

BOARD OF SUPERVISORS

Brown County

305 E. WALNUT STREET
E-Mail: BrownCountyCountyBoard@co.brown.wi.us
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600



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

"PUBLIC NOTICE OF MEETING"

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

**THE WEEK OF
OCTOBER 8 – 12, 2018**

MONDAY, OCTOBER 8, 2018

- | | | |
|----------|--|--|
| *3:30 pm | Professional Football Stadium District | MVP Box 4039 – Lambeau Field
1265 Lombardi Avenue |
| *4:30 pm | Neville Public Museum Governing Board | 3 rd Floor Board Room, Neville Museum
210 Museum Place |
| *5:30 pm | Executive Committee | Room 200, Northern Building
305 E. Walnut Street |

TUESDAY, OCTOBER 9, 2018

- | | | |
|----------|--|--|
| *5:00 pm | Board of Health | 2nd Floor, Public Health Division
610 Broadway Street |
| *5:30 pm | Land Conservation Subcommittee - <i>Budget & Regular</i> | Room 200, Northern Building
305 E. Walnut Street |
| *5:45 pm | Planning, Development & Transportation Cmte – <i>Budget & Reg.</i> | Room 200, Northern Building
305 E. Walnut Street |

WEDNESDAY, OCTOBER 10, 2018

- | | | |
|----------|--|---|
| *5:00 pm | Administration Committee – <i>Budget & Regular</i> | Room 200, Northern Building
305 E. Walnut Street |
|----------|--|---|

THURSDAY, OCTOBER 11, 2018

- | | | |
|----------|--|--|
| *5:15 pm | Human Services Board | Board Room A, Sophie Beaumont
111 N. Jefferson Street |
| *5:30 pm | Education & Recreation Committee – <i>Budget Meeting</i> | Room 200, Northern Building
305 E. Walnut Street |

FRIDAY, OCTOBER 12, 2018

(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.

**GREEN BAY/BROWN COUNTY
PROFESSIONAL FOOTBALL STADIUM DISTRICT
AGENDA
MONDAY, OCTOBER 8, 2018
3:30 P.M.**

1265 LOMBARDI AVENUE
LAMBEAU FIELD – MVP BOX 4039
Enter American Family Insurance Gate
Oneida Street – follow signs to meeting on 4th level

1. Call the Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Approve/Modify Agenda
5. Request for Approval of the Minutes – August 20, 2018
6. Late Communications (if any)
7. Annual Maintenance Audit
 - A. 8/20/18 Maintenance Assessment Kickoff Summary of Meeting Discussion Items
 - B. Sigma Presentation
8. Special Events & Economic Development Fund Update and/or Action:
 - A. Detail of Special Events and Economic Development Fund
 - B. Projected Cash Flow – Economic Development Fund/District Operations
 - C. Grant Updates (if any)
 - D. Revised Event Benchmarks and Capital Project Guidelines (Draft 10-1-18)
9. August 2018 Financial Report
10. 2017 Audit
11. Director's Report
12. Other Matters Authorized by Law (if any)
13. Motion to Adjourn

Any person wishing to attend who, because of a disability, requires special accommodations should contact Diane Roskom at (920) 965-6997 so arrangements can be made.

NEVILLE PUBLIC MUSEUM
OF BROWN COUNTY



BRIDGING COMMUNITIES, CONNECTING GENERATIONS
NEVILLEPUBLICMUSEUM.ORG

NEVILLE PUBLIC MUSEUM GOVERNING BOARD

AGENDA

October 8, 2018

4:30 p.m.

Neville Public Museum

Boardroom

3rd floor

- I. Call meeting to order
- II. Approve/modify agenda
- III. Museum Directors Report
 - a. Budget Status and Update
 - b. Core Gallery Interpretive Plan Update
 - c. Outreach and Advocacy Update
- IV. Such other matters as authorized by law
- V. Adjournment

Kevin Kuehn, Chair

Please contact Beth Lemke at 448-7848 if you cannot attend this meeting

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.

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600
PHONE (920) 448-4015 FAX (920) 448-6221
E-mail bc_county_board@co.brown.wi.us

EXECUTIVE COMMITTEE

Tom Lund, Chairman, Patrick Moynihan, Jr., Vice-Chairman
Patrick Buckley, Bernie Erickson, Erik Hoyer,
Tom Sieber, John Van Dyck

EXECUTIVE COMMITTEE
Monday, October 8, 2018
5:30 p.m.
Room 200, Northern Building
305 E. Walnut St., Green Bay

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION
ON ANY ITEM ON THE AGENDA.**

- I. Call meeting to order.
- II. Approve/modify agenda.
- III. Approve/modify Minutes of September 10, 2018.

Comments from the Public

1. Review Minutes of:
 - a) Benefits Advisory Committee of August 30 and September 20, 2018.

Legal Bills

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

Communications

3. Communication from Chairman Moynihan: For your consideration, I ask for your approval to refer the following change to Ordinance No. 2.14(17) to Corporation Counsel to research the legalities of this request and bring back those findings at another time. I find the present ordinance in bad form particularly, where a Supervisor possesses the ability to request reconsideration of their respective vote and/or that of the entire county board by utilizing the twenty-four hour public notice rule from one month to the next.
BROWN COUNTY CODE 2.14 (17) It shall be in order for any member on the prevailing side to move for a reconsideration of the vote on any question on the same day or to give written notice to County Clerk by 4:00 p.m. of the day prior to succeeding no later than seven (7) business days following the previous regularly scheduled County Board meeting of his/her intent to move for reconsideration at such the next County Board meeting. If notice is not given in this manner, the matter shall not be subject to reconsideration. A motion for reconsideration shall not be accepted by the Chair unless it can be determined that the person making the motion had voted on the prevailing side. Any motion for reconsideration must be adopted. Motion to refer to Corporation Counsel to bring back to the next regularly scheduled Executive Committee meeting.
4. Communication from Supervisor Tran re: For Corporation Counsel to draft an ordinance prohibiting corporate welfare or providing direct taxpayer funded subsidies to for-profit corporations. *Referred from September County Board.*
5. Communication from Supervisor Tran re: For Corporation Counsel to draft a lobbyist registration ordinance that would require any individual or for-profit business that hires someone to influence

County Board actions to register with the County Clerk, that registration be made part of the public debate so residents know who is being lobbied, a statement of who is paying the lobbyist to lobby, and how much the lobbyist is being paid, who they lobbied and provide penalty for non-compliance. *Referred from September County Board.*

6. Communication from Supervisor Brusky re: That Brown County Corporation Counsel draft a resolution to state legislators that asks for adequate funding of Public Defenders in the Public Defender's Office through legislation and/or in the state budget. *Referred from September County Board.*

Resolutions, Ordinances

7. Resolution Approving Changes to the Brown County Health Insurance Plan During the 2019 Calendar Year.
8. Resolution regarding Changes to the Health and Human Services – Community Services – Behavioral Health Division Table of Organization.
9. Resolution regarding Changes to the Health and Human Services – Community Treatment Center Table of Organization.
10. Resolution regarding Changes to the Medical Examiner Department Table of Organization.
11. Resolution regarding Changes to Secretary II and 4-H Coordinator Positions in the UW-Extension Table of Organization.
12. An Ordinance to Amend Chapter 2 (County Board of Supervisors) of the Brown County Code of Ordinances by Amending Section 2.14(17) (Regarding Reconsideration).

Internal Auditor

13. Board of Supervisors Budget Status Financial Report (Unaudited) & Veterans Recognition Subcommittee Budget Status Financial Report (Unaudited)
14. Status Update: September 1 – September 30, 2018.

Corporation Counsel

15. Budget Status Financial Report for September 2018.
16. Corporation Counsel's Report.

Department of Administration & Human Resources

17. Update and information regarding options that were stricken in September of 2018 from the *Resolution Approving Health Insurance Plan Related Changes During the 2018 Calendar Year.*
18. Human Resources Report.
19. Director of Administration's Report.

County Executive

20. County Executive's Report.

Other

21. Such other matters as authorized by law.
22. Adjourn.

Tom Lund, 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. The Committee at their discretion may suspend the rules to allow comments from the public during the meeting. 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.

