

SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

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June 26, 2006

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Ms. Julie A. Anderson, Director
Racine County Department of Planning and Development
Ives Grove Office Complex
14200 Washington Avenue
Sturtevant, WI 53177

Dear Ms. Anderson:

This letter is provided in response to your June 7, 2006, letter, requesting that the Commission staff provide a cost estimate for assisting the County Land Conservation Department with preparation of an update to the land and water resources management plan for Racine County, as required under Section 92.10 of the *Wisconsin Statutes*. The plan that is to be updated is documented in SEWRPC Community Assistance Planning Report No. 259, *A Land and Water Resource Management Plan for Racine County: 2000-2004*, September 2000. The scope and content of the planning program would be consistent with Wisconsin Department of Agriculture Trade and Consumer Protection (DATCP) guidance as set forth in the report *Land and Water Resource Management Plan Guidelines, 2003, Chapter ATCP 50, "Soil and Water Resource Management Program"* of the *Wisconsin Administrative Code*, and as outlined in the project description which is attached hereto as Exhibit A and made part of this agreement. You indicated that the County is considering contracting with the Commission for the provision of certain services relative to this project. This letter constitutes a formal proposal for the requested assistance.

Consistent with the DATCP "Guidelines," it is proposed that the planning process address the following:

1. Public Participation
2. Assessment of Water Quality and Resource Conditions
3. Identification and Prioritization of Conservation Resource Concerns
4. Establishment of Goals and Objectives and Identification of Actions to Achieve Goals
5. Development of a Multi-Year Implementation Strategy, Including Information and Education and Monitoring and Evaluation Components

We propose that the project be carried out cooperatively under an arrangement involving your Department and the Regional Planning Commission staff during the period beginning upon execution of this agreement and extending through mid-August 2007. The plan report will focus on Items 1 through 5 as listed above. It is anticipated that much of the inventory information set forth in the following chapters of CAPR No. 259 can be included in the update by reference:

- Chapter I -- Introduction,
- Chapter II -- The Natural Resource Base of Racine County,
- Chapter IV -- Soil Erosion and Water Quality Standards and Land Use Regulations,

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Where appropriate, information set forth in Chapter III, "Land Use and Demographics," may be updated to reflect Commission inventories conducted since CAPR No. 259 was published.

Your staff has indicated that it would be preferable to restructure the report format to address the County as a whole, rather than providing information by watershed. The report format will be coordinated with you and your staff once the County decides how it wants to proceed with updating the plan.

In general, the work to be conducted by the Regional Planning Commission staff would consist of:

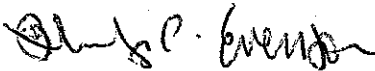
- Very limited updating of land use and natural resource inventories, mapping, and analyses where necessary;
- Preparation of materials for advisory committee meetings, documentation of meetings, and
- Assistance in facilitation of committee meetings; preparation of draft report plan chapters; and publication of the draft and final report.

Specifically, the responsibilities of the Commission and County staffs would be as described in the work description attached hereto as Exhibit A.

The cost of conducting the Regional Planning Commission portions of the project would be \$10,000.

Should you find the foregoing proposal to be acceptable, please have the letter endorsed on behalf of Racine County in the signature block below and return one copy of this letter agreement to us.

Sincerely,



Philip C. Evenson
Executive Director

PCE/MGH/
#119099 V1 - RAC CTY L&WRMP UPDATE PROP LETTER

Enclosures

ACCEPTED ON BEHALF OF
RACINE COUNTY

Date _____

Exhibit A

COUNTY/SEWRPC ROLES IN LAND AND WATER RESOURCE MANAGEMENT PLAN UPDATE

County Roles and Responsibilities

1. Establish planning process and identify roles and responsibilities
2. Prepare final plan outline with assistance from SEWRPC
3. Collect background/current data/maps on known nonpoint source problems and installed best management practices
4. Update Advisory Committee membership and organize committee meetings
5. Facilitate meetings
6. Present information to committee with assistance from SEWRPC
7. Assist SEWRPC in preparation of handout materials for committee meetings
8. Assist SEWRPC in preparing plan drafts, especially prioritization of conservation resource concerns, establishment of goals and objectives, and implementation
9. Present all materials and update the County Land Conservation Committee as needed
10. Present final plan/public hearing/County Board
11. Implement plan/apply for grant funds

SEWRPC Roles and Responsibilities

1. Assist County with preparing plan outline and specification
2. Provide updated resource inventories/maps/data as necessary
3. Lead preparation of materials for committee meetings
4. Record minutes from committee meetings/hearing
5. Lead writing services for plan drafts
6. Prepare color maps for the plan as necessary
7. Print draft plan/publish 100 copies of the final plan