

1 **PLANNING, CONSERVATION & PARKS COMMITTEE**

2
3 Public Agency Center
4 West Bend, WI

June 22, 2005
10:00 a.m.

5
6 This is a joint meeting between the Planning, Conservation & Parks Committee and Finance
7 Committee.

8
9 Present for PCPC Committee: Maurice Strupp, Mary A. Krumbiegel, Donald H. Roskopf, John W.
10 Stern, and Deborah L. Wilke.

11
12 Absent: Paul J. Beistle, Herbert J. Tennes.

13
14 Present for Finance Committee: James B. Esselmann, Peter L. Gonnering, Donald H. Roskopf, Joan
15 A. Russell, and Thomas S. Smith.

16
17 Also present: Administrative Coordinator Doug Johnson, County Board Chair Kenneth F. Miller,
18 County Attorney Kimberly Nass, Administrator Paul Mueller, Assistant Administrator Herbert Wolf,
19 Assistant Administrator for Golf & Parks Mike Kactro, Finance Director Susan Haag, and County
20 Clerk Brenda Jaszewski.

21
22 Chairperson Strupp called the Planning, Conservation & Parks Committee meeting to order and read
23 the Affidavit of Posting. Chairperson Esselmann reconvened the Finance Committee.

24
25 **DISCUSSION OF GOLF COURSE OPERATIONS**

26 Mr. Johnson distributed information regarding the financial challenges for the Washington County
27 Golf Course (WCGC). Mr. Johnson explained that initially, the plan was that operating revenues
28 would be sufficient to cover both the operating expenses for the golf course and for the principal and
29 interest repayment for funds borrowed to construct the golf course. The concern is that operating
30 revenues have not been sufficient to cover the cost of interest payments for borrowing in any of the
31 eight years the golf course has been in existence. These interest payments have been made by the
32 County, despite the lack of funds in the Golf Enterprise Fund. The total amount of the interest
33 payments made and not funded by the golf course has reached more than \$1.5 million. In response to
34 the situation, the Planning & Parks Department contracted with Kemper Sports Management for a
35 Golf Course Improvement Plan. The most promising recommendations from this study are being
36 implemented, and results will be evaluated following the 2005 and 2006 golf seasons.

37
38 Mr. Johnson presented four options for the County to consider:

- 39
40 1. Continue the current approach until the WCGC borrowing is fully re-paid (2018).
41 2. Seek County Board authorization to use sales tax funds from the Park Project allocation to pay
42 annual interest payments starting in 2006 for WCGC construction borrowing.
43 3. Seek a management agreement to have a private company run the WCGC beginning in 2006 at
44 financial terms that will produce better results than the current approach.
45 4. Take no action until after the 2005 and 2006 golf seasons, to see what can be accomplished with
46 the Improvement Plan steps.

47
48 Attorney Nass stated that when Washington County accepted the donations for the golf course, it was
49 specified that the course would be owned and operated by Washington County, not a private entity.
50 Option #3 may not be feasible due to these requirements.

1
2 The Committee members discussed all four options and agreed that Options #1 and #3 would not be
3 recommended. The Planning, Conservation, and Parks Committee will make a final recommendation
4 when the meeting is reconvened this afternoon.

5
6 **ADJOURNMENT/RECESS**

7 Moved by Mr. Smith, seconded by Mr. Gonnering to adjourn the Finance Committee at 11:20 a.m.
8 Motion carried.

9
10 Mr. Strupp recessed the Planning, Conservation and Parks Committee until 1:00 p.m. in Room 3224
11 of the Public Agency Center.

12
13 **RECONVENE**

14 Chairperson Strupp reconvened the Planning, Conservation & Parks Committee meeting at 1:00 p.m.
15 in Room 3224 of the Public Agency Center.

16
17 Present: Maurice Strupp, Mary A. Krumbiegel, Donald H. Roskopf, John W. Stern, Herbert J.
18 Tennes, and Deborah L. Wilke.

19
20 Absent: Paul J. Beistle.

21
22 **OBJECTING AUTHORITY SUBDIVISIONS – FINAL PLAT REVIEW:**

23
24 **Partridge Hollow Phase 3 - NE ¼, Section 17, City of Hartford - Partridge Hollow LLC, Kevin**
25 **Dittmar, Owner**

26 Mr. Wolf presented the plat map for the proposed 26-lot development. Staff had no concerns with
27 the project.

28 **Borlen Farms - NW ¼, Section 16, City of Hartford – Hartford Land Development, LLC,**
29 **Owner**

30 Mr. Wolf presented the plat map for the 201-lot subdivision. Mr. Wolf read a letter was read from
31 Washington County Highway Project Technician Nick Becker. He recommended that the County
32 notify the developer that no County permit will be issued in the future development for Archers
33 Drive, the connecting road to the Borlen Farms. By-pass ingress and egress lanes will be required off
34 County Highway K, at Yellowstone Drive.

