

**MONTHLY WORK PROGRAM ACTIVITY REPORT
OCTOBER 2011
By County**

**BAY-LAKE REGIONAL PLANNING COMMISSION
441 SOUTH JACKSON STREET
GREEN BAY, WI 54301
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MULTI-COUNTY/REGIONAL

- On October 3rd, the Natural Resources Planner participated in a board meeting for the NEW Wilderness Alliance.
- On October 4th, the Natural Resources Planner participated in a steering committee meeting for the Lake Michigan Stakeholders.
- On October 12th, Commission staff helped facilitate a meeting of the Northeast Wisconsin Regional Access to Transportation Committee (NEWRATC) at the Commission office. The charge of this committee is "to coordinate and develop a regional committee to systematically address access to transportation for at-risk populations with special needs." Generally, counties covered by the Bay-Lake and East Central Wisconsin RPC regions are represented on this committee. Minutes for this meeting were drafted in October.
- On October 13th, the GIS Coordinator attended a GIS training session in Madison. The session was conducted BY ESRI and covered the topic of expanding access to GIS and was titled "Extend the Reach of Your GIS."
- The Natural Resources Planner gave a presentation on the Lake Michigan Water Trail at the Wisconsin Harbor Towns Association Annual Meeting in Sturgeon Bay on October 14th; and to the Great Lakes Coastal Management Programs Annual Meeting in Sturgeon Bay on October 19th.
- On October 17th, Commission staff met with US EPA and UW-Oshkosh staff to review the Commission's GLRI project and gather feedback from EPA on its progress.
- On October 18th, the Executive Director participated in a teleconference to continue preparations for the 10th Annual Global Trade Conference.
- The Executive Director participated in the Sustainable Forestry Steering Committee teleconference on October 20th to continue planning for the 2012 conference in Florence.
- On October 21st, the Executive Director attended the quarterly NEWREP meeting held at the Business Assistance Center in Green Bay.
- The Executive Director participated in EDA's quarterly teleconference held on October 26th.
- The GIS Coordinator attended the WLIA Fall Regional meeting in Menasha on October 27th and 28th. The meeting, entitled, "Using GIS to Benefit Economic Development" focused on ways to assist economic development using current GIS mapping.
- On October 28th, the Natural Resources Planner attended a meeting of the Glacierland RC&D Council in Oshkosh.
- The Commission held its quarterly Executive Committee meeting on October 28th.

- In October, Commission staff developed the proposed 2012 Regional Transportation Work Program and provided a copy to WisDOT staff for their review.
- During October, the Natural Resources Planner continued work on the GLRI beach project.
- During October, Commission staff continued work on a project with the WDNR, National Park Service, and Wisconsin Coastal Management Program to develop a Lake Michigan Water Trail.
- During October, 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.

BROWN COUNTY

- No County specific activities during this period. See "Multi-County/Regional" above.

DOOR COUNTY

- No County specific activities during this period. See "Multi-County/Regional" above.

FLORENCE COUNTY

- During October, the Natural Resources Planner continued work on updating the *Florence County Hazard Mitigation Plan*.

KEWAUNEE COUNTY

- On October 20th, the Community Planner met with the Town of Casco to update the Town's zoning ordinance.
- The Community Planner continued to update the *City of Kewaunee Zoning Ordinance* text and mapping.
- The Community Planner continued to update the *City of Kewaunee Outdoor Recreation Plan*.
- During October, the Community Planner continued to provide zoning assistance to the towns of Franklin, Luxemburg, Pierce, and Red River.
- During October, the Natural Resources Planner continued work on the GLRI beach survey project for Kewaunee beaches.
- In October, Commission staff submitted pavement management ratings using WisDOT's WISLR database for the Town of Ahnapee and the City of Algoma.

MANITOWOC COUNTY

- On October 4, the Community Planner met with the County Zoning staff to make final updates to the County's Zoning Ordinance text and mapping.
- On October 11th, the Natural Resources Planner made a site visit to the City of Manitowoc's Silver Creek with Applied Ecological Services and the City of Manitowoc to gather information for a grant application to secure funding for restoration of this area.
- On October 17th, the Executive Director participated in the monthly Lakeshore Industry Cluster teleconference. The meeting focused on hiring a consulting firm to assist in preparing an industry cluster analysis for the five county region.
- On October 17th, the Community Planner attended an open house and public hearing on the proposed update to the Manitowoc County Zoning Ordinance.

- During October, the Natural Resources Planner continued work on the GLRI beach survey project for Manitowoc beaches.

