

Environ. - June 2

(File No. 83-803 (a) (b))

- 1.
- 2.
- 3.
- 4.

RESOLUTION
ENVIRONMENTAL ASSESSMENT AND PROCEDURE FOR
PROPOSED PARKLAND DISPOSITION

5. WHEREAS, the Department of Parks, Recreation and Culture, was directed to
6. prepare an environmental assessment survey and procedure to be used in evaluating
7. proposed parkland disposition; and

8. WHEREAS, on February 2, 1988 the Department submitted a preliminary draft of
9. a proposed environmental assessment survey to the Parks, Recreation and Culture
10. Committee; and

11. WHEREAS, on February 11, 1988 Supervisor Penny Podell convened a group of
12. of citizens and County staff to review the environmental assessment concerns; and

13. WHEREAS, the Department has modified the existing disposition procedure to reflect
14. these environmental concerns; and

15. WHEREAS, the Department recommended approval of the environmental assessment
16. and procedure for proposed parkland disposition; and

17. WHEREAS, on March 1, 1988 the Parks, Recreation and Culture Committee
18. approved the Department's recommendation; now therefore

19. BE IT RESOLVED, that the Director of the Department of Parks, Recreation and
20. Culture be authorized to implement the environmental assessment and
21. procedure for proposed parkland disposition.

22. Fiscal Note: Adoption of this resolution will not result in any additional expenditure
23. to the County, but will required additional staff time.

1 (ITEM) WHEREAS, the Department of Parks, Recreation and Culture has proposed
2 a procedure for environmental assessment of park land which may be declared excess; and

3 WHEREAS, the Department has not had an appropriation of funds for land acquisition
4 for the past ten years; and

5 WHEREAS, there are periodic offers made to Milwaukee County of lands which
6 would be desirable for open space and recreational purposes; and

7 WHEREAS, there are occasionally lands which are scheduled for development which
8 are important for park and open space purposes; now, therefore

9 BE IT RESOLVED, that the attached procedure for environmental assessments be and
10 is hereby adopted by the Milwaukee County Board of Supervisors; and

11 BE IT FURTHER RESOLVED, that the Director of Parks, Recreation and Culture is
12 hereby authorized and directed to use this procedure prior to the sale of any County Park land
13 including properties currently designated as excess; and

14 BE IT FURTHER RESOLVED, that the Director of the Department of Administration
15 is hereby authorized and directed to create a Critical Resource Acquisition Fund Account in
16 which any excess of sales proceeds, less acquisition costs, would be designated as a
17 reservation of Fund balance for future park land acquisition; and

18 BE IT FURTHER RESOLVED, that the Department of Public Works, Real Estate
19 Division, is authorized to sell such properties.

20 Fiscal Note: There will be no direct fiscal impact other than the requirement of
21 additional staff time.

E. 10002

COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION 2342 P

DATE : March 9, 1988
TO : Supervisor F. Thomas Ament, Chairperson, Committee on Economic
Development
FROM : Committee on Parks, Recreation and Culture
SUBJECT : COMMITTEE ACTIONS OF TUESDAY, MARCH 1, 1988

The Committee on Parks, Recreation and Culture at its meeting on March 1 considered File No. 83-803(a)(b) relative to an environmental assessment procedure for proposed park land disposition.

Thereafter, the Committee took the following action:

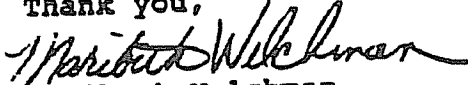
On a motion by Supervisor Podell, the Committee amended report entitled "Evaluation of Environmental Significance of Recreational Facility Development Needs for Milwaukee County Park Property Proposed for Disposition" as follows:

- 1) Page 4, Section A, line 12 -- significant buffer lands
Natural resource related values (____); and,
- 2) Page 4, Section C(c) -- consider disposition contingent upon establishment of restrictions (such as deed restrictions or other means) to assure preservation of adjacent natural resource and recreation value,

and further, the Parks Committee referred the amended report to the Committee on Economic Development.

This memorandum is sent to advise you of the actions of the Committee on Parks, Recreation and Culture.

Thank you,


Maribeth Welchman
Assistant Committee Clerk

cc: Ms. S. Dehli, Asst. Cmte. Clerk, Economic Development Cmte.
Mr. G. Bultman, Research Analyst, Economic Development Cmte.
Ms. S. Butler, Principal Research Analyst, Parks Committee

mw:030988
mc830803ab

DEPARTMENT OF PARKS, RECREATION AND CULTURE
PROCEDURE FOR DISPOSING OF EXCESS PROPERTY
SEPTEMBER, 1988

PURPOSE

To establish a formal written procedure for the disposition of excess County property under the jurisdiction of the Department of Parks, Recreation and Culture. Disposition is made for the purpose of returning to other use those lands not contributing to the Parks Department needs.

