

SUMMARY OF PROCEEDINGS

QUARTERLY COMMISSION MEETING

East Central Wisconsin Regional Planning Commission

Place: Bridgewood Resort Hotel & Conference Center
1000 Cameron Way, Neenah, WI 54956

Date: Friday, October 25, 2019

Time: 1:15 p.m.

AGENDA

I. PLEDGE OF ALLEGIANCE

II. MOMENT OF SILENT MEDITATION

III. ROLL CALL

Roll call was taken showing the following attendance:

Commission Members Present:

Alice Connors.....	Calumet County
Hope Karth	Calumet County
Merlin Gentz.....	Calumet County
Jeremy Johnson (Alt. for Laure Pecore).....	Menominee County
Ruth Winter	Menominee County
Kevin Sturn.....	Outagamie County
Larry Abitz (Alt. for Kara Homan (Alt. for Thomas Nelson)).....	Outagamie County
Dave Kress (Alt. for Tim Hanna)	Outagamie County
Jeff Nooyen	Outagamie County
Michael Thomas	Outagamie County
Jerry Erdmann	Shawano County
Tom Kautza	Shawano County
Chuck Dallas	Shawano County
Dick Koeppen.....	Waupaca County
Brian Smith.....	Waupaca County
Donna Kalata.....	Waushara County
Larry Timm	Waushara County
Neal Strehlow	Waushara County
Mark Harris	Winnebago County
Lori Palmeri.....	Winnebago County

Robert Schmeichel	Winnebago County
Ernie Bellin.....	Winnebago County
Martin Farrell	Fond du Lac County
Brian Kolstad.....	Fond du Lac County
Chuck Hornung	Fond du Lac County
Allen Buechel	Fond du Lac County
Jill Michaelson	Ex-Officio Member

Commission Members Excused

Rick Jaeckels	Calumet County
Daniel Rettler	Outagamie County
DuWayne Federwitz.....	Waupaca County
James Nygaard	Waupaca County
Ken Robl.....	Winnebago County
Brenda Schneider	Fond du Lac County
Ronald McDonald	Ex-Officio Member

Commission Members Absent (Unexcused)

David Albrecht (Alt. for Shiloh Ramos)	Winnebago County
James Lowey	Menominee County

Staff Members Present

Eric Fowle	Executive Director
Walt Raith.....	Assistant Director
Erin Bonnin	Administrative Coordinator
Pam Scheibe-Johnson.....	Controller
Melissa Kraemer Badtke	Principal Planner - Safe Routes to School
Tom Baron.....	Principal Economic Development Planner
Dave Moesch.....	Associate Planner
Mike Zuege.....	GIS Coordinator

A. Introduction of New Commissioners, Alternates, and Guests

Chair Farrell announced guest Paul Chamberlain in attendance representing Senator Johnson’s Office.

IV. STATEMENT OF COMPLIANCE WITH WIS. STATS. SEC. 19.84 REGARDING OPEN MEETING REQUIREMENTS

Compliance with Wisconsin’s open meeting requirements was acknowledged.

V. PUBLIC & GUEST COMMENT

There was no public comment.

VI. APPROVAL OF AGENDA / MOTION TO DEVIATE

Mr. Erdmann motioned to approve the agenda/deviate, Ms. Kalata seconded the motion. The motion passed unanimously.

VII. APPROVAL OF MINUTES OF THE JULY 26, 2019 QUARTERLY MEETING

Mr. Koeppen motioned to approve the minutes of the July 2019 Quarterly Meeting, Mr. Bellin seconded the motion. The motion passed unanimously.

VIII. SPECIAL ORDER OF BUSINESS – GUEST SPEAKERS

Mr. Chamberlain briefly addressed the Commission on the following items: USMCA international trade update, the Prevent Government Shutdown Act, and the crisis on the southern United States border.

A. Mr. Lee Shirey, Economic Development Representative - U.S. Department of Commerce, Economic Development Administration

Mr. Shirey briefly addressed the Commission on the following items: competitive grant programs, infrastructure funding, non-construction based funding, description of EDA offices, 2019 disaster supplemental, opportunity zones, continuing resolution, and funding availability.

B. Ms. Mary Forlenza, Team Leader, Program Development – U.S. Department of Transportation, Federal Highway Administration

Ms. Forlenza briefly presented to the Commission regarding the certification update, items included in the presentation were as follows: background of the certification process, review process, review topics, findings, report, documenting planning priorities, recommendations, commendations, corrective action, MPO structure and agreements, national efforts, unified planning work program, public participation, and civil rights.

There was brief discussion regarding differentiation of governance amongst municipalities within the metropolitan planning organization (MPO) as compared to other MPOs and how that structure was originally established in 1973.

C. Ms. Barb LaMue, Executive Director - New North, Inc.

Ms. LaMue briefly presented to the Commission on the following items: New North organizational review, New North region overview, partners, programs, business development, talent acquisition, collaboration and support, entrepreneurship and innovation, opportunity zones, New North connected and main street communities, Native American lands in the New North region, marketing and branding, and investors.

