

BAY≈LAKE

REGIONAL PLANNING COMMISSION

Brown•Door•Florence•Kewaunee•Manitowoc•Marinette•Oconto•Sheboygan



Annual Report



20
17

CELEBRATING ²⁰¹⁷
45
¹⁹⁷² YEARS

May 1, 2018

TO: The Wisconsin Legislature, governing bodies of the local governmental units, and interested parties within the Bay-Lake Region:

Since 1972, the Bay-Lake Regional Planning Commission has proudly served the counties and communities of northeastern Wisconsin. Each year, a report is prepared to provide an in-depth overview of the Commission's five planning programs and the work performed within each of them during that year. This report is provided to the Governor, Wisconsin Legislature, and to the governing bodies of the 185 units of government within the eight-county region in accordance with the requirements of s.66.0309(8)(b), Wis. Stats.

The Commission continues to serve as the Sheboygan Metropolitan Planning Organization (MPO) and as an Economic Development District for the Economic Development Administration (EDA). Levy funds are utilized to leverage these two programs, along with the Regional Transportation program and Wisconsin Coastal Management projects. These activities offer our member counties and communities a variety of cost-effective services for local initiatives ranging from planning to grant writing to GIS.

In 2017, the Bay-Lake staff worked on many exciting and challenging projects, including continued work to manage invasive species and enhancement of natural resources and recreational opportunities. Updating zoning ordinances was a big component of our community assistance work program, with work being done for the towns of Brazeau, Ahnapee, Franklin, West Kewaunee, Casco, Red River, and Luxemburg and numerous amendments to the Coordinated Public Transit Transportation Plans for Sheboygan and Kewaunee counties were completed. The Commission completed its triennial Title VI and Non-Discrimination Program/Limited English Proficiency Plan in 2017. Sheboygan MPO items completed in 2017 included establishment of performance targets in the areas of transit asset management and highway safety; preparation of the annual performance indicator report; preparation of a new 2018-2021 Transportation Improvement Program (TIP) for the Sheboygan Metropolitan Planning Area; and preparation of various amendments to the 2017 – 2020 TIP. Our GIS/Mapping department completed an ArcGIS Online mapping project with Manitowoc County and initiated two more with the City of Plymouth and the Village of Pound, in addition to assisting staff with mapping and GIS work. The Commission staff also continued to assist the City of Sheboygan with its HUD Community Development Block Grant (CDBG) and Revolving Business Loan administration. As always, we appreciate every opportunity to work with our local, state, and federal partners to address issues concerning the Bay-Lake Region.

At the September 2017 Annual Meeting, all three Commission officers, including the Chairperson, Vice-Chairperson, and the Secretary/Treasurer were re-elected. I'd like to thank the staff and all the Commissioners for their time and professionalism. A well-trained and knowledgeable staff combined with active and involved commissioners enables the Commission to be a valuable resource for the region's counties and municipalities, as well as our partner organizations. We look forward to serving you in 2018.

Respectfully,



Mike Hotz, Chairperson

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THE REGION

BROWN COUNTY

Commissioner:
Tom Sieber



CITIES

- (1) De Pere
- (2) Green Bay

TRIBAL

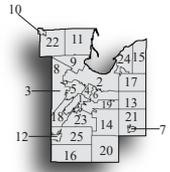
- (3) Oneida Nation

VILLAGES

- (4) Allouez
- (5) Ashwaubenon
- (6) Bellevue
- (7) Denmark
- (8) Hobart
- (9) Howard
- (10) Pulaski
- (11) Suamico
- (12) Wrightstown

TOWNS

- (13) Eaton
- (14) Glenmore
- (15) Green Bay
- (16) Holland
- (17) Humboldt
- (18) Lawrence
- (19) Ledgeview
- (20) Morrison
- (21) New Denmark
- (22) Pittsfield
- (23) Rockland
- (24) Scott
- (25) Wrightstown



DOOR COUNTY

Commissioner:
Ken Fisher



CITIES

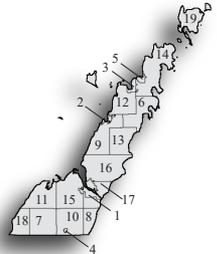
- (1) Sturgeon Bay

VILLAGES

- (2) Egg Harbor
- (3) Ephraim
- (4) Forestville
- (5) Sister Bay

TOWNS

- (6) Bailey's Harbor
- (7) Brussels
- (8) Clay Banks
- (9) Egg Harbor
- (10) Forestville
- (11) Gardner
- (12) Gibraltar
- (13) Jacksonport
- (14) Liberty Grove
- (15) Nasewauee
- (16) Sevastopol
- (17) Sturgeon Bay
- (18) Union
- (19) Washington



