhood Partners / Gappers Network

i) July 25, 2019 Lunch 'n Learn Event

Mr. Fowle mentioned that the Gappers Network has been holding Lunch 'n Learn events quarterly in order to educate and inform those individuals working in the Gap between the institutions they work for and neighborhoods. The topic of the next lunch 'n learn will be asset based community development. There are 30 registered participants and more are welcome. Mr. Thomas questioned the use of Commission dollars for this type of activity.

Ms. Palmeri shared that Rock the Block will be in the Oshkosh Congress Fields neighborhood next. She said that Rebuilding Together, Rock the Block and Neighborhoods are seeing measurable results. The next Rock the Block will encompass 60 houses and has a number of sponsors.

d) Comprehensive Plan Updates (Attachment #4 – Eric F, Kathy T., Tom B.)

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| i) <i>C. Clintonville</i> | vi) <i>T. Oakfield</i> |
| ii) <i>V. Winneconne</i> | vii) <i>T. Eldorado</i> |
| iii) <i>C. New Holstein</i> | viii) <i>V. North Fond du Lac</i> |
| iv) <i>T. Greenville</i> | ix) <i>T. Alto</i> |
| v) <i>T. Algoma</i> | |

Mr. Fowle mentioned that a staff report has been prepared for this agenda item. He said that the Town of Algoma is about halfway through the process. Mr. Krumenauer, town administrator has accepted a position in Osceola, WI. The Town of Greenville is holding a public hearing on the adoption of the comprehensive plan on July 22, 2019.

x) Other Pending

Mr. Fowle said that he is in communication regarding potential contracts with the towns of Caledonia and the village of Combined Locks for the preparation of comprehensive plans.

12. ECWRPC Steering Committee Report

Mr. Fowle directed everyone's attention to the handout in the packet. He outlined the Strategic Plan Update, issues with Outagamie County and Initiative 41 debrief. Regarding the Initiative 41 debrief he said that about 30 stakeholders attended the event. He said that the conversation went well and there is interest in moving forward with implementation. He said there is a challenge in obtaining local support but that there is a desire to work together. Another meeting will take place in October. A request was made as to if it would be possible to allow people, who cannot attend the next meeting, to participate remotely.

13. County Roundtable Discussion / Updates

- The Outagamie County sales tax will be implemented on January 1, 2020. Revenue will be shared with municipalities and the schools districts.
- Calumet County is remodeling the space where the old jail was located.
- City of Fond du Lac has had an increase on emergency calls in the 35 to 55 age cohort. They are looking at possibly hiring 6 new paramedics to fill need.

- City of Oshkosh is discussing the potential to initiate a transportation utility fee.

14. Next Meeting

- a) Wednesday, October 16, 2019 at 10:00 a.m.

15. Adjourn

A motion was made by Mr. Kolstad and seconded by Ms. Palmeri to adjourn. At approximately 12:15 p.m. the meeting ended by consensus.