

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

Tuesday, September 18, 2018

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

Present: Supervisors Dave Zimmermann, Keith Hammitt, Bill Mitchell, Tom Schellinger, and Chuck Wood. Kathleen Cummings arrived at 8:31 a.m. and Steve Whittow arrived at 9:31 a.m.

Also Present: Legislative Policy Advisor Sarah Spaeth, Planning and Zoning Manager Jason Fruth, Landscape Architect Stephan Siodlarz, Parks System Managers Rebecca Mattano and Steve Brunner, Budget Management Specialist Bill Duckwitz, Business Manager Peter Mudek, and Parks & Land Use Director Dale Shaver.

Approve Minutes of August 17, 2018

MOTION: Mitchell moved, second by Hammitt to approve the minutes of August 17. Motion carried 5-0.

Cummings arrived at 8:31 a.m.

Executive Committee Report of September 17, 2018

Zimmermann advised the committee approved one ordinance and two appointments, and reviewed capital projects for the Public Works Department and Information Technology Division.

Future Meeting Dates

- Tuesday, October 2, 2018 (budget)
- Tuesday, October 16, 2018 (regular business)

Discuss and Consider Ordinance 173-O-040: Amend The Text Of The Town Of Eagle Zoning Code To Allow Group Daycare Centers In The Rural Residential (RR) Zoning District

Fruth explained this Ordinance which amends the Town of Eagle Zoning Code to provide a Conditional Use process for group daycare centers in the Rural Residential (RR) Zoning District.

MOTION: Schellinger moved, second by Wood to approve Ordinance 173-O-040. Motion carried 6-0.

Discuss and Consider Ordinance 173-O-042: Modify The 2018 Budget Of The Department Of Parks And Land Use, And Authorize The Department Of Parks And Land Use To Accept Funding From The State Of Wisconsin Department Of Natural Resources' Hunter Education Public Shooting Range Grant And Federal Wildlife Restoration – Hunter Education Grant Program For The Mukwonago Park Archery Range Accessible Path

Siodlarz discussed this ordinance which authorizes the department to accept \$12,108 in State of Wisconsin Department of Natural Resources (DNR) Hunter Education State and Federal grant program and appropriate an increase of \$4,608 in the 2018 adopted budget, and appropriate \$4,608 in additional expenditures for the purpose of constructing an asphalt path within the Mukwonago Park Archery Range. The grant requires the path be built in compliance with the accessibility requirements of the Americans with Disabilities Act.

The 2018 adopted budget included \$10,000 in expenditures for this project, to be partially offset by \$7,500 or a 75% cost share in DNR grant revenues. Total project costs are anticipated to increase from \$10,000 to \$16,144, with \$4,608 in additional expenditure authority via this ordinance, and \$1,536 through managed departmental savings in the three-year maintenance and projects plan. Offsetting revenues are increased from \$7,500 to \$12,108 to maintain the 75% DNR cost share. It was noted that the increased costs are due to higher asphalt costs and a less favorable bidding climate than previously budgeted.

MOTION: Schellinger moved, second by Wood to approve Ordinance 173-O-042. Motion carried 6-0.

Discuss and Consider Resolution 173-R-001: Application For Cost-Share Tree Planting Grant From Bay-Lake Regional Planning Commission

Mattano discussed this resolution which establishes the County's intent to apply for a grant from the Bay-Lake Regional Planning Commission for the funding of tree planting under a program originating from the U.S. Forest Service Great Lakes Restoration Initiative. The Department of Parks and Land Use intends to apply for funds in the amount of \$15,062 for the purchase of 93 trees of six different species to be planted at three different parks around the County. The trees would be planted using volunteer and County staff labor and equipment valued at \$6,288, which would more than meet the grant's 25% match requirement. The department has included the expenditure and revenue impact of this grant in the 2019 proposed budget. This resolution results in no direct levy impact.

