

Kenosha County
Administrative Proposal Form

1. Proposal Overview

Division: Parks Department: Public Works

Proposal Summary (attach explanation and required documents):

Letter to Finance authorizing Director of Parks to repurpose Parks Division Capital Fund to purchase a brush cutter.

Dept./Division Head Signature: _____

Date: 3.5.18

2. Department Head Review

Comments:

Recommendation: Approval ☒ Non-Approval ☐

Department Head Signature: _____

Date: 3-6-18

3. Finance Division Review

Comments:

Recommendation: Approval ☒ Non-Approval ☐

Finance Signature: _____

Date: 3/7/18

4. County Executive Review

Comments:

Action: Approval ☒ Non-Approval ☐

Executive Signature: _____

Date: 3/8/18



COUNTY OF KENOSHA

Department of Public Works & Development Services
Raymond G. Arbet, Director

Matthew J. Collins
Director, Division of Parks
19600 75th Street, Suite 122-1
Bristol, Wisconsin 53104
Office: (262) 857-1850
Fax: (262) 857-1885

DATE: March 5, 2018
TO: Finance Committee
FROM: Matthew Collins, Director of Parks – Kenosha County Public Works
SUBJECT: Repurpose Parks Division Capital Funds – Brush Cutter

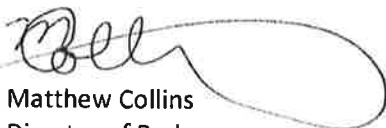
There are over 1,500 acres of parkland including eight parks and over 14 miles of bike trails throughout Kenosha County. Over the years, many of the parkways and trails have become overgrown throughout the county park system with brush and invasive species. The overgrown brush creates safety issues for both pedestrians and vehicle traffic that impede sightlines. Also, the encroaching brush interferes with operational mowing as well as the long-term health of paved services.

The County Board approved \$10,000 in the 2018 Parks Division CIP budget to purchase a brush cutter attachment to better aid in the maintenance of such trails and parkways. Yet, after developing the specifications, it was determined that there is a need for a heavy duty brush cutter attachment that exceeded the approved funding for the attachment. The updated quote for the brush cutter amounts to \$25,073. The Parks Division has a remaining balance of \$15,172.54 in Mower Replacement CIP funds available after purchasing the necessary mowing equipment for 2018. Utilizing partial appropriations from the approved 2018 Parks Division CIP Mower Replacement account, there are sufficient funds to purchase the necessary brush cutter for the County Parks Division.

The Mower Replacement and Brush Cutter expenses are in the same budget appropriation thereby requiring only approval of the Finance Committee. The Parks Division requests this approval to repurpose \$15,172.54 from the Mower Replacement CIP to the Brush Cutter CIP.

Thank you for your consideration of this matter.

Respectfully Submitted,



Matthew Collins
Director of Parks