

MINUTES
SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION
ANNUAL COMMISSION MEETING

Wednesday, June 12, 2024

3:00 p.m.

Riveredge Nature Center
4458 County Road Y
Saukville, WI 53080

Meeting Occurred in Person and Virtually via Video and Telephone Conference

Present:

Commissioners:

Charles Colman, Chairman
James Dwyer, Vice-Chairman
Donna Brown-Martin
Thomas Buestrin
Michael Crowley
Jonathan Delagrave
Katrina Hanson
Brian Holt
John Holloway
Dewayne Johnson
Mary Knipper
Michael Maistelman
Amy Maurer
Natalia Minkel-Dumit
Robert Pitts
Jeffrey Schleif
Peggy Shumway
Eric Stelter
David Stroik

Excused:

Priscilla Coggs-Jones

Staff:

Stephanie Hacker	Executive Director
Benjamin McKay	Deputy Director
Elizabeth Larsen	Director of Administration
Eric Lynde	Chief Special Projects Planner
Alina Panasiuk	Accounting/HR Specialist
James Zehner	Communications Specialist

ROLL CALL

Chairperson Colman called the 287th meeting of the Commission to order at 3:00 p.m. Roll call was taken, and a quorum was declared present. Chairperson Colman indicated for the record that Commissioner Coggs-Jones had asked to be excused.

APPROVAL OF MINUTES OF THE MARCH 6, 2024, QUARTERLY COMMISSION MEETING

On a motion by Mr. Stroik, seconded by Mr. Schleif, and carried unanimously, the minutes of the March 6, 2024, Quarterly Commission Meeting were approved as published.

TREASURER'S REPORT

Chairperson Colman called on Mr. Stroik to present the Treasurer's Report. Mr. Stroik noted that a copy of the Treasurer's Report had been provided to all Commissioners for review prior to the meeting and called attention to the following items:

1. Based upon disbursements through April 21, 2024, it is projected that total disbursements for the year will approximate \$9.27 million. Revenues are projected at about \$9.67 million, exclusive of interest income and miscellaneous revenues.
2. The Commission's Reserves Policy indicates a minimum reserve amount of \$5,137,727, with a maximum reserve amount of \$11,127,450. The audited cash and cash equivalents at end of year 2022 are \$5,937,283.
3. As of April 21, 2024, the Commission had in investments and cash on hand approximately \$7.2 million. Just over \$6.1 million are invested in the State of Wisconsin Local Government Investment Pool. As of April 21, 2024, that fund was yielding 5.38 percent interest. Other funds are held in savings, checking, and certificate of deposit accounts at several banks.

There being no discussion, on a motion by Mr. Schleif, seconded by Mr. Dwyer, and carried unanimously, the Treasurer's Report for the period ending April 21, 2024, was approved (copy of the Treasurer's Report is attached to the Official Minutes).

STANDING COMMITTEE REPORTS

Planning and Research Committee

Chairperson Colman asked Mr. Crowley to present the Planning and Research Committee report. Mr. Crowley noted that the report had been provided to all Commissioners prior to the meeting. He noted that the Planning and Research Committee had met once since the Commission's Quarterly meeting on March 6, 2024.

On May 21, 2024, the Committee took the following actions:

1. Reviewed and acted to recommend the "Record of Public Comments: 2024 Review & Update of VISION 2050"
2. Reviewed and acted to recommend to the Commission for adoption the 2024 Review & Update of VISION 2050

Executive Committee Report

Chairperson Colman noted that the Executive Committee report had been provided to all Commissioners prior to the meeting. He also noted that the Executive Committee met three times, on March 14, 2024, April 18, 2024, and May 16, 2024, since the previous Commission Meeting.

At all meetings, the Committee:

1. Reviewed and approved proposed contracts for planning work. Five contracts were approved in March, eight contracts were approved in April, and five contracts were approved in May. The details of those contracts are attached to this report.
2. Received a report outlining progress on key planning efforts being undertaken by the Commission in 2024. The most recent progress report is attached to this report.

At the March meeting, the Committee also took the following actions:

1. Reviewed and approved disbursements for two financial periods: year 2024 Nos. 3 and 4 for the period January 29, 2024, to February 25, 2024.
2. Reviewed and approved the Statement of Projected Revenues and Expenditures for the reporting period No. 4, February 25, 2024.
3. Reviewed and approved an amendment to the 2023 Overall Work Program (OWP).
4. Discussed the Rockwood Drive tenant lease termination.
5. Discussed the draft working mission and vision statements for the 2024 Strategy.

