

**MONTHLY WORK PROGRAM ACTIVITY REPORT  
OCTOBER 2015  
By County**

**BAY-LAKE REGIONAL PLANNING COMMISSION  
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**MULTI-COUNTY/REGIONAL**

- On October 6<sup>th</sup>, the Executive Director met with the ECWRPC's Executive Director, Eric Fowle, in Green Bay to discuss the Oshkosh Region Defense Industry Diversification Initiative and the Regional Foreign Direct Investment (FDI) project. No commitment was made to either project.
- On October 9<sup>th</sup> and again on October 26<sup>th</sup>, the Executive Director discussed potential EDA fundable projects with Lee Shirey, EDA Representative via telephone. Projects included one for Oconto County and one for Marinette County.
- On October 23<sup>rd</sup>, the Commission held its Executive Committee meeting at the Chase Town Hall in Oconto County.
- On October 7<sup>th</sup>, the Natural Resources Planner gave a presentation on the Commission's Phragmites project to the Wild Ones – Green Bay Chapter at the Green Bay Botanical Gardens.
- On October 8<sup>th</sup>, the Natural Resources Planner and the Phragmites Project Coordinator met with the City of Green Bay to make arrangements for treatment of Phragmites at Bay Beach as a demonstration site for the Commission's project.
- The Natural Resources Planner participated in the 9<sup>th</sup> Biennial State of Lake Michigan/Great Lakes Beach Association Joint Conference in Acme, Michigan from October 29-30<sup>th</sup>. The Natural Resources Planner also gave a conference presentation on the Bay Beach project on October 30<sup>th</sup>.
- On October 14<sup>th</sup>, Commission staff helped facilitate a meeting of the Northeast Wisconsin Regional Access to Transportation Committee (NEWRATC) in Green Bay. 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.
- On October 15, Commission staff met with representatives from East Central Wisconsin Regional Planning Commission (ECWRPC) and New North to discuss a possible partnering on a Foreign Direct Investment Study that covers all of the Bay-Lake region and the East Central region.
- In September, Commission staff completed collection and input the 2015 Community and Economic Development Project Inventory survey results from towns, villages, and cities, along with planning and economic development staff members throughout the region.
- The quarterly EDA-EDD teleconference with EDA and other Economic Development Districts was held on October 28<sup>th</sup> to discuss application changes and performance

evaluations for the RPCs. Staff was updated on the status of the upcoming Planning grant that will be due before the end of the year.

- 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.
- Commission staff continues to update the Commission's Regional Comprehensive Plan.
- Commission staff continued work on the *Invasive Phragmites Management in the Fox River and Lower Green Bay Area of Concern* project.
- On October 1<sup>st</sup>, Commission staff participated in a conference call with WisDOT staff to discuss and finalize the Commission's *2016 Regional Transportation Work Program*.

### **BROWN COUNTY**

- The Executive Director met with Troy Streckenbach, Brown County Executive, and Tom Sieber, Brown County Commissioner, on October 13<sup>th</sup> to discuss the potential for Brown County rejoining the Commission. Discussions with Brown County will be ongoing.
- The Natural Resources Planner continued work on the City of Green Bay EAB mitigation project. The Commission is currently awaiting approval of a time extension at the request of the City.
- Commission staff had discussions with Green Bay MPO staff regarding a potential bike route from the City of Green Bay to Sturgeon Bay.

### **DOOR COUNTY**

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

### **FLORENCE COUNTY**

- Commission staff continued updating the Florence County Farmland Preservation Plan.

### **KEWAUNEE COUNTY**

- Commission staff prepared an application to DATCP for possible funding of a Farmland Preservation Plan update for Kewaunee County that would also be coordinated with the updating of the county's Comprehensive Plan.
- The Commission provided technical assistance for the administration and updating of zoning and other ordinances for Kewaunee County; and the Towns Lincoln, Luxemburg, and Pierce.
- Commission staff prepared a grant application for Kewaunee County to update the county's Comprehensive Plan and its Farmland Preservation Plan.

### **MANITOWOC COUNTY**

- Commission staff continued work on updating the Manitowoc-Two Rivers-Mishicot SSA Plan.
- Work on the Maritime Metro Transit Development Program (TDP) continued in October. Training for the Maritime Metro Boarding and Alighting Survey took place the afternoon of October 2<sup>nd</sup>, and the Maritime Metro Boarding and Alighting Survey was administered during the entire service day on October 5<sup>th</sup>. Commission staff prepared a chapter

documenting findings of the Maritime Metro Passenger Opinion Survey (administered in late September) in October; this chapter will be Chapter 5 of the TDP (Ridership Opinion). Commission staff also processed data from the boarding and alighting survey throughout much of October; this information will be used to prepare Chapter 6 of the TDP (Route Ridership Patterns).

