

1 **PLANNING, CONSERVATION & PARKS COMMITTEE**

2  
3 PAC  
4 West Bend, WI

August 30, 2006  
10:03 a.m.

5  
6 Present: John W. Stern, Melvin K. Ewert, Charlene S. Brady, Daniel R. Knodl, and Kenneth W. Brandt.

7  
8 Excused: Mark T. McCune and Donald J. Berchem.

9  
10 Also present: Administrator Paul Mueller, Assistant Administrator Herbert Wolf, Assistant Administrator  
11 for Planning Debora Sielski, GIS Manager Eric Damkot, Assistant Administrator for Golf and Parks Mike  
12 Kactro, Real Property Lister Brian Braithwaite, County Conservationist Blaine Delzer, Office Manager  
13 Joanne Wagner, Accounting Technician Marge Rusch, and Deputy County Clerk Jennifer Squires.

14  
15 Chairperson Stern called the meeting to order and read the Affidavit of Posting.

16  
17 **PRESENTATION OF PLANNING AND PARKS DEPARTMENT 2007 BUDGET**

18 Mr. Mueller presented the 2007 Planning and Parks Department Budget and summarized each Division's  
19 Budget.

20  
21 Moved by Mr. Brandt, seconded by Ms. Brady to approve the 2007 budget text. Motion carried.

22  
23 The 2007 Planning and Parks base level budget is \$2,957,507, and the requested level is \$3,340,853.

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25 Moved by Mr. Ewert, seconded by Ms. Brady to approve the 2007 base budget in the amount of  
26 \$2,957,507. Motion carried.

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28 **2007 ADDITIONAL POSITION REQUESTS**

29 **Planning Division**

30 Mr. Mueller is requesting a Planning Intern position at a cost of \$7,904.

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32 **Administration Division**

33 Mr. Mueller is requesting an Accounting Supervisor position at a cost of \$59,651.

34  
35 **2007 OUTLAY**

36 **Parks Section of the Golf and Parks Division**

37 12,000 pound 2-post equipment floor lift – 1 at a cost of \$6,200

38 Materials for a pole building – 1 at a cost of \$10,000

39 Pickup Truck – 1 at a cost of \$19,000

40 Zero Turn Mowers – 2 at a cost of \$9,500 each for a total of \$19,000

41 Mower, 11 feet - \$34,000 net

42 Sandy Knoll Paving Project - \$12,000

43 Ackerman's Grove Paving Project - \$40,000

44 Homestead Hollow Ditch Work - \$20,000

45 Slag seal coat asphalt at Ridge Run, Family Park, Glacier Hills, Sandy Knoll and re-stripe - \$50,000

46  
47 **Golf Section of the Golf and Parks Division**

48 Patio furniture – 3 sets at a cost of \$200 each for a total of \$600

49 Commercial freezer – 1 at a cost of \$5,000

1 Electric golf cart – 20 at a cost of \$2,650 each for a total of \$50,000  
 2 Motorized sand trap rakes – 2 at a cost of \$11,250 for a total cost of \$22,500  
 3 Tee Mower – 1 at a cost of \$33,500

4  
 5 **2007 OUT-OF-STATE TRAVEL**

6 **Parks Division**

7 One person to attend the conference of the National Association of County Park and Recreation Officials  
 8 in Richmond, VA at a cost of \$950, and one person to attend the National Recreation and Parks  
 9 Association conference in Indianapolis, IN at a cost of \$450.

10  
 11 **Golf Division**

12 One person to attend the PGA Teaching & Coaching Summit in Port St. Lucie, FL at a cost of \$2,000.

13  
 14 **Planning Division**

15 Two people to attend the 2007 Upper Midwest Planning Conference at a location to be determined, at a  
 16 cost of \$1,500. One person to attend the 2007 American Planning Association Conference in  
 17 Philadelphia, PA at a cost of \$1,500.

18  
 19 **Geographic Information Systems Division**

20 One person to attend the ESRI International Users Conference in San Diego, CA in June at a cost of  
 21 \$2,000.

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 23 **2007 USER FEES**

24 Mr. Mueller presented the User Fees for 2007 for the Land Use Division, Geographic Information  
 25 Systems Division, Golf Section of the Golf and Parks Division and the Parks Section of the Golf and  
 26 Parks Division.

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 28 **DECISION ITEMS**

29 Mr. Mueller presented the Planning and Parks Department Prioritized Decision List Items for 2007 in the  
 30 amount of \$383,346. The Committee denied the request for the Clean Sweep Project in the amount of  
 31 \$95,000 and will review it next year.

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 33 Mr. Stern recessed at 11:45 a.m. and reconvened at 11:55 a.m.

34  
 35 **DECISION LIST ITEMS**

| <b>Division</b>  | <b>Explanation</b>   | <b>Amount Requested</b> |
|--|--|-------------------------|
| Parks Section  | Yahr Park Paving Project   | \$173,346               |
| Parks Section, Land Use Division & Land and Water Conservation | Vehicle Trade – trade two older V8 pickups for one new compact 4 cylinder pickup | \$10,000 net            |
| Parks Section  | Lawn mowing equipment. Trade of older equipment for newer.                       | \$53,000 net            |
| Parks Section  | Ackerman’s Grove Asphalt Project   | \$40,000                |
| Parks Section  | Sandy Knoll Paving Project   | \$12,000                |
|  |  | <b>\$288,346 Total</b>  |

1 Moved by Mr. Ewert, seconded by Mr. Brandt to approve the Decision Items listed above in the amount  
2 of \$288,346 and forward to the County Board. Motion carried.

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4 Moved by Mr. Ewert, seconded by Ms. Brady to allow Mr. Mueller to make budget corrections as  
5 necessary and report changes to the Committee. Motion carried.

6  
7 **CHANGE ORDER FOR SCHNEIDER EXCAVATING, INC.**

8 Mr. Mueller informed the Committee that drain tile needs to be installed, the side slope of the pond needs  
9 to be corrected, and unsuitable soils need to be removed for paving at Yahr Park. The change order  
10 amount is \$11,369, which is within the budget.

11  
12 Moved by Mr. Knodl, seconded by Mr. Brandt to approve the change order in the amount of \$11,369 for  
13 Schneider Excavating, Inc. Motion carried.

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15 **ADJOURNMENT**

16 Moved by Mr. Brandt, seconded by Ms. Brady to adjourn at 12:41 p.m. Motion carried.

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Brenda J. Jaszewski, County Clerk