

**Minutes of Land Use, Parks and Environment (LUPE) Committee
Tuesday, August 18, 2015**

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

Committee Present: Supervisors Pauline Jaske, Eric Highum, Jennifer Grant, Jim Batzko, Bill Mitchell, Tom Schellinger, Keith Hammitt.

Also Present: Legislative Policy Advisor Sarah Spaeth, Solid Waste Supervisor Rebecca Mattano, Land Resources Manager Perry Lindquist, Parks and Land Use Director Dale Shaver, Senior Financial Analyst Steve Trimborn, Senior Financial Analyst Clara Daniels, Real Estate Broker Mike Judson, Programs and Projects Analyst Windy Jicha.

Approve Minutes of July 21, 2015

MOTION: Mitchell moved, Batzko second, to approve the minutes of July 21, 2015. Motion carried 7-0.

Meeting Approval

Motion: Schellinger moved, Hammitt second, to approve attendance of the LUPE committee at the Southeast Area Land and Water Conservation Association summer tour on September 9, 2015. Motion carried 7-0.

Correspondence

- Invitation to the Nagawicka Park master plan update open house on August 17, 2015

Executive Committee Report of August 17, 2015

Jaske reported that at the August 17 meeting, the committee approved two ordinances, one resolution, an audit scope for the collections division and an RFP committee recommendation.

Future Agenda Items

- State budget changes to shoreland zoning
- Meetings held at county facilities and include a tour

Future Meeting Dates

- September 15, 2015 (capital projects and regular business)
- October 6, 2015 (budget reviews)
- October 20, 2015 (regular business)

Ordinance 170-O-042: Execute Subgrantee Agreements and HUD Grant Agreement for Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) Programs for the 2016 Program Year

Shaver said approval of this ordinance authorizes the county executive to execute agreements with the federal government to accept up to \$2,937,953 of CDBG and HOME grants and program income. If federal funding is less than the estimated amount, the CDBG and HOME boards will make appropriate reductions to subgrantee grant amounts and send reductions to the finance committee for approval. Shaver explained how the CDBG board decides how to allocate funds. Contracts with subgrantees are not completed until the county receives official word of the HUD grant amount.

In response to Mitchell's question, Shaver said there is a 15% cap for administrative services for the HOME programs and 20% cap for CDBG programs.

Motion: Highum moved, Grant second, to approve Ordinance 170-O-042. Motion carried 7-0.

Ordinance 170-O-043: Approve Sale of Waukesha County's Old Materials Recovery Facility (MRF) Building in the City of Waukesha

Mattano gave a brief history of Waukesha County's recycling program, changes that led to the sale of the MRF, work done to prepare the building for sale (minor scale and elevator repairs) and tasks completed by the real estate broker. Closing for the sale is expected to occur no later than September 15 or within 15 days of a waiver of contingencies. This ordinance approves the sale of the county's former MRF to One Source Properties, LLC for \$1.1M. Revenue from the sale will be allocated to the MRF enterprise fund.

In response to Jaske's question, Mattano said the cost of preparing the building for sale came in significantly under budget. In response to Mitchell's question, Mattano said the environmental assessment of the site completed by the county was accepted by the buyer. Mitchell said getting the building back on the tax rolls is positive.

Motion: Mitchell moved, Hammitt second, to approve Ordinance 170-O-043. Motion carried 7-0.

Motion: Hammitt moved, Mitchell second, to adjourn the meeting at 9:11 a.m. Motion carried 7-0.

Respectfully submitted,

Jim Batzko
Secretary