

**CITY OF VERONA**  
**MINUTES**  
**COMMON COUNCIL**  
**July 11, 2016**  
**Verona City Hall**

1. Mayor Hochkammer called the meeting to order at 7:04 p.m.
2. Pledge of Allegiance
3. Roll call: Alderpersons Luke Diaz, Jack Linder, Heather Reekie, Scott Stewart, Brad Stiner and Evan Touchett present. Alderpersons Doyle and McGilvray are absent and excused. Also in attendance: Planning and Development Director Adam Sayre; Public Works Director Theran Jacobson; Parks Director Dave Walker; City Engineer Jeff Montpas; Attorney Meg Vergeront; Steve Brown Development Group representatives Dan Sealy, Scott Watson, and Shane Fry; and City Clerk Ellen Clark.
4. Public Comment:

Dan Sealy, 604 Willowbrook Trail, Sun Prairie, Wisconsin, spoke as the Director of Development and on behalf of the Steve Brown Development Group. Sealy stated that Steve Brown Development Group has been in business in the Madison area for 35 years. They acquired West End Apartments in 2015, and the outlot across the street after that. They see the true mixed use development concept being presented tonight as the gateway to downtown Verona from the west side. They are committed to retail, and intend to deliver retail first.
5. Approval of Minutes from the June 25, 2016 Special Common Council meeting and the June 27, 2016 Common Council meeting: Motion by Reekie, seconded by Diaz, to approve the minutes of the June 25<sup>th</sup>, 2016 Special Common Council meeting and the June 27, 2016 Common Council meeting. Motion carried 6-0.
6. Mayor's Business:
  - A. Committee Appointments:

Mayor Hochkammer stated that during the joint meeting of the City of Verona and Town of Verona regarding the boundary agreement, each of the bodies agreed to create a City and Town Joint Planning Committee. Committee members from the city are the Mayor and two mayoral appointments. Members from the town are the Town Chair, a member of the Planning Commission, and a citizen member. The Mayor presented the following Joint Planning Committee assignments:  
Jon Hochkammer - Mayor  
Jack Linder – Council Member  
Steve Heinzen – Citizen Member

Motion by Touchett, seconded by Stiner, to confirm Mayor Hochkammer's appointments to the City and Town Joint Planning Committee. Motion carried 6-0.
7. Engineer's Report:
  - Northern Lights/N. Nine Mound Road Construction:

Removal of old N. Nine Mound Road and installation of storm sewer are completed. Curb and gutter on south bound Northern Lights began on July 7<sup>th</sup>.

- Downtown Street Reconstruction Phase I – Church Avenue, S. Marietta Street and Grove Street:  
Water main installation on Church Avenue and Grove Street should be completed by mid-July, with sanitary sewer installation beginning after water main installation. Church Avenue and Grove Street are scheduled to be open for traffic by the end of August.
- 2016 Street Rehabilitation Project:  
Work on the project began the week of July 4<sup>th</sup>. Submittals for work and materials have been submitted and are being reviewed.

8. Committee Reports:

**A. Plan Commission**

- (1) Discussion and Possible Action Re: Resolution No. R-16-034 Approving a Precise Implementation Plan (PIP) to Allow for the Construction of a 20,020 Square Foot Building Addition at 506, 508 and 514 Commerce Parkway. Motion by Linder, seconded by Reekie, to approve Resolution No. R-16-034 Approving a Precise Implementation Plan (PIP) to allow for the construction of a 20,020 square foot building addition at 506, 508 and 514 Commerce Parkway, with the condition that prior to the issuance of building permits, a photometric plan shall be approved by the Director of Planning and Development. The proposed PIP would allow for the construction of a building addition for Pure Sweet Honey Farm. The Plan Commission held the required public hearing on July 6, 2016. Motion carried 6-0.
- (2) Discussion and Possible Action Re: Resolution R-16-035 Approving a Conditional Use Permit to Allow a Group Daycare Center Land Use to be Located at 590 Hometown Circle. Motion by Linder, seconded by Reekie, to approve Resolution R-16-035 approving a conditional permit to allow a group daycare center land use to be located at 590 Hometown Circle. The proposed conditional use permit would allow for the construction of a 10,782 square foot daycare center at 590 Hometown Circle. The Plan Commission held the required public hearing on July 6, 2016. Motion carried 6-0.
- (3) Discussion and Possible Action Re: Resolution R-16-036 Approving an Extraterritorial certified survey map that Creates Three (3) Lots at 7669 CTH PD in the Town of Verona. Motion by Linder, seconded by Reekie, to approve Resolution R-16-036 approving an extraterritorial certified survey map that creates three (3) lots at 7669 CTH PD in the Town of Verona, with the condition that changes to the CSM can be approved by the Director of Planning and Development. The proposed extraterritorial certified survey map will create three lots for the Town of Verona at 7669 CTH PD. Lot 2 will contain the future Town Hall, while Lots 1 and 3 will be sold to Epic Systems Corporation. Motion carried 6-0.
- (4) Discussion and Possible Action Re: A Planned Development Concept Plan Located South of West Verona Avenue, West of West End Circle, East of Wall Street, and North of the West End Apartments. Steve Brown Apartments is requesting a planned unit development (PUD) concept review to allow for construction of 15,000 square feet of commercial space, a 32-unit apartment building, and 10 townhouse units.