There was brief discussion regarding opportunity zones and what was going on in each community.

IX. ANNOUNCEMENTS AND REPORTS

A. Commissioner / Commission Announcements

Mr. Fowle provided brief updates regarding Commissioners, Lake Michigan Stakeholders award, and April 2020 election updates.

B. Staff Announcements

Mr. Fowle provided an update on the Safe Routes to School position. The position has yet to be filled and will be re-posted until November 15th. Mr. Fowle also noted staff anniversaries for the quarter.

C. Media Reports / Upcoming Events

Mr. Fowle provided an overview of media articles provided in the quarterly packet.

D. 3rd Quarter Accomplishments Report

Mr. Fowle briefly noted the 3rd quarter accomplishments report provided as a handout as well as the Intermodal Summit event.

E. Other Announcements

Mr. Fowle provided an overview of the mini-conference, and highlighted the health-in-planning brochure.

X. BUSINESS

A. Steering Committee

1. Acceptance of the Summaries of Proceedings for the June 27, 2019 Meeting

Mr. Koeppen motioned to approve the summaries of proceedings, Ms. Connors seconded the motion. The motion passed unanimously.

2. Acceptance of the Summaries of Proceedings for the July 22, 2019 Meeting

Mr. Koeppen motioned to approve the summaries of proceedings, Ms. Connors seconded the motion. The motion passed unanimously.

3. Acceptance of the Summaries of Proceedings for the August 28, 2019 Meeting

Mr. Koeppen motioned to approve the summaries of proceedings, Ms. Connors seconded the motion. The motion passed unanimously.

4. 2019 3rd Quarter Financial Report

Ms. Scheibe-Johnson provided an overview of the quarterly financial report. Items included in the overview were as follows: balance sheet, cash position, accounts receivable, accounts payable, consultant fees, GASB 68 and 75, retirement system changes, pension fund liability, net position, statement of revenue and expenses, state and federal grants, business disaster microloan recovery program, local contracts, program expenses, overhead expenses, and projected surplus.

There was brief discussion regarding the Wisconsin Economic Development Corporation (WEDC) microloan recovery program, contract spending and expenses, and a request to have a better handout layout provided.

Ms. Kalata motioned to receive the quarterly financial report and place on file, Mr. Bellin seconded the motion. The motion passed unanimously.

5. 3rd Quarter 2019 Work Program Progress Report

Mr. Fowle provided an overview of the work program progress report. Items included in the overview were as follows: items of concern, contract services, cumulative data and Harvest system tracking, actual cost versus estimated cost, community investment, improving the comprehensive planning process, efficiency building, internal improvements, and policies regarding delays.

There was brief discussion regarding the completion timeline for current projects listed, transportation funding and eliminating transportation funding carryover.

Mr. Schmeichel motioned to receive the work program progress report and place on file, Mr. Dallas seconded the motion. The motion passed unanimously.

6. Update on 2020 Budget & Work Program Development

Mr. Fowle noted that the agenda item was still in-process regarding the bottom line and contract/funding commitments, it will be available for review in January. This item is being run in parallel with the strategic planning process and there will not be time to make adjustments to the work program and budget until the strategic plan has been completed. Historic cost estimate data from the Harvest tracking system will be reviewed. Mr. Fowle also briefly reviewed the bottom line of the budget.

7. Summary of 2020 Technical Assistance Project Requests

Mr. Fowle provided an overview of the 2020 technical assistance project requests. Items included in the overview were as follows: project requests, contract services, approval process, staffing plan, allocations, priority programs, capacity remaining, ranking projects, revenue, and preliminary if not final analysis to Steering Committee in November to approve the project listing.

B. Economic Development Committee

1. Acceptance of the Summary of Proceedings for the July 17, 2019 Meeting

Mr. Buechel motioned to approve the summary of proceedings, Ms. Winter seconded the motion. The motion passed unanimously.

2. Proposed Resolution 25-19: Adopting the 2019 Comprehensive Economic Development Strategy (CEDS) Annual Performance Report

Mr. Baron provided an overview of the CEDS. Items included in the overview were as follows: public review, CEDS committee, draft development, annual update – data and report on actions, EDA required resiliency element, opportunity zone inventory and mapping.

Ms. Connors motioned to approve the resolution, Ms. Winter seconded the motion. The motion passed unanimously.

C. Open Space and Environmental Management Committee

1. Chairman's Report

Chair Farrell noted that there was no quorum for this meeting. The committee Vice-Chair, Mr. Schmeichel abstained from comment as he was absent from the standing committee meeting.

Mr. Schmeichel motioned to postpone the chairman's report until the next quarterly meeting. Ms. Kalata seconded the motion, the motion passed unanimously.

D. Community Facilities Committee

1. Acceptance of the Summary of Proceedings for the June 12, 2019 Meeting

Mr. Bellin motioned to approve the summary of proceedings, Mr. Hornung seconded the motion. The motion passed unanimously.

