BOARD OF SUPERVISORS

Brown County

305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600

E-Mail BrownCountyCountyBoard@co.brown.wi.us

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stat., notice is hereby given to the public that the following meetings will be held

THE WEEK OF JULY 5 – JULY 9, 2010

MONDAY, JULY 5, 2010
(No Meetings)

TUESDAY, JULY 6 , 2010
(No Meetings)

WEDNESDAY, JULY 7, 2010

* 2:00 p.m.	Lower Fox River and Green Bay Shoreline Waterfront Redevelopment Steering Committee	2nd Floor, De Pere City Hall 335 S Broadway
* 5:00 p.m.	Public Safety Committee	Room 200, Northern Building 305 E Walnut St
*6:30 p.m.	Executive Committee	Room 200, Northern Building 305 E Walnut St
* 6:30 p.m.	Planning Commission Board of Directors	GB Metro Trans Center Commission Room 901 University Ave

THURSDAY, JULY 8, 2010
(No Meetings)

FRIDAY, JULY 9, 2010
(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

AGENDA
LOWER FOX RIVER AND GREEN BAY SHORELINE WATERFRONT REDEVELOPMENT STEERING COMMITTEE MEETING
Brown County Planning Commission
Wednesday July 7, 2010
De Pere City Hall, 2nd Floor
335 S. Broadway
De Pere, Wisconsin
2:00 – 4:00 p.m.

Committee Members

Jessica Beckendorf		Rick Ledvina	
Paul Blindauer		Derek Lord	
Penny Dart		Neil McKloskey	
Cheryl Detrick		Jeff Mirkes	
Erin Hanson		Ken Pabich	
Dean Haen		Charles Pelky	
Carol Karls		Robert Lettenberger	
Rick Koffler		Aaron Schuette	
Steve Kubacki		Nic Sparacio	
Chuck Lamine		Rich Heath	

ORDER OF BUSINESS

1. Welcome – Mr. Ken Pabich – City of De Pere Planning Director.
2. Review/action regarding February 25, 2010, meeting minutes.
3. Review/discussion of revised Draft Chapter 1: Introduction.
4. Review/discussion of Draft Chapter 2: Study Area Land Uses.
5. Review/discussion of Draft Chapter 3: Public Waterfront Access.
6. Review/discussion of Draft Chapter 4: Summary of Existing Plans Relative to the Waterfront.
7. Plan completion timeline update.
8. Set next meeting date and location.
9. Adjourn.

ANY PERSON WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATION SHOULD CONTACT THE BROWN COUNTY HUMAN RESOURCES OFFICE AT 448-4065 BY THE DAY BEFORE THE MEETING SO ARRANGEMENTS CAN BE MADE.

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PUBLIC SAFETY COMMITTEE
Tom De Wane, Chair
Andy Nicholson, Vice Chair
Dave Kaster, Tim Carpenter, Patrick Buckley

PUBLIC SAFETY COMMITTEE
Wednesday, July 7, 2010
5:00 p.m.
Rm 200, Northern Building
305 E. Walnut Street

I. Call meeting to order.
II. Approve/Modify Agenda.
III. Approve/modify minutes of June 2, 2010.

1. Review Minutes of:
   a. Emergency Medical Services Council (June 16, 2010)

Communications

2. Communication from Supervisor Erickson Re: To explore the idea of a Jail Adopt-A-Highway program. *Referred from June County Board.*
3. Communication from Supervisor Steve Fewell Re: To send a resolution to the State of Wisconsin supporting and requesting the funding of the Special Drug Prosecutor in the D.A. Office. *Referred from June County Board.*

Public Safety Communications

4. Presentation by GEOCOMM on the Radio Interoperability Project.
5. Budget Status Financial for May 2010.
6. Grant Application Review (#10-17): Homeland Security – HS NIMS and ICS Training (2008)
7. Grant Application Review (#10-19): Homeland Security – IMT Equipment (2009)
8. Director's Report.