BROWN COUNTY BOARD OF HEALTH

TUESDAY, OCTOBER 9, 2018

5:00 PM

Brown County Health and Human Services Department
Public Health Division
610 South Broadway Street
Second Floor Conference Room
Green Bay, WI 54303

AGENDA

1. Call to Order, Welcome, Introductions
2. Approval / Modification of the Agenda
3. Approval of Minutes of meeting of July 10, 2018.
4. 2019 Budget Proposal
5. Comments from the Public
 - a. State name and address for the record
 - b. Comments will be limited to five minutes
 - c. The Board's role is to listen and not discuss comments nor take action on those comments at this meeting.
6. All Other Business Authorized by Law
7. Adjournment / Next Meeting Schedule (November 13, 2018)

Board of Health members: Please RSVP if unable to attend to Patti at 448-6405 no later than 4:30 PM Friday, October 5, 2018. Thank you!

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



305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600
PHONE (920) 448-4015 FAX (920) 448-6221

LAND CONSERVATION SUBCOMMITTEE
Norbert Dantinne, Chair; Dave Kaster, Vice Chair
Steve Deslauriers, Bernie Erickson, Alex Tran
Citizen Rep: Stan Kaczmarek

LAND CONSERVATION SUBCOMMITTEE
BUDGET MEETING
TUESDAY, OCTOBER 9, 2018
5:30 PM
Room 200, Northern Building
305 E. Walnut Street

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEMS LISTED ON THE AGENDA

**** NOTE DATE & TIME - Please Bring Budget Book****

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of September 24, 2018.

****BUDGET REVIEW****

Comments from the Public on Budget Items

REVIEW OF 2019 DEPARTMENT BUDGET

1. **Land and Water Conservation** – Review of 2019 department budget.

NON-BUDGET ITEMS (None)

Other

2. Such Other Matters as Authorized by Law.
3. Adjourn.

Norb Dantinne, Jr., 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.

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600
PHONE (920) 448-4015 FAX (920) 448-6221

PLAN, DEV. & TRANS. COMMITTEE
Bernie Erickson, Chair; Dave Kaster, Vice Chair
Norbert Dantine, Steve Deslauriers, Alex Tran

**PLANNING, DEVELOPMENT &
TRANSPORTATION COMMITTEE**

BUDGET MEETING

TUESDAY, OCTOBER 9, 2018

Approx. 5:45 PM (Or to follow Land Con)

Room 200, Northern Building

305 E. Walnut Street

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON
ANY ITEMS LISTED ON THE AGENDA

**** NOTE DATE & TIME - Please Bring Budget Book**
(COMBINED BUDGET & REGULAR MEETING)**

**** Please Note: Non-Budget Items will go before the October 17th County Board of Supervisors meeting;
Budget Items will go before the October 31st County Board of Supervisors meeting.**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of September 24, 2018.

****BUDGET REVIEW****

Comments from the Public on Budget Items

REVIEW OF 2019 DEPARTMENT BUDGETS:

1. **Register of Deeds** - Review of 2019 department budget.
2. **Planning & Land Services** (Land Information, Planning Commission, Property Listing & Zoning)
- Review of 2019 department budgets.
3. **Port and Resource Recovery** - Review of 2019 department budget.
 - a. Resolution Regarding Changes to the Department of Port and Resource Recovery Table of Organization.
4. **Airport** - Review of 2019 department budget.
5. **U.W. Extension** - Review of 2019 department budget.
 - a. Resolution Regarding Reclassification of Community Garden Coordinator Position for the UW-Extension Table of Organization.
6. **Public Works** (Highway, County Roads & Bridges, Facility Management)
- Review of 2019 department budget.
 - a. Resolution Regarding Deletion of One Highway Crew Position for the Department of Public Works Table of Organization.

****NON-BUDGET ITEMS****

Comments from the Public on Non-Budget Items

Consent Agenda

1. Board of Adjustments Minutes of September 24, 2018.

Discussion/Action Items

Airport

2. Director's Report.

Planning and Land Services

Planning Commission

3. Budget Adjustment Request (18-108): Any allocation from a department's fund balance.
4. Discussion and Action regarding the Brown County Farmland Preservation Plan Amendment.
5. Resolution Authorizing Submittal of an Application for the Community Development Block Grant – Emergency Assistance Housing Program for Small Cities.

Land Information, Property Listing, Zoning – No agenda items.

UW-Extension

6. Director's Report.

Public Works

7. Summary of Operations.
8. Director's Report.

Port & Resource Recovery

9. South Landfill Response Plan Results.
10. Director's Report.

Other

11. Acknowledging the bills.
12. Such other matters as authorized by law.
13. Adjourn.

Bernie Erickson, Chair

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.

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET, P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600
PHONE (920) 448-4015 FAX (920) 448-6221

ADMINISTRATION COMMITTEE
Tom Sieber, Chair; James Kneiszel, Vice Chair
Richard Schadewald, John Vander Leest

ADMINISTRATION COMMITTEE
BUDGET MEETING
WEDNESDAY, OCTOBER 10, 2018
5:00 p.m.
Room 200, Northern Building
305 E. Walnut Street

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEM LISTED ON THE AGENDA

****PLEASE BRING BUDGET BOOK****
(COMBINED BUDGET AND REGULAR MEETING)

*** Please Note: Non-Budget Items will go before the October 17th County Board of Supervisors meeting;
Budget Items will go before the October 31st County Board of Supervisors meeting.*

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of September 5 and Special September 19, 2018.

****BUDGET REVIEW****

Comments from the Public on Budget Items

REVIEW OF 2019 DEPARTMENT BUDGET

- 1. **COUNTY TREASURER** – Review of 2019 Department Budget.
- 2. **CHILD SUPPORT** – Review of 2019 Department Budget.
 - a. Resolution Regarding the Deletion of the Child Support Specialist-Enforcement in the Child Support Department Table of Organization.
 - b. Resolution Regarding the Addition of a Child Support Specialist-Employment within the Child Support Department Table of Organization.
- 3. **COUNTY CLERK** – Review of 2019 Department Budget.
 - a. Resolution Regarding an Increase to LTE Election Hel-Canvasser Wages for the County Clerk's Department Table of Organization.
- 4. **CORPORATION COUNSEL** – Review of 2019 Department Budget
- 5. **TECHNOLOGY SERVICES** – Review of 2019 Department Budget.
 - a. Resolution Regarding a Change to the Department of Technology Services Table of Organization – Enterprise System Analyst II.

6. **HUMAN RESOURCES** – Review of 2019 Department Budget.
 - a. Resolution Establishing the Salary of the Brown County Executive (An Elected Official).
 - b. Resolution Authorizing Use of General Fund for Employee Wage Adjustments.
7. **DEPT. OF ADMINISTRATION** – Review of 2019 Department Budget.

Year 2019 Non-Division Budgets Review

1. Capital Projects.
2. Debt Service.
3. Taxes, Special Revenues, Certain Internal Service & Fiduciary Funds.

****NON-BUDGET ITEMS****

Comments from the Public on Non-Budget Items

1. Review minutes of:
 - a. Housing Authority of August 20, 2018.

Communications

2. Communication from Supervisor Sieber re: Request Department of Administration to compile a list and amount of unfunded or underfunded mandates imposed by the state on Brown County for the budget meeting. *Referred from September County Board.*
3. Communication from Supervisor Schadewald re: I request the Administration Committee to review all county ordinances and/or resolutions concerning how we manage, record and conduct business at all our county meetings. *Referred from September County Board.*
4. Communication from Supervisor Hoyer re: Review and possibly update the medical/disability/leave policies for county employees as they go through the organ donation and recovery process.

Resolutions & Ordinances

5. Resolution Approving Changes to the Brown County Health Insurance Plan During the 2019 Calendar Year.
6. An Ordinance to Amend Chapter 2 (County Board of Supervisors) of the Brown County Code of Ordinances by Amending Section 2.06(3) (Regarding In Rem Sales).