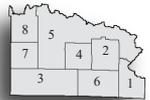
FLORENCE COUNTY

Commissioners:
Edwin Kelley • Larry Neuens • Rich Wolosyn



TOWNS

- (1) Aurora
- (2) Commonwealth
- (3) Fence
- (4) Fern
- (5) Florence
- (6) Homestead
- (7) Long Lake
- (8) Tipler



KEWAUNEE COUNTY

Commissioners:
Eric Corroy • Virginia Haske • Ron Paider



CITIES

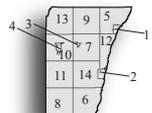
- (1) Algoma
- (2) Kewaunee

VILLAGES

- (3) Casco
- (4) Luxemburg

TOWNS

- (5) Ahnapee
- (6) Carlton
- (7) Casco
- (8) Franklin
- (9) Lincoln
- (10) Luxemburg
- (11) Montpelier
- (12) Pierce
- (13) Red River
- (14) West Kewaunee



Commissioners:
Dan Koski (Secretary/Treasurer) • Chuck Hoffman • Marc Holsen

MANITOWOC COUNTY



CITIES

- (1) Kiel
 - (2) Manitowoc
 - (3) Two Rivers
- ### VILLAGES
- (4) Cleveland
 - (5) Francis Creek
 - (6) Kellersville
 - (7) Maribel
 - (8) Mishicot
 - (9) Reedsville
 - (10) St. Nazianz

- (11) Valders
- (12) Whitelaw

TOWNS

- (13) Cato
- (14) Cooperstown
- (15) Eaton
- (16) Franklin
- (17) Gibson
- (18) Kossuth
- (19) Liberty
- (20) Manitowoc
- (21) Manitowoc Rapids
- (22) Maple Grove
- (23) Meeme
- (24) Mishicot
- (25) Newton
- (26) Rockland
- (27) Schleswig
- (28) Two Creeks
- (29) Two Rivers
- (30) Centerville



Commissioners:
Shirley Kaufman • Michael Kunesh • Mary Meyer

MARINETTE COUNTY



CITIES

- (1) Marinette
 - (2) Niagara
 - (3) Peshtigo
- ### VILLAGES
- (4) Coleman
 - (5) Crivitz
 - (6) Pound
 - (7) Wausaukee

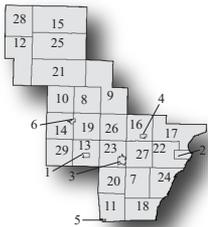
TOWNS

- (8) Amberg
- (9) Athelstane
- (10) Beaver
- (11) Beecher
- (12) Dunbar
- (13) Goodman
- (14) Grover
- (15) Lake
- (16) Middle Inlet
- (17) Niagara
- (18) Pembine
- (19) Peshtigo
- (20) Porterfield
- (21) Pound
- (22) Silver Cliff
- (23) Stephenson
- (24) Wagner
- (25) Wausaukee



Commissioners:
Terry Brazeau (Vice-Chairperson) • Dennis Kroll • Vacant

ONCONTO COUNTY



CITIES

- (1) Gillett
 - (2) Oconto
 - (3) Oconto Falls
- ### VILLAGES
- (4) Lena
 - (5) Pulaski
 - (6) Suring

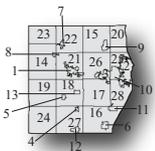
TOWNS

- (7) Abrams
- (8) Bagley
- (9) Brazeau
- (10) Breed
- (11) Chase
- (12) Doty
- (13) Gillett
- (14) How
- (15) Lakewood
- (16) Lena
- (17) Little River
- (18) Little Suamico
- (19) Maple Valley
- (20) Morgan
- (21) Mountain
- (22) Oconto
- (23) Oconto Falls
- (24) Pensaukee
- (25) Riverview
- (26) Spruce
- (27) Stiles
- (28) Townsend
- (29) Underhill



Commissioners:
Mike Hotz (Chairperson) • Ed Procek • Brian Yerges

SHEBOYGAN COUNTY



CITIES

- (1) Plymouth
 - (2) Sheboygan
 - (3) Sheboygan Falls
- ### VILLAGES
- (4) Adell
 - (5) Cascade
 - (6) Cedar Grove
 - (7) Elkhart Lake
 - (8) Glenbeulah
 - (9) Howards Grove

- (10) Kohler
- (11) Oostburg
- (12) Random Lake
- (13) Waldo

TOWNS

- (14) Greenbush
- (15) Herman
- (16) Holland
- (17) Lima
- (18) Lyndon
- (19) Mitchell
- (20) Mosel
- (21) Plymouth
- (22) Rhine
- (23) Russell
- (24) Scott
- (25) Sheboygan
- (26) Sheboygan Falls
- (27) Sherman
- (28) Wilson



CREATION AND AUTHORITY:

The Bay-Lake Regional Planning Commission was created in 1972 under Section 66.0309 of the *Wisconsin Statutes* as the official area-wide planning agency for northeastern Wisconsin.