Stiner requested information on the potential road from Paoli Street to West Verona Avenue, and on coordination between this development project and the high school project in that area. Scott Watson, CFO, spoke on behalf of the Steve Brown Group. Watson stated that he met with the school superintendent and discussed the school's potential site plan, as well as the Steve Brown Group's potential site plan. The development would be complimentary to the school's plan, allowing people to live and shop close to the school, and creating opportunity for student jobs. Sayre stated the initial design for the new road is a two-lane road with one traffic lane in each direction, a boulevard section in the middle, and bike lanes on both sides. More details will be coming out in the coming months. Discussion followed on traffic calming, following the original plan for the area, parking concerns, creating a walkable destination place, getting the school district involved in the planning for the area, the commitment of the developer to lead with retail at this location, and general support from council members for the project plan. The developer is committed to retail at this location. No action was taken on this item.

- (5) Discussion and Possible Action Re: Resolution R-16-037 Approving a Certified Survey Map to Create One (1) Lot and One (1) Outlot at 101 North Main Street and 100 East Verona Avenue. Motion by Linder, seconded by Reekie, to approve Resolution R-16-037 approving a certified survey map to create one (1) lot and one (1) outlot at 101 North Main Street and 100 East Verona Avenue. Lot 1 would be sold to Troy Rost, and the outlot would be retained by the city for future right-of-way. Motion carried 6-0.

**B. Finance Committee**

- (1) Discussion and Possible Action Re: Payment of Bills. Linder stated that a quorum was not available for the Finance Committee. Motion by Linder, seconded by Touchett, to pay the bills in the amount of \$645,099.41. Motion carried 6-0.

**C. Public Works Sewer & Water Committee**

- (1) Discussion and Possible Action Re: Consulting Services Agreement with AECOM for Surveying and Construction Documents Preparation to Implement Specific Projects of AECOM Pedestrian and Bike Study. Motion by Touchett, seconded by Diaz, to approve a Consulting Service Agreement with AECOM for surveying and construction documents preparation to implement specific projects of AECOM pedestrian and bike study. This Consulting Services Agreement is for design services to implement the following projects: Project 2 – downtown intersection improvements along Verona Avenue; Project 3 – intersection improvements along CTH M; Project 4 – pavement markings and street signs for bike lanes; Project 10 – CTH M sidewalks. Total estimated fees not to exceed \$95,350. Diaz stated he is happy to see this. The more friendly we can make the city for people who bike or walk, the better. Motion carried 6-0.
- (2) Discussion and Possible Action Re: Consulting Services Agreement with AECOM for Construction Related Services for Construction of Cathedral Point Phase 6. Motion by Linder, seconded by Diaz, to approve a Consulting Services Agreement with AECOM for construction related services for construction of Cathedral Point Phase 6, contingent upon a developer's agreement being approved. This agreement will

provide project administration, documentation, and construction inspection for the Cathedral Point Phase 6 project. Total estimated fees not to exceed \$33,600. The developer will be covering these costs once the agreement is approved. Motion carried 6-0.

**D. Park, Recreation and Forestry Commission**

(1) Discussion and Possible Action Re: Contract Amendment #2 with MSA Professional Services for Additional Work Related to Fireman's Park Master Plan. Motion by Reekie, seconded by Stiner, to approve Contract Amendment #2 with MSA Professional Services for additional work related to the Fireman's Park Master Plan. The current contract calls for the design of two options for improvement and redevelopment of the park. This amendment calls for the design of a third option at an additional cost not to exceed \$1,500. The additional amount would come from the Parks restricted fund. Motion carried 6-0.

9. Old Business

A. Discussion and Possible Action Re: Property Tax Litigation with Walgreens and Proposed Settlement, Walgreen Company v. City of Verona, Dane County Case No. 15-CV-1670. Motion by Touchett, seconded by Reekie, to convene in closed session as authorized by Section 19.85(1)(g) of the Wisconsin Statutes for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The Common Council may reconvene in open session and discuss and take action on the subject matter discussed in closed session. On roll call: All Aye. The Council convened in closed session for this item at 7:48 p.m.

**CLOSED SESSION**

Motion by Touchett, seconded by Diaz, to reconvene in open session. Motion carried 6-0. The Common Council reconvened in open session at 8:39 p.m.

Motion by Touchett, seconded by Linder, to approve the terms of the settlement agreement presented in closed session, and to authorize the mayor to sign the agreement. Motion carried 6-0.

B. Discussion and Possible Action Re: City Administrator Position. Motion by Touchett, seconded by Reekie, to convene in closed session as authorized by Section 19.85(1)(c) of the Wisconsin Statutes for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The Common Council may reconvene in open session and discuss and take action on the subject matter discussed in closed session. On roll call: All Aye. The Council convened in closed session for this item at 7:49 p.m.

**CLOSED SESSION**

Motion by Touchett, seconded by Diaz, to reconvene in open session at 8:39 p.m. No action was taken in closed session.

10. New Business

- A. Discussion and Possible Action Re: Approval of Operator Licenses. Motion by Linder, seconded by Reekie to approve operator licenses for Tim Goers at Hop Haus Brewing Company; Kristina Chaka and Nicholas Sgrignoli at Francois Oil; Traci Foss and Katherine Foss at Monte's; Lindsay Gratz at Cahoot's; Jackson Mackie at Wisconsin Brewing Company; Katherine Biechler at Toot & Kate's Wine Bar; and Paul Aas at Verona Liquor. Motion carried 6-0

11. Announcements:

- A. Stiner announced that the Senior Commission meeting scheduled for July 12, 2016 has been cancelled.

12. Adjournment:

- Motion by Touchett, seconded by Stewart, to adjourn at 8:43 p.m. Motion carried 6-0.

Ellen Clark  
City Clerk