

**MONTHLY WORK PROGRAM ACTIVITY REPORT
SEPTEMBER 2010
By County**

**BAY-LAKE REGIONAL PLANNING COMMISSION
441 SOUTH JACKSON STREET
GREEN BAY, WI 54301
www.baylakerpc.org**

BROWN COUNTY

- On September 23rd, the Interim Executive Director attended the Advance appreciation breakfast at the Oneida Country Club for those individuals and entities that provide support to the organization.
- The Community Planner met with the Town of Ledgeview on September 2nd and 15th to discuss zoning and planning related material.
- The Community Planner continued to assist with the Village of Wrightstown on planning/zoning issues in the month of September.

DOOR COUNTY

- Commission staff participated in a functional classification meeting for the Sturgeon Bay Urban Area on September 17th at the Sturgeon Bay City Hall.

KEWAUNEE COUNTY

- During September, the Natural Resources Planner worked with the City of Algoma to develop a municipal Emerald Ash Borer readiness plan.
- On September 29th, the Community Planner conducted a nominal group workshop with the City of Kewaunee Public Property Committee to assist with the update to the City's Outdoor Recreation Plan.
- The Commission continued to update the Town of Red River Zoning Ordinance and Subdivision Control Ordinance.
- The Community Planner continued to update the City of Kewaunee Zoning Ordinance during the month of September.
- During September, the Community Planner continued to provide zoning assistance to towns of Casco and Red River.

MANITOWOC COUNTY

- Commission staff participated in a functional classification meeting for the Kiel – New Holstein Urban Cluster on September 1st at the New Holstein City Hall.
- On September 8th, Commission staff read and evaluated thirteen (13) proposals from architectural/engineering services for the Maritime Metro Transit Intermodal Transfer Facility based on the methodology developed by City of Manitowoc staff. Commission staff then participated in a meeting (via teleconference) with City of Manitowoc Department of Public Works and Maritime Metro Transit staff on September 9th to jointly evaluate these

proposals and to collectively determine the best proposals. Four (4) firms submitting the best proposals were to be invited for interviews that will take place later in the fall.

- On September 14th, the Community Planner met with the Manitowoc County Planning and Zoning staff and County Attorney to continue updating the County Zoning Ordinance.
- Commission staff participated in a functional classification meeting for the Manitowoc and Two Rivers Urban Areas on September 15th at the Manitowoc City Hall. A follow-up meeting will be scheduled later this fall to finalize the functional classification in those communities.

MARINETTE COUNTY

- On September 8th, the Interim Executive Director participated in a teleconference with WisDOT staff to discuss the process local communities needed to follow for securing providers for their Shared-Ride Taxi programs.
- The Interim Executive Director attended the Transportation Coordination Committee meetings on September 15th and 29th to begin working on the 5-year bid process and 2011 application for the City of Marinette's Shared Ride Taxi program.
- On September 30th, the Interim Executive Director attended the Marinette County Association for Business and Industry's monthly meeting to discuss projects and provide an update on the Economic Development Administration's new initiatives.
- During September, the Natural Resources Planner continued serving on technical advisory committee for the Menominee River AOC habitat restoration plan.

SHEBOYGAN COUNTY

- Commission staff continued to write Chapter 5 (Existing Condition of the Transportation Network) of the *Year 2035 Sheboygan Area Transportation Plan (SATP)* throughout September.
- Commission staff revised draft Chapter 6 (Goals, Objectives, Standards and Their Use in Evaluating the Current Transit Operation) of the *Sheboygan Transit Development Program (TDP): 2011 – 2015* in the first half of September.
- Commission staff continued to revise project tables and the narrative of the main body of the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP)* in September. Commission staff also continued to prepare the appendices for the TIP in September.
- Commission staff facilitated a meeting of the Sheboygan TDP Review Committee on September 16th. Principal agenda items addressed at this meeting included: continued review of a draft of Chapter 6 of the TDP (Goals, Objectives, Standards and Their Use in Evaluating the Current Transit Operation); a status report on updates to draft Chapter 5 of the TDP (Transit System Performance); and preliminary discussion regarding alternatives to be considered in the TDP planning process.
- Commission staff met with the Director of the Sheboygan Parking and Transit Utility on September 10th (at the Commission office) and on September 24th (in Sheboygan) to discuss various topics associated with the Sheboygan TDP.