REGION FACTS:

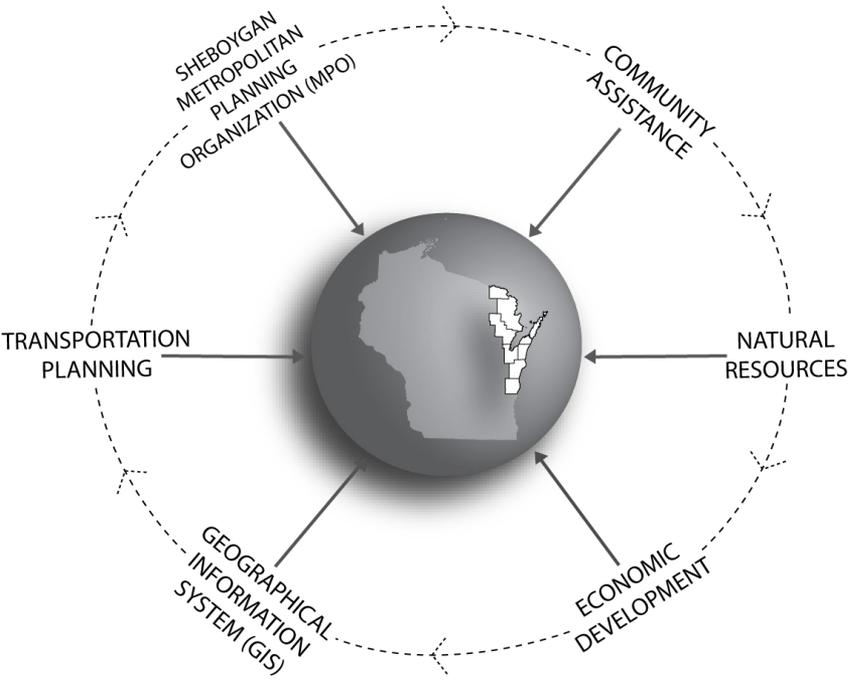
The Bay-Lake region is composed of an area consisting of eight counties in northeastern Wisconsin, including the counties of Brown, Door, Florence, Kewaunee, Manitowoc, Marinette, Oconto, and Sheboygan. The Bay-Lake region is comprised of 185 units of government: eight counties, 17 cities, 40 villages, 119 towns, and the Oneida Nation of Wisconsin. The total area of the region is 5,433 square miles, or 9.7 percent of the area of the State of Wisconsin. The region has over 400 miles of coastal shoreline along Lake Michigan and Green Bay.

The Wisconsin Demographic Services Center 2017 population estimate of the region is 588,290 persons, or 10.2 percent of the estimated population of the State of Wisconsin (5,788,500).

ORGANIZATION:

The Bay-Lake Regional Planning Commission is governed by Commissioners from each of the eight counties. Commissioners are appointed to serve on the Commission in one of three ways: (1) one Commissioner is appointed by each county board; (2) one Commissioner from each county is appointed by the Governor, and (3) one Commissioner is appointed by the Governor from a list of nominees provided by the county board. Nine of the 17 voting Commissioners are appointed officials or employees from the public sector, while eight are private citizens who are actively involved in local community affairs.

PROGRAMS



MISSION STATEMENT

"Providing cooperative planning and funding solutions to foster healthy and thriving communities within the region."

Local Planning Assistance

- Initiated the Village of Cleveland Comprehensive Plan update.
- Prepared a Wisconsin Coastal Management Program grant application to update the Town of Sevastopol comprehensive plan.
- Continued to provide technical assistance to many municipal leaders, plan commissions, and plan committees of local jurisdictions from the counties of Brown, Door, Florence, Kewaunee, Manitowoc, Marinette, Oconto, and Sheboygan during 2017 to inform them of the process and procedures for updating comprehensive plans.
- Prepared a Wisconsin Coastal Management Program grant application to update the Manitowoc County comprehensive plan.

PLAN IMPLEMENTATION

Zoning Assistance

- Finalized the Code of Ordinances for the Town of Brazeau in Oconto County.
- Completed an update to the Town of Red River Zoning Ordinance.
- Prepared an update to the Town of Casco Zoning Ordinance.
- Finalized the Town of West Kewaunee Zoning Ordinance update.
- Completed an update to the Town of Luxemburg Zoning Ordinance.
- Prepared an update to the Town of Ahnapee Zoning Ordinance.
- Initiated updates to the Florence County Code of Ordinances.
- Started development of the Town of Franklin (Kewaunee County) Zoning Ordinance update.
- Provided technical assistance for zoning ordinances for Manitowoc County and Florence County, in addition to communities within Kewaunee County and Marinette County.

COMMUNITY ASSISTANCE

OTHER PLANS

Hazard Mitigation Planning

- Began an update to the Florence County hazard mitigation plan.

