

**WASHINGTON COUNTY**  
**MULTI-JURISDICTIONAL COMPREHENSIVE PLANNING**  
**HOUSING, UTILITIES, COMMUNITY FACILITIES, AND ECONOMIC DEVELOPMENT**  
**WORK GROUP**  
**MINUTES OF FEBRUARY 14, 2007**

The meeting was called to order by Kuehn at 6:00 p.m. at the Washington County Public Agency Center in Rooms 1113A/B. Those present included:

**Work Group Members Present:**

Chris Kuehn, Chairperson .....	Town of Wayne
Richard Bertram .....	Washington County Board Supervisor
Gary Karnitz .....	Town of Addison
Brad Bautz .....	Town of Erin
Gary Schreiber .....	Town of Farmington
Dave Kainz .....	Town of Hartford
Allen Hron .....	Town of Kewaskum
Theodore Merten .....	Town of Polk
Jerry Gilles .....	Village of Kewaskum
Claire Fowler .....	Town of Erin Citizen
Michael Heili .....	Village of Newburg
Ken Heins .....	Kettle Moraine Applied Manufacturing Cluster Council
Kori Schneider .....	Fair Housing Council
Jack Caldwell .....	Washington County Economic Development Corp.
Jim Berend (Alternate) .....	West Bend School District

**Excused:**

Joe Gonnering, Vice Chairperson.....	Washington County Board Supervisor
Andy Gumm .....	Utility Representative & EDAC Member
David Shapley .....	School District Representative

**Absent:**

Kris Turner .....	Town of Barton
Mike Komro .....	Town of Trenton
Bruce Wilk .....	Workforce Development Board
James Nowakowski .....	Village of Germantown Citizen
Therese Baron.....	City of West Bend Citizen
James Arens Jr.....	Town of Germantown
Carol Biersach .....	Slinger Housing Authority Director
Craig Johnson .....	Moraine Park Technical College

**Staff:**

Deb Sielski .....	Assistant Administrator for Planning
Washington County Planning and Parks Department	

Joshua Glass .....	Planner
Washington County Planning and Parks Department	

Todd Roehl .....	Planner
Southeastern Wisconsin Regional Planning Commission	

Kevin Struck.....	Growth Management Educator
UW - Extension	

Kelly Hahm .....	Administrative Secretary
Washington County Planning and Parks Department	

**FIRST ORDER OF BUSINESS:** Call Meeting to Order/Review Agenda

Kuehn called meeting to order.

**SECOND ORDER OF BUSINESS:** Approval of November 8, 2006

**Motion by Fowler, seconded by Hron to approve the minutes from November 8, 2006. Motion carried unanimously.**

**THIRD ORDER OF BUSINESS:** Review Updated Inventory Portion of Draft Chapter X – Housing Element

Roehl highlighted the changes in Draft Chapter X – Housing Element (See Attached). Fowler asked if there are graphs or statistics regarding affordable housing. Sielski replied that there is information in the chapter, but it is not mapped. There is not a percentage of affordable housing that is required by law. It is up to each municipality to determine that issue. Struck added that census data could be helpful to map that information. Sielski stated that staff will look at the census information to see if something can be created. Fowler suggested staff find out if there is a need for more group homes. Kuehn stated CCSA and Social Security Administration may have some helpful information. Kainz asked where citizens in nursing homes fit into the chapter. Fowler added that there could be residents from other counties in those facilities. Caldwell added it is possible those citizens never filled out a census. Kuehn commented that it may be helpful to look at waiting list numbers for nursing homes, to find out the demand for Washington County. Roehl replied he will look further into the information that has been discussed. Fowler stated that this is an incredible amount of work and staff had done a great job. Kainz commented that he was surprised by numbers on page 10G – housing units lacking complete plumbing or kitchen facilities. Caldwell stated that this is just a snapshot in time. Bertram asked how the census defines Group quarters.

Sielski stated that the final housing chapter to come back to the work group will include the recommendations. Kuehn requested that work group members contact staff if they have any additional changes to the chapter. Caldwell asked if National average information could be included in the chapter, to help let us know where Washington County averages stand compared to State and National averages. Sielski stated if the work group thinks this would be valuable information, it could be added. Fowler replied it should be relevant in making a decision. The following tables were chosen to have National average information added: 4, 8, 10, and 36. Heins stated it would be helpful to know how many young females are in Washington County and information on birth rates to determine future population. Roehl replied that population statistics are included in Chapter 2.

**FOURTH ORDER OF BUSINESS:** Providing a Range of Housing Options: Community Examples

Glass briefly highlighted items in the following handouts: Housing Wisconsin, Providing a Range of Housing Options, and Affordable Housing and Smart Growth (See Attached). Sielski encouraged work group members to look at the Conservation-Based Affordable Housing Study at [www.conservationfund.org](http://www.conservationfund.org). Schneider commented that these are very good examples and questioned how such housing could be financed since that is where the largest challenge lies. Sielski agreed and stated that there was usually a cooperative effort with a government entity and a non-profit organization. Sielski stated that local municipalities interested in this look into partnering with various organizations.

**FIFTH ORDER OF BUSINESS:** Brainstorming Session on Countywide Goals, Objectives and Policies for the Economic Development Element

Sielski briefly highlighted items in the Washington County Goals and Objectives – Draft Working Document and the Public Participation Summary handout. (See Attached). Struck facilitated a brainstorming session on Countywide Goals, Objectives and Policies for the Economic Development Element.

**SIXTH ORDER OF BUSINESS:** Brainstorming Session on Countywide Goals, Objectives and Policies for the Housing Element

The work group members completed the brainstorming session on Countywide Goals, Objectives and Policies for the Housing Element.

**SEVENTH ORDER OF BUSINESS:** Brainstorming Session on Countywide Goals, Objectives and Policies for the Utilities and Community Facilities Element

The work group members completed the brainstorming session on Countywide Goals, Objectives and Policies for the Utilities and Community Facilities Element.

**EIGHTH ORDER OF BUSINESS:** Public Comment

No comments given.

**NINTH ORDER OF BUSINESS:** Discussion Regarding Upcoming Meetings

Kuehn stated that the next meeting will be May 9, 2007. Some of the items to be discussed are as follows:

- Review of Chapter 4 – Land Use and Transportation Chapter
- Brainstorm strengths and weaknesses and desirable industries
- Review contaminated sites for redevelopment potential

The Economic Development Element Chapter will be reviewed at the June 13, 2007 meeting.

**TENTH ORDER OF BUSINESS:** Adjournment

**Motion by Schreiber, seconded by Heili to adjourn. Motion carried unanimously.** Meeting adjourned at 8:14 p.m.

Respectfully Submitted,

Debora Sielski  
Assistant Administrator for Planning

Approved by \_\_\_\_\_  
Chris Kuehn, Chairperson

Date \_\_\_\_\_