

MEMO

To: Town Board
From: Michael Kuchta
Re: Town Administrator's Report

DATES COVERED IN REPORT: Oct. 6-21, 2021

1. Accomplished/Completed

- No updates

2. Coming Up

- **Workshops.** The final Budget workshop is scheduled for 5 p.m. tomorrow, Wednesday Oct. 27 (general government, revenue, compensation, follow-ups).

3. Town Board Agenda – Information/Comments

- **Wisconsin Coastal Management Program grant application.** This grant application seeks partial funding for an engineering study to design ADA-compliant accessibility at Big Bay Town Park, including replacing and expanding the existing bridge and staircase. The grant would require a 50/50 Town match of \$15,000 in 2022. The engineering study would make actual construction a shovel-ready project in the future. Town policy requires the Board to approve all grant applications of this size before they are submitted. The draft before you is substantially complete; Ben Schram and I will continue to fill in gaps. In addition, there is time for revisions before the Nov. 5 filing deadline.
- **Sublease of Aircraft Hangar 9A.** Silvertree Ranch LLC has an airport ground lease with the Town through 2031. It wants to sublease the site to Trifly LLC, which is an affiliate of Silvertree. Under Section 4 of the lease, Silvertree needs prior consent of the Town to do so. Silvertree will continue to own the hangar and remain the primary lessee. The proposed sublease and a Certificate of Insurance for Trifly are in your board packet. Your decision is whether to grant Silvertree permission to enter the sublease with Trifly.
- **Grant Agreement with WI Office of Energy Innovation.** Your approval of this \$47,000 grant would allow the Energy Committee to pursue a feasibility study for creating up to three self-sufficient microgrids for Town facilities and other critical infrastructure. The grant covers the bulk of the anticipated costs; the Town has some in-kind costs, plus about \$400 in outlays for ferry fees. After your approval, we would issue a request for quotes seeking consultants to carry out the study.
- **Applicant to Affordable Housing Advisory Committee.** The applicant, Charlie Bertel, has participated as a resident and is interested in taking on a formal role. There are no maximum limits on the number of members you can appoint to this committee. (Also, your packet includes a summary of the employer survey that members of the committee conducted this summer.)

4. Follow Up on Previous/Ongoing Projects

- **Wisconsin Towns Association Convention.** Please see the separate memo summarizing my participation.

5. Grant Report

- Updates are covered under the meeting agenda.

6. Lawsuits/Legal Issues

- No updates.

7. Other Information

- **Accounting software.** Barb Nelson continues to research two final options. She will be in Washburn on Oct. 25 for a hands-on look at one of the options in a real-world situation.
- **Passenger landing fee.** The Town attorney and I have agreed to look further into one option that he believes we may be able to pursue under existing statute.
- **Town projects.** Paperwork is complete for the Rec Center bathroom renovation, dock passenger shelter, and cemetery shed projects.
- **Gateway Sculpture.** The Town's Public Arts Committee and the La Pointe Center for the Arts have overcome significant hurdles and are moving forward with fabrication of the crane sculpture proposed by artist Lisa Kosmo. The La Pointe Center signed a contract with the artist and purchase orders with engineering, fabrication, concrete, and excavation contractors. The hope is to have the concrete foundation and base installed this fall in the newly donated Russell land. The Center is covering all costs and intends to donate the sculpture to the Town when complete.