Outdoor Recreation Planning

- Began work on a Wisconsin Coastal Management Program funded project to develop a coastal recreation study for the lakeshore counties of Kewaunee, Manitowoc, and Sheboygan.
- Initiated an update to the Florence County Outdoor Recreation Plan.
- Prepared a Wisconsin Coastal Management Program grant application to develop a water trail for the Ahnapee River and a master plan for Olson Park in Algoma.

Brownfields Planning

- Prepared an EPA grant application to conduct a region-wide brownfields assessment.
- Continue to work collaboratively with the Wisconsin Department of Natural Resources (WDNR), Wisconsin Brownfield Coalition (WBC) members, and partner organizations to deliver professional environmental assessments to municipalities.

Site Planning

- Prepared a contract for site planning at two locations within the Town of Brazeau. The project will include park design and illustrations. Project to start and be completed in 2018.

Technical Assistance Grant Program

➤ Provided technical assistance to member counties and communities using technical assistance funds from several of the Commission's work programs (i.e., Economic Development, Natural Resources, and Transportation). Under this program, communities can apply for up to 40 hours of free technical assistance to help them with a project. In 2017, two technical assistance projects were awarded:

- Sheboygan County for administration of Davis-Bacon wage rates related to Amsterdam Dunes.
- Village of Pound, Marinette County for development of an Official Map



ECONOMIC DEVELOPMENT & HOUSING

The Commission was designated as an Economic Development District of the Economic Development Administration (EDA), an agency of the U.S. Department of Commerce, in 1980. EDA provides the principal funding to support the Commission's economic development program for the eight-county region. For the past 37 years, the Commission has facilitated or participated in several community economic development initiatives (both locally and regionwide) that have added jobs and increased the tax base for counties and local units of government.

Housing Needs Assessment

A comprehensive Housing Needs Assessment usually involves compilation and analysis of demographic data, economic characteristics and trends, current housing inventory and characteristics, and the adequacy and availability of community amenities.

The assessment concludes with quantifying the number of housing units needed in the market by tenure (rentals vs. for-sale), and price point. The study also provides recommendations on how to achieve certain housing goals and will provide recommendations on potential housing policy initiatives that would benefit the local housing market. In instances where a community has available land that could be used to develop new housing or the adaptive reuse of existing structures, site-specific evaluation can be suggested as part of an overall housing study. An analysis can even be conducted on submarkets or select neighborhoods within the subject community. In short, a housing study can be customized to meet the specific needs of a community.

A housing study is currently underway in Marinette County, and is set to be available April 2018. A portion of this study will outline an implementation strategy, which will allow this document to be used by local governments in identifying housing issues and solutions, enabling strategic decisions to be made related to the Marinette County housing market, future housing and policy decisions, and/or to secure financing for various housing programs and projects. Additionally, the study is aimed to be used by local entities to attract and encourage residential development activity and investment.



Comprehensive Economic Development Strategy (CEDS)

The 2017 Comprehensive Economic Development Strategy (CEDS) is an update to the 2012 report and enables the Bay-Lake Regional Planning Commission to continue as a designated Economic Development District (EDD) by the Economic Development Administration of the U.S. Department of Commerce. This CEDS was prepared according to the guidelines of 13 CFR Chapter III, Part 303, Section 303.7. The CEDS helps to ensure the communities within the region remain eligible for funding through EDA.

The Economic Development Administration (EDA) of the U.S. Department of Commerce invests in public works, economic adjustment assistance, technical assistance, and short-term planning. EDA investment priorities enhance regional competitiveness and support long-term diversification and development of the regional economy. Eligible EDA applicants are states; city and local governments; Indian Tribes; colleges and universities; non-profit organizations; and economic development districts. The purpose of the Comprehensive Economic Development Strategy (CEDS) is to bring together the public and private sectors to create an economic roadmap to diversify and strengthen the regional economy and to qualify the region for additional EDA assistance. The Commission receives an annual planning grant to provide ongoing technical assistance to counties and communities and to prepare the CEDS and supporting reports.

During the completion of the 2017 CEDS update, the BLRPC was required to form a committee of economic development experts in the eight county region. This Economic Development Advisory Committee (EDAC) assisted in the regional S.W.O.T. (Strengths, Weaknesses, Opportunities, and Threats) analysis, created five goals for the future of the region, and articulated strategies to achieve these goals.

Goal 1: Encourage and support business, business development and entrepreneurship.

Goal 2: Maintain and strengthen infrastructure at community, county, and regional levels.

Goal 3: Support and address regional workforce development and attraction issues.

Goal 4 :Support quality-of-life, community & cultural amenities as an economic development tool.

Goal 5: Continue working with economic development professionals to improve coordinations.