35
36 Moved by Mr. Roskopf, seconded by Ms. Wilke to approve the final plat for Partridge Hollow Phase
37 3 as presented, and to approve the Borlen Farms final plat with the two stipulations from the
38 Highway Department. Motion carried.

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40 **APPROVAL OF MINUTES**

41 Moved by Ms. Krumbiegel, seconded by Mr. Stern to approve the PCPC minutes of June 8, 2005,
42 with a correction made on the spelling of David Dorn’s name on line 42 page one. Motion carried.

43
44 **PRE-PRELIMINARY PLAT REVIEW: Morning Meadows Subdivision - SW ¼, Section 19,**
45 **Town of Jackson – Carity Land Corporation, Developer**

46 Present: Bill Carity

47 Mr. Wolf presented the pre-preliminary plat map. Staff feels that a floodplain map amendment will
48 need to be completed before the final plat review. A letter written by Nick Becker was read, listing
49 that the following recommendations be added to the plat prior to approval:

- 50 1) Vision triangles shall be shown on each of the three street connections onto Hwy P.

- 2) Comment shall be added to the plat stating, Vision Corner Easement, with no structures or improvements made to exceed 30 inches in height.
- 3) Direct vehicle access along County Hwy P is restricted to the three proposed street connections regardless of future land divisions.
- 4) Access to the house, which is 1,154 feet north of Sherman Road, shall be removed and rerouted to the proposed public street.
- 5) By-pass ingress and egress lanes will be required along Hwy P at each of the three street connections.
- 6) Detailed Engineer designs shall be submitted to the Highway Commissioner for each of the three street connections.
- 7) A security deposit of \$25,000 for each access permit, will be submitted and held for one year after completion of the project.

The Committee conceptually approved the pre-preliminary plat for Morning Meadows Subdivision, with the addition of the Highway Department’s seven requests and the requirement for an amended floodplain map prior to subsequent plat reviews.

CAPITAL IMPROVEMENT PLAN

Mr. Mueller recommended earmarking \$100,000 from the 2006 Capital Improvement Plan to pay the Golf Course interest payment, by shifting funds from three proposed projects that are scheduled for construction next year.

- Sandy Knoll County Park: \$90,000 from the \$140,000 planned for the replacement of play apparatus and roadwork.
- Ackerman’s Grove County Park: \$5,000 from the budgeted \$55,000 for the construction of restrooms at the soccer fields.
- Heritage Trail County Park: \$5,000 from the budgeted \$55,000 for the construction of restrooms at the soccer fields.

Moved by Mr. Tennes, seconded by Mr. Stern to forward to the Executive and Finance Committee, the recommendation to allocate \$100,000 of the Planning and Parks Capital Improvement funds toward the annual interest payments on the Golf Course, beginning in 2006. Motion carried.

Moved by Mr. Roskopf, seconded by Ms. Wilke to request Finance and Executive Committees to refer back to PCPC, any portion of the Planning and Parks Capital Improvement Plan that does not meet the approval of those Committees. Motion carried.

PUBLIC HEARING - CONDITIONAL USE PERMIT FOR EXCAVATING, FILLING, OR GRADING IN A SHORELAND/WETLAND AREA

Mayfield Investments, LLC, C/O Dwight Zimmermann – SE ¼, Section 35, Town of Polk, 3414 Pioneer Road, Richfield – Stormwater Pond

Present: Pete Hurth, with Boudhuin Inc., and Dwight Zimmermann

County Clerk Jaszewski read the Notice of Public hearing that was published in the West Bend Daily News on Friday, June 10, 2005, and Wednesday, June 15, 2005. Mr. Wolf presented the plat map, pointing out where two proposed stormwater ponds are within 300 feet of a navigable waterway. The wetlands on the property will be restored and restoration of the existing farm road crossing the wetland will be completed. The hearing was opened to the public and questions were asked about overflow water and the retention ponds on the property. Concerns were presented in regard to the existing home’s well and septic system. Staff recommended that a letter be sent to the Town of Polk in reference to an inspection of the existing well and septic system. The public hearing was closed.