At the April meeting the Committee took the following actions:

1. Reviewed and approved adjustments to the Year 2020 Kenosha, Milwaukee, Racine, Round Lake Beach, and West Bend Urbanized Area Boundaries as defined by the U.S. Census Bureau.
2. Reviewed and approved an amendment to the 2024 Overall Work Program (OWP).
3. Discussed and approved a summer hour policy.
4. Reviewed and approved the Statement of Projected Revenues and Expenditures for the reporting period No. 6, March 24, 2024.
5. Reviewed and approved disbursements for two financial periods: Year 2024 Nos. 5 and 6, for the period February 26, 2024, to March 24, 2024.

At the May meeting the Committee took the following actions:

1. Reviewed and approved amendments to the Transportation Improvement Program (TIP).
2. Reviewed and approved a report on staff compensation.
3. Reviewed and approved the budget assumptions for 2025.

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4. Discussed and approved the renewal of Commission's business insurance.
5. Reviewed and approved the Statement of Projected Revenues and Expenditures for the reporting period No. 8, April 21, 2024.
6. Reviewed and approved disbursements for two financial periods: Year 2024 Nos. 7 and 8, for the period March 25, 2024, to April 21, 2024.

CONSIDERATION OF THE COMMISSION'S BUDGET FOR CALENDAR YEAR 2025

Chairman Colman noted that copies of the proposed Commission budget for calendar year 2025 had been provided to all Commissioners for review prior to the meeting. He then asked Ms. Larsen to briefly present the proposed budget.

Ms. Larsen led the Commissioners through the proposed budget document noting that the assumptions underlying the budget had been reviewed and approved by the Commission Executive Committee at its May meeting.

During the budget presentation, the following questions and comments were addressed.

In response to an inquiry by Ms. Brown-Martin, Mr. McKay responded that the Commission currently has sufficient staffing to undertake the Commission's land use and transportation planning programs.

In response to an inquiry by Mr. Stelter, Mr. McKay responded that Commission staff continually evaluates new technologies that could be useful to the Commission's work.

There being no further discussion, on a motion by Mr. Stroik and seconded by Mr. Crowley, the Budget for calendar year 2025 was adopted by a vote of 19 ayes and 0 nays (Copy of the 2025 Budget is attached to the Official Minutes).

**CONSIDERATION OF TRANSPORTATION IMPROVEMENT PROGRAM (TIP)
AMENDMENTS (RESOLUTION No. 2024-08)**

Chairperson Colman asked the Commission to consider adoption of Resolution No. 2024-08, which is an amendment to the Transportation Improvement Program for Southeastern Wisconsin: 2023-2026. Mr. McKay presented Resolution 2024-08, amending the 2023-2026 Regional Transportation Improvement Program (TIP). He indicated there are 3 changes to existing projects and 20 new projects to be amended into the TIP. He stated that these projects were approved by the Commission's Advisory Committees on Transportation System Planning and Programming for the Kenosha, Milwaukee, and Racine Urbanized Areas.

There being no questions or comments, on a motion by Mr. Dwyer to approve Resolution No. 2024-08, seconded by Mr. Crowley, and carried by a vote on 19 ayes and 0 nays, Resolution No. 2024-08 was approved (copy of Resolution 2024-08 attached to Official Minutes).

**CONSIDERATION AND ADOPTION OF THE 2024 REVIEW AND UPDATE OF VISION 2050:
A REGIONAL LAND USE AND TRANSPORTATION PLAN FOR SOUTHEASTERN
WISCONSIN (RESOLUTION 2024-09)**

Chairperson Colman asked Mr. McKay to review the 2024 Review and Update of VISION 2050: A Regional Land Use and Transportation Plan for Southeastern Wisconsin.

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There being no questions or comments, on a motion by Mr. Dwyer to approve Resolution No. 2024-09, seconded by Mr. Crowley, and carried by a vote on 19 ayes and 0 nays, Resolution No. 2024-09 was approved (copy of Resolution 2024-09 attached to Official Minutes).

DISCUSSION ON WORKING MISSION AND VISION STATEMENTS AND DRAFT GOALS FOR THE AGENCY

Chairperson Colman asked Ms. Hacker to initiate the discussion. Ms. Hacker recalled for the Commissioners the discussion that occurred at the March quarterly meeting focused on keywords for the Mission and Vision statements of the 2024 Strategy. She then utilized the same round robin format, and asked each Commissioner to provide keywords they would suggest be included in the Commission's goals. The keywords were recorded on a Google Jamboard to be used for developing draft goals for the 2024 Strategy. Ms. Hacker stated that working draft goals will be presented for discussion at the July or August Executive Committee meeting.

CORRESPONDENCE/ANNOUNCEMENTS

Ms. Hacker stated there was no correspondence or announcements.

ADJOURNMENT

There being no further business to come before the Commission, on a motion by Mr. Crowley, seconded by Mr. Colman, and carried unanimously, the meeting was adjourned at 4:45 p.m.

Respectfully submitted,

Stephanie Hacker
Deputy Secretary

SH/BRM/EAL #273459