Circuit Courts

9. Budget Status Financial Report for May 2010.
10. Resolution re: Reclassification of Secretary III Court Commissioner's Office.

District Attorney

11. Monthly drug criminal complaint numbers (standing item).

Sheriff

12. Budget Status Financial Report for April 2010.
13. Key Factor Report July 2010 and Jail Average Daily Population by Month and Type for the Calendar Year 2010.
14. Grant Application Review (#10-14): JAG Recovery Act: LiveScan Implement.
15. Grant Application Review (#10-15): H.S. Law Enforcement Specialty Team Equipment Grant.
16. Grant Application Review (#10-16): High Intensity Drug Trafficking Area.
17. Budget Adjustment Request (#10-68): Increase in expenses with offsetting increase in revenue.
18. Budget Adjustment Request (#10-69): Increase in expenses with offsetting increase in revenue.
19. Budget Adjustment Request (#10-73): Increase in expenses with offsetting increase in revenue.
20. Sheriff's Report.

Clerk of Courts

21. Budget Status Financial Report for May 2010.

Medical Examiner - No agenda items

Other

20. Audit of bills.
21. Such other matters as authorized by law.

Tom De Wane, Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

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E-mail bc_county_board@co.brown.wi.us

EXECUTIVE COMMITTEE
Mary Scray, Chair

EXECUTIVE COMMITTEE
Wednesday, July 7, 2010
6:30 p.m.
Room 200, Northern Building
305 E. Walnut Street

I. Call meeting to order.
II. Approve/modify agenda.
III. Approve/modify minutes of June 7, 2010 and Special Executive Committee June 16, 2010.

Communications

1. Communication from Supervisor Fewell re: Request to hire a Human Resources Director. *Held for one month.*
2. Communication from Supervisor Scray re: All departments work with Human Resources to present specifics when applying for a "Request to Fill Position". *Referred from June County Board.*
3. Communication from Supervisor from Supervisor Theisen re: Brown County Board to consider a contribution of $25,000 to LZ Lambeau. *Referred from June County Board.*
4. Communication from Supervisor Erickson re: To create a form that all departments use when requesting to fill a position. *Referred from June County Board.*

Legal Bills

5. Review and Possible Action on Legal Bills to be paid.

6. Review and Possible Action on Employee Meal Reimbursements for Out of County Travel.

Reports

7. County Executive Report.
   a. Presentation by Executive Director of WCA Mark O'Connell.
   b. Budget Status Financial Report for May 2010.

8. Internal Auditor Report.
   a. Benefits of WCA and NACo Memberships.
   b. Update on Human Services Audit Committee Update.
   c. Update on Human Resources Audit.
   d. Budget Status Financial Report for May 2010.
   e. Proposal from Schenck SC for 2010 and 2011 External Audits.
   f. Other.

g. Closed Session: Pursuant to Wis. Stats. § 19.85(1)(e) for the purpose of conducting other specified public business whenever competitive or bargaining reasons require a closed session. Safari Restaurant

9. Labor Negotiator Report.

10. Board Attorney Report.

Standing Item

11. Review Brown County requirements of ID when applying for any Social Services from the County.

Request to Fill Positions

12. Director of Community Services – Human Services.
13. Social Worker/Case Manager (Child Protection Disposition) – Human Services.
14. Housekeeper – Library.

Resolution, Ordinances

15. Ordinance to Amend Chapter 2 of the Brown County Code entitled "County Board of Supervisors." *Referred back from June County Board.*
16. Resolution re: Mandatory Furlough of Unrepresented Brown County Employees.
17. Resolution re: Reclassification of Secretary III Court Commissioner's Office. *Public Safety*

18. Closed Session: Pursuant to Wis. Stats. § 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Sheriff's Department

19. Closed Session: For the purpose of deliberating whenever competitive or bargaining reasons require a closed session pursuant to Wisconsin State Statute 19.85(1)(e). (Labor Negotiations)

Other

20. Such other matters as authorized by law.

Mary Scray, Chair

Notice is hereby given that action by the Committee may be taken on any of the items, which are described or listed in this agenda.
Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

AGENDA
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, July 7, 2010
Green Bay Metro Transportation Center
901 University Avenue, Commission Room
Green Bay, WI 54302
6:30 p.m.

