

**CALL TO ORDER**

Chairman Beimborn called the meeting to order at 5:38 PM.

Members Present:

Bob Rathsack, Cathy Stern, Dave Verley, Ed Beimborn, Francis Kleckner, Jerry Voigt, Jill Hapner, John Beimborn, Kit Keller, Mary Ellen Sprader, Nina Look, Pat Marchese, Phil Beitz, Randy Tetzlaff, Roger Strohm, Ronald Stadler, Susan Nelson and Wendy Weeks.

Members Excused:

Al Schlecht, Angie Cope, Eric Rathke and John Treffert

Members Absent:

Barbara Jobs, Brian Biernat, Curt Rutkowski, Geoff Hurtado, Jon Censky, Rod Mayer, Scott Heatwole, Syl Weyker and Tim Vertz

Staff Present:

Andrew Struck - Ozaukee County - Planning, Resources and Land Management Department  
Paul Roback - UW-Extension, Ozaukee County  
Nancy Anderson- Southeastern Wisconsin Regional Planning Commission (SEWRPC)  
Ben McKay - Southeastern Wisconsin Regional Planning Commission (SEWRPC)

Staff Excused:

Andy Holschbach –Ozaukee County – Planning, Resources and Land Management Department

**WELCOME & INTRODUCTIONS**

The following new CAC members were welcomed to the committee:

John Beimborn- Community Representative for the Village of Newburg  
Wendy Weeks- Community Representative for the Town of Grafton

The following handouts were made available or passed out to the members of the Comprehensive Planning Citizen Advisory Committee at the meeting:

- Proposed Schedule for Preparation and Review of Ozaukee County Comp Plan
- Milwaukee Journal Sentinel Article entitled “Blending Progress with Saving Land” 4/30/05
- Milwaukee Journal Sentinel Article entitled “Annexations Bring Jobs & Economic Boost”
- Review & Update of Regional Land Use & Transportation System plans for Southeastern Wisconsin

**APPROVAL OF MINUTES**

A motion was made by Pat Marchese and seconded by Roger Strohm to approve the minutes of the April 7, 2005 meeting of the Ozaukee County Comprehensive Planning Citizen Advisory Committee as written. All present voting aye, the motion carried unanimously.

**UPDATE/REPORT ON THE MULTI-JURISDICTIONAL COMPREHENSIVE PLANNING PROCESS AND GRANT**

Nancy Anderson referenced the handout entitled “Review & Update of Regional Land Use & Transportation System plans for Southeastern Wisconsin.” There will be Public Informational Meeting on May 25, 2005 from 4:30-7:00 PM at the Town of Cedarburg Town Hall.

Nancy Anderson also referred to the handout entitled “Proposed Schedule for Preparation and Review of the Ozaukee County Comprehensive Plan,” which summarizes the work to be accomplished during the rest of 2005. An outline of the comprehensive plan report was also distributed. The introductory and inventory chapters of the plan report (Chapters I through V) will be reviewed by local governments, the workgroups, and the CAC by the end of 2005. Individual meetings with participating local governments and the countywide “charrette” or planning workshop are expected to be held in early 2006, to be followed by preparation of the nine required comprehensive plan elements.

Susan Nelson inquired if the local municipalities will receive information on the grant spending to date.

Andrew Struck responded that he is working with SEWRPC to compile this financial information as well as a progress status report of items completed to date. Once this information is compiled, it will be forwarded to the local communities as well as the Wisconsin Department of Administration as part of regular grant reimbursement requests.

Susan Nelson also asked if we would have a booth at the County Fair in order to get public involvement in the planning process.

Andrew Struck responded that this has been included in the booth for the Planning, Resources and Land Management (PRLM) Department in the past.

Cathy Stern suggested that a separate booth might get more attention.

Nina Look expressed concern that staffing a separate booth may be difficult.

Bob Rathsack commented that it might be premature to have a separate booth in 2005 because there is not much for the public to respond to. Based on his experience, the public may be more interested in the work compiled in 2005 at a booth at the 2006 County Fair. The general consensus of the CAC members was to wait until 2006 to consider staffing a separate planning booth, but continue to provide comprehensive planning information in conjunction with the PRLM booth in 2005.

Ed Beimborn inquired if there will be separate base maps created for each community.

Nancy Anderson responded that the Scope of Work details that separate maps at various scales would be created for each local community.

**2004 WDOA - WISCONSIN COASTAL MANAGEMENT PROGRAM- COASTAL RESOURCES AND COMMUNITY PLANNING GRANT FOR OZAUKEE COUNTY**

▪ **UPDATE ON THE COUNTYWIDE COMPREHENSIVE PLANNING SURVEY**

Andrew Struck reported that a draft report of the survey results was included in the CAC packet.

Peter Maier, from the UW-Milwaukee Center for Urban Initiatives and Research, reported that 7 local municipal surveys were completed and that he has had trouble completing 50 surveys for the Village of Grafton to date. He noted that they were reaching their effort quota on the community surveys.

