

MONTHLY WORK PROGRAM ACTIVITY REPORT
FEBRUARY 2014
By County

BAY-LAKE REGIONAL PLANNING COMMISSION
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MULTI-COUNTY/REGIONAL

- The Commission's 2014 Audit was completed by staff from Schenck on February 5th and 6th.
- On February 6th, the Natural Resources Planner participated in the initial meeting of the Green Bay Watershed Partners Steering Committee in Green Bay.
- On February 11th, Commission staff participated in a Shoreland Zoning Update teleconference via WisLine.
- The Executive Director met with Michael Troyer, President of Strategic Management Associates, on February 12th to discuss options and timelines for updating the Commission's 2013-2016 Strategic Plan that was originally adopted in 2012.
- On February 19th, the Executive Director participated in the Global Trade Steering Committee meeting teleconference to continue the implementation of the strategies outlined in the *2012 Global Trade Strategy Report*. The committee members are planning to submit a grant application to EDA to expand Foreign Direct Investment within the eighteen counties that comprise New North.
- The Executive Director participated in a teleconference on February 24th to finish the final details for the April 16th Sustainable Forestry Conference.
- On February 24th and 26th, the Executive Director participated in two EDA teleconferences to discuss new requirements for the Comprehensive Economic Development Strategy (CEDS) and FY 2016 funding priorities.
- The Commission held a Financial Planning Committee meeting on February 27th to review the draft 2014 Audit and set the 2015 Indirect Rates.
- Commission staff continued updating the Transportation Element of the Bay-Lake Regional Planning Commission's Regional Comprehensive Plan.
- Commission staff prepared draft minutes of the January 14th meeting of the Northeastern Wisconsin Regional Access to Transportation Committee (NEWRATC) in early February.
- 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

- The Natural Resources Planner continued work on the Bay Beach improvement project. The advisory group met on February 2nd and 19th to continue developing the restoration action plan. On February 4th, a presentation was given to the Brown County Conservation Alliance in Suamico. On February 16th, a presentation was given to the Bayshore and Nicolet Neighborhood Associations in Green Bay.
- On February 23rd, the Natural Resources Planner attended a WDNR meeting of the Lower Green Bay AOC Technical Stakeholders in Ashwaubenon.

- The Executive Director attended the Olde Main Annual Meeting on February 25th that was held at NWTC's Artisan Center.
- The Natural Resources Planner continued work on the City of Green Bay EAB mitigation project with completion of the project scheduled for this coming summer.

DOOR COUNTY

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

FLORENCE COUNTY

- Commission staff began updating the Farmland Preservation Plan for Florence County.

KEWAUNEE COUNTY

- The Commission provided technical assistance for the administration and updating of zoning and other ordinances for Kewaunee County; and the Towns of Casco, Red River, Luxemburg, and Pierce.

MANITOWOC COUNTY

- Commission staff began work to update the Manitowoc-Two Rivers-Mishicot SSA Plan. On February 18th, the Natural Resources Planner met with the TAC in Two Rivers.
- A small amount of work continued on the Maritime Metro Transit Development Program (TDP) in early February. Commission staff revised a table of potential trip generators in the transit service area, and provided these changes to the GIS staff so that revisions can be made to the potential trip generator map in the TDP.
- Commission staff distributed materials to the Town of Cooperstown regarding several options to update the town's comprehensive plan.

MARINETTE COUNTY

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

OCONTO COUNTY

- On February 10th, the Executive Director met with the Town of How Town Board and Planning Committee to discuss the process for updating the town's comprehensive plan.
- On February 24th Commission staff met with the City of Oconto Mayor, City of Marinette staff, and the City of Marinette shared-ride taxi provider to discuss the City of Oconto's interest in the shared-ride taxi program.
- Commission staff distributed materials to the Town of Riverview regarding several options to update the town's comprehensive plan.
- Commission staff continued work on updating Oconto County's hazard mitigation plan.

SHEBOYGAN COUNTY

- On February 18th, the Community Assistance Planner met with Town of Lyndon officials to offer a variety of options that are available through the Commission to update their comprehensive plan.
- The Sheboygan MPO Technical and Policy Advisory Committees met jointly on February 26th.
- Commission staff prepared an amendment to the *2014 Sheboygan Metropolitan Planning Area Transportation Planning Work Program* in February. This amendment involved carryover of a small amount of funding to the *2015 Sheboygan Metropolitan Planning Area Transportation Planning Work Program*. The Sheboygan MPO Technical and Policy Advisory Committees reviewed the proposed amendment and recommended its approval to the Bay-Lake Regional Planning Commission at their joint meeting on February 26th.

- Members of the Sheboygan MPO Technical and Policy Advisory Committees reviewed results of testing various capacity modifying street and highway projects with the travel demand forecast model at their February 26th joint meeting. Members of the advisory committees also selected a package of tested capacity modifying projects to include in the Year 2045 SATP (including a recommended implementation period for selected projects) at this meeting. In addition, Commission staff gave an update on various chapters and appendices being prepared for the Year 2045 SATP at this meeting.
- Commission staff continued to revise draft Chapter 6 (Transportation and Land Use) and continued to prepare draft Chapter 7 (Recommended Transportation Plan) of the Year 2045 SATP in February. Commission staff also continued to prepare draft Chapter 8 (Mitigation of Environmental Impacts of Major Transportation Projects) in February. In addition, Commission staff continued to collect data for and write portions of draft Chapter 9 (Financial Plan) in February.
- Commission staff prepared all or parts of several appendices to the Year 2045 SATP in February. Appendices that have been completed include: the glossary of terms; the transportation system performance indicators report; and the membership roster of the Sheboygan MPO Technical and Policy Advisory Committees. Appendices that are in the process of being completed include: the conformity assessment; the environmental justice analysis; and documentation of the public participation process for the plan. Appendices that remain to be completed include: financial plan supporting documentation (need to obtain this from WisDOT); and minutes of the multi-agency environmental consultation meeting.
- Commission staff worked with WisDOT Travel Forecasting staff to obtain baseline travel forecast data for 2045 as well as to get capacity adding projects recommended by members of the Sheboygan MPO Technical and Policy Advisory Committees tested with the travel demand forecast model in February. Commission staff prepared a spreadsheet summarizing various statistics from the model under three transportation project scenarios in 2045; this spreadsheet was reviewed with members of the MPO advisory committees at their joint meeting on February 26th.
- Commission staff continued to meet internally to discuss possible visualization applications (transportation projects and land use scenarios) for the next MPO long-range transportation plan in February. Some of these visualization applications could also be transferred to other Commission-led planning efforts in the region.
- Commission staff provided a small amount of technical assistance to Shoreline Metro during the month of February.
- Commission staff prepared a minor amendment to the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2015 – 2018* in February. This minor amendment involves an addition to the elderly and disabled transportation capital project component of the 2015 – 2018 TIP. The new project added to the 2015 – 2018 TIP involves one new medium sized bus for Brooke Industries (based in Fond du Lac, and serving clients in seven counties, including Sheboygan County) to transport clients to their various services. The Sheboygan MPO Technical and Policy Advisory Committees reviewed the proposed amendment and recommended its approval to the Bay-Lake Regional Planning Commission at their joint meeting on February 26th.