Technology Services

7. Budget Status Financial Report for August 2018.
8. Technology Services Monthly Report.

Child Support

9. Budget Status Financial Report for August 2018.
10. Departmental Openings Summary.
11. Director Summary.

Treasurer

12. Discussion and possible action on the sale of the following tax deed parcel (Auction results of October 9, 2018 to be passed out to Supervisors at meeting):
Parcel 6-305-B Behind 1406 Ridge Road 54304 in the City of Green Bay – High Bid \$??
13. Discussion and possible action on the sale of the following tax deed parcel (Realtor accepted offers as of October 10, 2018 to be passed out to Supervisors at meeting):
Parcel HB-2830 at 1451 Navigator Way DePere, WI 54115 in the Village of Hobart – High Offer \$??

Corporation Counsel

14. Budget Status Financial Report for September 2018.
15. Corporation Counsel's Report.

Department of Administration & Human Resources

16. Budget Adjustment Request (18-105) Reallocation between two or more departments, regardless of amount.
17. Update and information regarding options that were stricken in September of 2018 from the *Resolution Approving Health Insurance Plan Related Changes During the 2018 Calendar Year*.
18. Human Resources Report.
19. Director of Administration's Report.

County Clerk – No agenda items.

Other

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

Tom Sieber, 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.

BROWN COUNTY HEALTH & HUMAN SERVICES

111 N. Jefferson Street
P.O. Box 22188
Green Bay, WI 54305-3600



Erik Pritzl, Executive Director

MEETING OF THE HUMAN SERVICES BOARD

Thursday, October 11, 2018

5:15 PM

**SOPHIE BEAUMONT BUILDING
111 N JEFFERSON ST; BOARDROOM A
GREEN BAY, WI 54301**

AGENDA

1. Call Meeting to Order.
2. Approve/Modify Agenda.
3. Approve Minutes of September 13, 2018 Human Services Board Meeting.
4. Executive Director's Report.
5. 2017 Annual Report for Health & Human Services: Discussion and Receipt.
6. CTC Administrator Report including NPC Monthly Report.
7. Renaming the Training Room located at CTC.
8. Financial Report for Community Treatment Center and Community Services.
9. Statistical Reports.
 - a. Monthly CTC Data – Bay Haven Crisis Diversion/Nicolet Psychiatric Center.*
 - b. Child Protection – Child Abuse/Neglect Report.
 - c. Monthly Contract Update.*
10. Request for New Non-Continuous Provider & New Provider Contract.*
11. Other Matters.
12. Adjourn Business Meeting.

**Note: attached as written reports*

Notices:

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

Please take notice that additional members of the Board of Supervisors may attend this meeting of the Human Services Board, 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.

Any person wishing to attend the Human Services Board meeting who, because of a disability, requires special accommodations, should contact the Health & Human Services Department at (920) 448-6006 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

Human Services Board Members:

Tom Lund; County Board Supervisor & Board Chair
Aaron Linsen; County Board Supervisor
Alex Tran; County Board Supervisor
Paula Landrie; Citizen Board Member & Vice Chair
Carole Andrews; Citizen Board Member

Jesse Brunette; Citizen Board Member
JoAnn Grashberger; Citizen Board Member
Craig Huxford; Citizen Board Member
Susan Hyland; Citizen Board Member

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600
PHONE (920) 448-4015 FAX (920) 448-6221

EDUCATION & RECREATION COMMITTEE

John Van Dyck, Chair
Paul Ballard, Vice Chair
David Landwehr, Kathy Lefebvre, Ray Suennen

EDUCATION & RECREATION COMMITTEE

BUDGET MEETING

THURSDAY, OCTOBER 11, 2018

5:30 p.m.

Room 200, Northern Building

305 E. Walnut Street

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION
ON ANY ITEMS LISTED ON THE AGENDA

**** NOTE DATE, TIME & LOCATION****

****Please Bring Budget Book****

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of September 27, 2018.

****BUDGET REVIEW****

Comments from the Public on Budget Items

REVIEW OF 2019 DEPARTMENT BUDGET

1. **GOLF COURSE** – Review of 2019 Department Budget.
2. **LIBRARY** – Review of 2019 Department Budget.
3. **MUSEUM** - Review of 2019 Department Budget.
4. **ZOO** – Review of 2019 Department Budget.
 - a. Resolution Regarding a Change to the NEW Zoo Table of Organization – Zoo Educator.
 - b. Resolution Regarding Husbandry Assistant for the NEW Zoo Table of Organization.
5. **PARK DEPARTMENT** – Review of 2019 Department Budget.
 - a. Resolution Regarding Changes to the Parks Department Table of Organization.

Other

5. Such other matters as authorized by law.
6. Adjourn.

John Van Dyck, Chair

Notice is hereby given that action by 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.

OCTOBER 2018

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1  Budget Books Distributed	2	3	4	5	6
7	8 Exec Cmte 5:30 pm	9 Land Con/PD&T Budget/Reg Mtg 5:30PM	10 Admin Budget/Reg Mtg 5:00PM	11 Ed & Rec BUDGET Mtg 5:30PM	12	13
14	15	16 Veterans Rec Subcmte 4:30PM Human Srvc Budget/Reg Mtg 6:00PM	17 Mental Health Subcmte 12:00 pm Public Safety Budget/Reg 1pm Board of Supervisors 7:00 pm	18	19	20
21	22 EXEC Budget/Reg Mtg 5:30PM	23	24	25	26	27
28	29	30-Oct	31-Oct Board of Sup Budget/Reg Mtg 9am			

BROWN COUNTY COMMITTEE MINUTES

- Library Board (August 14 & August 23, 2018)
- Planning Commission Board of Directors (September 5, 2018)

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

PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD

A regular meeting of the Brown County Library Board was held on August 14, 2018 at 12:00 p.m. at the Brown County Central Library, 515 Pine Street, downtown Green Bay, WI

PRESENT: JOHN VAN DYCK, ANNETTE AUBINGER, KAYLA JACOBSON, DAVID RUNNING, STEVE TERRIEN, JOHN VANDER LEEST and MARISSA MELI (via phone)

EXCUSED: BOB NIELSEN and HECTOR RODRIGUEZ

ALSO PRESENT: Kathy Pletcher; and Curt Beyler, Linda Chosa, Sue Lagerman, and Emily Rogers (staff).

CALL TO ORDER President Van Dyck called the meeting to order at 12:00 p.m.

APPROVE/MODIFY AGENDA AND MINUTES Motion by Vander Leest, seconded by Jacobson, to approve the minutes. **Motion carried.**

OPEN SESSION: Discussion and Possible Motion to Convene in Closed Session Motion by Running, seconded by Terrien, to move into closed session at 12:10 pm. Roll call vote: Aye: Running, Terrien, Vander Leest, Jacobson, Aubinger, and Van Dyck. Nay: None. **Motion carried.**

Closed session pursuant to Wis. Stat. § 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – final interviews of Library Director candidates.

RECONVENE IN OPEN SESSION: Approve any action that may have been recommended in Closed Session **Motion** by Running, seconded by Vander Leest, to reconvene in open session at 5:40 pm. Roll call vote: Aye: Running, Terrien, Vander Leest, Jacobson, Aubinger, and Van Dyck. Nay: None. **Motion carried.** **Motion** by Running, seconded by Terrien, to approve offering the Library Director position to recommended finalist. **Motion carried.**

Staff joined the meeting at 5:45 pm.

DISCUSSION AND POSSIBLE ACTION OF REVISED DENMARK HOURS Rogers distributed a sample hours schedule. Weekends are not feasible at this time. **Motion** by Vander Leest, seconded by Jacobson, to approve the revised Denmark Branch hours as follows:
Monday | Wednesday 3:30 -8 pm
Tuesday | Thursday 3:30 – 6:30 pm
Motion carried. Staff overlaps at East Branch and other hours will be spent on school visits and other programs. These hours also give flexibility to conduct offsite programs.

