

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48

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

Public Agency Center
West Bend, WI

August 29, 2012
1:00 p.m.

Present: Michael Miller, Melvin Ewert, Raymond Heidtke, Michael Parsons, Gerald Schulz, Peter Sorce, and Todd White.

Also present: Administrator Paul Mueller, Chairperson Herbert Tennes, Administrative Coordinator Doug Johnson, County Clerk Brenda Jaszewski, Deputy Administrator Debora Sielski, Land Resources Manager Phil Gaudet, Assistant Administrator for Golf and Parks Mike Kactro, Accounting Supervisor Kelly Cisar, County Conservationist Paul Sebo, Finance Director Susan Haag, Deputy Finance Director Paul Labonte, County Attorney Kim Nass, and Office Manager Joanne Wagner.

Chairperson Miller called the meeting to order at 1:00 p.m. and read the Affidavit of Posting.

DISCUSSION ON GOLF COURSE OPERATIONS AND DEBT

Ms. Haag and Mr. Labonte presented actual audited reports of the Statement of Net Assets, Statement of Revenues, Expenses & Changes in Fund Net Assets, and Statement of Cash Flows for the years 2006 through 2011 for the Golf Course. Various scenarios of estimated financial positions were presented using assumptions of not having sales tax and not having the debt. Mr. Miller requested that the reports that were presented today be updated next year and presented to this Committee prior to preparation of the annual budget.

RECONSIDERATION AND POSSIBLE APPROVAL OF THE GOLF SECTION OF THE 2013 PLANNING AND PARKS DEPARTMENT BUDGET

Moved by Mr. Heidtke, seconded by Mr. Ewert to approve the Golf section of the 2013 Planning & Parks budget, pending further action on the Capital Improvement Plan, and forward to Administration. Motion carried.

CAPITAL IMPROVEMENT PLAN (CIP) REALLOCATION

Mr. Mueller presented a revised CIP listing of projects for 2013 - 2018 and a memorandum detailing the proposed changes. It was noted that the total annual amount of sales tax allocated to Planning & Parks for 2013 was reduced from \$500,000 to \$400,000. Mr. Mueller is recommending removing the installation of the fishing pier at Glacier Hills project in 2013 at a cost of \$50,000, and moving the date for completion to 2018. In addition, he recommends using \$50,000 of unspent prior year sales tax funds be applied to 2013, bringing the total available for CIP projects to \$450,000. Mr. Mueller noted that the proposed 2013 budget allocates \$100,000 of sales tax funds for Golf Course debt reduction and he recommends changing this to \$200,000.

The Committee discussed the annual allocation of CIP funds and the use of the unspent prior year CIP money. There is approximately \$229,836 of unspent CIP funds that was allocated for Purchase of Development Rights, plus approximately \$24,687 of unspent CIP funds from all other projects. Normally, the decision regarding the use of prior year unspent CIP funds is in March or April each year and Mr. Mueller noted that allocating \$50,000 of these unspent funds for 2013 would be an off-schedule action.

1 Moved by Mr. White, seconded by Mr. Parsons to approve the 2013 Capital Improvement Plan projects
2 as presented in the amount of \$450,000, using \$250,000 of unspent prior year CIP funds and request a
3 total of \$200,000 as a Planning & Parks 2013 CIP allocation. Mr. Labonte stated he believed that the
4 unspent funds could not be designated for use in 2013 at this time as the County Board has not yet non-
5 lapsed those unspent funds to 2013. After further discussion, the motion was defeated unanimously.

6
7 The Committee continued the discussion on using unspent CIP funds and after further clarification from
8 the Finance Director, Mr. Labonte indicated that unspent CIP funds are automatically non-lapsed and do
9 not require County Board action.

10
11 Moved by Mr. White, seconded by Mr. Parsons to approve the 2013 Capital Improvement Plan projects
12 as presented in the amount of \$450,000, using \$250,000 of unspent prior year CIP funds and request a
13 total of \$200,000 as a Planning & Parks 2013 CIP allocation. Motion was defeated with Mr. Ewert, Mr.
14 Schulz, Mr. Heidtke, and Mr. Miller voting no.

15
16 Moved by Mr. Ewert, seconded by Mr. Schulz to approve the 2013 Capital Improvement Projects as
17 presented and recommended by Mr. Mueller, in the amount of \$450,000. Motion carried with Mr.
18 White and Mr. Parsons voting no.

19
20 Mr. Miller recessed the meeting at 2:42 p.m. and reconvened at 2:50 p.m.

21
22 **CLOSED SESSION**

23 Moved by Mr. Heidtke, seconded by Mr. Schulz to convene into Closed Session at 2:50 p.m. pursuant to
24 §19.85(1)(g), Wis. Stats., for the purposes of conferring with legal counsel regarding potential litigation
25 involving damage to vegetation at the Washington County Golf Course. Motion carried unanimously by
26 roll call vote.

27
28 **OPEN SESSION**

29 Moved by Mr. Heidtke, seconded by Mr. Sorce to return to Open Session at 3:32 p.m. Motion carried
30 unanimously by roll call vote.

31
32 **ACTION ON ITEMS DISCUSSED IN CLOSED SESSION**

33 Moved by Mr. Sorce, seconded Mr. Parsons to accept the settlement offer from DuPont, with the
34 conditions discussed in closed session. Motion carried.

35
36 **NEXT MEETING DATE**

37 The Land Conservation and the Planning, Conservation, and Parks Committees will tentatively meet on
38 September 26, 2012, at 1:00 p.m.

39
40 **FUTURE AGENDA ITEMS**

41 Capital Improvement Plan procedures and allocation.

42
43 **ADJOURNMENT**

44 Moved by Mr. Sorce, seconded by Mr. White to adjourn the Planning, Conservation and Parks
45 Committee meeting at 3:36 p.m. Motion carried.