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**JOINT MEETING
WASHINGTON COUNTY
LAND CONSERVATION COMMITTEE
PLANNING, CONSERVATION & PARKS COMMITTEE**

Public Agency Center
West Bend, WI

August 18, 2010
1:00 p.m.

Present: Michael Bassill, Ralph Dornacker, Melvin Ewert, Raymond Heidtke, Michael Miller, Peter Sorce, Gerald Schulz, and John Stern.

Also present: Administrator Paul Mueller, Assistant Administrator for Golf and Parks Mike Kactro, County Conservationist Dr. Jill Hapner, County Engineer Scott Schmidt, GIS Manager Eric Damkot, Land Resources Manager Phil Gaudet, Accounting Supervisor Kelly Cisar, Office Manager Joanne Wagner, and County Clerk Administrative Assistant Linda Doro.

Chairman Stern called the joint meeting of the Land Conservation Committee and Planning, Conservation & Parks Committee meeting to order at 1:00 p.m. and read the Affidavit of Posting.

2011 PLANNING AND PARKS DEPARTMENT BUDGET REVIEW

The 2011 Planning and Parks Department base level budget is \$3,146,194.

LAND AND WATER 2011 DIVISION

Dr. Hapner presented the 2011 Land and Water Division budget. There are no outlay, out-of-state-travel or user fee changes for 2011.

2011 Decision Items

1. Clean Sweep Drug Collection - \$5,000
2. Summer Intern - \$4,431

Dr. Hapner recommended reducing the Clean Sweep events from four to two, to allow for the decision items and bring the Land and Water Division budget in below base. The Committee concurred with Dr. Hapner's recommendation.

2011 Additional Position Request

1. Summer Intern - one (1) at a cost of \$4,431. This position is requested for two summers (2011 and 2012) and is dependent on receiving matching funds of \$2,000 each year from the Wisconsin Conservation on the Land Internship Program.

COST SHARE CONTRACT

Moved by Mr. Dornacker, seconded by Mr. Ewert to approve the cost share contract #LWRM-10-06 for George and Kathy Muth, Section 35, Town of Farmington for a waterway system, in the amount of \$4,500. Motion carried.

COST SHARE PAYMENT(S)

Dr. Hapner reported Guenther Trust, Glenn P. & Beverly V. Guenther, Section 7, Village of Germantown received a cost share contract #LWRM-10-04 05/12/10 payment in the amount of \$399.00 for a grassed waterway system-repair .

ADJOURNMENT OF THE LAND CONSERVATION COMMITTEE

Chairperson Stern adjourned the Land Conservation Committee meeting at 1:41 p.m.

1 **2011 PLANNING AND PARKS DEPARTMENT BUDGET REVIEW CONTINUED**

2 Administrator Paul Mueller presented the 2011 Planning and Parks Department - Golf Section, Parks
3 Section, Land Use Division, Planning Division and GIS Division, budgets.

4
5 **GOLF SECTION**

6 There are no new position requests, out-of-state-travel or user fee changes for 2011.

7
8 **2011 Decision Item List - Not Levy Funded - Enterprise Projects**

- | | | |
|----|---|-----------|
| 9 | 1. Electric golf carts for replacement from the existing 60 cart fleet - 27 | \$ 81,378 |
| 10 | 2. Apply commercial seal coating to golf course cart paths | \$ 17,000 |

11
12 **PARKS SECTION**

13 There are no new position requests for 2011.

14
15 **2011 Decision Items**

- | | | |
|----|---|-----------|
| 16 | 1. Compact four-wheel drive truck with extended cab - One (1) | \$ 21,500 |
| 17 | 2. Brush chipper - One (1) | \$ 45,000 |

18
19 **2011 Outlay**

- | | | |
|----|---|-----------|
| 20 | 1. One ton truck with plow and salter package - One (1) | \$ 58,000 |
| 21 | 2. One ton crew cab truck with dual rear wheels - One (1) | \$ 33,750 |
| 22 | 3. Diesel engine diagnostic tool - One (1) | \$ 2,525 |

23
24 **2011 Out-of-State Travel**

25 One (1) person to attend the National Association of County Park and Recreation Officials (NACO) in
26 Portland, Oregon at a cost of \$1,250 and one (1) person to attend the National Association of County Park
27 and Recreational Officials (NRPA) conference in Atlanta, Georgia at a cost of \$1,250 .