DISCUSSION AND POSSIBLE ACTION REGARDING DENMARK BRANCH LOCATION Van Dyck updated that following a meeting with school administrators, library staff, Denmark Village president Greg Mleziva, and the village clerk, he and Greg talked about the school arrangement. If it does not work, Denmark is still interested in keeping a library presence in the village and it might be better if the library is in a more neutral location. It was announced at another meeting that took place last week, in which Troy Streckenbach attended, that Denmark is moving forward with constructing a community center and they would like the library to be a part of that facility. This concept would have to be further defined. The branch currently occupies about 5000 sq. ft. but the thought is the library would not need that much because there would be common (meeting) rooms and bathrooms. The Village would look to the library to run it. The library would not have to bear the utility/operational costs. Denmark is also losing their ADRC. Troy suggested that the library could connect with the ADRC and theoretically provide services. A number of ideas were pitched on how this could be accomplished including using the bookmobile. Vander Leest commented that bookmobile service should stay focused on books and literacy. Van Dyck is looking for the board to commit to Denmark that the library would be part of the community center – with details to be better defined. **Motion** by Jacobson, seconded by Vander Leest to make a commitment to Denmark to discuss possible co-location within the planned community center and to move forward on working out details. **Motion carried.**

APPROVE JUNE AND JULY FINANCIAL, AND GIFTS, GRANTS AND DONATION REPORTS Chosa reported that she and Rogers attended the budget meeting with County Administration and the County Executive. There were no suggested changes and only a few questions. Chosa reviewed the monthly financials. **Motion** by Vander Leest, seconded by Running, to approve the June and July financial statements and Gifts, Grants and Donation report as follows:

Brown County Library						
Gifts, Grants & Donations Report						
June 2018						
Gifts & Donations						
6/5/2018'	Radio Madness			441.45		General Donation
6/1/2018'	Brown County Historical Society			8.00		Printing
6/20/2018'	Daniel & Eileen Rogers			50.00		Adult-WH, Anderkay
6/27/2018'	Ruth Klug			250.00		LHG Prog
6/27/2018'	Ruth Frieberg			2,000.00		WR - Play Table
6/1/2018'	Ashwaubenon			29.07		Donation Box
6/1/2018'	Bookmobile					Donation Box
6/1/2018'	East			65.87		Donation Box
6/1/2018'	Weyers/Hilliard			37.80		Donation Box
6/1/2018'	Customer Service					Donation Box
6/1/2018'	Kress			24.63		Donation Box
6/1/2018'	Pulaski			7.01		Donation Box
6/1/2018'	Southwest			21.05		Donation Box
6/1/2018'	Wrightstown					Donation Box
	Total Donations			\$ 2,934.88		
Federal & State Grants						
06/20/18	Nicolet Federated Library System			6,562.50		Collection Development (2/4 pymt)
06/20/18	Nicolet Federated Library System			4,170.00		Ancestry RLS
06/20/18	Nicolet Federated Library System			25,000.00		Tech - Sirsi
06/20/18	Nicolet Federated Library System			7,500.00		Tech - Lorensberg
06/20/18	Nicolet Federated Library System			3,000.00		CE
	Total Grants			\$ 46,232.50		

Brown County Library						
Gifts, Grants & Donations Report						
July 2018						
Gifts & Donations						
7/1/2018'	Friends of the Brown County Library			300.00		Adult SRA Supplies
7/1/2018'	Ashwaubenon			34.61		Donation Box
7/1/2018'	Bookmobile					Donation Box
7/1/2018'	East			39.34		Donation Box
7/1/2018'	Weyers/Hilliard			29.00		Donation Box
7/1/2018'	Customer Service			60.00		Donation Box
7/1/2018'	Kress			49.25		Donation Box
7/1/2018'	Pulaski					Donation Box
7/1/2018'	Southwest			212.13		Donation Box
7/1/2018'	Wrightstown					Donation Box
	Total Donations			\$ 724.33		
Federal & State Grants						
07/01/18	NFLS Grant			7,500.00		2018 RLA Collection
	Total Grants			\$ 7,500.00		

Motion carried. Van Dyck asked for brief one-page summary of highlights to be included with future financial reports.

PRESIDENT'S REPORT None.

LIBRARY REPORT None.

OTHER BUSINESS None

SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW Vander Leest would like to tour the Local History and Genealogy Department before the next Board meeting in September.

ADJOURNMENT Motion by Vander Leest, seconded by Running, to adjourn the meeting. **Motion carried unanimously.**

Meeting adjourned at 6:10 pm.

NEXT REGULAR MEETING:

September 20, 2018

5:15 p.m.

Central Library

Respectfully submitted,

Sue Lagerman
Recording Secretary

**PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD
SPECIAL MEETING**

A special meeting was held on **August 23, 2018** at 3:30 p.m. at the Central Library, 515 Pine Street, Green Bay WI

PRESENT: JOHN VANDER LEEST, ANNETTE AUBINGER, KAYLA JACOBSON, HECTOR RODRIGUEZ, DAVID RUNNING, and STEVE TERRIEN

Call to Order Vice President John Vander Leest called the meeting to order at 3:30 p.m.

Approve/Modify Agenda There were no changes to the agenda.

Discussion and Possible Motion to Convene in Closed Session Motion by Terrien, seconded by Jacobson, to move into Closed Session at 3:33 p.m. Roll call vote: Aye: Terrien, Running, Aubinger, Jacobson, Vander Leest. Nay: None. **Motion carried.**

Closed session pursuant to Wis. Stat. § 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – Library Director compensation.

Rodriguez arrived at 3:40 p.m.

Reconvene in Open Session: Approve any action that may have been recommended in Closed Session Motion by Jacobson, seconded by Terrien, to return to Open Session at 3:53 p.m. Roll call vote: Aye: Terrien, Running, Aubinger, Jacobson, Vander Leest. Nay: None. **Motion carried.** **Motion** by Jacobson, seconded by Running, to report back to Bradbury Miller Associates with discussed salary range. **Motion carried.**

Such Other Matters as are Authorized by Law None.

Adjournment Motion by Running, seconded by Jacobson, to adjourn the meeting. **Motion carried.** Meeting adjourned at 3:55 p.m.

Respectfully submitted,

Sue Lagerman
Recording Secretary

Minutes
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, September 5, 2018
Green Bay Metro Transportation Center
901 University Avenue, Commission Room
Green Bay, 54302
6:30 p.m.

ROLL CALL:

Paul Blindauer	<u>X</u>	Kathleen Janssen	<u>X</u>	Glen Severson	<u>X</u>
Brian Brock	<u>X</u>	Dotty Juengst	<u>X</u>	Ray Suennen	<u>Exc.</u>
Norbert Dantine, Jr.	<u>X</u>	Dave Kaster	<u>X</u>	Norbert Van De Hei	<u>X</u>
Bernie Erickson	<u>X</u>	Michelle Kerr	<u>X</u>	Jason Ward	<u>X</u>
Kim Flom	<u>X</u>	Patty Kiewiz	<u>Exc.</u>	Matthew Woicek	<u>X</u>
Steve Grenier	<u>X</u>	Aaron Linssen	<u>X</u>	Reed Woodward	<u>X</u>
Mark Handeland	<u>X</u>	Michael Malcheski	<u>X</u>		
Matthew Harris	<u>X</u>	Austin Miloszewicz	<u>Abs.</u>		
Frederick Heitl	<u>X</u>	Gary Pahl	<u>X</u>	Br. Co. Board- Rural (Vacant)	
Phil Hilgenberg	<u>X</u>	Terry Schaeuble	<u>Abs.</u>	City of Green Bay (Vacant)	

Others Present: Chuck Lamine, Cole Runge, Lisa Conard, Devin Yoder and Kathy Meyer

1. Approval of the minutes of the August 1, 2018 regular meeting of the Brown County Planning Commission Board of Directors.

C. Lamine stated there should be a correction to the minutes. The financial partners of the STEM Innovation Center were incorrectly identified. The Financial partners should be identified as:

- WIS DOA State Building Commission - \$5 million
- UW-Green Bay fundraising - \$5 million
- Brown County Sales Tax - \$5 million

A motion was made by S. Grenier and seconded by J. Ward to approve the amended minutes of the August 1, 2018 regular meeting of the Brown County Planning Commission Board of Directors to change the identification of the WIS DOA State Building Commission rather than UW System Board of Regents as the \$5 million grant. Motion carried.