ROLL CALL:

Paul Blindauer	_____	Dotty Juengst	_____
James Botz	_____	Dave Kaster	_____
Keith Chambers	_____	Pat Kolarik	_____
William Clancy	_____	Patrick Moynihan, Jr.	_____
Norbert Dantinne, Jr.	_____	Ken Pabich	_____
Ron DeGrand	_____	Gary Pahl	_____
Bernie Erickson	_____	Mike Soletski	_____
Mike Fleck	_____	Alan Swatloski	_____
Steve Grenier	_____	Mark Tumpach	_____
Mark Handeland	_____	Jerry Vandersteen	_____
Greg Henning	_____	Tim VandeWettering	_____
Phil Hilgenberg	_____	Dave Wiese	_____

1. Approval of the minutes of the May 5, 2010, regular meeting of the Brown County Planning Commission Board of Directors.

2. Receive and place on file the minutes from the following meetings:
   a. Chapter 21 Subdivisions Ordinance Revision Subcommittee (May 27, 2010, and draft minutes from June 17, 2010).
   b. Transportation Subcommittee (May 10, 2010, and draft minutes from June 21, 2010).

3. **Public Hearing:** Sewer service area (SSA) amendment proposing the addition of 78.46 acres of SSA to the existing SSA in the Town of Ledgeview. (SSA 2010-02 LED)

4. **Public Hearing:** 2010 Public Participation Plan Update for the Green Bay Metropolitan Planning Organization (MPO).

5. SSA amendment proposing the addition of 78.46 acres of SSA to the existing SSA in the Town of Ledgeview. (SSA 2010-02 LED)

6. Discussion and action regarding the 2010 Public Participation Plan Update for the Green Bay MPO.

7. Subdivisions Ordinance variance to Section 21.63 proposing to allow reduced street frontage lot width in Stone Meadows subdivision in the Village of Howard. (VAR 2010-01 HOW)

8. Director's report.
   a. Update regarding 2011 funding for Bay-Lake Regional Planning Commission.
   b. Wisconsin Working Lands Initiative meeting with the Department of Agriculture, Trade and Consumer Protection.

9. Brown County Planning Commission staff updates on work activities during the months of May and June 2010.

10. Other matters.

11. Adjourn.

NOTICE IS HEREBY GIVEN THAT ACTION BY THE COMMISSION MAY BE TAKEN ON ANY OF THE ITEMS WHICH ARE DESCRIBED OR LISTED ON THIS AGENDA.

PLEASE TAKE FURTHER NOTICE, MEMBERS OF THE PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE OF THE BROWN COUNTY BOARD OF SUPERVISORS MAY BE PRESENT IN SUFFICIENT NUMBERS AT THE ABOVE MEETING TO CONSTITUTE A MEETING OF THEIR COMMITTEE. THE COMMITTEE WILL GATHER INFORMATION AND WILL NOT TAKE FORMAL ACTION AT THIS MEETING.

ANY PERSON WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATION SHOULD CONTACT THE BROWN COUNTY HUMAN RESOURCES OFFICE AT 448-4065 BY THE DAY BEFORE THE MEETING SO ARRANGEMENTS CAN BE MADE.

JULY 2010

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			:	Ed & Rec Cmte 5:30 p.m. 1	2	3
4th of July 4	5	6	Public Safety Cmte 5:00 p.m. Executive Cmte 6:30 p.m. 7	8	9	10
11	12	Vets Recognition 5:15p.m. 13	14	15	16	17
18	19	20	**Board of Supervisors 7:00 p.m.** 21	Facility Master Plan 5p.m. Administration Cmte 5:30 p.m. 22	23	24
25	Land Con 6pm PD&T Cmte (approx 6:30pm) 26	27	Human Svc Committee 5:30 p.m. 28	29	30	31

BROWN COUNTY COMMITTEE MINUTES

- Brown County Housing Authority (June 21, 2010)
- (Draft) Planning Commission Board of Directors Transportation SubCommittee (June 21, 2010)

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

MINUTES
BROWN COUNTY HOUSING AUTHORITY
Monday, June 21, 2010
City Hall
100 N. Jefferson Street, Room 604
Green Bay, WI 54301
3:00 p.m.

