

**VILLAGE OF THIENSVILLE
COMMITTEE OF THE WHOLE
MINUTES**

DATE: Monday, August 6, 2018

**LOCATION: 250 Elm Street
Thiensville, WI**

TIME: 6:00 PM

I. CALL TO ORDER

President Mobley called the meeting to order at 6:00 PM.

II. ROLL CALL

President:	Van Mobley	
Trustees:	Samuel Azinger	Kenneth Kucharski
	Ronald Heinritz	David Lange
	Rob Holyoke	Elmer Prenzlowl
Administrator:	Dianne Robertson	
Staff:	Director of Public Works Andy LaFond (excused)	
	Fire Chief Brian Reiels	
	Police Chief Scott Nicholson	
	Asst. Administrator Colleen Landisch-Hansen	
	Village Clerk Amy Langlois	

III. BUSINESS

A. Review Capital Expenditures List

Administrator Robertson shared a request for \$1,974 from the Fire Department for hose replacement and a request from Village Park Reimagined in the amount of \$6,500 for initial engineering and investigation for a water feature in Village Park.

**B. Discussion regarding Thiensville Firemen's Picnic, August 18, 2018, Village Park,
251 Elm Street (Shelly Sommerfield)**

Shelly Sommerfield, member of the Fire Department Corporation and Chairperson of the Planning Committee for the Firemen's Picnic, informed the Board of the Firemen's Picnic planned for Saturday, August 18th in Village Park. The picnic will start at about 2:00 PM and will run until about 11:00 PM. A corn hole tournament is planned, beverages will be sold, food trucks will serve food from 2:00 PM until 8:00 PM and the band Rebel Grace will play starting at 7:00 PM. All proceeds will benefit the Fire Department.

**C. Presentation of Thiensville Fire Department Annual Report Presented by Fire Chief
Brian Reiels**

The Thiensville Fire Department Annual Report from Fire Chief Reiels was presented.

MOTION by Trustee Lange, **SECONDED** by Trustee Heinritz to recommend to the Village Board to accept the Thiensville Fire Department Annual Report Presented by Fire Chief Brian Reiels. **MOTION CARRIED UNANIMOUSLY.**

Committee of the Whole Minutes
August 6, 2018
Page two of seven

- D. Review and recommendation regarding Resolution 2018-12 For a Cost-Share Grant
From the Bay-Lake Regional Planning Commission for the Purpose of Funding
Emerald Ash Borer Mitigation Projects

MOTION by Trustee Lange, **SECONDED** by Trustee Kucharski to recommend to the Village Board to approve Resolution 2018-12 For a Cost-Share Grant From the Bay-Lake Regional Planning Commission for the Purpose of Funding Emerald Ash Borer Mitigation Projects. **MOTION CARRIED UNANIMOUSLY.**

- E. Discussion regarding Update and Next Steps for Village Park (Colleen Landisch-Hansen)

Assistant Administrator Landisch-Hansen presented to the Board an update on Village Park. The Gala was a wonderful evening with 150 guests attending and over \$41,000 net proceeds raised. There was \$14,000 in sponsorships collected for the event.

The income breakdown for the event is as follows:

Ticket Sales	\$ 14,250	
Sponsorships	14,000	
Item Sales	4,950	
Donations	247	
Live Auction	10,250	
Silent Auction	8,103	
Paddle Raise	<u>20,650</u>	(\$10,000 was a match from PWSB)
Total	<u>\$ 72,450</u>	

The expense breakdown for the event is as follows:

Site Rentals & Decorations	\$11,530.61
Refreshments	10,942.25
Website & Ticketing	5,503.87
Entertainment	2,400.00
Marketing	549.33
Miscellaneous	<u>311.48</u>
Total	<u>\$31,237.54</u>

Next year's Gala is scheduled for Saturday, June 1st. This year's band and live auctioneer have committed to return at the 2018 prices, and Shully's is very excited to cater again. Port Washington State Bank would like to once again be the event sponsor.