2. Receive and place on file the approved minutes of the August 20, 2018 meeting of the Brown County Commission Board of Directors Transportation Subcommittee.

A motion was made by G. Pahl and seconded by S. Grenier to receive and place on file the approved minutes of the August 20, 2018 meeting of the Brown County Commission Board of Directors Transportation Subcommittee. Motion carried.

3. Receive and place on file the draft minutes of the August 27, 2018, meeting of the Brown County Planning Commission Board of Directors Transportation Subcommittee.

A motion was made by G. Pahl and seconded by D. Juengst to receive and place on file the draft minutes of the August 27, 2018 meeting of the Brown County Planning Commission Board of Directors Transportation Subcommittee. Motion carried.

4. Discussion and action regarding transportation system performance targets for pavement/bridge condition, system reliability, and transit asset management.

C. Runge noted that the agenda packet contains three resolutions and provided a brief overview via PowerPoint. C. Runge stated that a few months ago the Planning staff asked you to adopt a similar resolution relating to safety on the national highway system. C. Runge noted that all three resolutions pertain to the national highway system in our area. C. Runge noted that major interstates and other major highways and streets apply. C. Runge indicated that most of these highways and streets are under the State's jurisdiction, but that there are a few that are not.

Staff asks that the Brown County Planning Commission Board of Directors to approve the adoption of the pavement/bridge condition, system reliability, and transit asset management as they relate to the major streets and highways system in our area.

C. Runge explained that supporting these performance targets for the state will not force us to modify anything we're doing right now in terms of project selection or project prioritization. C. Runge explained we are trying to formalize the targets by resolution so they can satisfy federal transportation law.

A motion was made by B. Erickson and seconded by D. Kaster to approve the transportation system performance targets for pavement/bridge condition, system reliability, and transit asset management. Motion carried.

5. **Overview and Public Hearing:** *Draft Major Amendment #3 to the 2018-2022 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area.*

L. Conard provided an overview of the Draft Major Amendment #3 to the 2018-2022 TIP via PowerPoint.

L. Conard stated that staff is amending the current Transportation Improvement Program from 2018-2022. The TIP is a five-year program of highway, roadway, transit, programs for seniors and persons with disabilities, as well as transportation alternatives. L. Conard stated that this amendment consists of three parts.

- a. A request from the Wisconsin Department of Transportation to add one project to the program. Design work on STH 172 to STH 54 to I-41 Resurface Design work only.
- b. Adding to the TIP the three performance measures: NHS Pavement and Bridge Condition, NHS Travel and Freight Reliability, and State of Good Repair and Transit Asset Management.
- c. Change in the Surface Transportation Block Grant Program funds that the MPO receives to spend over a 5-year program.

L. Conard stated that in the fall of 2017, WisDOT provided the MPO staff with an estimated \$5,281,855 to spend on projects. L. Conard stated that last October, these projects were added to the program.

Project	Amount
<u>New Projects</u>	
Gray – reconstruction (2021 preferred)	\$2,072,800
Lawrence Drive – design (2019 preferred)	\$227,200
Lawrence Drive – reconstruction (2022 preferred)	\$1,296,513
<u>Additional funds to existing projects</u>	
Vanderperren – reconstruction	\$653,251
Manitowoc – reconstruction	\$1,032,091
Total:	\$5,281,855

L. Conard stated that WisDOT informed MPO that the 5-year program was reduced to a 4-year program and the new estimate of funding would be \$1,781,122 – a difference of \$3,500,733.

L. Conard stated that the MPO developed some scenarios, and the scenarios were presented to the Transportation Subcommittee on August 20th and August 27th. L. Conard stated that the Transportation Subcommittee recommended approval of funding for Scenario #1.

Scenario #1

- o Manitowoc Road between Allouez Avenue & Kewaunee Road (Village of Bellevue project).
 - Move project from the 2020 to the 2021 program.
 - Add \$1,091,997 to the project to make it whole at 80% federal funding
- o Vanderperren Way (CTH HH) between Holmgren Way & Ashland Avenue (Brown County & Village of Ashwaubenon project)
 - Program for 2020 or 2021 and add \$689,125 to make it whole at 80% federal funding

L. Conard stated we could no longer fund Gray Street construction and the Lawrence Drive project would have to be postponed.

L. Conard opened up the hearing for comment.

L. Conard asked three times if anyone wished to speak. Hearing no comment, L. Conard closed the public hearing.

6. Discussion and action regarding the *Draft Major Amendment #3 to the 2018-2022 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area.*

Discussion occurred on if the MPO staff knows what WisDOT did with the withheld Surface Transportation Block Grant (STBG) funds. C. Runge stated that he has asked WisDOT Central Office Division of Transportation Investment Management representatives about what happened to the withheld STBG funds, and he has not received an answer.

Discussion occurred on the Gray Street project. The City of Green Bay withdrew the Gray Street project from funding consideration. S. Grenier stated that the City would continue with the project, 2020-2021, it would be a city-funded project. S. Grenier stated that it won't have as big of an impact on the residents because Green Bay recently adopted the vehicle registration fee (wheel tax) so there will not be assessments levied against residential properties.

Discussion occurred on the wheel tax, and what percentage of the wheel tax goes toward roads. S. Grenier explained that all of the wheel tax money goes towards transportation projects. S. Grenier summarized the categories of transportation projects.

C. Runge and other MPO's directors were recognized and thanked for their work at raising concerns and asking questions regarding the STBG program changes.

P. Blindauer commented, in respect to the Gray Street project, although amicable that the city withdrew the project, but remembers delaying this project with the understanding that it would be available for funding in the future and now its been pulled. In the future, P. Blindauer stated that he might be a little less open to taking something off the docket or delaying something on the docket, something like this could happen again. S. Grenier stated that from Green Bay's perspective, as C. Runge mentioned, the funding was reduced and no one knows why. S. Grenier stated he spent time talking with staff about this and there is a lot more going on; and because we delayed the project and put it back-in in October, that never formally got adopted to the state's TIP (STIP). Because it never got formally into the STIP, the funding changed before that happened; a new agreement was never executed, therefore, the city was bound by the 2018 original agreement.

G. Pahl asked if the state provides the STBG funds or is it the federal government. C. Runge stated that was a question MPO staff asked the federal highway administration several times. C. Runge stated that what they have been told is that for large MPO's that have populations of 200,000 or greater, then the state should not be able to withhold its STBG funding, and if it does, its supposed to make the MPO whole by the end of federal transportation law, which is the FAST Act, which is set to expire currently in 2020. C. Runge stated that the last staff heard, since we lost about 3.5 million dollars of our allocation, we should be getting that back, theoretically, before 2020. C. Runge noted that he is not sure that this is the case.

Discussion of HWY 41 becoming six lanes from DePere to Neenah/Oshkosh was brought up and questions asked if this project was possibly, why the STBG funds were reduced. B. Brock explained the approval process for this project, and stated that the Governor wants the DOT to make this a priority in identifying this as a need. B. Brock stated nothing has been approved yet.

C. Runge noted that over the last four months, MPO staff had been periodically informed of various plans to restructure the STBG Program by the WisDOT Central Office Bureau of Local Programs and Finance. C. Runge stated that MPO staff did ask a lot of questions as to how it would affect things – complying with federal MPO laws, in addition to what it will do to projects. C. Runge stated this is what we were left with, instead of 5.2 million dollars to assign to projects that we had already assigned the money to, now we have to figure out how to take those projects and fund as many as we can with 1.7 million dollars. C. Runge stated that MPO is continuing to ask questions, pushing federal highway, because ultimately the federal highway administration will have to make the decision. It is federal money and for large MPO's that federal funding is supposed to come to our large MPO's not to be diverted at the state

level. C. Runge stated that if we receive the answers, staff will let the Planning Commissioners know.