MEMBERS PRESENT: Michael Welch-Chair; Paul Kendle- Vice Chair; Tom Diedrick; Rich Aicher; Darlene Hallet.

OTHERS PRESENT: Robyn Hallet, Matt Schampers, Rob Strong, Chip Law, DonElla Payne, Jim Swanson, Dave Swanson, Noel Halvorsen, Beverly Sanville.

APPROVAL OF MINUTES:

1. Approval of the minutes from the May 17, 2010, meeting of the Brown County Housing Authority.

   M. Welch stated that at the beginning of the minutes there was the election of officers indicated by nominations but that he also recalled having a vote for the chairman and vice-chairman which are not reflected in the minutes. R. Hallet stated that this will be corrected accordingly.

   A motion was made by D. Hallet, seconded by R. Aicher, to approve the minutes from the May 17, 2010, BCHA meeting with indicated corrections. Motion carried.

COMMUNICATIONS:
None.

REPORTS:

2. Report on Housing Choice Voucher Rental Assistance Program

   A. Preliminary Applications

      D. Payne stated that there were 157 applications received in the month of May.

   B. Housing Assistance Payments

      D. Payne indicated that the HAP expenses totaled $929,320 in May.

   C. Housing Assistance Unit Count

      D. Payne stated that the unit count for May was 2,710.

   D. Housing Quality Standard Inspection Compliance

      D. Payne stated that the first inspection pass rate is at 37 percent, with a 23 percent pass rate at re-inspection, and a 40 percent fail rate. Out of 138 failed inspections, 104 were annual inspections and 33 were new units. D. Payne stated that ICS is not sure why the fail rate is so high; it has been a while since it has been that high.

E. Housing Choice Voucher Administrative Costs and HUD 52681B

C. Law stated that so far, through May, the BCHA if $54,000 under budget.

F. Portability

D. Payne stated that there were 45 (billed) port outs, totaling $35,222.00 and 21 port ins, totaling $6,947.00.

G. SEMAP Monitoring Report

D. Payne stated that the SEMAP score is still high, and remains at 100 percent.

H. Report of the Housing Choice Voucher Family Self-Sufficiency Program

D. Payne stated that there were 104 participants in the FSS Program. Forty participants have opened up escrow accounts. There were no graduates for the month of May.

I. Report on the Housing Choice Voucher Home Ownership Option

D. Payne stated that there were 97 participants in May. Three new FSS contracts were initiated in May.

J. VASH Reports

D. Payne stated that there are two individuals who are already participating in the program. They are leased up and in units. There is one more participant in the process.

K. Report on Langan Investigations Criminal Background Screening and Fraud Investigations

D. Payne stated that for the month of May there were no new investigations; four previous cases were closed, however. There are three investigations still open from April, and one remains open from February. Sixteen records searches were completed in May. One hundred and fourteen new applications were processed and zero new household applications were processed.

A change has been made to the report from Langan Investigations in that it now indicates the municipality in which the applicant resides instead of simply the city mailing address.

M. Welch suggested putting together a "fact sheet", approximately four to six pages long, detailing the programs, who the BCHA serves, fraud efforts, annual reports, and what has been accomplished through the program.

OLD BUSINESS:
None.

