

## **Minutes of the Land Use, Parks and Environment (LUPE) Committee**

**Tuesday, August 20, 2019**

Chair Zimmermann called the meeting to order at 8:30 a.m.

**Present:** Supervisors Dave Zimmermann, Keith Hammitt, Steve Whittow, Bill Mitchell, Tom Schellinger and Chuck Wood. Steve Whittow arrived at 9:04 a.m. and Hammitt left the meeting at 10:28 a.m. **Absent:** Kathleen Cummings.

**Also Present:** Legislative Policy Advisor Sarah Spaeth, Planning and Zoning Manager Jason Fruth, Workforce Development Board Director Laura Catherman, Park System Managers Rebecca Mattano and Steve Brunner, Director of Parks and Land Use Dale Shaver, Collections & Business Services Manager Lyndsay Johnson, Supervisors Joel Gaughan and Dave Swan, and Citizen Roger Naniot.

### **Approve Minutes – July 16, 2019**

**MOTION:** Mitchell moved, second by Schellinger to approve the minutes of July 16. Motion carried 5-0.

### **Executive Committee Report – July 23, 2019 and August 19, 2019**

Zimmermann said the Executive Committee, at their last two meetings, approved five appointments, an ordinance modifying the 2019-2023 Capital Plan to create the Register of Deeds Pre-1915 Document Digitization Project, heard an update on the Waukesha Center for Growth, and a report on the National Association of Counties (NACo) Conference.

### **Public Comment**

Naniot spoke in support of the Wanaki Golf Course and questioned the golf course financial statements.

### **Future Meeting Dates**

- September 17, 2019 (Capitol Projects + Regular Business)
- October 1, 2019 (Budget Review)
- October 15, 2019 (Regular Business)

### **Discuss and Consider Ordinance 174-O-046: Amend The Text Of The Town Of Waukesha Zoning Code By Repealing Section 42-35 And Various Related Subsections Regarding Conditional Use Provisions (RZ43)**

Fruth discussed this ordinance which will temporarily repeal various sections of the Town of Waukesha Zoning Code relating to Conditional Use Permits. The amendments are in response to recent statutory changes relative to the administration of Conditional Use provisions.

**MOTION:** Mitchell moved, second by Wood to approve Ordinance 174-O-046. Motion carried 5-0.

### **Discuss and Consider Ordinance 174-O-050: Execute Subgrantee Agreements And HUD Grant Agreement For Community Development Block Grant (CDBG) And Home Investment Partnership (HOME) Programs For The 2020 Program Year**

Shaver discussed this ordinance which authorizes the County Executive to execute agreements with the Federal Government to accept up to \$2,700,039 of Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) grants and program income as shown below.

<b>Funding Purpose</b>	<b>CDBG</b>	<b>HOME</b>	<b>TOTALS</b>
2020 Subgrantee HUD Grant Amounts	\$1,405,009	\$1,295,030	\$2,700,039
2020 Revolving Loan/Program Income	\$ 355,000	\$ 200,000	\$ 555,000
<b>2020 Estimate</b>	<b>\$1,760,009</b>	<b>\$1,495,030</b>	<b>\$3,255,039</b>

If the Federal Housing and Urban Development (HUD) funding allocation awards are less than the estimated amount, the CDBG and HOME Consortium Boards will make appropriate reductions to subgrantee grant amounts, and send a notification of any decreases to the Finance Committee. The Community Development expenditures will be limited to the amount of the HUD award notifications. All sub-grantee agreements for projects will include clauses providing for grant funding decreases, if necessary. If the final Federal appropriation amount is greater than the estimated amount of \$2,700,039 an ordinance to appropriate the additional funding will require future County Board approval. This ordinance has no direct tax levy impact.

MOTION: Wood moved, second by Mitchell to approve Ordinance 174-O-050. Motion carried 5-0.

**Discuss and Consider Ordinance 174-O-048: Authorization To Apply For And Accept Grant Funds To Develop A Strategic Plan For The Waukesha-Ozaukee-Washington County Workforce Development Board**

Catherman discussed this ordinance to accept a new funding source for the 2019 budgeted update to the Waukesha-Ozaukee-Washington (WOW) Workforce Development Board strategic plan and to identify key action steps to support the strategic objectives to continue to be responsive to workforce needs. The strategic plan update was previously funded using Workforce Innovation Opportunity Act (WIOA) administration grant funding. This new funding source provided by the Nonprofit Management Fund provides the department with the ability to use WIOA administration grant funding which has a two year spending period to cover other future administration costs. This ordinance has no net fiscal impact.

MOTION: Wood moved, second by Mitchell to approve Ordinance 174-O-048. Motion carried 5-0.

**Discuss and Consider Ordinance 174-O-047: Approve Electric Transmission Line Easement To American Transmission Company, LLC For St. Martins-Edgewood-Mukwonago (STEM) Rebuild Project**

Mattano discussed this ordinance which authorizes the County to grant an electric transmission line easement to American Transmission Company (ATC), LLC to replace an existing transmission line easement on Waukesha County Greenway property in the Town of Vernon. ATC's project will add additional capacity by up-rating the existing lines, enhance safety, and improve reliability of electric service. The easement area will be the same 2.86 acres within an existing transmission line easement between ATC and the County. ATC will pay the County \$1,400.00 for easement compensation, access outside the easement corridor, and permission for weed and brush control. Because the lands over which the easement will run were acquired by the County using Knowles-

Nelson Stewardship Grant funds, the easement is subject to State of Wisconsin Department of Natural Resources approval.

MOTION: Hammitt moved, second by Schellinger to approve Ordinance 174-O-047. Motion carried 5-0.

**Discuss and Consider Ordinance 174-O-049: Authorize The Acceptance Of Donated Technical Trail Features For The Minooka Park Mountain Bike Trails**

Brunner discussed this ordinance which will allow the department to accept technical trail features for the Minooka park mountain bike trails from Metro Mountain Bikers, Inc. It is estimated that this equipment has a net book value of \$0 due to being fully depreciated. The department expects implementation of the features along the existing mountain bike trails in Minooka Park will reduce trail maintenance time and costs and enhance the attraction of the trail system to mountain bike riders. This ordinance has no direct tax levy impact.

MOTION: Schellinger moved, second by Hammitt to approve Ordinance 174-O-049. Motion carried 5-0.

Whittow arrived at 9:04 a.m.

**Golf Course Operations Overview**

Shaver presented a PowerPoint to the committee that outlined golf course operations. The presentation provided information on golf course expenses and revenues, fund balance, play comparisons, interdepartmental costs, course maintenance, course rates, and future use of the property.

To answer Mitchell's question, Shaver said the interdepartmental charges relate to administration, vehicle replacement, accounting, legal, etc. and will have to be absorbed in the 2020 budget. Answering Schellinger's question, Shaver said they are not proposing to close all three courses because he believes the other two courses are sustainable going forward. To answer Whittow's question, Shaver said they had privatization studies done and it hasn't been shown to be profitable.

Hammitt left the meeting at 10:28 a.m.

Answering Wood's question, Shaver said the County used a federal grant to purchase the golf course that has certain requirements attached to it. To answer Gaughan's question, Shaver said our rates are already towards the top, comparatively.

**Legislative Update**

Spaeth said the legislature has been in recess this summer and things have been quiet. The legislature is expected to be back in session in October.

MOTION: Wood moved, second by Whittow to adjourn at 10:58 a.m. Motion carried 5-0.

Respectfully submitted,

*Steve Whittow*

Steve Whittow  
Secretary