K. Flom asked if the MPO's were impacted in the same way in terms of the same amount. K. Flom also asked if there was anything we could do to reach out to our state representatives? C. Runge stated that all the MPO's in the state were impacted in proportion to the amount of money they get annually through the program. C. Runge stated that in terms of doing anything about it, or what could be done; C. Runge encouraged everyone to ask questions and reach out to your elected officials and possibly contact the federal highway administration.

D. Juengst suggested staff prepare a resolution, for Board approval, to send to our state and federal elected officials. C. Lamine stated that staff could prepare a resolution. D. Juengst directs staff to prepare and bring back a resolution at the next meeting.

G. Pahl asked staff if they had phone numbers for our representatives. C. Runge will provide that information to G. Pahl.

C. Runge commended staff, the transportation subcommittee members, and S. Grenier on their collaborative efforts. C. Runge stated that this hit quickly and staff needed to act fast. The subcommittee was able to meet twice in a week and worked through many difficult issues.

D. Juengst asked that if the funding was resolved and we receive more funding, could that be put towards the Gray Street project? S. Grenier stated no, and explained why.

A motion was made by S. Grenier and seconded by M. Woicek to approve the Draft Major Amendment #3 to the 2018-2022 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area. Motion carried.

7. Overview and Public Hearing: *Draft 2019-2023 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area and the Green Bay Metro 2019 Program of Projects.*

L. Conard provided an overview of the Draft 2019-2023 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area and the Green Bay Metro 2019 Program of Projects via PowerPoint.

L. Conard stated we also provide the public hearing for the 2019 Green Bay Metro Program of Projects.

L. Conard summarized the TIP Schedule.

L. Conard opened up the hearing for comment.

L. Conard asked three times if anyone wished to speak. Hearing no comment, L. Conard closed the public hearing.

8. Discussion and approval of the Intergovernmental Agreement Preparation of the Comprehensive Plan Update between the Village of Denmark and Brown County Planning Commission.

D. Yoder indicated that this was a standard local assistance contract. The project will begin in 2019 and conclude in 2020.

A motion was made by G. Pahl and seconded by K. Flom to approve the Intergovernmental Agreement Preparation of the Comprehensive Plan Update between the Village of Denmark and Brown County Planning Commission. Motion carried.

9. Overview and discussion of Brown County Comprehensive Plan timeline.

C. Lamine requested members to disregard the timeline that was included in the agenda packet. C. Lamine explained that the current comprehensive plan was adopted in 2004; and rather than having staff try to update this plan, staff got together and decided to have our new staff take a look at it and consider some new ideas, and new approaches. C. Lamine stated that D. Yoder researched some examples that have been completed successfully.

D. Yoder shared an example of a web-based, on-line interactive approach from Plano, Texas of their comprehensive plan.

Discussion occurred regarding an interactive approach and use of technology services.

10. Director's Report.

C. Lamine stated the Planning and Land Services budget is in and he will bring the budget for approval to the Planning Commission at the next meeting.

C. Lamine provided an update on the STEM Innovation project. The state building commission included \$5 million in their budget. The state building commission meeting was recently held in Milwaukee. The contracts with the UW Board of Regents were approved for the land lease as well as leasing space in the building. The construction contract with Miron Construction Company was also approved and signed. A ground-breaking ceremony will be held on September 17th.

Question asked if anyone from the Town of Ledgeview has contacted staff regarding holding one of the planning commission meetings at their new building. C. Lamine indicated that he has not been contacted by anyone and noted that if there are any transportation items on the agenda, the meeting needs to take place at a location that is easily assessable to the public.

Update on the Marion Shrine project. C. Lamine stated that D. Yoder has been working with the community for approximately six months.

11. Brown County Planning Commission staff updates on work activities during the month of August 2018.

A motion was made by B. Erickson seconded by G. Pahl to receive and place on file the staff updates. Motion carried.

12. Other matters.

M. Malcheski commented about the Dark Store legislation – if all of our big box retail in Ashwaubenon go to empty store real estate taxation, we lose over 5 million dollars of tax base. He encouraged members to call their legislators.

D.Juengst announced that October 5, 2018 is the 5th annual Clean Bay Backer *Bringing Back the Bay* tour. It is a bus tour and stormwater management is one of the topics. D. Juengst will provide more information to town chairs.

13. Adjourn.

A motion was made by G. Pahl and seconded by D. Juengst to adjourn. Motion carried.

The meeting adjourned at 7:35 p.m.

**STAFF REPORT
TO THE
BROWN COUNTY PLANNING COMMISSION
September 5, 2018**

August 2018 Staff Activity Reports

The recent major planning activities of Chuck Lamine, Planning Director:

- Coordinated and attended the Brown County Planning Commission meeting August 1.
- Attended Economic Development Committee Department Head meetings with County Executive.
- STEM Innovation Center Building Project Management:
 - Finalized lease agreements with the building partners.
 - Attended and presented at Wisconsin DOA State Building Commission Meeting for the \$5 Million grant August 8.
 - Several meetings with County Executive and various County representatives regarding development of the Brown County Research and Business Park and the STEM Innovation Center Building.
 - Attended several Design Programming Meetings as well as detail meetings with the building tenant groups.
 - Updated detailed task list and completion schedule with UW System, WisDOA-State Building Commission and County staff to assure that required information was available for the meeting packet deadlines.
 - Met with Somerville staff to discuss Wisconsin DFD review comments August 3.
 - Attended pre-construction meeting on August 17.
 - Attended and presented at the Brown County Unit of the Towns Association meeting the evening of July 26.
 - Assisted with coordination for ground breaking ceremony.
- CDBG Housing program:
 - Assisted with development of the 2019 program budget.
 - Assisted the Senior Planner – Housing with 2017 grant administration for State CDBG Housing Rehabilitation program.
 - Assisted Senior Planner - Housing with project coordination.
- Attended the Brown County/City of Green Bay Stadium District meeting on August 20 and was elected Chairman.
- Coordinated with Senior Land Use Planner regarding Sewer Service Area Plan questions and Environmentally Sensitive Area (ESA) protection.
- Attended several coordinating meetings to discuss implementation of the new land records computer system (LandNav) with PALS, Technical Services, and Treasurer's Office staff.
- Personnel:
 - Completed recruitment for Property Analyst position.
 - Continued with 2018 Class & Compensation Position Reviews.
- Coordinated a WisDOA CDBG Close Program training to be held in Green Bay
- Met with business looking for a Brown County Economic Development Revolving Loan to locate within Brown County.
- Prepared, submitted and presented 2019 budget for Planning and Land Services Department to County Executive and Department of Administration staff.

- Participated in meeting with Principal Transportation Planner, consultant and WisDOT staff regarding the Southern Bridge project.
- Met with County board supervisor and Administration Director regarding potential Tiny House project for homeless veterans similar to project in Racine County.
- Coordinated and led Planning and PALS Managers staff meetings.
- Communicated with Village of Howard staff regarding potential use of fill from the Green Bay Packaging project.
- Developed the general planning sections of the PALS Department's 2018 Accomplishments Report, 2018 SMART Goals Status Report, 2019-2023 Strategic Plan, and 2019 SMART Goals Plan.