MARINETTE COUNTY

- On October 4th, the Executive Director attended the Northwoods Economic Development Summit held at UW-Marquette.
- On October 5th, the Community Planner met with the Town of Stephenson to discuss the zoning ordinance text.
- The Community Planner completed the City of Marinette's 2012 Shared-Ride Taxi application on October 11th and provided a copy to WisDOT staff for their review and approval.
- In October, Commission staff continued to work with Jewell & Associates and WisDOT staff on the U.S. Highway 141 Corridor Study from State Highway 64 to Smith Creek Road in Marinette County. Commission staff participated in a Public Information meeting at the Crivitz High School on October 26th.
- The Community Planner continued to draft the Town of Stephenson zoning ordinance text during the month of October.
- The Community Planner continued to assist the City of Marinette with the administration of its Shared-Ride Taxi Transit Program with the completion of the third quarter report.
- During October, the Natural Resources Planner continued work on the GLRI beach survey project for Marinette beaches.
- During October, the Community Planner provided zoning assistance to the Town of Pound and City of Marinette.

OCONTO COUNTY

- Commission staff continued to assist the Town of Riverview with its pavement management program in October. This included traveling to the town to assist town officials with rating their roads on October 7th, and updating the pavement ratings in WisDOT's WISLR database. All of the pavement management materials have been submitted to the town board for final review. Once the town board approves the ratings (early November), Commission staff will submit the final ratings to WisDOT.

SHEBOYGAN COUNTY

- During October, Commission staff continued working to update the *Sheboygan Urbanized Area Sewer Service Plan*. An open house and public hearing was held on October 19th, and the Technical Advisory Committee for the plan met on October 31st and approved the plan.
- During October, Commission staff continued working to update the *City of Sheboygan Multi-Hazard Mitigation Plan*. The draft plan is being reviewed by Wisconsin Emergency Management.
- During October, the Natural Resources Planner continued work on the GLRI beach survey project for Sheboygan beaches.
- The Sheboygan MPO Technical and Policy Advisory Committees met jointly on October 6th. Agenda items addressed at this meeting included: review and recommendation of approval of the *2012 Sheboygan Metropolitan Planning Area Transportation Planning Work*

Program; an update on recent amendments and administrative modifications to the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2011 – 2014*; an update on transit planning activities (including the *Sheboygan Transit Development Program*); and an update on WisDOT Northeast Region and other MPO planning activities. Minutes for this meeting were drafted in October.

- Commission staff answered routing-related questions at public information meetings concerning proposed changes to transit service at Shoreline Metro; these public information meetings were held on October 6th in Sheboygan.
- Commission staff provided technical assistance to the Sheboygan Parking and Transit Utility. In early October; this assistance involved preparation of a quarterly report regarding Shoreline Metro's CDBG funding for the period from July 1, 2011, to September 30, 2011. Through October 18th, this assistance involved continuous mapping of and revisions to Shoreline Metro's proposed transit routes for 2012, as well as evaluation of four scenarios for the provision of transit service on Saturdays in 2012 (in response to comments received at the public information meetings on October 6th).
- Commission staff answered routing-related questions at a meeting of the Sheboygan Transit Commission on October 18th. At this meeting, the Sheboygan Transit Commission approved Shoreline Metro's 2012 budget, and also approved Shoreline Metro's level of service for 2012. In addition to route consolidation and revisions, there will be one less hour of transit service each weekday evening. On the other hand, there will be hourly service along with North and South Shuttles throughout the service day on Saturdays.
- Commission staff participated in a quarterly MPO Directors' meeting in Madison on October 25th.
- Commission staff continued to learn about the characteristics of the Cube travel demand forecast model software and its interactions and limitations with the Commission's GIS software during the month of October.
- Commission staff continued to explore software options that could potentially be used in visualizing growth scenarios and transportation projects in the long-range transportation planning process in October.
- Commission staff continued to monitor the progress of projects in the *Sheboygan Metropolitan Planning Area TIP: Calendar Years 2011 – 2014* in October.
- Commission staff prepared a draft multi-year schedule for development of the next update to the *Sheboygan Area Transportation Plan (SATP)* in late October; this plan will have a horizon year of 2045 or 2050. The draft schedule will be included as an appendix in the final *2012 Sheboygan Metropolitan Planning Area Transportation Planning Work Program*.
- Commission staff revised the *2012 Sheboygan Metropolitan Planning Area Transportation Planning Work Program* based on comments received at the FHWA/WisDOT review meeting in late September and at the October 6th joint meeting of the MPO advisory committees. The Commission approved the 2012 MPO Work Program at an October 28th meeting of its Executive Committee (via teleconference). The final 2012 MPO Work Program will be submitted to WisDOT and FHWA in early November.