POLICY

Milwaukee County Park property should be disposed of only if at least one of the following criteria are met:

- The property is not required in fulfilling the current and foreseeable future needs of the public and goals of the Parks Department.
- The sale or transfer of property will improve the function of an existing Park through redesign or exchange of land.
- The property was acquired as part of a larger parcel (so as not to leave the owner with unsaleable remnants of land) and designated as excess available for future disposition.
- The property was severed from a larger Park parcel, by street or highway construction, and the remnants are not capable of serving useful park or recreation purpose.
- Milwaukee County Park property should be considered for disposition only after an Environmental Assessment Survey is completed by the Southeastern Wisconsin Regional Planning Commission (SEWRPC) and reviewed by the Parks Department.

PROCEDURE

I. Environmental Assessment of Property

- A. The Parks Department may request SEWRPC to complete an Environmental Assessment Survey, (Attachment I) when the Director deems it appropriate, including with a recommendation regarding the disposition of the Parks property.
- B. The Parks Department; including Real Estate, Park Planning, Horticulture-Nature, and other staff as directed, shall review the SEWRPC Survey and recommendation. The Survey shall be an attachment to the Department's recommendation submitted to the Parks, Recreation and Culture Committee.

II. Declaring of Property as Excess

- A. Parks property shall be declared excess by action of the County Board, based on a recommendation of the Parks Department, and the Parks, Recreation and Culture Committee. Prior to recommending that Park property be declared excess, the Parks Department will contact the affected County Board member(s) and notify him/her of the pending recommendation and request comment. The Department will carefully weigh the comments of the affected County Supervisor, in finalizing its declaration recommendation.
- B. The Department shall maintain an ongoing list of undisposed excess properties. A report shall be prepared on a semi-annual basis, to the Economic Development and Parks, Recreation and Culture Committees, regarding the current status of each property and disposal actions taken by the Department during the previous six-month period.

III. Transfer of Property to Another County Department

- A. After a property has been declared excess, the Department shall notify other property controlling County Departments of the availability of the property for public purposes. Notified departments are required to respond to the Parks Department of their interest in the property, if any, within sixty (60) calendar days.
- B. If non-interest is expressed or response is not received within the specified time period, the Parks Department will proceed with the disposition process.

IV. Appraisals

- A. The Department shall obtain written appraisals on buildable parcels, to determine marketing strategy and asking price. Appraisal reports will not be made available for public inspection prior to the property sale, on the basis that the appraisal is a document needed by the County for negotiating the purchase and sale of public property (Corporation Counsel Opinion dated February 1, 1986).
- B. Appraisals are not required on unbuildable property. The Department may have an appraisal made but generally shall make an estimate of the relative value of such property, based on factors such as: existing market values and demand; urgency of disposition; and maintenance and administrative disposition costs.

V. Notification of Excess Property to Municipality

- A. After an appraisal or Departmental estimate is prepared for the property, the Department shall contact the municipality in which the property is located for the purpose of:
 - 1. Determining possible interest in acquiring the property and the existence of any current or pending special assessments on the property or any other encumbrances, and
 - 2. If the municipality expresses interest in the property, offering it to the municipality at its appraised or estimated value, and negotiating with the municipality as necessary if they desire to purchase the property.

VI. Public Offer of Excess Property

- A. If the local municipality is not interested in purchasing the excess property, the property shall be offered for sale to the public.

B. Unbuildable Property

1. Shall be offered for sale to abutting owners at the Department's estimated sales price and negotiated with the abutting owner if they express interest in the property.
2. If more than one abutting owner is interested in the property, the Department shall negotiate a division of the property between the interested parties.
3. If two or more of the abutting owners are interested in purchasing the entire property, the Department shall accept sealed bids from the interested parties.
4. If the property cannot be sold in its entirety to an abutting owner(s), the property may be advertised for public sale.

C. Submarginal Buildable Property (example, less than 40 feet of frontage)

1. The procedure for disposition of this type property should be the same as for Unbuildable Property, with the exception that the property shall be offered for sale at the appraised value.

D. Buildable Property

1. All buildable property shall be offered for sale to the public, via advertisement.
2. The offered sales price shall be at the appraised value.
3. Buildable properties must be sold in their entirety. The sale of a portion of buildable property, resulting in a remnant of unbuildable property is not permitted.