The recent major planning activities of Cole Runge, Principal Transportation Planner:

- Completed the Section 85.21 Program ridership report for the second quarter of 2018 and submitted it to WisDOT.
- Completed the Section 85.21 Program ridership summaries for July of 2018.
- Developed and sent correspondence to recipients of 2018 Section 85.21 Program funding regarding the upcoming 2019 Section 85.21 Program application/plan development process.
- Developed and sent correspondence to the BCPC Transportation Subcommittee about the WisDOT Division of Transportation Investment Management's plans to revise the federal Surface Transportation Block Grant (STBG) Program in Wisconsin.
- Discussed STBG funding redistribution options with the Senior Transportation Planner and WisDOT Northeast Region staff.
- Developed the agendas for the BCPC Transportation Subcommittee's August 20 and August 27 meetings. Also sent the agendas and other meeting information to the subcommittee members and staffed the meetings with the Senior Transportation Planner.
- Prepared for and participated in a meeting with Village of Allouez staff about completing a pedestrian crossing study for portions of Webster Avenue and Riverside Drive in Allouez. Also contacted WisDOT and Brown County Public Works Department staff to discuss the study.
- Continued to develop the MPO's Draft 2019 Transportation Planning Work Program. Also developed the MPO's Draft 2019 Cost Allocation Plan.
- Developed the crash summaries and graphics for the MPO's 2018 Transportation System Performance Measures Report.
- Participated in a news segment about bicycle and pedestrian safety at roundabouts with Peter Flucke of WE BIKE.
- Developed a letter of support on behalf of MPO staff for Green Bay Metro's application for buses through the state's Environmental Mitigation Trust Program.
- Prepared for and participated in a meeting with the Senior Transportation Planner, Green Bay Metro Director, and Brown County Mobility Coordinator to discuss proceeding with the Specialized Transportation Voucher Pilot Project for Seniors and People with Disabilities.
- Developed resolutions that identify proposed pavement/bridge, transportation system performance, and transit asset management performance targets for the Green Bay Metropolitan Planning Area.
- Held a mobile MPO staff meeting to observe operations at Green Bay Metro's new bus hub on the east side of Green Bay.
- Developed the transportation sections of the PALS Department's 2018 Accomplishments Report, 2018 SMART Goals Status Report, 2019-2023 Strategic Plan, and 2019 SMART Goals Plan.

- Developed and distributed correspondence to the Brown County Transportation Coordinating Committee (TCC) Section 5310 Program Application Review Subcommittee regarding the subcommittee's role in the program's project selection process. Also organized and scheduled a meeting of the subcommittee and delivered the meeting materials to the subcommittee members.
- Participated in a monthly check-in call with representatives of the City of Green Bay, Green Bay Area Public School District, Live54218, and the project consultant for the Green Bay Area Public School District/City of Green Bay Safe Routes to School - Bicycle and Pedestrian Plan.
- Consulted with City of De Pere Department of Public Works staff regarding criteria for selecting the locations of school crossing guards.
- Reviewed and commented on the Draft 2019-2023 Transportation Improvement Program (TIP).
- Reviewed and commented on the Draft Green Bay Metro Quarterly Route Review for August of 2018.
- Participated in a quarterly MPO Directors teleconference.
- Participated in coordination efforts to complete the Brown County Comprehensive Plan update.
- Along with other planning staff, met with the airport director to talk about possible partnerships and collaboration on future projects together.

The recent major planning activities of Lisa Conard, Senior Transportation Planner:

- Continued work on the *2019-2023 Green Bay Metro - Transit Development Plan* to be issued in 2018.
 - Continued to collect data and write various chapters.
- Continued to review the WisDOT Division of Transportation Investment Management (DTIM) *Change Management* policy regarding Surface Transportation Block Grant (STBG) funds and the impact on urbanized area programming. The *Change Management* policy vacates approximately one year of funding from the current five year program. As a result, the Green Bay MPO will have a reduction from \$5,281,855 to \$1,781,122 in STBG funds if WisDOT DTIM is allowed to proceed with implementation.
 - Developed possible funding scenarios for Transportation Subcommittee consideration on August 20.
 - Follow-up with WisDOT staff regarding additional funding scenarios. Developed fiscal impact of said alternatives.
 - Developed a PowerPoint for Transportation Subcommittee meeting scheduled for August 27.
- Began and completed writing *Draft Amendment #3 to the 2018-2022 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area*.
 - At the request of WisDOT, added a new project to the program.
 - Incorporated language regarding transportation system performance targets for pavement/bridge condition, system reliability, and transit asset management into the amendment.
 - Identified Transportation Subcommittee recommendations related to the WisDOT *Change Management Policy*.
 - Scheduled public review and comment period.
 - Wrote legal notice.
 - Prepared social media posts.
 - Disseminated draft to approximately 205 individuals and entities on the MPO's interested parties list.

- Completed writing the *Draft 2019-2023 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area*.
 - Collaborated with WisDOT staff regarding projects to be included in the TIP.
 - Worked with Green Bay Metro and Curative Connections regarding projects to be considered for federal funding.
 - Finalized draft text and tables.
 - Wrote legal notices for the public comment period and hearing for both the TIP and 2019 Green Bay Metro Program of Projects.
 - Prepared social media posts.
 - Disseminated draft to approximately 205 individuals and entities on the MPO's interested parties list.
- Reviewed and scored a *Federal Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program* project application and supporting documents from lone applicant. Section 5310 provides funding for capital and operating projects that improve the mobility of seniors and individuals with disabilities. This may include human service vehicles, mobility management, operating, and non-vehicle capital projects. The Brown County Planning Commission Board of Directors is scheduled to consider awards to specific project(s) in October 2018.
- Began collecting data for the August 2018 edition of the *Green Bay Metro – Quarterly Route Data and Analysis Report*.
- Consulted and/or provided information to Metro staff regarding various service, compliance, and/or other issues.
- Observed the Green Bay Metro's new East Side Transfer Point in the field. The new service began on July 30.
- Met with Metro staff and the Mobility Coordinator to discuss program staffing levels, upcoming work program, and voucher pilot project.
- Participated in the Mobility Management Program for Brown County Focus Group meeting on August 23.
- Attended the Green Bay Transit Commission meeting on August 15.
- Participated in the Brown County Planning Commission Transportation Subcommittee meeting on August 20 and August 27. Recorded and wrote minutes.
- Attended the Brown County Planning Commission Board of Directors meeting on August 1.
- Participated in MPO staff and BCPC staff meetings as necessary.

The recent major planning activities of Dan Teaters, Senior Planner:
Projects

- Town of Holland Comprehensive Plan Update
 - Prepared the Planning Commission Resolution
 - Prepared the Town Board Adoption Ordinance
 - Prepared the Public Hearing Notice.
- Certified Survey Maps (CSMs)
 - Began Review of 8 new CSMs
 - Completed review of 8 CSMs
 - Signed and filed 10 CSMs
 - Cursory review for City of De Pere and City of Green Bay
 - C of De Pere: 2
 - C of Green Bay: 1
- Plats
 - Preliminary Plats

- Began review of 0 preliminary plats
 - Completed review of 2 preliminary plats
 - Final Plats
 - Began review of 0 final plat
 - Completed review of 1 final plats
 - City Plat Reviews
 - Reviewed 1 plat in the City of Green Bay and 0 plats in the City of De Pere pursuant to Wisconsin Statutes Sec. 236.12(2)(b)
- ESA Amendments
 - Completed 1 ESA Plan Correction
 - Completed review of 1 Minor ESA Amendment
 - 1 site visits to assess ESA conditions
 - Uploaded 3 ESA amendments to WDNR SWIMS account
- Sewer Service Area Amendments (SSA)
 - Completed 0 SSA reviews
- Water Quality Management (WQM) Letter
 - Completed 2 reviews/letters
- Discussed amongst BCPC staff a WI Coastal Management Grant application for the 2019-2020 budget year.
- Assisted 45 members of the public or local communities with inquiries related to Farmland Preservation, zoning, natural resources, and/or land division questions.
- Provided additional planning services and ESA related duties, including advice on inquiries related to potential major and minor ESA amendments, identification of ESA violations, and assisting the public regarding allowed and restricted uses within an ESA buffer.
- Met with a citizen to discuss development of her property – 8/15/18.
- Met with Austin Straubel International Airport Director and BCPC staff to discuss planning projects at/around the airport grounds. 8/15/18
- Met with the Village of Wrightstown Administrator, Representative from Robert E. Lee & Associates, and Evergreen Consultants to discuss development along the Fox River near STH 96 bridge. 8/23/18
- Met with the Village of Bellevue Administrator to provide an overview of our department services. 8/29/18
- Attended Town of Holland Town Board Meeting 8/6/18.