ECONOMIC DEVELOPMENT & HOUSING

2017 ACTIVITIES

- Completed and submitted required mid-year and year-end reports to EDA and participated in EDA's quarterly teleconferences.
- Facilitated meetings and phone conferences with the Lee Shirey, EDA contact in Chicago, and the Kewaunee County EDC to discuss options available to the county with respect to the closing of the Algoma Hardwoods.
- Conducted a comprehensive community and economic development project survey of member counties and communities.
- Provided information on community economic development programs and grants to communities and organizations, as requested.
- Signed a contract with the Wisconsin Economic Development Corporation (WEDC) to provide economic development data and information utilizing EMSI Developer software and worked with several interested parties in using the software. Organizations and agencies continue to visit the Commission office to prepare EMSI reports.
- Provided letters of support to communities in the region that were submitting funding applications to various agencies for their projects.
- Provided technical assistance through the Commission's technical assistance grant program to member counties and communities using technical assistance funds from the Commission's Economic Development program.
- Continued to partner with ECWRPC on marketing a regional economic diversification program called Initiative 41. Funding of this program was through the Department of Defense Office of Economic Adjustment.
- Served on various business and technical advisory committees.
- Met with the City of Sheboygan and the Sheboygan County Economic Development Corporation to discuss potential assistance on their planned Innovation Park.

- ▶ Continued to partner with New North and ECWRPC on a site certification program called Gold Shovel Certification where communities can have sites certified as ready to go; thus speeding up the process of attracting new businesses and creating jobs in the region. The Villages of Pound and Coleman were the first applications submitted with the Commission's assistance.
- ▶ Continued to assist the City of Sheboygan with administering portions of its Revolving Loan Funds. Duties include tracking of job creation/retention, as well as, Davis-Bacon Compliance for construction projects.
- ▶ Participated in quarterly phone conferences and several webinars facilitated by EDA.
- ▶ Completed the 2017 CEDS update and collaboratively created an advisory committee of experts in the region from the private and public sector.
- ▶ Completing the Marinette County Housing Needs Assessment.



GEOGRAPHICAL INFORMATION SYSTEMS (GIS)

Since 1990, the Commission has collected and maintained digital GIS files for areas in which it undertakes natural resource and planning projects.

The following data sets are available for most areas in which the Commission has completed project work:

The Commission creates land use inventories, future land use plans, environmental corridors, and zoning files for communities throughout the Bay-Lake region as part of its project work.

Data Sharing

Data sharing is an important part of the Commission's GIS program. Over the years, the Commission has formed partnerships that allow datasets and technical advice to be shared for projects that affect communities and citizens throughout the region and the state of Wisconsin. Much of the data is obtained through data sharing agreements from other federal or state agencies, counties, and local governments.

2017 ACTIVITIES

- Initiated a project to build an ArcGIS online mapping application for the City of Plymouth in Sheboygan County. The application will allow City staff to inventory several different sets of facilities in the city.
- Initiated an ArcGIS Online mapping project with the Village of Pound. The application allows the Village to map the location of all of the water utility facilities in the Village.
- Completed a project to build an online and updateable street sign inventory service for Manitowoc County. This ArcGIS Online service provides a cost effective alternative for staff to update the street sign inventory.
- Two Gold Shovel submissions were reviewed and posted to the New North Gold Shovel ready website. The two sites are located in the Villages of Pound and Coleman.

- Responded to regional data and aerial photography requests.
- Prepared maps in support of Commission projects and plans, including hazard mitigation, comprehensive plans, zoning, and Sheboygan MPO transportation planning.



Bay-Lake Regional Planning Commission GIS



NATURAL RESOURCES PLANNING

The Natural Resources program of the Bay-Lake Regional Planning Commission provides ongoing technical assistance to member counties and communities to preserve, protect, and enhance the Region's natural environment and recreation opportunities. The program is funded in part by the Wisconsin Coastal Management Program, the U.S. Environmental Protection Agency (EPA), and the USDA Forest Service.

COASTAL MANAGEMENT PROGRAM

The Commission works with the Wisconsin Coastal Management Program (WCMP) in protecting, restoring, and making accessible the natural and cultural resources of Wisconsin's Great Lakes Coasts. The Commission maintains its commitment to improve the management of Wisconsin's Great Lakes coastlines and works cooperatively with WCMP in managing the ecological, economic, and aesthetic assets of Lake Michigan and its coastal areas.

- Provided technical assistance to WCMP and local, state, and federal governmental units on coastal projects and issues, including the coastal counties of Brown, Door, Kewaunee, Manitowoc, Marinette, Oconto, and Sheboygan.
- Provided technical assistance through the Commission's technical assistance grant program to member counties and communities using technical assistance funds from the Wisconsin Coastal Management Program.
- Participated on the Lake Michigan Stakeholders Steering Committee, the Green Bay Conservation Partners Steering Committee, Wisconsin Coastal Beaches Workgroup, and the advisory committee for the Green Bay and Lower Fox River Areas of Concern.
- Assisted coastal communities with preparing grants to WCMP, acquiring information on coastal resources, coastal hazards mitigation planning, coastal recreation, and promoting awareness of coastal issues.
- Maintained data, and promoted the principles of the Bay-Lake Regional Environmental Corridor report, which defines and delineates the Region's environmental corridors and promotes green infrastructure.