1 Mr. Wolf stated he received a letter from County Senior Technician Paul Sebo, requiring a bond be
2 mandatory for this project.

3
4 Moved by Mr. Roskopf, seconded Ms. Wilke to approve the Conditional Use Permit for excavating,
5 filling or grading in a Shoreland/Wetland area for Mayfield Investments, LLC, and that a letter,
6 presenting the County’s concerns with to the existing home’s septic and well, be sent to the Town of
7 Polk. Motion carried.

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9 **RECONSIDERATION - CONDITIONAL USE PERMIT FOR EXCAVATING, FILLING, OR**
10 **GRADING IN A SHORELAND/WETLAND AREA**

11 **Donald J. Thoma – SW ¼, Section 26, Town of Polk, 3562 Western Avenue – Fill for Homesite**
12 **and Excavation of Ponds**

13 Mr. Wolf presented the plat for the property stating that staff did not have any concerns or objections
14 with the project.

15
16 Moved by Mr. Roskopf, seconded by Mr. Tennes to approve the Conditional Use Permit for grading
17 in a Shoreland/Wetland area for Donald Thoma. Motion carried.

18
19 **DIVISION REPORTS:**

20 **Administration Division – Joanne Wagner**

21 Ms. Wagner updated the Committee on projects that the division is working on and summarized staff
22 duties and responsibilities.

23
24 **GIS Division – Eric Damkot**

25 Mr. Damkot stated that the Finance Committee passed a recommendation for the Wisconsin Land
26 Information Program, capping in statute, the local government land information base budget grants at
27 \$45,000 instead of the \$50,000 that was included in the Governor’s budget bill. Mr. Damkot also
28 presented updates on Land Records Modernization Plan Update and Review, and Washington County
29 Privacy Policy, which will be redirected to the Committee in the future.

30
31 **Real Property Lister Division – Brian Braithwaite**

32 A written report was submitted, as Mr. Braithwaite was absent. Year-to-date property sales for 2005
33 are \$366,273,380.

34
35 **Economic Development Division – Herbert Wolf**

36 Mr. Wolf presented the updates for the Cluster Grant Activity, Revolving Loan Fund, Home
37 Consortium Activity, and Status of Efforts to Create EDC.

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39 Moved by Mr. Stern, seconded by Ms. Krumbiegel to approve the Division reports. Motion carried.

40
41 **RECESS**

42 Mr. Strupp recessed the Planning, Conservation and Parks Committee at 2:20 p.m.

43
44 **RECONVENE**

45 Chairperson Strupp reconvened the Planning, Conservation & Parks Committee meeting at 2:30 p.m.

46
47 **PRESENTATION AND CONSIDERATION – Farmland and Open Space Preservation Tools**
48 **Study – Debora Sielski**

49 Ms. Sielski presented the final draft of the Farmland & Open Space Preservation Tools. The report
50 presented the plan background and purpose of the study group. Issues covered in the report included

1 the following: Urban Growth, Agriculture Analysis and Open Space Inventory, Takings Law,
2 Community Opinion Surveys, Funding Strategies and Sources, Implementing preservation tools, and
3 Farmland, and Open Space Preservation Tools, in which Regulatory Based Tools are implemented by
4 local governments through adoption of a zoning, land division or other land use ordinance. Tools to
5 protect farmland were presented to include: Agricultural Protection Zoning, Incentive Zoning,
6 Mitigation Ordinances and Policies, Conservation Subdivision Development – Cluster Development,
7 Options Review for Developers, Lot Averaging, Overlay Districts, Sliding Scale Zoning. Incentive
8 Based Tools are voluntary and are mostly based on the willingness of the landowner to sell their
9 property. These tools include: Fee Simple Purchase, Donation, Bargain Sale, Conservation
10 Easement, Purchase of Development Rights, and Transfer of Development Rights. Preserving
11 farmland and open space requires adequate and continuous funding. Strategies discussed were
12 Bonds, Tax Levy, Sales Tax, Impact Fees, Charitable Donations, Foundations & Land Trusts, and
13 State & Federal Grants.

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15 Moved by Mr. Stern, seconded by Ms. Krumbiegel to accept the final draft of the Farmland and Open
16 Space Preservation Tools. Motion carried.

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18 **ADJOURNMENT**

19 Moved by Mr. Roskopf, seconded by Mr. Tennies to adjourn the PCPC meeting at 3:07 p.m. Motion
20 carried.

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23 Brenda J. Jaszewski, County Clerk

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37 Brenda J. Jaszewski, County Clerk