The recent major planning activities of Devin Yoder, Senior Planner:

General Planning/Local Assistance

- Attended regular BCPC staff meetings.
- Assisted in reviewing CSMs ready for signature.
- Helped process new CSMs and plats for review.
- Assisted helping customers at front counter with questions.
- Presented Comprehensive Plan Update proposal and contract to the Denmark Village Board on August 6th.
- Along with other planning staff, met with the airport director to talk about possible partnerships and collaboration on future projects together.
- Worked with other staff on planning for a 2019 Wisconsin Coastal Management Grant Program (WCMP) application to study a sub-basin of Fox River Watershed.
- Attended WCMP grant application workshop on August 23, 2018 at the Neville Public Museum.

Brown County Comprehensive Plan

- Reviewed work already completed on County Comp Plan.
- Created new schedule planning staff to complete County Comprehensive Plan by fall of 2018, and presenting for approval in early 2019.
- Completed review and revisions of Chapter 1 – Issues and Opportunities.

Safe Harbors Study

- Continue writing report for study.
- Completed inventory of public launch sites.
- Mapped public launch sites for report and for future display online.
- Field visit to Metro, Suamico, and Bay Shore boat launches by boat.

Town of Wrightstown Comp Plan

- Completed writing Chapter 2 – Land Use.
 - Presented future land use map to Town Plan Commission on August 6th.
- Continued writing Implementation chapter.

Town of Green Bay Area Development Plan

- Began drafting document for final ordinance for Shrine Area Overlay Zone District.

The recent major planning activities of Todd Mead, Senior Housing Planner:

- Prepared and ordered two (2) interim site inspections for Northeastern Wisconsin Community Development Block Grant (CDBG) Housing Loan Program clients.
- Prepared and ordered three (3) initial Housing Quality Standards (HQS) inspections for CDBG clients.
- Prepared and ordered three (3) final site inspections for CDBG clients.
- Prepared and ordered two (2) lead-based paint clearances for CDBG clients.
- Met with four (4) CDBG clients and the contractors to prepare them for their future rehabilitation projects.
- Met with one (1) Brown County Revolving Loan Fund (RLF) client and the contractor to prepare them for their future rehabilitation project.
- Opened two (2) new CDBG applications.
- Denied one (1) CDBG application.
- Prepared and closed one (1) CDBG Door County Downpayment Assistance Loan.
- Prepared and closed four (4) CDBG Housing Rehabilitation Loans.
- Prepared and closed one (1) Brown County RLF Housing Loan.
- Prepared six (6) CDBG Environmental Reviews.
- Prepared and corresponded with one (1) bid document to a CDBG applicant for future rehab project.
- Reviewed and prepared two (2) mortgage amendments for existing CDBG clients due to project final changes.
- Reviewed and prepared two (2) mortgage loan satisfactions for existing CDBG clients due to project change orders or payoffs.
- Attended staff meetings.
- Preparing and training our Planner I – Housing Position.
- Prepared for and attended a Brown County Lead Coalition Meeting.
- Continued to work on new and existing applicant files from Northeastern Wisconsin CDBG counties.
- Continued to work on new and existing applicant files from Brown County RLF Program.
- Continued general outreach and marketing efforts for our RLF and CDBG-Housing Loan Programs.

The recent major planning activities of Adam Kofoed, Planner I Housing:

- Prepared and ordered two (2) housing quality standards (HQS) inspections for NE Wisconsin Regional Community Development Block Grant (CDBG) clients.
- Prepared documents for two (2) loan closing meetings.
- Assisted Todd with three (3) CDBG clients and their awarded contractor to prepare them for their future rehabilitation project.
- Opened six (6) new CDBG applications.
- Denied one (1) CDBG application.
- Assisted in preparing and closing two (2) CDBG Housing Rehabilitation Loans.
- Prepared and sent five (5) CDBG Housing Rehabilitation Loan Applications.
- Attended two (2) staff meetings.
- Attended one (1) Planning Commission meeting.
- Organized eight (8) loan files for potential State of Wisconsin DOA audit reviews.
- Assisted Todd with one (1) Purchase Order for a CDBG project.
- Prepared and corresponded with four (4) bid document(s) to CDBG applicants for future rehab projects.
- Maintained new and existing applicant files from Northeastern Wisconsin CDBG counties.
- Started general outreach and marketing efforts for our RLF and CDBG-Housing Loan Programs.
- Researched and completed a memorandum for Chuck on the James A. Peterson Veteran Tiny Home Village in Racine, Wisconsin and how that could apply to Brown County.
- Updated the Brown County Comprehensive Plan Housing Chapter.

The recent major planning activities of Jeff DuMez, GIS/Land Records Coordinator:

- Continued to assisting Public Safety Communications (PSC) with the 911 Computer Aided Dispatch project, addressing & street issues, and other tasks. Ran several "refreshes" to update information in the new system for testing purposes. Weekly conference calls. Working with local municipalities, police, and fire departments to verify response recommendations and code them into GIS. Adding hydrants and other map layers as requested.
- Continued to participate in the Land Records System upgrade project. Participated in meetings as needed. Working with the Wisconsin Department of Revenue to test out data exchange
- Began working on the 2019-2021 work program (strategic plan required by the state)
- Proposed a 2019 budget. Met with Administrative staff and County Executive to review and discuss proposed budget.
- Held a Land Information Council meeting on August 9th to review the proposed budget and also the LIO work plan.
- Met with the Sheriff's Office staff to discuss GIS needs for their crime analysis software.
- Began work on snow plow route maps for Public Works – Highway.
- Made thousands of edits to the GIS database (addresses, streets, fire/police areas, etc.)
- Provided GIS information for various county departments as needed.
- Provided GIS data or other services for private businesses, local governments, state and federal agencies.
- Assisted many other people with miscellaneous service, data, and training requests.
- Attended staff meetings as needed.

The recent major planning activities of Ker Vang, Planner I (GIS/Transportation):

- Assigned an address in the Town of Eaton, an address in the Town of Holland, an address in the Town of Glenmore, an address in the Town of Pittsfield, and seven addresses in the Town of Green Bay.
- Continue to work on the Green Bay Metropolitan Area Transportation System Performance Measures status report.
- Created the X College Express Route map for Green Bay Metro Transit. This is an express route between NWTC, UW-Green Bay, and the Green Bay Metro transit center.
- Update Routes (2, 4, 6, 7, 9, 15, 16) for Green Bay Metro. Updated the Transit Guide with the changes to the routes. Updated the turn-by-turn maps to be distributed to the bus drivers for the updated routes. Updated the individual colored route maps.
- Continue to update the interactive story map for the Fox River State Trail.
- Continue to work on maps for the Transit Development Plan.
- Updated maps for the Transportation Improvement Program.
- Provided data on bike facilities to a member of Green Bay Bicycle Collective.
- Provided bus route data to a staff at the Village of Bellevue.
- Began to collect data on paper manufacturers, distributors, etc.
- Attended the press conference to launch Green Bay's new bike share program provided by Lime on July 30, 2018.
- Attended the Brown County Planning Commission meeting on August 1, 2018. Created a driving directions map to the Brown County Planning Commission meeting at the Reforestation Camp.
- Attended the Green Bay Active Communities Alliance meeting on August 1, 2018.
- Attended the Brown County Planning Commission meeting on August 1, 2018.
- Attended the Adaptive Bike Share Task Force meeting on August 3, 2018.
- Attended Performance-Based Planning and Programming (PBPP) training for WisDOT and MPOs on August 15, 2018.
- Posted weekly construction projects on the Transportation website in the month of August.
- Participated in MPO staff meeting as required.
- Participated in PALS staff meetings monthly.

The recent major planning activities of Karl Mueller, Planner I (Transportation):

- Continued working with the Brown County Parks Department and Friends of the Fox River Trail to create a 3 x 4 foot wayfinding map for the Fox River Trail.
- Reviewed the 1991 and 2010 American with Disabilities Act Design Standards for curb ramps as part of the ADA Compliance Plan for the Green Bay Metropolitan Planning Area.
- Developed an inventory for curb ramps using GIS, identifying and mapping over 11,100 curb ramps across the Metropolitan Planning Area.
- Began analyzing curb ramp data to identify ADA non-compliant curb ramps across the Metropolitan Planning Area.
- Updated the 2018 Single Route Guide for bus routes 2-18 for Green Bay Metro.