NEW BUSINESS:

3. Review and approval of BCHA budget for Fiscal Year 2010.

R. Hallet indicated that M. Schampers has put together the new budget, which is a few months behind since the BCHA did not have an accountant for a few months. M. Schampers stated that the majority of what drives the BCHA budget is the Housing Choice Voucher Program. The first page is a summary page. Interest is just based on interest to date for the budget. M. Schampers stated that we know what we are receiving for HAP income: we have received our amount, so it is a solid number. Administrative fee income is an estimate due to it constantly changing, but it should be fairly close. The BCHA has less FSS Homeownership because as we know, the BCHA was approved for one less position. M. Schampers indicated that the other large number would be fraud recovery: currently, year-to-date, the BCHA is at $86,000. The reason we are only budgeting $110,000 is because recovery from tax intercepts typically slows down around the second part of the year.

M. Schampers stated that for expenses, the BCHA is projecting about a $350,000 increase. The biggest increase is for salary, which is approximately $16,000. This is due to the recently created position. The next big increase will be for contract costs and then housing assistance payments, which were budgeted taking into account the attempts to lease up.

M. Schampers stated that the next page is the HCV program. R. Aicher questioned whether the employee benefits were up because of the new position. M. Schampers stated this was the reason, but also because the previous senior accountant had her health insurance through her spouse, so that amount was not included for BCHA benefits. As the new senior accountant, M. Schampers has taken the family insurance plan, increasing the total dollar amount. R. Aicher confirmed that the budget was taken into account two additional positions.

M. Welch indicated that the major items were on pages one and two and requested that M. Schampers guide the Commissioners through page two. M. Schampers stated that interest indicated is year to date, which is approximately $4,000, which is very minor compared to the rest of the budget. The HAP income is next and the BCHA knows what it is receiving. The administrative fee incomes are as was mentioned for the first page, as is the same for the FSS Program. The Homeownership grant is an estimated $1,000 that is received from HUD. This amount is based off of last year's grant. M. Schampers stated that fraud recovery is as was mentioned previously. The salary increase is due to N. Aderholdt's new position, as well as R. Hallet's and M. Schamper's positions.

P. Kendle questioned how the $110,000 for fraud recovery is treated. M. Schampers stated that half of it has to go to the HAP reserve, and the other half becomes administrative dollars. The legal fees indicated are estimates.

M. Schampers stated that the reason staff training is going from $0 to $36,000 is due to getting R. Hallet, N. Aderholdt, and M. Schampers up to speed with all the necessary programs. R. Hallet indicated that the training that both she and N. Aderholdt are attending is for the Green Bay Housing Authority, not BCHA. However, there will be a conference for which three attendants are budgeted.

M. Schampers indicated the reason the BCHA does not have an amount listed for travel is because the only travel done in the past was for training purposes, which is included in the training budget line.

M. Schampers indicated that the BCHA is going out for proposals for audit this year. The budgeted amount was increased slightly because the audit fees typically increasing somewhat.

M. Schampers indicated the miscellaneous portion of the budget is approximately $3,000, and that is based on previous year's experience. M. Schampers indicated that contract costs for administration is based on a formula from administrative fees. The BCHA contract costs for FSS indicates $130,000 even though the BCHA is only receiving $90,000. This is based on the approval of the BCHA for the third FSS position at ICS. Contract costs for IT are primarily for a new server, and partly for the BCHA accounting software. M. Schampers indicated that insurance is budgeted for a slight increase.

M. Welch questioned what the prior period adjustment was. M. Schampers stated that was to recognize cash that is reflected in the 52681B prepared by ICS, which recognizes non-fraud recovery monies and port in monies. For whatever reason, the BCHA had not been reporting those two items, so this budget is now reflecting those numbers.

R. Hallet questioned why some pages show an increase in salary and wages and other pages show a decrease. M. Schampers stated that the percentages that were being applied before were predominantly being applied to the BCHA's smaller programs so the budget has been shifted to move these percentages away from the smaller programs. R. Strong asserted that the larger programs have had their percentages bumped up.

A motion was made by P. Kendle, seconded by R. Aicher, to approve the BCHA budget for Fiscal Year 2010 as presented. Motion carried.

3a. Approval on NeighborWorks® Green Bay's request for Mutual Housing Association of Brown County's Project-Based Voucher Contract to be transferred to NeighborWorks® Green Bay.