E. Prospective Buyer Inquiries

1. All prospective buyers shall be quoted the same sales price and given the same information about the property.
2. Prospective buyers shall be informed if other offers have been received. The amount of other offers shall not be shared with prospective buyers prior to submittal of a written recommendation to the Economic Development Committee.
3. Parks Department staff may assist prospective buyers in preparing the offer to purchase documents, prior to presentation to the Economic Development Committee, unless a real estate broker is involved in the sale.
4. All written offers received by the Parks Department whether or not the property has been declared excess, will be submitted to the County Board.

F. Advertisements

1. Advertisements are required for the sale of excess properties, in accordance with the procedures outlined in this section.
2. At a minimum, property sales requiring advertisement shall be advertised in two consecutive weekend editions of the Milwaukee Journal and Sentinel.
3. Advertisements shall include the offer price, address, general location, Parks Department contact person, and offer submission deadline date and time.

4. Offers shall be accepted during the sixty (60) calendar day period from the date of the first newspaper advertisement. If no offers are received during this period, the property shall be re-advertised at least a second time.
5. If an alternative advertising procedure is used by the Department, this information will be included in the Department's report to the Economic Development Committee.

G. Sale of Property

1. At the termination of an advertisement period, or upon agreement with an abutting owner(s), the Department shall report to the Economic Development Committee at its next scheduled meeting, regarding the receipt of all formal written offers to purchase.
2. The Department's report shall contain a brief description of the property, a copy of a map identifying the general location of the property, the amount and extraordinary conditions of all offers received, alternative advertising procedures used, a recommendation regarding sale and a draft of a resolution reflecting the recommendation.
3. Prior to submission of the report to the Committee, the affected County Board member(s) will be informed of the pending recommendation for sale, and request comment(s). Their Department will carefully weigh the comments of the affected County Board member(s) in finalizing its sale recommendation.

H. Disposition

- A. After approval of the sale by the Economic Development Committee, County Board and County Executive, the Department shall proceed with processing the closing of the sale.
- B. The County Board has the authority to dispose of property by means other than those within these procedures.

20013
GHE/rj

Em. 2-15-88

Preliminary Draft (Revised 2-15-88)

EVALUATION OF ENVIRONMENTAL SIGNIFICANCE AND RECREATIONAL
FACILITY DEVELOPMENT NEEDS FOR MILWAUKEE COUNTY
PARK PROPERTY PROPOSED FOR DISPOSITION

PART I: GENERAL PROPERTY INFORMATION

- A. Site Name: _____
- B. Location: _____, T. _____ N., R. _____ E., Section _____ (____ Quarter)
Nearest street intersection or address _____
- C. Civil Division: _____
- D. Total Site Area: _____ acres
Area of proposed sale: _____ acres (attach site map)
Existing use: _____
Proposed use: _____

PART II: ENVIRONMENTAL SIGNIFICANCE

A. Plant Community Type

Wetlands	Yes ___	No ___	Type(s): _____
Woodlands	Yes ___	No ___	Type(s): _____
Prairie	Yes ___	No ___	Type(s): _____
Other	Yes ___	No ___	Type(s): _____

B. Wildlife Habitat Designation (WDNR Inventory 1985)

Class I ___ Class II ___ Class III ___ Not designated ___

C. Floodlands

Floodway Yes ___ No ___
 Other Floodlands Yes ___ No ___
 (Floodland Information Source: _____)

D. Other Resources

Steep Slopes: 20%+ Yes ___ No ___
 12-19% Yes ___ No ___
 Soils limitations: Soils having severe or very severe limitations for urban
 development Yes ___ No ___
 IF yes, describe: _____

E. Field Inspections

1) Vegetation survey conducted:

Museum staff Yes ___ No ___
Bureau of Endangered Resources (WDNR) Yes ___ No ___
Other Yes ___ No ___

If yes, a) data: _____
b) vegetation surveyor: _____
c) Federal- or state-designated rare, threatened, or endangered species present Yes ___ No ___
If Yes, list: _____
(additional survey required Yes ___ No ___)
d) survey results attached Yes ___ No ___
If No, field survey required Yes ___ No ___ (Reason: _____)

2) Archaeological, geological, or other historic significance survey:

Museum staff Yes ___ No ___
State Historical Society of Wisconsin (SHSW) Yes ___ No ___
Other Yes ___ No ___