Park Improvement Fund 2018 Revenues (as of June 30, 2018) are as follows:

2018 Budget Allocation	\$100,000.00
(\$50,000 River Stage & \$50,000 Interactive Water Fountain)	
Gala Revenue	70,491.13
Giving Tree Leaf Sales	15,250.00
Donations	9,238.61
T-Shirt Sales	100.00
Interest	<u>2.36</u>
Total Revenues	<u>\$195,082.10</u>

Park Improvement Fund 2018 Expenses (as of June 30, 2018) are as follows:

Giving Tree Construction	\$ 30,408.09
Gala Expenses	27,496.67
Advertising & Printing	670.56
River Stage Engineering	636.00
Legal (Permeable Pavers)	<u>97.50</u>
Total Expenses	<u>\$ 59,308.82</u>

Committee of the Whole Minutes
August 6, 2018
Page three of seven

Park Improvement Fund 2018 Funds Available (as of June 30, 2018) are as follows:

2017 Reserves	\$ 30,164.15
2018 Revenues	195,082.10
2018 Expenses	<u>(59,308.82)</u>
Total Funds Available	<u>\$165,937.43</u>

As of now, there is over \$165,000 available for Phase 3 projects:

The River Stage	\$ 50,000.00
Central Fountain	50,000.00
General Park Donations	<u>65,937.43</u>
Total Funds Available	<u>\$165,937.43</u>

The \$65,937.43 could be allocated to move the River Stage or Central Fountain forward.

To date, 86 leaves have been sold for the Giving Tree. The leaves are now at the engraver. Hopes are to install the leaves at the Village Market or at a Food Truck night event.

The River Stage is hoped to be used to showcase musical venues, dance recitals, festival contests, live theater and could also be used for movies in the park. Goals for the River Stage include the following:

- Located and constructed to be compliant with flood plain standards
- Most compatible with events/festivals held in Village Park
- Does not interfere with other features identified in master plan
- Close proximity to parking lot for equipment load in
- Allows for largest amount of spectators possible
- Select materials and design with a greater than 50 year life span
- Can be used all year round as a second park pavilion

Possible uses: Applefest, Family Fun Before the 4th, Fire Department Picnic, Food Truck Nights, Lionfest, Screen on the Green, Village Market and likely new events once the River Stage is constructed. The River Stage may also be used as a second park pavilion for park rentals.

Assistant Administrator Landisch-Hansen shared two options for the River Stage. Both are open concept and do not block views to the river. Option 1 has a curved roof with an estimated cost of about \$225,000. The second option is cheaper with a roof that is more angled with an opening between the three roof pieces. Looking at the budget, total amount available as of June 30, 2018 is \$115,937.43 leaving \$109,062.57 still needing to be raised. There is a \$25,000 Pillar Sponsorship commitment leaving about \$85,000.00 left to be raised. Having the DPW do some of the construction may help to lower the price.

The Thiensville-Mequon Lions Club has generously proposed \$20,000 to be earmarked for the River Stage with an additional \$20,000 over the next four years with the following requirements:

- Preferred stage height at 48", minimum 30" as well as 16' measured back from the front of the stage must be at least 12' high
- Provisions for temporary side and rear side curtains
- Provisions for direct (preferred) or indirect attachment to a tent to fit the T-M Lions Club need
- 200 amp service

The committee and Village staff have conducted research to fulfill these requirements, however, there are a few hurdles to work through. Ruekert & Mielke has done a flood study to make sure flood waters are not elevated. This was done at 2' which is where the stage is planned. A recent report has been submitted that allows the stage to be at 36". It is unknown at this time if the stage height can be at 48". Another option is to have the stage at 36" and then put up risers on top of the stage which could also be used under the pavilion for the Farmer's Market. The side and rear curtains are still being looked into in order to protect the performers and their equipment.