R. Hallet stated that as has been previously discussed, Mutual Housing Association is going to be consolidating with NeighborWorks. One of the questions that have come up is what is going to happen with the project-based vouchers contract; both NeighborWorks and the MHA have contracts in place for project-based vouchers. R. Hallet indicated that according to transfer policy, the contract would transfer from one entity to the other, in this case from MHA to NeighborWorks.

A motion was made by P. Kendle, seconded by T. Diedrick, to approve NeighborWorks Green Bay's request for Mutual Housing Association of Brown County's Project-Based voucher contract to be transferred to NeighborWorks Green Bay. D. Hallet abstained. Motion carried.

3b. Discussion and action on NeighborWorks® Green Bay's request for an Amendment to the Development Agreement for the project at 610 Mather Street to reduce the amount to be returned to the BCHA from NeighborWorks® Green Bay upon the sale of this property.

A motion was made by P. Kendle, seconded by R. Aicher, to move the meeting into closed session. Motion carried.

The meeting was moved into closed session.

Closed session convened for approximately 20 minutes.

A motion was made by D. Hallet, seconded by T. Diedrick, to move the meeting back into open session. Motion carried.

M. Welch provided a summary of discussion for the closed session, indicating that the Authority has laid out parameters for the sale of the project at 610 Mather Street by NeighborWorks® Green Bay.

R. Hallet requested approval to discuss item five on the agenda, Update on MHA Consolidation, out of order due to N. Halvorsen's presence at the meeting.

A motion was made by R. Aicher, seconded by D. Hallet, to take item number five out of order. Motion carried.

5. Update on MHA Consolidation

N. Halvorsen stated that the appraisals came in for the all of the scattered sites; however, MHA is still waiting on numbers for Westbridge. The appraisal for Westbridge would have to come in substantially lower than expected to jeopardize the consolidation, so a problem is not foreseen.

N. Halvorsen indicated that the title work is complete; closing may or may not be next week Tuesday, June 29, 2010. All pieces under the MHA control have been handled accordingly.

R. Aicher questioned if there was any action necessary to be taken by the BCHA after the transaction is completed. D. Hallet stated that the MHA is planning to retain monies for expenses. N. Halvorsen added that at the previous BCHA meeting, the Authority approved MHA retaining some repaid HOME funds. N. Halvorsen indicated that the only business the MHA will have remaining is closing of the MHA as an entity and then repaying the BCHA any remaining monies hopefully by the end of 2010. However, it does not appear that the BCHA will need to take any action. N. Halvorsen concluded that while the focus has been on consolidation of the MHA and NeigborWorks, it is expected that the MHA Board will take action to officially disband.

A motion was made by D. Hallet, seconded by T. Diedrick, to return to the order of business as outlined in the agenda. Motion carried.

INFORMATIONAL:
None.

BILLS:

A motion was made by R. Aicher, seconded by D. Hallet, to accept and approve the bills as presented. Motion carried.

FINANCIAL REPORT:

The Board agreed that the summary provided is good and should continue to be provided monthly; however, the detail reports should only be provided quarterly until further notice.

STAFF REPORT:

4. Update on creation of limited term fulltime position to assist Housing Administrator.

   R. Hallet stated that this process is complete; N. Aderholdt has been hired. The position is titled limited term based on the need for it.

A motion was made by D. Hallet, seconded by R. Aicher, to adjourn the meeting. The meeting was adjourned at 4:40 p.m. Motion carried.