If yes, a) data: _____
b) surveyor: _____
c) survey results attached Yes ___ No ___
If No, field survey required Yes ___ No ___ (Reason: _____)

F. Environmental Corridor Designation

Primary Environmental Corridor Yes ___ No ___
Secondary Environmental Corridor Yes ___ No ___
Isolated Natural Area Yes ___ No ___

G. Natural Resource-Related Values

Buffer lands for important natural resource area Yes ___ No ___
If Yes, describe: _____
Educational or other passive recreation value Yes ___ No ___
If yes, describe: _____

H. Previous planning recommendations for site

Wetlands or other plant community restoration Yes ___ No ___
If yes, describe: _____
Stormwater retention/detention construction Yes ___ No ___
If yes, describe: _____
Reservoir or water-based recreation development Yes ___ No ___
If yes, describe: _____
Wildlife management area development Yes ___ No ___
If yes, describe: _____

I. Additional natural resource related comments: Yes ___ No ___

PART III: PARK AND RECREATION FACILITY NEEDS AND POTENTIAL

A. Neighborhood Facilities: Does the neighborhood park planning area within which site is located have existing neighborhood park facilities?

- 1) Neighborhood park Yes ___ No ___
- 2) Typical neighborhood facilities: picnic area Yes ___ No ___
 playfield area Yes ___ No ___
 children's play area Yes ___ No ___
 softball field Yes ___ No ___
 other _____ Yes ___ No ___

If No, determine site suitability for such park development
Suitable ___ Not Suitable ___

B. Community Facilities: Does the community park planning area within which site is located have existing community park facilities?

- 1) Community park Yes ___ No ___
- 2) Typical community facilities: baseball field Yes ___ No ___
 swimming pool Yes ___ No ___
 tennis courts Yes ___ No ___
 community building Yes ___ No ___
 other _____ Yes ___ No ___

If No, determine site suitability for such park development
Suitable ___ Not Suitable ___

C. Metropolitan, Countywide, or Regional Park: Is the general location of the site identified for major resource-related outdoor recreation development?

- 1) Major park Yes ___ No ___
- 2) Typical resource-oriented facilities: camping Yes ___ No ___
 golf course Yes ___ No ___
 swimming beach Yes ___ No ___
 other Yes ___ No ___

If Yes, determine site suitability for such development
Suitable ___ Not Suitable ___

D. Parkway and Trail Facilities: Is the general location of the site identified for parkway development?

- 1) Parkway drive Yes ___ No ___
- 2) Recreation trail facility Yes ___ No ___
- 3) Other parkway lands, including picnic area, playfield, parking area, rest rooms Yes ___ No ___

If Yes, determine site suitability for such parkway or recreation trail use.
Suitable ___ Not Suitable ___

E. Water Access: Does site have frontage on Lake Michigan or major or minor rivers? Yes ___ No ___

F. Other Recreation-Related Potential:

- 1) Does the site provide access to an existing or proposed park or recreation facility? Yes ___ No ___
- 2) Does the site provide space for needed support facilities, such as a parking lot or rest rooms? Yes ___ No ___

((Insert Part IV here))

PART V: SUMMARY AND RECOMMENDATION

A. Check resources present at site:

- ___ Wetlands
- ___ Woodlands
- ___ Other native plant community (_____)
- ___ Wildlife Habitat specify
- ___ Floodlands
- ___ Other resources (steep slopes, other soils limitations)
- ___ Rare, threatened, or endangered species
- ___ Significant archeological, geological, or historic site
- ___ Primary environmental corridor
- ___ Secondary environmental corridor
- ___ Isolated Natural Areas
- ___ ~~Significant buffer lands~~ → Natural resource related values
- ___ Previous planning recommendation (_____) specify

B. Check recreation needs or potential associated with site:

- ___ Suitable for needed neighborhood park or facility
- ___ Suitable for needed community park or facility
- ___ Suitable for recommended major park or resource-oriented facility
- ___ Required for parkway or recreation trail use
- ___ Provides surface water access
- ___ Required for park accessibility
- ___ Suitable for needed support facilities

C. Does site encompass any of the above-listed natural resources and/or area suitable for needed recreation facilities? Yes ___ No ___

Check one

If Yes, a) entire site should not be considered for disposition a)

b) only that portion of site not encompassing important natural resources or lands needed for recreation and related uses should be considered for disposition b)

(such as deed restrictions or other means) c) consider disposition contingent upon establishment of restrictions to assure preservation of adjacent natural resource and recreation values (specify: _____) c)

If No, d) entire site may be considered for disposition d)