Committee of the Whole Minutes
August 6, 2018
Page four of seven

In regards to the direct or indirect attachment of a tent to the structure, Assistant Administrator Landisch-Hansen has contacted Dennis Tweedale of the Village's insurance carrier, the League of Wisconsin Municipalities. Mr. Tweedale does not recommend direct attachment of a temporary structure (festival tent) to a permanent structure, sighting wind and lightening..

Assistant Administrator Landisch-Hansen also received a call from Miller & Associates. The Lions Club works with Miller & Associates. It was expressed that neither Miller & Associates or RCP (the manufacturer of the shelter) would be legally bound if a tent is connected to the shelter. It could be done but they would not be legally bound to it.

The next option would be indirect attachment. This would be a situation where a tent straddled a permanent structure and does not physically attach so if there was a wind event, it would just break away and not pull down the permanent structure. Mr. Tweedale is comfortable with this option or a tent abutting the permanent structure – it cannot be physically attached. Charnecke Tents is who the Lions Club uses for their tent rental currently and are willing to design a special tent piece to overlap the structure.

The committee intends to have 200 amp service for the River Stage.

Trustee Lange inquired if there could be storage under the stage. It is unlikely due to the fact that this is in the flood plain.

It is hoped to have the River Stage completed by Family Fun Before the 4th in 2019.

The committee has met with Blake Theisen, Landscape Architect with Ayers Associates regarding the interactive water feature. Engineering for these types of projects can be up to 20%, however, this proposal is for \$6,042, which is under 10%. The project timeline for this would be for completion in 2020. An estimate at this point for water usage is at about \$14,000 annually. Mr. Theisen will provide ways on efficiency, how to save on water and believes that the \$250,000 budgeted sounds reasonable.

President Mobley would like to move ahead with the River Stage in 2019. The River Stage is budgeted at \$225,000. At this point there is about \$115,000 in the bank for the River Stage. The Lions Club would like to contribute \$40,000 and another confirmed donor is making a Pillar sponsorship in the amount of \$25,000.

Greg Kickbush, 410 East Freistadt Road and Lions Club member, appreciates the adjustment to options for the River Stage. Mr. Kickbush shared that the stage is beautiful but is not functional in terms of coordinating with a tent with either option. Option 2 may be harder to coordinate with a tent. Mr. Kickbush would like to see what Charnecke could do as far as a tent design for Option 2; Mr. Kickbush prefers Option 1 with the curved roof. Even if Option 2 had a peak to it instead of a flat roof, that would be more conducive to a tent. With Option 2 having an opening on the top, this allows wind and weather to come in under the stage and having this enclosed with a glass panel would be best.

Colleen Krueger, Village Park Reimagined Committee, stated that there really has not been much time as a committee to pursue the needs of the Lions Club or to investigate a broad range of options for a stage. The focus up to this point has been to raise money and hopes as a committee to spend some quality time exploring the best option that is economical and looks nice.

Wendy Kickbush, Village Park Reimagined Committee, visited a park in Shawano that has the Option 2 stage installed and stated that it does not look as big or as nice as Option 1.

President Mobley stated that the Lions Club really does want a stage that can work with a tent being attached and does have money to contribute. Assistant Administrator Landisch-Hansen stated that the Village's insurance carrier does not recommend attaching a tent to a permanent structure. Funds may not be available for the stage from the Lions Club if a tent cannot be attached.

Trustee Holyoke believes the water feature is needed more than the stage and does not want the \$50,000 budgeted for the water feature used for the stage. President Mobley also stated that a water feature will need ongoing and constant money as far as maintenance and upkeep.

Committee of the Whole Minutes
August 6, 2018
Page five of seven

Trustee Kucharski expressed that when seed money was budgeted for the park improvements it was his hope that this money would be reimbursed from area businesses, citizens and service organizations.

Trustee Lange thanked the committee for all they have done.