: naa

Brown County Housing Authority
List of Bills
June 21, 2010

Description	Amount
Conversion Program	
Section 8 Program:	
Green Bay City Treasurer (Mar 10, Printing & Postage)	66.33
Green Bay City Treasurer (Apr 10, Printing & Postage)	139.70
Green Bay City Treasurer (Mar 10, Purchasing Card)	(6.07)
Green Bay City Treasurer (Apr 10, Purchasing Card)	97.28
Vande Castle S.C. (Legal Services - Fraud Recovery)	360.00
Vande Castle S.C. (Legal Services - Fraud Recovery)	40.00
Green Bay City Treasurer (Mar 10, Salaries & Fringes)	4,425.10
Amanda Egge (Refund Duplicate payment)	343.50
Blackbaud (Maintenance Plan - 2010 to 2011)	1,921.25
Vande Castle S.C. (Legal Services - Fraud Recovery)	500.00
80-81 CDBG Program:	
Green Bay City Treasurer (Mar 10, Salaries & Fringes)	310.17
NeighborWorks Green Bay (Downpayment Closing Cost Assistance-802 N. Ashland)	5,500.00
NeighborWorks Green Bay (Downpayment Closing Cost Assistance-535 Saint George)	5,500.00
84 CDBG Program:	
WHNCP Program:	
B.C. Rental Rehab Loans:	
Revenue Bond Program:	
WHEDA Program:	
HCRI Program:	
HOME Program:	
HOME Program-Rpd CHDO Qualify:	
Total Bills	**$ 19,197.26**

Brown County Housing Authority
Status of Funds

Account Title	YTD Actual	HCRI Annual Budget
REVENUE		
State Revenue		
Loan Repayments		
Interest on Investments	124.79	-
TOTAL REVENUE	124.79	-
EXPENSES		
Salaries and Wages		-
Employee Benefit Contributions		-
Audit Fees	-	0.00
Misc		
Rent Assistance		
Security Deposit Assistance		
Down Payment Assistance		
Closing Cost Assistance		
TOTAL EXPENSES	-	-
SURPLUS		
Reserved Surplus - 12/31/08	176,375.65	176,375.65
Provision for Reserve	124.79	-
TOTAL SURPLUS	176,500.44	176,375.65

The credit balance in this reserve account shall be used for low-income housing purposes consistent with this agreement. If at anytime changes in the use of program income are considered, the contractor will submit to the Department for approval a plan detailing the proposed uses of program income. Should the Contractor decide, following grant closeout, to discontinue using program income for such purposes, it further agrees to return the program income balance, and any additional program income accrued, to the Department within 30 working days from the end of each calender year.

(DRAFT) MINUTES
BROWN COUNTY PLANNING COMMISSION BOARD OF DIRECTORS
TRANSPORTATION SUBCOMMITTEE
Monday, June 21, 2010
Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin
10:00 a.m.

ROLL CALL:

(Voting)

Jeff Agee-Aguayo	X	Tom Klimek	X
Bill Balke – Vice-Chair	X	Brian Lamers - Chair	X
Bob Bartelt		Doug Martin	
Craig Berndt		Rebecca Meert	X
Graham Callis	X	Tom Miller	
Mike Finn		Ken Pabich	
Matt Halada	X	Chris Phelps	X
Ed Kazik	X	Ed Wiesner	

(Non-voting)

David Lowe (WisDOT – Madison)	
Angelica Salgado (FTA Region 5)	
Dave Jolicoeur (FHWA – Madison)	
Bobbi Retzlaff (WisDOT – Madison)	
Aileen Switzer (WisDOT – Madison)	
William Wheeler (FTA Region 5)	

Others present: Lisa J. Conard, Stephanie Hummel (WisDOT), and Cole Runge.

ORDER OF BUSINESS:

Chair B. Lamers opened the meeting at 10:00 a.m.

1. Approval of the May 10, 2010, Transportation Subcommittee meeting minutes.

   A motion was made by T. Klimek, seconded by R. Meert, to approve the May 10, 2010, Transportation Subcommittee meeting minutes. Motion carried.

2. Recommendation to the BCPC Board of Directors concerning the MPO's updated Public Participation Plan (PPP).

   C. Runge stated that the plan contains two major changes:

   1. Under the Transportation Improvement Program (TIP), an administrative modification process has been added. This will allow staff to make minor changes to projects (schedule, funding, funding source) that do not meet the level of changes identified under minor or major amendments.