- The Commission approved two amendments to the *2010 Sheboygan Metropolitan Planning Area Transportation Planning Work Program* at its meeting on September 10th. Commission staff submitted these adopted amendments to WisDOT and FHWA staff for approval on September 13th.
- Commission staff prepared a draft *2011 Sheboygan Metropolitan Planning Area Transportation Planning Work Program* in early September. The draft MPO Work Program will be reviewed by the MPO Technical and Policy Advisory Committees at their joint meeting in early October, and will also be reviewed by WisDOT and FHWA staff at a meeting (via teleconference) in mid October.
- Commission staff participated in a meeting of the Wisconsin Department of Natural Resources Transportation Conformity Workgroup in Madison on September 23rd.
- Commission staff participated in the annual MPO/RPC/WisDOT transportation planning conference on September 29th and 30th. This year, the conference was hosted by Northwest and West Central Wisconsin RPCs, and was held at the Heartwood Conference Center near Trego (Washburn County).
- On September 30th, the Interim Executive Director attended the Sheboygan County Non-Motorized Transportation Pilot Program (NMTPP) Citizens' Advisory and Technical Committee (CATC) meeting at Maywood Environmental Park.

MULTI-COUNTY/REGIONAL

- On September 8th, the Natural Resources Planner participated in a conference call meeting of the Lake Michigan Stakeholders Steering Committee.
- On September 8th, the Commission sponsored a WCMP grant workshop at its office.
- The GIS Coordinator participated in a meeting regarding the WisDOT Northeast Region travel demand forecast model on September 9th. The meeting was held at the office of the consulting firm developing the model's lakeshore component (SRF Consulting Group) in Madison.
- On September 9th, the Community Planner attended a workshop at Lakeshore Technical College to learn more about Wisconsin's Working Lands legislation.
- The Commission held its quarterly full Commission meeting on September 10th at the Commission's Green Bay offices.
- The Interim Executive Director attended the Northwoods Steering Committee meeting on September 13th at the CESA 8 offices in Gillett to make final preparations for the October 5th Northwoods Economic Summit at the Four Seasons Resort in Pembine.
- On September 14th, the Natural Resources Planner attended a workshop of the International Coastal Atlas Network-Great Lakes in Madison to discuss digital data and coastal planning.
- The Interim Executive Director attended the quarterly AWRPC meeting in Madison on September 16th.
- On September 16th, the Community Planner attended a meeting with the Northeast Wisconsin Transportation Committee to discuss issues related to Oconto and Marinette counties.

- On September 17th, the Interim Executive Director attended the International Advisory Committee meeting at the Business Assistance Center.
- The Interim Executive Director attended a meeting on September 20th with community leaders to discuss projects for possible Economic Development Administration funding.
- On September 21st, Commission staff attended the Marina Association meeting held at the Stone Harbor Resort in Sturgeon Bay.
- On September 24th, the Natural Resources Planner attended a workshop to learn about the new Water Star Community program for communities in Wisconsin.
- On September 29-30th, the Natural Resources Planner participated in a joint meeting of the Lake Michigan Watershed Academy and the Lake Michigan Forum of EPA in Muskegon, Michigan.
- During September, the Natural Resources Planner continued to work with EPA and GLRI project partners to develop a work plan for the beach study project.
- During September, Commission staff continued to work with EPA to revise and resubmit a work plan for GLRI funding to undertake beach assessment and develop beach improvement plans throughout the region.
- During September, Commission staff continued work on a project with WDNR, National Park Service, Wisconsin Coastal Management Program, and EPA to develop a Lake Michigan Water Trail.
- During September, Commission staff continued work on a Wisconsin Coastal Management Program project to develop a public access study for Kewaunee, Manitowoc, and Sheboygan counties.
- During September, the Natural Resources Planner conducted sewer service area reviews for the Sheboygan Urbanized Area Sewer Service Area, the Manitowoc-Two Rivers-Mishicot Urbanized Area Sewer Service Area, and the Marinette Areawide Sewer Service Area.