Ms. Krueger hopes to continue to work collaboratively with the committee and believes it may be a good time to expand the committee to include a few members from the Lions Club or Rotary Club. Currently, the committee is operating on a more ad-hoc basis with recommendations brought before the Board for approval.

John Treffert, 184 Riveredge Court, stated that the power of the river in full flood stage is awesome and hopes that for the River Stage this is considered. The water feature makes Mr. Treffert uncomfortable because of the shifting of the land and the cost of maintenance. Mr. Treffert also stressed asking engineers to look at the ice from the river as a potential risk.

As far as the River Stage, Trustee Prenzlöw likes Option 1 and does not want the River Stage to come in second to the water feature. Administrator Robertson shared that a lot of the money donated to the park is from PWSB for the River Stage.

President Mobley stated that a committee such as "Friends of the Park" could be formed to raise funds for Village Park projects. When the park committee was formed, it was decided that a foundation would not be formed. This may be looked into in the future for fundraising and gala plans.

Ms. Sommerfield suggested inquiring with the Fire Department and Community Fun Events for a financial commitment for the stage. Ms. Sommerfield also stated that a "Donate" button can be added to the Park's Facebook page to encourage donations.

Kevin Luedtke, President of the T-M Lions Club, thanked the committee for working with the Lions in order to try to make the stage work to meet their needs.

Ms. Krueger indicated that once the band shell and water feature have been completed, the Park Committee still has other park enhancements in mind and that their commitment is wider than those two projects (River Stage and water feature). President Mobley indicated that the future will hold less money being budgeted from the Village to Village Park with the TIF closing.

President Mobley thanked the Park Committee and suggested that with the ice trail on the back burner and once the two projects discussed are completed that maybe the committee is restructured. Ms. Krueger did share that with the Park Committee not being a 501c that getting donations for the Gala was an issue so most of the gifts were from individuals.

F. Discussion regarding Capital Funding Options

With the TID closing and the Village capturing their portion of the TIF revenue, the Village can incur debt to complete large capital projects with debt money that does not tie to the levy limit. Instead of reducing taxes by \$.56 per thousand, they could be reduced by \$.28 per thousand and incur debt and, thereby, stabilizing the tax rate or reduce taxes by \$.56 per thousand and if completing a capital project later on under levy limits a referendum would need to be passed in order to borrow the funds. To incur debt, if you are rated you receive a more favorable interest rate but the process of getting rated must be gone through which can take up to 2 months. Administrator Robertson inquired as to if the Board would like to explore this option or keep it off the table and go to referendum in the future if needed.

Trustee Prenzlöw inquired that if borrowing does not happen now, is this borrowing lost. Debt can always be incurred by going through referendum. With the TIF closing, this is an opportunity to borrow without going to referendum. Administrator Robertson believes this is a missed opportunity to not borrow at this time; there will still be a reduction to taxes of \$.28. This \$.28 per thousand in debt service would bring the Village \$90,000 for a 20 year period of time.

It appears to Trustee Prenzlow that the state is trying to drive municipalities to borrow money. Administrator Robertson shared that the state has removed machinery, tools and patterns from personal property tax. The Village is going to lose approximately \$6,000. Net new construction will allow taxes to be raised by \$11,000. The money paid for loss of personal property taxes will come out of the levy limit.

Trustee Holyoke is not a fan of going into debt. Trustee Azinger agreed. Trustee Heinritz inquired if there was a numerical advantage to going into capturing \$.28 and borrowing; would the \$.28 per thousand cover the interest over the course of the loan. President Mobley shared that the advantages to no debt are immense to a municipality. Trustee Lange indicated that the future is not known as far as interest rates and nobody likes going into debt and does not believe it is fair to dismiss this as there are a lot of things to factor in.

President Mobley is confident the Village will be fine without a TIF, the Village has reserves and some capital projects have been taken care of. Administrator Robertson shared that as far as road grants, the Village receives very little State funding. The Village accumulates small amounts of funding that is pooled for a larger project in future years. The Village was eligible for funding for Main Street in 1985 and in 2017.