WATER QUALITY PLANNING

The Commission works with the Wisconsin DNR and EPA to improve and protect water quality through natural resources projects, land use planning, and encouraging municipal best management practices. The Commission undertakes water quality management planning cooperatively with local communities and the DNR; and assists communities with sewer service area planning and beach improvement efforts.

Water Quality Management (Sewer Service Area) Planning

Under the guidance of NR 121, Wisconsin Administrative Code, the Commission maintains and administers water quality management plans and provides review of sanitary sewer extension plans for new or existing development within the areas of the cities of Manitowoc, Two Rivers, and Marinette, the villages of Mishicot and Luxemburg, and the Sheboygan Urbanized Area.

Beach Improvement Planning

The Commission continues to work with coastal communities to implement beach improvement plans that were developed under an EPA Great Lakes Restoration Initiative (GLRI) grant received by the Commission in 2010, and an EPA Urban Waters Grant received for Bay Beach in Green Bay in 2012. Additionally, the Commission participates on the Wisconsin Coastal Beaches Workgroup.



NATURAL RESOURCES PLANNING**INVASIVE SPECIES MANAGEMENT*****Invasive Species Management in Kewaunee County, WI***

In 2017, the Bay-Lake Regional Planning Commission was the recipient of an EPA GLRI grant to manage at least 1,000 acres of Phragmites, Japanese knotweed, and Wild parsnip on public and private lands in Kewaunee County.

Emerald Ash Borer (EAB) Mitigation

In 2016 and 2017, in partnership with the Wisconsin DNR, East Central Wisconsin RPC, Northwest Wisconsin RPC, and Southeastern Wisconsin RPC, the Bay-Lake Regional Planning Commission awarded \$82,450 to nine Wisconsin communities for projects to mitigate the impacts of EAB. Grant funds supported planting over 1,500 diverse, non-host trees in public areas in EAB-quarantined counties within the Wisconsin Great Lakes Basin to help recover from EAB losses or to bolster community preparedness for EAB.

The grant recipients in the Bay-Lake Region include the City of Plymouth for \$10,000 to plant 100 trees, the City of Sheboygan for \$10,000 to plant 50 trees, and the Town of Wilson for \$5,000 to plant 35 trees.

Funding for this project was made available through a FY16 U.S. Forest Service GLRI grant.

Invasive Phragmites Management in Green Bay and Fox River Area of Concern

The Commission continues to work with municipalities, public and private landowners, and an advisory group of area land managers on an invasive species control project to manage at least over 2,000 acres of Phragmites along the shorelines of Green Bay, the Fox River (to the De Pere dam), and the East River (northern section) in Brown County.

Funding for this project was made available through a FY15 EPA GLRI grant.

SHEBOYGAN METROPOLITAN PLANNING ORGANIZATION (MPO)

Since 1982, the Commission has provided urban transportation planning activities as the MPO for the Sheboygan Metropolitan Planning Area, with the assistance of local technical and policy advisory committees. Transportation planning is required of metropolitan planning areas as a prerequisite to receiving federal funding for transportation projects. The MPO program is funded by the Federal Highway Administration (FHWA), WisDOT, Sheboygan County (local match for non-transit planning activities), and Shoreline Metro (local match for transit planning activities).

PROGRAM SUPPORT AND ADMINISTRATION

- Conducted joint meetings (8) of the Sheboygan MPO Technical and Policy Advisory Committees.
- Presented and acted on MPO items at Full Commission and Executive Committee meetings.
- Reported on 2017 MPO Work Program activities at a mid-year review meeting with WisDOT.
- Participated in the annual MPO/RPC/WisDOT transportation planning conference, and participated in quarterly MPO Directors' meetings.
- Amended the 2017 Sheboygan Metropolitan Planning Area Transportation Planning Work Program in late July.
- Developed and approved the 2018 Sheboygan Metropolitan Planning Area Transportation Planning Work Program, which is a component of the Commission's overall Work Program.

LONG-RANGE TRANSPORTATION PLANNING

- Monitored various Federal performance management measures.
- Approved a resolution supporting WisDOT's highway safety performance targets following several months of research on where the metropolitan planning area stood on highway safety performance measures in comparison to the state.