MOTION: Schellinger moved, second by Wood to approve Ordinance 173-R-001. Motion carried 6-0.

Discuss and Consider Ordinance 173-O-045: Modify 2018 Capital Budget To Increase Expenditures For Capital Project 201808 Eble Park Ice Arena Refrigeration System

Shaver and Mattano were present to discuss this ordinance which appropriates an additional \$50,000 of expenditure authority for the Eble Ice Arena Refrigeration project (#201808) due to a higher-than-budgeted bid for replacement of the dehumidification system. This ordinance uses \$50,000 of Tarmann Parkland Acquisition Fund balance to fund the cost increase. The County Board approved enrolled ordinance 170-87 in 2016 which allows for the use of Tarmann Fund balance to fund Parks and Land Use capital projects as long as the fund balance does not fall below \$4,000,000. This project was initially approved with a \$308,000 budget in 2018, also funded with Tarmann Fund balance. The additional \$50,000 in fund balance use is not expected to cause the Tarmann Fund to decrease below the \$4,000,000 threshold. There is no direct tax levy impact resulting from this ordinance.

In response to Schellinger's question, Mattano said they paid the consultant \$20,000 for this project.

MOTION: Wood moved, second by Hammitt to approve Ordinance 173-O-045. Motion carried 6-0.

Discuss and Consider Ordinance 173-O-041: Transfer Of Frontier Park From Waukesha County To The Village Of Butler

Shaver explained this ordinance which authorizes the County to transfer ownership of Frontier Park to the Village of Butler. In January 1965, the County Board authorized the execution of a lease with the Village for the purpose of developing and operating a park. The Village purchased the

property for \$27,450 through a grant from the State of Wisconsin which paid for half of the acquisition costs and then conveyed the property to the County in April 1965. The County and the Village thereafter entered into a 99-year lease through which the Village agreed to assume all development costs and all liability with respect to the 28.53 acre property. The Village was not required to pay any rental payments and the County was not responsible for any maintenance, development, or operation costs associated with the property. The Village has developed the property into what is known as Frontier Park and the County desires to transfer ownership of the park back to the Village.

MOTION: Schellinger moved, second by Hammitt to approve Ordinance 173-O-041. Motion carried 6-0.

Review, Discuss and Consider 2019-2023 Capital Projects Plan: Parks and Land Use (Items 30-36)

Capital Project #201703: UWW Infrastructure Site Improvements; #201807: Pewaukee to Brookfield Trail; #201504: Camp Pow Wow Expansion; #201607: Lake Country Trail STH 67 Underpass; #201609: Orthotopography; #201406: Pavement Management Plan 2018-2022; and #201908: Pavement Management Plan 2023-2027

Shaver, staff, and committee members discussed the above-listed capital projects for the Parks and Land Use Department. Regarding the Camp Pow Wow expansion, Cummings expressed concerns about the project being deleted and would prefer it be delayed. Shaver commented that Administration will add the project back to the plan once the timeline is clear. Regarding the Lake Country Trail underpass, Cummings had concerns about who is maintaining the tunnel. Shaver said a Memorandum of Understanding will be drafted for the City of Oconomowoc stating if the City does not maintain the tunnel up to the County's standards, the County will take over maintenance and charge the City those costs.

Whittow arrived at 9:31 a.m.

Staff went on to review the two pavement management plan projects.

No other major concerns were voiced.

MOTION: Hammitt moved, second by Wood to recommend approval of Capital Projects #201703, 201807, 201607, 201609, 201406, and 201908 to the Executive Committee. Motion carried 7-0.

MOTION: Hammitt moved, second by Schellinger to recommend approval of Capital Project #201504 to the Executive Committee. Motion carried 6-1. Cummings voted no.

MOTION: Mitchell moved, second by Cummings to adjourn at 10:01 a.m. Motion carried 7-0.

Respectfully submitted,

Steve Whittow

Steve Whittow
Secretary