Trustee Prenzlow indicated his support of borrowing for a big capital project like the Public Works building when figures have been provided to the Board and all available options for different types of structures have been considered. Trustee Lange believes that there are certain items that are easier to do a referendum for than others. President Mobley would like to draw the Board's attention to the fact that there will be about \$450,000 per year from capital improvement money; if you wait three years, the amount would be approximately what Director of Public Works needs for the Public Works building.

Borrowing was not supported and will not be pursued by the Board.

- G. Review and recommendation for Application for Parade Permit or Street Closing for the Homecoming Parade on Friday, October 12, 2018 from 4:00 PM to 5:00 PM, Walgreens to Mequon City Hall on Main Street

MOTION by Trustee Holyoke, **SECONDED** by Trustee Lange to recommend to the Village Board to approve Application for Parade Permit or Street Closing for the Homecoming Parade on Friday, October 12, 2018 from 4:00 PM to 5:00 PM, Walgreens to Mequon City Hall on Main Street. **MOTION CARRIED UNANIMOUSLY.**

- H. Review and recommendation regarding Certificate of Recognition for Attaining Rank of Eagle Scout, Jack Henry Depies, Boy Scout Troop #852

MOTION by Trustee Kucharski, **SECONDED** by Trustee Lange to recommend to the Village Board to approve Certificate of Recognition for Attaining Rank of Eagle Scout, Jack Henry Depies, Boy Scout Troop #852. **MOTION CARRIED UNANIMOUSLY.**

NEXT RESOLUTION NUMBER:	2018-13
NEXT ORDINANCE NUMBER:	2018-13

IV. BUSINESS FROM THE FLOOR

- A. Citizens to be Heard

Ken Kucharski, Skippy's Burger Bar, shared that annual Skippyfest proceeds will be donated to Village Park. Skippyfest will be held on Saturday, August 25, 2018.

Open to any citizen who wishes to speak on items not on the agenda. Please step to the podium and give your name and address for the record.

V. MISCELLANEOUS BUSINESS BY TRUSTEES AS MAY PROPERLY BE BROUGHT BEFORE THE BOARD

- A. Inter-Governmental Committee with Mequon
- B. Use of 101 Green Bay Road, Old Village Hall & Fire Station
- C. Acceptance/Report of Gifts Received
 - 1. \$500.00 to Village Park Reimagined from Janice M. Watson and Alfred G. Lustig Fund
 - 2. \$3,000.00 from The Optimist Club of Mequon-Thiensville, Year Two of Three, Park Benches for Village Park Reimagined
 - 3. Accept Gala Net Proceeds in the amount of \$41,212.46
 - 4. Accept Giving Tree Leaf Proceeds in the amount of \$17,000.00

MOTION by Trustee Holyoke, **SECONDED** by Trustee Azinger to recommend to the Village Board to accept the following gifts with much gratitude: \$500.00 to Village Park Reimagined from Janice M. Watson and Alfred G. Lustig Fund, \$3,000.00 from the Optimist Club of Mequon-Thiensville, Year Two of Three, Park Benches for Village Park Reimagined, Gala Net Proceeds in the amount of \$41,212.46 and Giving Tree Leaf Proceeds in the amount of \$17,000.00. **MOTION CARRIED UNANIMOUSLY.**

- D. Dialog with Mequon regarding water utility service
- E. Review next month's meeting date schedule

The September Committee of the Whole will be held on Monday, September 10, 2018 and the Village Board meeting will be held on Monday, September 17, 2018.

VI. ADJOURNMENT

MOTION by Trustee Lange, **SECONDED** by Trustee Prenzlów to adjourn the meeting at 8:17 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,



Amy L. Langlois
Village Clerk

Approved by,



Dianne S. Robertson
Administrator