

MINUTES
BAY-LAKE REGIONAL PLANNING COMMISSION
FULL COMMISSION MEETING
December 09, 2022
The Woods Golf Club, 530 Erie Rd,
Green Bay, WI

MEMBERS PRESENT: Karl Ballestad, Terry Brazeau, James Falkowski, Greg Grotegut, Mike Hotz, Dan Koski, Dennis Kroll, Michael Kunesh, Larry Neuens, Ed Procek, Ryan Sorenson, Tom Romdenne, Donna Thomas, and Rich Wolosyn

MEMBERS EXCUSED: Ann Hartnell, Ed Kelley, Mary Ellen Dobbins, Thomas Mandli

STAFF PRESENT: Cindy Wojtczak, Jeffrey Agee-Aguayo, Brandon Robinson, Sydney Swan, Nicole Barbiaux, Raquel Orta, Heena Bhatt*, Makayla Lesperance*, Yorchei Xiong* and Izzy Fuller*

OTHERS PRESENT: None

* Present for part of the meeting.

- I. Chairperson Mike Hotz called the meeting to order at 10:09 a.m.
- II. **Moved** by Larry Neuens and seconded by Terry Brazeau to approve the agenda as written. Motion carried, with all voting aye on a voice vote.
- III. **Moved** by Rich Wolosyn and seconded by Ed Procek that the minutes of the September 9, 2022, Commission meeting be approved. Motion carried, with all voting aye on a voice vote.
- IV. **Public Input:** Chairperson Mike Hotz called for any public input; none was received.
- V. **Committee Reports:** Chairperson Mike Hotz reported on the October 28, 2022, Executive Committee meeting. At this meeting, there were two contracts and four resolutions approved. Topics discussed included the following:
 - Presentation on CDBG Projects by Sydney Swan
 - Presentation on Environmental Corridor projects
 - Staffing Updates
 - Bills and Receipts for September 2022 were reviewed and approved,
 - The committee went into closed session to discuss personnel matters.

- The committee reconvened into open session and adjourned.

Moved by Ed Procek and seconded by Larry Neuens to approve the Executive Commission Report as presented. Motion carried, with all voting aye on a voice vote

VI. Communications: None

VII. Approve contracts: None

VIII. 2023 Budget and 2023-2024 Work Program: Cindy Wojtczak presented the 2023 Budget and 2023-2024 Work Program. The preliminary was adopted on September 9, 2022. Ms. Wojtczak reviewed changes in the final 2023 Budget and 2023-2024 Work Program.

Key changes included updated Commissioner information, changes in staffing, an increase in revenue due to additional contracts signed, increased expenses due to additional staff, and the addition of health care costs and information that wasn't available in September when initial budget was presented and approved.

Larry Neuens asked about the proposed revenue compared to 2022. Ms. Wojtczak went through the comparisons.

Moved by Ed Procek and seconded by Dennis Kroll to approve the final *2023 Budget and 2023-2024 Work Program*. Motion carried, with all voting aye on a voice vote.

IX. Comprehensive Plan Updates: Brandon Robinson presented the following comprehensive plans approved in 2022.

- Town of Kossuth Comprehensive Plan Update 2022-2024 (April 2022)
- Town of Gardner Comprehensive Plan Update 2022 - 2042 (July 2022)
- Town of Grover Comprehensive Plan Update 2022 - 2042 (July 2022)
- City of Plymouth Comprehensive Plan Update (October 2022)
- City of Two Rivers 2022 Comprehensive Plan Update (November 2022)
- Other Comprehensive Plan in progress; City of Peshtigo, Village of Mishicot; Village of Luxemburg, and the towns of Gibraltar, and Jacksonport.
- Brandon responded to questions on affordable housing income criteria and the relationship with Wisconsin DNR.

X. Resolution 11-2022: Brandon Robinson presented **Resolution 11-2022** of the Bay-Lake Regional Planning Commission adopting the aforementioned comprehensive plans as part of the overall master plan for the region. Work of updating the whole master plan contributes to the physical development of the region.

Moved by Ryan Sorenson and seconded by James Falkowski to approve Resolution 11-2022 as presented. Motion carried, with all voting aye on a voice vote.

- XI. Resolution 12-2022:** Jeff Agee-Aguayo presented **Resolution 12-2022** of the Bay-Lake Regional Planning Commission approving the Public Transportation Agency Safety Plan (PTASP) Performance Measure Targets for 2023.

Moved by Thomas Romdenne and seconded by Karl Ballestad to approve Resolution 12-2022 as presented. Motion carried, with all voting aye on a voice vote.

- XII. Building Maintenance Plan:** Nicole Barbiaux presented the Building Maintenance Plan that was developed by staff for the maintenance of the office building. The plan included a current inventory of building amenities and a future plan for capital improvements.

- XIII. 2022 CEDS:** Sydney Swan presented the 2022 Comprehensive Economic Development Strategy (CEDS) for the Bay-Lake Region. This full report is a requirement of the Commission's contract with EDA under its Partnership Planning Grant and must be totally updated every 5 years with updates being made annually.

- XIV. Quarterly Project Report:** Brandon Robinson introduced new employees Izzy Fuller, the new Environmental Planner, and Raquel Orta, the new Administrative Assistant. Brandon also gave a brief summary of the handout, "Good Things That Happened in 2022" that went along with the quarterly project report.

- XV. Bills and Receipts:** Chairperson Mike Hotz asked if there were any questions regarding the October 2022 and November 2022 Bills and Receipts; none were received.

Moved by Rich Wolosyn and seconded by Ryan Sorenson to approve the October 2022 and November 2022 bills and receipts. Motion carried, with all voting aye on a voice vote.

XVI. Commissioner Reports:

- Mayor Ryan Sorenson commented on new businesses wanting to locate in downtown Sheboygan because of the proposed swing bridge.
- Donna Thomas gave a report on property purchases by the Village of Luxemburg that would be used to develop more green space in the village. She also noted other business developments in the village.
- Larry Neuens noted how the MSBB program was beneficial to Florence County and how the county was having issues with affordable housing.
- Ed Procek brought up the Indiana Avenue interchange issue in the City of Sheboygan.
- Ed Procek noted that Sheboygan County will begin the interview process for a new county Administrator soon. The current County Administrator will be moving on to another agency. Mr. Procek noted that the county is also looking for new HR personnel.

- Ed Procek Discussed the 0.5% sales tax being a success which is shared through local communities for transportation needs and property tax relief.
- Ed Procek discussed the Sheboygan County Economic Development Corporation's annual meeting.
- Ed Procek reported good news: burglaries are down in the City of Sheboygan for November.

XVII. Upcoming Commission meetings include the following:

- A. The next meeting of the Commission's Executive Committee will be held January 27, 2023, at 10:00 a.m., at the Commission office.
- B. The next full Commission meeting will be held on March 10, 2023, at 10:00 a.m., at the Commission office.

XVIII. Moved by Terry Brazeau and seconded by Donna Thomas that the Full Commission adjourn. Motion carried, with all voting aye on a voice vote. The meeting adjourned at 11:42 p.m.

Respectfully submitted,
Raquel Orta
Recording Secretary