28
29 **2011 User Fee Schedule**

30 The 2011 Park User Fee Schedule was presented. Mr. Mueller discussed eliminating Disc Golf at
31 Heritage Trails County Park because it does not generate revenue. This will reduce the 2011 Park budget
32 by \$10,000, which is the cost to maintain the Disc Golf course per year. The Committee concurred with
33 Mr. Mueller's recommendation to eliminate Disc Golf at Heritage Trails County Park.

34
35 **LAND USE DIVISION**

36 There are no new position requests, outlay or out-of-state-travel for 2011.

37
38 **2011 User Fee Schedule**

39 The 2011 Land & Water User Fee Schedule was presented. The Committee concurred to increase three
40 fees in the Shoreland/Wetland/ Floodplain section of the fee schedule by 20%.

41
42 The meeting recessed at 2:40 p.m. and reconvened at 2:46 p.m.

43
44 **PLANNING DIVISION**

45 There are no new position requests, or outlay for 2011.

46
47 **2011 Out-of-State Travel**

48 Two (2) people to attend the Upper Midwest Planning conference in a location to be determined, at a cost
49 of \$950, total, and one (1) person to attend the American Society of Landscape Architects Annual
50 meeting in San Diego, California at a cost of \$1,200.

51

1 **2011 User Fee Schedule**

2 The 2011 Planning User Fee Schedule was presented. The Committee concurred with the recommended
3 increases as presented.

4
5 **GIS DIVISION**

6 There are no new positions requests, out-of-state travel, outlay or user fee changes for 2011.

7
8 Moved by Mr. Miller, seconded by Mr. Ewert to approve the 2011 Planning and Parks Department budget
9 with a net levy in the amount of \$3,205,624, including a new position request, out-of-state travel, outlay
10 and user fees for 2011, and forward to Administration. Motion carried with Mr. Bassill voting no.

11
12 Moved by Mr. Miller, seconded by Mr. Heidtke to allow the Planning & Parks Department Administrator
13 to make budget adjustments as necessary and report the changes to the Committee. Motion carried with
14 Mr. Bassill voting no.

15
16 **LETTER OF ENDORSEMENT FROM WASHINGTON COUNTY IN SUPPORT OF THE**
17 **GRANT APPLICATION FOR THE SUSTAINABLE COMMUNITIES REGIONAL PLANNING**
18 **GRANT PROGRAM**

19 Moved by Mr. Miller, seconded by Mr. Sorce to approve the Washington County Board Chairperson
20 sending a letter of endorsement to the Southeastern Wisconsin Regional Planning Commission in support
21 of the grant application for the Sustainable Communities Regional Planning Grant Program. Motion
22 carried.

23
24 **REPORT ON THE AWARD OF PHASE 2 FOR THE TOWN OF ERIN MONUMENTATION**
25 **REPAIR AND REHABILITATION PROJECT**

26 *Appearance: Scott Schmidt, County Engineer*

27 Mr. Schmidt reported Bonestroo was awarded the Phase 2 contract for the Town of Erin Monumentation
28 Repair and Rehabilitation project at a cost \$34,144. The project includes the repair and rehabilitation of
29 approximately 104 monuments.

30
31 **ADJOURNMENT**

32 Moved by Mr. Heidtke, seconded by Mr. Sorce to adjourn the meeting at 3:30 p.m. Motion carried.

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36 Brenda J. Jaszewski, County Clerk
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