

1 **PLANNING, CONSERVATION & PARKS COMMITTEE**

2 PAC
3 West Bend, WI

May 18, 2005
1:00 p.m.

4
5 Present: Maurice Strupp, Paul J. Beistle, Mary A. Krumbiegel, Donald H. Roskopf, Herbert J.
6 Tennes, and Deborah L. Wilke.

7
8 Excused: John W. Stern.

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10 Also present: Administrator Paul Mueller, Assistant Administrator for Parks and Golf Michael
11 Kactro, Finance Director Susan M. Haag, County Clerk Brenda J. Jaszewski, and Secretary Shari
12 L. Bergum.

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14 Chairperson Strupp called the Planning, Conservation & Parks Committee meeting to order and
15 read the Affidavit of Posting.

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17 **APPROVAL OF MINUTES**

18 Moved by Mr. Roskopf, seconded by Ms. Wilke to approve the PCPC minutes of May 11, 2005.
19 Motion carried.

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21 **CAPITAL IMPROVEMENT PLAN UPDATE**

22 Mr. Mueller presented the final copy of the Parks Capital Improvement Plan for 2006 – 2011,
23 noting the amount allocated for the purchase of development rights on lands next to County parks,
24 as approved by the Committee May 11, 2005. The amount of \$100,000 is projected from 2006 –
25 2010 and \$60,000 for 2011. The development rights are intended to protect future resources for
26 the County Park’s benefit, by limiting development of adjacent properties.

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28 **FINANCIAL DIRECTOR – Susan Haag**

29 **Period Financial Report** - Ms. Haag stated that quarterly, the Finance Committee reviews a list
30 of accounts to watch, of which the golf course is included. Ms. Haag will prepare an itemized
31 report listing budgeted vs. actual for revenues and expenses, by Division. A draft of this report
32 will be submitted at the next meeting.

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34 **General Fund** – Discussion was held on a letter that was received from the Finance Committee
35 written by Chairperson Esselmann, requesting direction in regard to the General Fund
36 indebtedness and what action will be done to increase revenues and decrease expenses. Ms. Haag
37 stated that the continual decline in Retained Earnings for the golf course is of concern to the
38 Finance Committee. A summary of the accounts and an explanation of various accounting terms
39 were given by Ms. Haag. Mr. Mueller recommends continuing to implement various items from
40 the business plan from Kemper Sports, as well as use sales tax revenues to pay for capital
41 improvement projects at the golf course.

42
43 Moved by Mr. Tennes, seconded by Ms. Wilke to include golf course capital improvement
44 projects in the County’s Capital Improvement Plan, and fund these projects through sales tax
45 revenues. Motion carried.

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47 The Committee is requesting Ms. Haag set up a joint meeting with the Finance Committee on June
48 22, 2005, to discuss the issues of the golf course indebtedness and plans to reduce debt and
49 increase revenues.

1 **ADJOURNMENT**

2 Moved by Ms. Krumbiegel, seconded by Mr. Tennes to adjourn the PCPC meeting at 2:10 p.m.

3 Motion carried.

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Brenda J. Jaszewski, County Clerk