

**Minutes of Land Use, Parks and Environment (LUPE) Committee  
February 21, 2017**

Chair Zimmermann called the meeting to order at 8:30 a.m. and led the committee in the Pledge of Allegiance.

**Committee Members Present:** Dave Zimmermann, Kathleen Cummings, Bill Mitchell, and Robert Kolb. **Absent:** Tom Schellinger, Ted Wysocki and Keith Hammitt.

**Also Present:** Legislative Policy Advisor Sarah Spaeth, Park System Manager Steve Brunner, Senior Landscape Architect Jason Wilke, Director of Parks and Land Use Dale Shaver, Landscape Architect Stephen Siodlarz, and Attorney Christopher Morgan. Minutes Recorded by Beth Schwartz, County Board Office.

**Approve Minutes of January 17, 2017**

MOTION: Kolb moved, second by Cummings, to approve the minutes of January 17, 2017. Motion carried 4-0.

**Executive Committee Report of February 20, 2017**

Zimmerman reported on the following items discussed at the last Executive Committee meeting:

- Discussed and considered Financial Management Information System Operations Audit
- Heard an update and status report on the Fire Department Study
- Discussed the proposed scope on the Sheriff's Department Audit
- Heard an update on Information Technology projects
- Discussed and considered appointments
- Heard an update on WCA Legislative Exchange, Regional Transit Leadership Council Executive Committee, and Wisconsin Workforce Development Association Board
- Heard standing committee reports by committee chairs

**Future Meeting Date:** March 21, 2017

**Future Agenda Item**

- Update on the Revolving Loan Program

**Discussed and Considered Ordinance 171-O-074: Approve Utility Easement To Waukesha Water Utility, City Of Waukesha, To Construct, Install, Operate, Maintain, Repair, Replace And Extend Underground Utility Facilities On Waukesha County Property Known As The Waukesha County Expo Center**

Brunner said in 2016 Waukesha Water Utility observed the meter within the County Expo Center was substandard and the service needed upgrading to optimize fire protection. Kolb asked for clarification about the meter pit and why it was necessary, and Brunner said this will better serve people who use the water. The project will be bid out in early March and preparation is being done in house to save on costs. The meter pit is a cost paid for by the Parks Department and the water costs will be kept low by the City of Waukesha. In answering Cummings questions, Brunner said this is the most optimal way to replace the meter pit, and it will be completed by the time of the County Fair.

MOTION: Mitchell moved, second by Cummings to approve Ordinance 171-O-074. Motion carried 4-0.

**Discussed and Considered Ordinance 171-O-075: Approve Distribution Easement To Wisconsin Electric Power Company, Time Warner Entertainment Company, LP, And Level 3 Communications, LLC To Construct, Install, Operate, Maintain, Repair, Replace And Extend Overhead And Underground Utility Facilities On Waukesha County Property Known As The Bugline Trail Corridor & Release Prior Easement For Bugline Trail**

Siodlarz said work will be done to underground utility facilities within the Bugline Trail corridor located in the Village of Sussex in conjunction with the Main Street Reconstruction project. During a prior easement We Energies discovered underground rock and they were unable to find companies willing to dig in this area. Cummings asked if the Department could double check for accuracy, and Shaver said language can be included so that liability is inclusive. In answering Mitchell's question, Siodlarz said We Energies will be adding two more poles and will be kept in a specific area for this project.

Shaver explained the easement process where administratively, the policy was to distribute land use permits through the Parks Department. It was determined because of under charging for the service and high labor costs, the permits would switch to easements. The easements increase in gradual increments over a couple years. Kolb asked if these gradual increases will cause We Energies to raise their prices on the County. Shaver said that has not yet been an issue and the goal is to break even not make money in this process.

MOTION: Kolb moved, second by Cummings to approve Ordinance 171-O-075. Motion carried 4-0.

**Presentation of the Revolving Loan Program**

Shaver explained the County previously contracted with the Economic Development Corporation to process loan reviews. When they were no longer interested in serving as a partner, the Waukesha County Business Alliance stepped in. They were willing to serve existing loans but not create new loans. The County turned to the Wisconsin Women's Business Initiative to create new loans, but this has not yielded the volume desired. Shaver said there is an agreement now between the five municipalities involved in the revolving loan program with the County to seek a new vendor to serve existing loans and form new loans. The program partners with entrepreneurial banks to fund projects that add capacity and jobs to growing businesses. Business loans are offered from \$25,000 to \$250,000 at a low fixed interest rate of 3%. Businesses must be located in or expanding into the County, must create at least one full-time equivalent job per \$35,000 loaned, and provide personal guarantees of all principals with 20% or more interest in the company.

**Legislative Update**

Spaeth discussed the Governor's budget and the items included such as printing and publication notices, prevailing wage, changes to child support and food share, increases to children and family aids, joint agency statute, increase for drug and alcohol court, and decrease for the southeast mega project. ESInet was not in the budget. Spaeth also discussed current bills,

although there are not currently a lot of land use bills. In the past the authority to deal with cell phone towers were limited by the State, but now this authority has been expanded a little. She also discussed the asset forfeiture bill, which will impose more restrictions on seizing property in relation to a crime.

MOTION: Mitchell moved, second by Cummings to adjourn the meeting at 9:32 a.m. Motion carried 4-0.

Respectfully submitted,

Keith Hammitt  
Secretary