- Commission staff began work on the Town of Manitowoc Rapids Comprehensive Plan update by attending a kickoff meeting on October 12<sup>th</sup>.

### **MARINETTE COUNTY**

- Commission staff continued to assist the City of Marinette with the administration of its Shared-Ride Taxi Transit Program with the completion of the 2015 3<sup>rd</sup> quarter report.
- Commission staff completed and submitted the City of Marinette's 2016 Shared Taxi application for State Aid (Section 85.20) and Federal Aid (Section 5311) for operation of the City's Shared-Ride Taxi transit services.
- Commission staff assisted the City of Marinette with its Shared Taxi procurement process.

### **OCONTO COUNTY**

- Commission staff are awaiting approval letters from WEM and FEMA for the Oconto County's hazard mitigation plan. The plan will be printed for the County after the letters and adoption resolution have been included.
- Commission staff continue to update the Town of Riverview comprehensive plan.
- Commission staff continue communication with the Town of Brazeau regarding updates to the town's zoning code.

### **SHEBOYGAN COUNTY**

- On October 16<sup>th</sup>, the Executive Director met with the City of Sheboygan's Director of Planning and Development Department to discuss future assistance the Commission could provide to the city in the areas of grants, administration, environmental review preparation, and other planning work.
- Commission staff contracted with the City of Sheboygan to assist them with the Davis-Bacon Act compliance for their HUD assisted street project on Pennsylvania Avenue. In addition to reviewing contractor certified payrolls for compliance, on-site wage interviews were also conducted.
- The Sheboygan MPO Technical and Policy Advisory Committees met jointly on October 8<sup>th</sup>.
- Commission staff continued preparing the draft *2016 Sheboygan Metropolitan Planning Area Transportation Planning Work Program* in October. A meeting with WisDOT and FHWA staff to review the draft 2016 MPO Work Program was held via teleconference the afternoon of October 1<sup>st</sup>. The Sheboygan MPO Technical and Policy Advisory Committees reviewed and recommended approval of the draft 2016 MPO Work Program at their joint meeting on October 8<sup>th</sup>. The Commission approved the *2016 Sheboygan Metropolitan Planning Area Transportation Planning Work Program* at a meeting of its Executive Committee on October 23<sup>rd</sup>. Commission staff will now edit the document based on comments received and on updated information, and will transmit the final document to WisDOT and FHWA staff in November.

- Commission staff participated in the annual MPO/RPC/WisDOT transportation planning conference in Green Bay on October 26<sup>th</sup> and 27<sup>th</sup>.
- Commission staff participated in a quarterly MPO Directors' meeting in Green Bay the morning of October 28<sup>th</sup>.
- Commission staff participated in a quarterly meeting of the Wisconsin Department of Natural Resources (WDNR) Bureau of Air Management's Transportation Conformity Work Group (via teleconference) the afternoon of October 15<sup>th</sup>.
- Commission staff started work on a land use inventory of the Sheboygan Metropolitan Planning Area in early October. The land use inventory has not been completed since 2009. The Commission's LTE Transportation Technician is completing this task, with the assistance of the Commission's GIS Coordinator. By the end of October, the land use inventory had been completed for the Towns of Herman and Mosel and for the Village of Howards Grove. Portions of the Towns of Sheboygan and Sheboygan Falls north of State Highway 23 were also completed by the end of October. Commission staff was starting the land use inventory in northern portions of the City of Sheboygan by the end of October.
- Commission staff again assisted the City of Sheboygan Falls' Director of Public Works with street pavement evaluation surveys on October 13<sup>th</sup>. This completed the street pavement evaluation assistance to the city.
- Commission staff provided technical assistance to Shoreline Metro during the month of October. This involved assisting Shoreline Metro with the preparation of its Community Development Block Grant (CDBG) quarterly report. Commission staff also met with Shoreline Metro staff following the joint meeting of the MPO advisory committees on October 8<sup>th</sup> to discuss potential consolidation of routes on the south side of the City of Sheboygan.
- Commission staff continued to work with Shoreline Metro staff to prepare for passenger opinion and boarding and alighting surveys that should mostly take place in the fall of 2015. Commission staff continued to work to secure personnel to assist with administering these surveys. The City of Sheboygan's Senior Activity Center has been assisting Commission staff to find individuals to assist with the survey. At this point, it is likely that administration of each survey may take several days due to the large number of shifts that need to be covered. Commission staff intends to begin the passenger opinion survey on November 16<sup>th</sup>, with the boarding and alighting survey scheduled to start on December 7<sup>th</sup>.
- Commission staff continued work on the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2016 – 2019* in October. Members of the MPO advisory committees reviewed transit operating, transit capital, bicycle and pedestrian transportation project, and street and highway improvement project tables at their joint meeting on October 8<sup>th</sup>. Commission staff spent much of October assembling the main body of the 2016 – 2019 TIP.