E. Transportation Committee

1. Acceptance of the Summary of Proceedings for the July 9, 2019 Meeting

Mr. Strehlow motioned to approve the summary of proceedings, Mr. Kautza seconded the motion. The motion passed unanimously.

2. Acceptance of FHWA Fox Cities/Appleton TMA Federal Certification Review

Mr. Strehlow motioned to accept the FHWA Fox Cities/Appleton TMA Federal Certification Review, Mr. Bellin seconded the motion. The motion passed unanimously.

3. Proposed Resolution 26-19: Amending the Transportation Improvement Program for the Fox Cities Transportation Management Area - 2019

Mr. Moesch provided an overview of the resolution. Items included in the resolution overview were as follows: public review period, and 6 projects requested for advancement by WisDOT including: I-41 expansion project from DePere to Appleton, design funding for the I-41 project and Highway 76, and railroad crossing signals, 3 of which are for the City of Appleton.

Mr. Strehlow motioned to approve the resolution, Mr. Nooyen seconded the motion. The motion passed unanimously.

4. Proposed Resolution 27-19: Amending the Transportation Improvement Program for the Oshkosh Urbanized Area - 2019

Mr. Moesch provided an overview of the resolution. Items included in the resolution overview were as follows: public review period, and 2 projects for design: Main Street Bridge rehabilitation and US Highway 45/I-41/US Highway 10. The reason for the amendment is that these projects can be moved forward to immediately after approval, if the projects wait until the new TIP approval, that document will not be approved until January.

Ms. Palmeri motioned to approve the resolution, Mr. Strehlow seconded the motion. The motion passed unanimously.

5. Proposed Resolution 28-19: Approval of the Transportation Improvement Program for Fox Cities (Appleton) Transportation Management Area-2020

Mr. Moesch provided an overview of the resolution. Items included in the resolution overview were as follows: public review period, highway projects from 2020-2023, capital and operating requests for 2020-2021 for Valley Transit, and new requirements such as: operations and maintenance analysis for the entire system in the urbanized area.

Mr. Gentz motioned to approve the resolution, Mr. Kautza seconded the motion. The motion passed unanimously.

6. Proposed Resolution 29-19: Approval of the Transportation Improvement Program For Oshkosh Urbanized Area-2020

Mr. Moesch provided an overview of the resolution. Items included in the resolution overview were as follows: public review period, 2020-2021 capital and operating requests, and 2020-2023 highway projects.

Mr. Buechel motioned to approve the resolution, Ms. Kalata seconded the motion. The motion passed unanimously.

7. Proposed Resolution 30-19: Adopting the 2020 Unified Transportation Work Program and Annual MPO Self-Certification and the Regional Transportation Program Self-Certification for the East Central Wisconsin Regional Planning Commission

Ms. Kraemer Badtke provided an overview of the resolution. Items included in the overview were as follows: programs and priority areas; needs and gaps; self-certifications; inclusion of more specific tasks; increase in federal funding; annual plan of work; updating the congestion management plan; bicycle and pedestrian plan; I-41 Corridor study; performance measures report; State Highway 15 project; PASER; WISLR project data; crash data; transportation management assessments; Fond du Lac Policy Board; Regional Safe Routes to School (SRTS) Program; youth engagement program; bicycle curriculum; Safe Routes to School Strategic Plan; federal transit administration funding; GO Transit Site Selection Study; Title VI annual report and study; cost allocation plan; and Federal Highway Administration, Federal Transit Administration and WisDOT review of draft.

Mr. Strehlow motioned to approve the resolution, Mr. Erdmann seconded the motion. The motion passed unanimously.

F. Regional Comprehensive Planning Committee

1. Acceptance of the Summary of Proceedings for the July 17, 2019 Meeting

Mr. Gentz motioned to approve the summary of proceedings, Mr. Kolstad seconded the motion. The motion passed unanimously.

XI. 2020-2023 ECWRPC STRATEGIC PLANNING

A. Update on Strategic Planning Process

Mr. Fowle provided a combined update of agenda items in section XI, A-C. Items included in the update were as follows: process summary, standing committee workshops, stakeholder surveys, strategic foresight, county department survey, and program value survey.

There was brief discussion regarding the functionality and format of the survey file.

B. Brief Overview of Standing Committee Workshop & Survey Results

See notes in above agenda item XI, A.

C. ECWRPC Work Program Element & Activity Prioritization Exercise

See notes in above agenda item XI, A.

XII. ESTABLISH TIME AND PLACE FOR NEXT COMMISSION MEETING

The next meeting will be 10:00 a.m. on Friday, January 31, 2020, at a location TBD in the Fox Cities/Oshkosh area.

XIII. ADJOURNMENT

Mr. Timm motioned to adjourn, Ms. Palmeri seconded the motion. The motion passed unanimously.

The meeting adjourned at 3:18 p.m.