SHEBOYGAN METROPOLITAN PLANNING ORGANIZATION (MPO)

- Edited the 2016 transportation performance indicator report and prepared and presented the preliminary draft of the 2017 report for the metropolitan planning area to the Sheboygan MPO Technical and Policy Advisory Committees.
- Participated in quarterly meetings of the Wisconsin DNR Bureau of Air Management’s Transportation Conformity Work Group (TCWG).
- Participated in a Sheboygan County Chamber of Commerce meeting to discuss Sheboygan County’s air quality nonattainment area status for ground-level ozone.
- Participated in a meeting pertinent to development and maintenance of the WisDOT Northeast Region travel demand forecast model.
- Met with the Wisconsin Department of Health Services (DHS) Northeast Region Director to explore linkages between DHS’ public health initiatives and Commission planning activities.
- Participated in meetings regarding STH 23 “majors” project (between Plymouth and Fond du Lac) Indirect and Cumulative Effects (ICE) study. Also, assisted WisDOT Traffic Forecasting staff with review of socioeconomic forecasts for traffic analysis zones (TAZs) adjacent to the project.
- Met with the Sheboygan County Economic Development Corporation (EDC) Director to discuss potential economic growth and how it could impact the county’s transportation network.
- Met with WisDOT Travel Forecasting Section staff to discuss travel forecast modeling needs as the Year 2045 Sheboygan Area Transportation Plan (SATP) is updated in 2018 and early 2019.
- Met with JT Engineering staff to review a proposed street layout for a southerly expansion of the Sheboygan Business Center, including possible traffic implications and adjustments to modeled projects in this part of the metropolitan planning area as the Year 2045 SATP is updated.

SHORT-RANGE TRANSPORTATION PLANNING

- ▶ Assisted Shoreline Metro in preparing Community Development Block Grant (CDBG) quarterly progress reports and in preparing the annual CDBG grant application.
- ▶ Provided Shoreline Metro with an estimate of eligible riders for a Section 5310 report.
- ▶ Participated in quarterly meetings of the Northeast Wisconsin Regional Access to Transportation Committee (NEWRATC).
- ▶ Participated in a Federal Transit Administration (FTA) triennial review of Shoreline Metro.
- ▶ Met with Shoreline Metro and Sheboygan County EDC staff to discuss potential grant applications under the “Transportation Investment Generating Economic Recovery (TIGER)” program. Provided a letter of support for Shoreline Metro’s TIGER grant application.
- ▶ Prepared the 2017 Transit Asset Management (TAM) performance target report for Shoreline Metro, which was approved by the Sheboygan Transit Commission and by the Commission.
- ▶ Provided pavement condition maps to several communities in the metropolitan planning area.
- ▶ Prepared the 2017 update to the Commission’s Title VI and Non-Discrimination Program/Limited English Proficiency Plan, which was approved in late July and finalized in August.
- ▶ Assisted the Town of Sheboygan Falls with rating road pavement conditions, data entry, finalizing these ratings, and submitting them to WisDOT.
- ▶ Prepared and presented amendments to the 2016 Coordinated Public Transit – Human Services Transportation Plan for Sheboygan County to the Sheboygan County Transportation Coordinating Committee and submitted them to staff at the WisDOT Transit Section.

SHEBOYGAN METROPOLITAN PLANNING ORGANIZATION (MPO)

TRANSPORTATION IMPROVEMENT PLAN (TIP)

- Prepared minor amendments to the 2017 – 2020 Sheboygan Metropolitan Planning Area TIP.
- The 2018 – 2021 Sheboygan Metropolitan Planning Area TIP was produced, approved, published and distributed.
- The Annual Listing of Obligated Projects for Calendar Year 2016 was placed on the Sheboygan MPO webpage and was presented for review by the Sheboygan MPO Technical and Policy Advisory Committees.
- Participated in WisDOT’s Local Program Symposium in February.
- Reviewed Congestion Mitigation and Air Quality (CMAQ) applications from the metropolitan planning area that the WisDOT Northeast Region received. Emission reduction estimates for these projects were calculated and transmitted to WisDOT’s CMAQ program manager.
- Established local priorities for projects to be funded in the STP-Urban program in the 2017 – 2022 cycle within the Sheboygan Urbanized Area.



SHORELINE METRO TRANSIT DEVELOPMENT PROGRAM (TDP)

- Finalized a contract with WisDOT to complete a TDP update for Shoreline Metro and started preparing several background chapters.
- Prepared for a boarding and alighting survey for Shoreline Metro that included preparation of survey forms, transmittal of a request for proposals (RFP), and review of a proposal to assist with administration of the survey.

The Commission has provided rural multi-modal transportation planning services since 1972 to address both area wide and local transportation issues. The Regional Transportation Work Program is funded by the Federal Highway Administration (FHWA), the Wisconsin Department of Transportation (WisDOT), and with matching funds from the Commission. Additional revenues to support the program came from local and regional contracts.

PROGRAM ADMINISTRATION

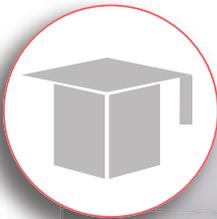
- ▶ Completed the 2018 Regional Transportation Work Program for the Bay-Lake Region.