2. Also under the TIP and other documents, the public review period for amendments is recommended to be changed from 30 days to 15 days. This would allow for greater flexibility with meeting scheduling and is consistent with the review period that WisDOT uses for STIP amendments.

A motion was made by R. Meert, seconded by E. Kazik, to recommend to the BCPC Board of Directors approval of the MPO's updated Public Participation Plan (PPP). Motion carried.

3. Discussion of the updated Future Transportation System section of the Green Bay MPO Long-Range Transportation Plan.

C. Runge stated that the original plan was approved in 2005 and an update was completed in 2007. This update is scheduled to be completed and approved by the Brown County Planning Commission Board of Directors (MPO Policy Board) on November 3, 2010. C. Runge anticipates issuing various elements of the plan to the Transportation Subcommittee for review and comment in the coming months.

B. Balke stated at the May 10, 2010, meeting of the Transportation Subcommittee, M. Halada stated that WisDOT "shall ensure that bikeways and pedestrian ways are established in all new roadway construction and reconstruction projects in whole or in part from state or federal funds" as per Wisconsin State Statutes, Chapter 84.01(35). M. Halada also mentioned that there are five exceptions to the statute. These are:

1. Bicyclists or pedestrians are prohibited by law from using the highway that is the subject of the project.
2. The cost of establishing bikeways or pedestrian ways would be excessively disproportionate to the need or probable use of the bikeways or pedestrian ways. For purposes of this subdivision, cost is excessively disproportionate if it exceeds 20 percent of the total project cost. The rules may not allow an exception under this subdivision to be applied unless the secretary of transportation, or a designee of the secretary who has knowledge of the purpose and value of bicycle and pedestrian accommodations, reviews the applicability of the exception under this subdivision to the particular project at issue.
3. Establishing bikeways or pedestrian ways would have excessive negative impacts in a constrained environment.
4. There is an absence of need for the bikeways or pedestrian ways, as indicated by sparse population, traffic volume, or other factors.
5. The community where pedestrian ways are to be located refuses to accept an agreement to maintain them.

B. Balke asked for an explanation of exception #5

M. Halada stated that WisDOT will work with communities to resolve this issue but ultimately the representatives of federal agencies will make the final decisions regarding funding.

R. Meert stated that this is an issue with the US 41/Lombardi Avenue/Hazelwood Lane area. WisDOT is scheduled to put in the connections/sidewalk aprons at the interchange but Ashwaubenon and Green Bay have decided not to have the sidewalks installed at this time.

B. Lamers stated that the land will be graded to allow the addition of sidewalks in the future should Ashwaubenon and/or Green Bay so choose.

4. Update on the Transportation Enhancements (TE) and Safe Routes to School (SRTS) application schedules.

   C. Runge provided an overview of the SRTS and TE/BPFP program schedules issued by WisDOT at the beginning of June 2010.

   C. Runge noted that the SRTS applications are due to WisDOT on July 9, 2010. The TE/BPFP applications are due to WisDOT and MPOs on August 2, 2010.

   C. Runge noted that L. Conard reviewed the TE/BPFP application guidelines and asked her to summarize WisDOT's guideline revisions.

   L. Conard stated that the process remains similar to past cycles. However, WisDOT has identified a three-year program of funds for 2011, 2012, and 2013/2014. In the past, WisDOT offered a two-year program. L. Conard stated that the funding levels for the programs are projected to remain constant. L. Conard stated that the TE program offers $6.2 million and the BPFP program offers $5.2 million per year for each of the three years.

5. Other matters.

   C. Runge distributed a copy of a letter sent to the MPO by WisDOT regarding the Small Local Highway Safety Improvement Program (Small HSIP). The program can provide funding for safety-related projects greater than $10,000 but less than $25,000. Eligibility, program requirements, and project submittal information is provided in the letter. (The contact person for the program is Kathy Drews. Kathy can be reached at (920) 492-5704 or by email at kathleen.drews@dot.wi.gov.)

6. Adjourn.

   B. Lamers closed the meeting at 10:18 a.m.