Susan Nelson inquired who the final audience would be for the survey results.

Andrew Struck responded that it would be available to local communities and the general public.

Susan Nelson requested that a summary be created for the survey results to make it easier for the general public to read and understand.

Peter Maier suggested that a summary could be created with only tables and no text. However, he would like to work with a CAC member in order to develop a user-friendly summary.

Bob Rathsack commented that the category of "moderate priced housing" certainly would depend on where a person lives.

Andrew Struck stated that we could compare it to the median house value for the County.

Susan Nelson commented that it might help people understand how representative the survey respondents were by comparing them to County census demographics.

Andrew Struck responded that Paul Roback has already included some of this information in the presentation at the "Kickoff" meetings and we could definitely include this information in the final report.

Pat Marchese inquired if the survey responses for the City of Mequon could be weighted because the City was underrepresented in the survey results.

Peter Maier responded that he weighted a few of the questions in this regard to check if the results would change significantly. The results did not change. Pat Marchese also inquired about the gender bias.

Peter Maier responded that he also weighted gender and commented in the report where there were significant differences in results based on gender. He also noted that they typically see a female gender bias in most of the surveys they conduct for various reasons, for example, women may be more likely to answer the phone in the household.

Ed Beimborn commented that this gender bias might need to be clearer in the final report.

Peter Maier responded that a separate table in the appendix can be added to include weighted responses based on gender, population, age, and other survey respondent characteristics deemed important.

Jill Hapner reported that a woman who was very pleasant surveyed her. Jill complimented Peter and his staff.

Susan Nelson commented that she was surprised by respondent indifference towards issues that impact Lake Michigan.

Pat Marchese added that people might not perceive Lake Michigan as a resource. People living near Lake Michigan may be more concerned than people living in the western portions of the County.

Peter Maier noted that the survey question specifically asked about County efforts regarding Lake Michigan issues, perhaps respondents might not be aware of these County efforts.

Susan Nelson inquired about the low number of responses in Table 12 skewing the results negatively for a few school districts.

After significant discussion, the CAC consensus was to leave the current information in Table 12, but to include an asterisk for the school districts that were most impacted by this skew.

Jill Hapner commented that there is a contradiction in the responses for land use and economic development. Respondents want additional retail while preserving small town character.

Paul Roback commented that he was surprised by the overwhelming support for the Ozaukee Interurban Trail, the expansion of the Trail, and the development of a countywide network of trails. The CAC members acknowledged this as well.

Pat Marchese inquired how this survey compared to other surveys CAC members have participated in.

Susan Nelson responded that it was a good survey, although there were few surprises in the results.

Ed Beimborn responded that the results really showed people's interest in natural resource preservation and agriculture.

Nina Look responded that she was disappointed by the average age of the respondents. We are trying to plan for the future of the County and we primarily asked an older generation of their thoughts. Mr. Maier

again noted that a comparison to the census demographics might be helpful as well as an explanation in the text.

Cathy Stern expressed concern that the survey responses may not be a true reflection for certain communities.

Peter Maier responded that the countywide survey is not representative of any specific community in Ozaukee County, but it is representative of the County as a whole. There was a lot of consistency in the answers and the respondents were a fair representation of the residents in the County. Peter Maier noted that he thought that this survey is an accurate reflection of countywide attitudes and opinions. He said that even if he had surveyed twice or ten times the number of people in the county that he felt the results would not change significantly.

Pat Marchese inquired if the survey results were a public record.

Andrew Struck responded that the results are a public record. After the CAC reviews the results tonight, they will be forwarded to the Smart Growth Committee (SGC) and then will be shared with local communities. At that point a press release will be sent to the media following review by the SGC.

Susan Nelson commented that if a Power Point summary were to be created for the results, she would share it with the City of Mequon. It was the general consensus of the CAC members that a PowerPoint summary is prepared and that staff work with Mr. Peter Maier to create this summary PowerPoint.

Andrew Struck inquired if the CAC was comfortable in allowing staff to redraft the report in conjunction with Peter Maier based on their comments at this meeting and then forward the document to the Smart Growth Committee for final approval.

Committee consensus agreed to having staff work with Mr. Peter Maier to do the necessary editing on the report in regards to the comments provided and then forwarding the report and comments to the Smart Growth Committee for final approval.

#### **UPDATE/REPORT ON THE PUBLIC PARTICIPATION PLANS (PPP) FOR OZAUKEE COUNTY AND PARTICIPATING LOCAL GOVERNMENTS**

##### **▪ COUNTYWIDE "KICKOFF" PLANNING MEETINGS**

Paul Roback reported that 33 participants have attended the three "Kickoff" meetings that have been held to date. Although attendance has been low at a few of the meetings, discussion has been very informative. Participants rated the subject matter as 4.4, presentations a 4.7 and the SWOT exercise as a 4.1 (on a 5-point scale). Paul encouraged people to attend and help promote the final "Kickoff" meeting, which will be held on Thursday May 12, 2005 at 5:30 PM at the Town of Cedarburg's Town Hall.