TRANSPORTATION PLANNING ACTIVITIES

- ▶ Continued work on a regional Bicycle and Pedestrian Plan as part of a Transportation Alternatives Program (TAP) grant award.
- ▶ Continued to assist the City of Marinette with the administration of the city's Shared-Ride Taxi Program, which included preparation and submittal of the 2018 application for federal and state assistance to operate the transit system.
- ▶ Participated in the Port of Green Bay's annual Port Symposium.
- ▶ Provided technical assistance to member counties and communities through the Commission's 2017 Rural Transportation Work Program.
- ▶ Assisted the Mobility Manager for Marinette and Oconto counties by discussing and providing materials relevant to transit and human services transportation coordination.
- ▶ Participated in discussions and meetings with the City of Algoma, UW-Extension, and other stakeholders regarding options to develop a trailhead facility for the Ahnapee State Trail in the city.
- ▶ Facilitated quarterly meetings of the Northeastern Wisconsin Regional Access to Transportation Committee (NEWRATC) in cooperation with staff of the East Central Wisconsin Regional Planning Commission.

TRANSPORTATION PLANNING

- ▶ Produced commuter maps of Manitowoc, Kewaunee, and Door counties for the WisDOT Travel Forecasting section to be used for air quality planning purposes by WisDOT and the WDNR.
- ▶ Completed final distribution of the Maritime Metro Transit Development Program (TDP): 2017 – 2021.
- ▶ Conducted pavement ratings for the following communities in 2017: City of Algoma and the towns of Ahnapee, Franklin, Lincoln, Luxemburg, Montpelier, and Pierce in Kewaunee County; the Town of Sheboygan Falls in Sheboygan County; and the Town of Silver Cliff in Marinette County.
- ▶ Updated portions of the inventory section of the Transportation Element of the Bay-Lake Regional Planning Commission’s Regional Comprehensive Plan.
- ▶ Initiated development of a Transportation Alternatives Program (TAP) grant application for Safe-Routes to School Planning in Marinette County.



Publications are available for download on the Commission's website at:

<http://www.baylakerpc.org/about/publications>

Publications can also be found under several of the Commission program elements listed on the Commission's website.

REGION

- Bay-Lake RPC Regional Comprehensive Plan Element Updates
- 2017 Bay-Lake Regional Planning Commission Title VI and Non-Discrimination Program/Limited English Proficiency Plan

KEWAUNEE COUNTY

- Town of Ahnapee Zoning Ordinance and Zoning Map
- Town of Casco Zoning Ordinance and Zoning Map
- Town of Luxemburg Zoning Ordinance and Zoning Map
- Town of Red River Zoning Ordinance and Zoning Map
- Town of West Kewaunee Zoning Ordinance and Zoning Map
- 2016 Coordinated Public Transit – Human Services Transportation Plan for Kewaunee County, Wisconsin – Amendment #1

OCONTO COUNTY

- Town of Brazeau Code of Ordinances

SHEBOYGAN COUNTY

- 2017 Transportation System Performance Indicators Report
- 2016 Coordinated Public Transit – Human Services Transportation Plan for Sheboygan County, Wisconsin – Amendment #1
- Shoreline Metro Transit Asset Management (TAM) Plan: 2017 Targets
- Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2018 – 2021
- 2018 Sheboygan Metropolitan Planning Area Transportation Planning Work Program

2017 FINANCIAL STATUS REPORT

Below is a summarized statement of revenues, expenses and changes in net position as presented on the audited financial statements for the year 2017 with a final adjustment to remove the change in net position related to GASS 68 adjustments for the year.

	2017
Operating Revenues	
Intergovernmental grants	\$ 741,986
Intergovernmental charges for services	240,795
Public charges for services	4,556
Other operating revenues	275
Total Operating Revenues	987,612
Operating Expenses	
Salaries and wages	402,961
Employee fringes and benefits	196,027
Subcontracted project consultants	297,924
Depreciation	4,897
All other	105,534
Total Operating Expenses	1,007,343
Operating Income (Loss)	(19,731)
Nonoperating Revenues (Expenses)	(2,019)
Change in Net Position, Per Audit	\$ (21,750)
Adjustment for Pension Items	27,183
Change in Net Position, Without Pension Items	\$ 5,433

Wisconsin Retirement System (WRS) related activity is reflected in the employee fringes and benefits line on the statement of revenues, expenses and changes in net position. For the year ended December 31, 2017, the change in net position of the Commission, after adjusting for the WRS related activity for the year, shows an increase in net position of \$5,433.

Source: Bay-Lake Regional Planning Commission Management Communications, Net Position Analysis, Schenck, December 31, 2017.



BAY≈LAKE

REGIONAL PLANNING COMMISSION

Brown•Door•Florence•Kewaunee•Manitowoc•Marinette•Oconto•Sheboygan

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