MINUTES
BAY-LAKE REGIONAL PLANNING COMMISSION
EXECUTIVE COMMITTEE MEETING
May 15, 2025
Bay-Lake RPC Office, 1861 Nimitz Drive
De Pere, WI

MEMBERS PRESENT: Mike Hotz, Ann Hartnell, Dan Koski, Larry Neuens, Terry Brazeau, and Stanford Johnson

STAFF PRESENT: Brandon Robinson, Sydney Swan, Heena Bhatt and Raquel Orta

I. Chairperson Mike Hotz called the meeting to order at 10:02 a.m.

II. **Agenda:** Moved by Terry Brazeau and seconded by Stanford Johnson to approve the agenda as written. Motion carried, with all voting aye on a voice vote.

III. **Minutes:** Moved by Dan Koski and seconded by Terry Brazeau that the minutes of the April 18, 2025, Executive Committee meeting be approved. Motion carried, with all voting aye on a voice vote.

IV. **Communications:** Brandon Robinson shared updates on the coastal funds and public records requests.

V. **Contracts:** Brandon Robinson presented one new contract and Sydney Swan presented one sub-contract with Oneida Engineering Solutions for assistance with the Oneida SS4A contract approved in the January 31, 2025, Executive Committee meeting.

1. *25017-04 Kewaunee County*
   Next Gen 911 Boundary Data Technical Assistance
   May 1, 2025, to July 21, 202
   Time and Expense

Moved by Stanford Johnson and seconded by Ann Hartnell to approve the contract and sub-contract as presented. Motion carried, with all voting aye on a voice vote.

VI. **Resolution 5-2025:** Heena Bhatt presented Resolution 5-2025 of the Bay-Lake Regional Planning Commission approving major and minor amendments to the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2025-2025*

Moved by Terry Brazeau and seconded by Dan Koski to approve Resolution 5-2025 as presented. Motion carried, with all voting aye on a voice vote.

VII. **Staffing Update:** Brandon Robinson updated the Commission of the new hire for the Community Assistance Planner position. The new hire will be starting July 1, 2025. Discussion followed.

VIII. **Affirmative Action Plan Review:** Brandon Robinson discussed the status of the Commission's Affirmative Action Plan. Mr. Robinson shared guidance from legal counsel indicating it may not be necessary to continue the policy and to consider allowing it to expire. Mr. Robinson informed the committee that the existing Affirmative Action Plan will not be updated and that the Commission will continue to monitor the law for any upcoming changes. The plan will expire June 30, 2025. Discussion included plan revision versus having no plan all together. No action was taken.

IX. **Levy Rate/Budget Dialog:** Brandon Robinson recommended leaving the Levy Rate the same as last year. Discussion followed including matching funds and program funding. Mr. Robinson also discussed the possibility of amending the 2025 Budget due to the uncertainty of funding for several 2025 projects/programs. Discussion about timing and federal programs followed. No action was taken.

X. **Moved** by Dan Koski and seconded by Ann Hartnell that the Executive Committee adjourn. Motion carried, with all voting aye on a voice vote. The meeting was adjourned at 11:14 a.m.

Respectfully submitted,
Raquel Orta
Recording Secretary