Nina Look commented that she attended the meeting in Thiensville and complimented the staff.

Pat Marchese commented that he also attended the Thiensville meeting and thought that the aerial photographs in the presentation were very effective in promoting the need for planning.

Andrew Struck reported that the SWOT worksheet developed by the CAC was utilized at the "Kickoff" meeting and that the worksheet will evolve further with action items and objectives to address each of the identified SWOT issues.

Kit Keller requested that a date be included on the SWOT worksheet in order to track future document changes. Andrew Struck said that staff would do this on future revisions.

**UPDATE REPORT ON THE PUBLIC PARTICIPATION PLANS (PPP) FOR OZAUKEE COUNTY AND PARTICIPATING LOCAL GOVERNMENTS**

Ben McKay reported that the City of Port Washington, Town of Belgium, Town of Cedarburg, and Village of Newburg have adopted local public participation plans.

**UPDATE/REPORT OF COUNTY SMART GROWTH COMMITTEE AND OZAUKEE COUNTY BOARD**

Paul Roback reported that the Ozaukee County Board of Supervisors recently reorganized its entire committee structure. The Board has consolidated 29 committees and commissions into 7 committees and 10 subcommittees. The County Smart Growth Committee is now a subcommittee of the County Environment & Land Use Committee. The CAC still reports to the Smart Growth Committee. The County Board appreciates the CAC members' participation on this committee because public participation is integral to the comprehensive planning process.

**DISCUSSION/POSSIBLE ACTION ON CITIZEN APPOINTMENTS TO THE THREE COMPREHENSIVE PLANNING AD-HOC WORK GROUPS**

Andrew Struck reported on a tentative list of possible ad-hoc element work group members that was included in the CAC packet. Due to the demand of volunteers for these ad-hoc element work groups, CAC members discussed having interested individuals complete an application similar to the one CAC members filled out prior to being appointed to the CAC. CAC members will have first preference on the various ad-hoc element work groups. The groups will be limited to 10-12 people and an individual person may only sit on one ad-hoc element work group. Applications will be mailed or emailed to all parties interested in participating in the ad-hoc Element Work Groups. Applications will be reviewed and prioritized by staff based on a set of predetermined criteria including: 1) residence in the County (preferred), 2) business in the County, 3) an agency/organization not otherwise represented on an ad-hoc element work group, 4) background, education and experience, 5) other similar committees or community experience, and 5) reasons for participation. Recommendations for appointments as well as the original applications (as deemed necessary) will then be forwarded to the CAC. CAC members will then review the list of prioritized applicants and appoint members to various Ad-Hoc Element Work Groups by a majority vote.

Susan Nelson inquired what the outcomes of the ad-hoc groups would be in the planning process.

Andrew Struck responded that members will have the responsibility of reviewing and making recommendations to the CAC on the chapters of the comprehensive plan relevant to the specific element ad-hoc work group. These members will be selected based on their expertise and experience in specific fields as it relates to the element ad-hoc work group and will add technical input into the data inventories, data analysis and review, and chapter text.

Jill Hapner inquired how many meetings would be required for each group.

Andrew Struck responded that the ad-hoc element work groups would most likely meet four to six times to review inventory information and another four to six times to develop plan elements.

Susan Nelson commented on the need to diversify the members of each group.

Andrew Struck agreed and noted the criteria of "not otherwise represented on an ad-hoc element work group".

**PUBLIC COMMENT**

No Action

**WRITTEN COMMUNICATIONS**

No Action

**SGC REPORT/LOGIN REPORT/E-MAIL UPDATES**

Staff will proceed with the May 2005 email update.

**OTHER BUSINESS ALLOWED BY LAW**

Nina Look invited CAC members to the last First Friday session of the season on the future of Ozaukee County's Water Supply.

Andrew Struck commented that there is an excellent panel lined up for this session.

Jerry Voigt inquired if this session could be taped.

After some discussion, it was decided that the Power Point presentations would be posted on the County planning website.

Pat Marchese informed the committee that the Public Policy Forum has developed a Water Panel to look into policy decisions to preserve integrated water resources.

Cathy Stern inquired if she can share tonight's information, particularly on the survey results, with the Fredonia Town Board.

Andrew Struck responded that it would be great to share all the information with the local communities including the draft survey report and survey results. Although the survey results are compiled, a final version approved by the Smart Growth Committee will be forwarded to local communities at a later date.

**NEXT MEETING DATE**

The next meeting date is Tuesday July 12, 2005 at 5:30 PM in the Ozaukee County Administration Center Auditorium.

**ADJOURNMENT**

A motion was made by Cathy Stern and seconded by Jill Hapner to adjourn the meeting. All present voting aye, the motion carried unanimously. The meeting adjourned at 7:30 PM.

*Respectfully recorded and submitted by Paul Roback, Ben McKay, Nancy Anderson and Andrew Struck as proofed by Ed Beimborn, Chairman.*