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**WASHINGTON COUNTY
PLANNING, CONSERVATION AND PARKS COMMITTEE**

Public Agency Center
West Bend, WI

March 28, 2012
1:33 p.m.

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

Also present: Administrator Paul Mueller, Land Resources Manager Phil Gaudet, Chairperson Herbert Tennes, Administrative Coordinator Doug Johnson, Assistant Administrator for Golf and Parks Mike Kactro, GIS Manager Eric Damkot, Landscape Designer Cindy Leinss, Accounting Supervisor Kelly Cisar, Office Manager Joanne Wagner, and Chief Deputy County Clerk Linda Doro.

Chairperson Stern called the meeting to order at 1:33 p.m. and read the Affidavit of Posting.

**OBJECTING AUTHORITY SUBDIVISION - FINAL PLAT REVIEW - MOUNT
VERNON ESTATES, SE-1/4, SECTION 15, CITY OF HARTFORD**

Appearance: Rich Simon, Surveyor

Mr. Gaudet presented the final plat map for the subdivision. The property is located off of Hilldale Drive just to the west of Cricket Drive. A total of 14 lots and one outlot are proposed and will be served by City sewer. A portion of the development is in the Shoreland Zoning District for the Rubicon River. Enforcement of the Shoreland/Wetland and Floodplain zoning ordinance is the jurisdiction of the City of Hartford. A note has been added to the final plat, which states the lowest floor of a building constructed on lot 11 must be two feet above the 100 year flood elevation. The Washington County Planning & Parks Department has no objections to the final plat. Moved by Bassill, seconded by Mr. Heidtke to indicate no objection to the final plat of Mount Vernon Estates in the City of Hartford. Motion carried.

DIVISION REPORTS

Golf and Parks Division - Mike Kactro and Cindy Leinss

- Clubhouse and Site Projects
- Golf Course Projects
- Golf Course Staffing
- Golf Course Reservations
- Park Projects
- Park Staffing
- Shelter Reservations
- Capital Improvement Plan Projects Update

Ms. Leinss presented an update on the CIP Projects occurring with the Washington County Park System.

Geographic Information Systems (GIS) Division - Eric Damkot

- Local Government Achievement Award
- Floodplain Mapping Report
- Review of other Division Activities and Projects

1 Moved by Mr. Ewert, seconded by Mr. Miller to accept the Golf and Parks and GIS Division
2 reports. Motion carried.

3

4 **MINUTES**

5 Moved by Mr. Sorce, seconded by Mr. Heidtke to approve the February 15, 2012 minutes, as
6 presented. Motion carried.

7

8 **RECENT YEAR ACTIVITY - WASHINGTON COUNTY GOLF COURSE**

9 **ADVERTISING**

10 *Appearance: Supervisor Mary Goeman*

11 Mr. Kactro and Mr. Mueller discussed the focus of advertising for the Washington County Golf
12 Course and the audiences the Department wants to target.

13

14 **NEXT TENTATIVE MEETING DATE**

15 The Planning, Conservation and Parks Committee will tentatively meet on Wednesday, May 23,
16 2012, at 1:00 p.m.

17

18 **CLOSED SESSION**

19 Moved by Mr. Sorce, seconded by Mr. Miller to convene into closed session at 2:22 p.m. in
20 accordance with Wisconsin Statutes Section 19.85(1) (c) to consider employment promotion,
21 compensation or performance evaluation data of any public employee over which the
22 governmental body has jurisdiction exercises responsibility; "namely to conduct annual
23 performance review of Planning and Parks Department Administrator." Motion carried
24 unanimously by roll call vote.

25

26 **OPEN SESSION**

27 Moved by Mr. Bassill, seconded by Mr. Schulz to return to open session at 2:58 p.m. Motion
28 carried unanimously by roll call vote.

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30 **ADJOURNMENT**

31 Moved by Mr. Heidtke, seconded by Mr. Ewert to adjourn the meeting at 2:59 p.m. Motion
32 carried.

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Brenda J. Jaszewski, County Clerk