

## Engineering Division of the Public Works Department

To: Mayor Stocks and Commission Members

From: Andrew Beyer, P.E., Public Works Director

Date: March 18, 2026

Subject: Plan Commission Meeting of March 23, 2026

### Review and take possible action: 1514 Oconomowoc Avenue Lease Agreement

#### Background

At its March 16, 2026 meeting, the Park, Recreation, and Forestry Commission reviewed and approved a proposed lease agreement for the use of a portion of City owned property at 1514 Oconomowoc Avenue (Kolata Park).

A resident adjacent to the property has requested permission to utilize a portion of the site for vegetable cultivation. The request involves an open field area within the approximately 10 acre parcel.

The proposed lease area is approximately one acre in size and is located within the field portion of the property, set back roughly 15 feet from the property line. A map delineating the lease area is included as Exhibit A to the agreement.

Through discussions with City staff, the resident indicated that the area would be used for gardening and vegetable cultivation. As part of the arrangement, the lessee would maintain the leased area, reducing the need for routine mowing by City staff in that portion of the park property.

The City Attorney's Office has prepared a lease agreement outlining the terms and conditions for use of the property, including insurance requirements and limitations on use. The potential lessee has indicated they are able to meet the required insurance coverage limits and will obtain coverage upon final approval of the agreement.

The Park, Recreation, and Forestry Commission recommended approval of the lease agreement to the Plan Commission, Finance Committee, and Common Council.

## Budget Goal

2. Proactively maintains and improves our parks and infrastructure to ensure safety, quality, and equity
4. Fosters community growth by assessing opportunities, stakeholder input, environmental needs, and modern code and policy priorities

## Financial Impact

The proposed lease would allow a portion of the field at Kolata Park to be maintained by the lessee for gardening and vegetable cultivation. As a result, the City would see a minor reduction in operational costs associated with routine mowing and maintenance of that portion of the property.

No City funds are required to implement the agreement, and the lease does not obligate the City to provide improvements or ongoing maintenance within the leased area.

## Recommendation

Staff recommends that the Plan Commission and Finance Committee review the proposed lease agreement and forward a recommendation to the Common Council regarding approval.

Attachments:

- Draft Lease Agreement