



## ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

*Airport - Highways - Parks*

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### Public Works Committee – Parks and Airport Minutes

Tuesday, December 11, 2018 – 8:00 a.m.

Southern Wisconsin Regional Airport – Voyager Room  
1716 W. Airport Road, Janesville, WI 53546

Call to Order. Chair Bussie called the meeting of the Public Works Committee to order at 8:01 a.m.

Committee Members Present. Supervisors Bussie, Driscoll, Fox, Richard and Zajac

Committee Members Absent. None

<u>Staff Members:</u>	Duane Jorgenson	Director of Public Works
	John Traynor	Parks Manager
	Greg Cullen	Airport Manager
	Cynthia Hevel	Airport Specialist

<u>Others Present:</u>	Floyd Finney	Parks Advisory Board
	Dean Paynter	Parks Advisory Board
	Tom Presny	Parks Advisory Board
	Michael Schaffner	Interested Observer
	Steve Sarow	Interested Observer
	Dave Haas	Meisner Aircraft
	James Dillavou	SC Aviation
	Bonnie Cooksey	Airport Tenant
	Larry Westberg	T-Hangar Tenant

Approval of Agenda. Supervisors Richard and Driscoll moved the Agenda. MOTION CARRIED.

Approval of Minutes of November 15, 2018. Supervisors Zajac and Fox moved the minutes of November 15<sup>th</sup>, 2018. MOTION CARRIED.

Citizen Participation, Communications and Announcements. None.

Parks Advisory Board Communications. Mr. Paynter mentioned that there is a meeting tomorrow, December 12<sup>th</sup> at 5:00 p.m. at Turtle Creek Parkway to brainstorm ideas for celebrating the 150<sup>th</sup> anniversary of the Five Arch Bridge and invited everyone to attend.

### **PARKS BUSINESS**

Parks Manager Report. Mr. Traynor gave details of the items listed in his report.

Minutes of the Rock County Public Works Committee Parks and Airport  
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Parks General –Everything has been closed for the season, all launches removed and staff are starting to work on the snow mobile trails.

Turtle Creek Parkway – Mr. Traynor stated that work on obtaining permits for the kayak launch will begin after the first of the year and that he will be contacting the DNR on this project.

Magnolia Bluff Park –Good Oaks performed \$5,000 worth of invasive species removal. This created a big adjustment to the landscape and the project looks great.

Beckman Mill Donation – The sister of a Friends of Beckman Mill member wants to donate \$15,000 towards playground equipment at the park. Mr. Traynor stated that he thinks it is a great idea as they are booking more weddings at the park and this will help to give kids something to do. The location would be north of the parking lot. \$15,000 will not go far towards this equipment and he is hoping he will be able to obtain matching funding from possibly the ATC money or from another source.

Eager Family Donation – Mr. Traynor had been hoping to get ahold of the foundation representative and confirm that all of the paperwork was ready to go for 2019 but he has not been able to reach her. He will have an update in January.

Happy Hollow Park – Mr. Traynor has been in contact with Fanning regarding the installation of the bathroom facility. The water is receding from the park, but Fanning thinks the water needs to go down another foot. Mr. Traynor feels that we not be able to get the bathroom facility installed this year.

Community Coordinator Position – Mr. Traynor reported that 32 applications were received for this position and they will be interviewing 9 people in the beginning of January.

Reservations Process – Mr. Traynor recently had a teleconference with a company called RecDesk regarding handling the Parks online reservation process. While he feels that the company would be a good fit for the parks, the cost is pretty pricey, \$2,900 per year. RecDesk will be crunching numbers to see if they can reduce the cost. Discussion on the current process took place.

Discuss Next Meeting Location and Date. Discussion on the location and timing of future Parks meetings now that the Airport has split from Public Works took place. Future Parks meetings will be held at the Public Works Department at 3715 Neville Rd. on the second Tuesday of the month. The next meeting date will be January 8, 2019 at 8:00 a.m. However, Mr. Traynor agreed that if the January Agenda is very small, the meeting will be combined with the Highway meeting on January 22, 2019, at 8:00 a.m.

Mr. Traynor, Mr. Finney, Mr. Paynter and Mr. Presny left the meeting at 8:24 a.m.

**AIRPORT BUSINESS**

Discuss and Set 2019 Rates. Mr. Cullen stated that based on rent increase history and the fact that there was an increase last year he was not requesting or recommending any increases to airport rates for 2019.

Supervisor Fox stated that the cost of everything is going up and he feels that there should be an increase to help offset those costs to the airport. Discussion on why rates are set in December and how the increases are determined took place. Supervisor Driscoll agreed that there should be an increase. Based on the current CPI, Supervisor Fox made a motion that rates on the airport be increased by 2.5% for 2019. Supervisor Zajac seconded the motion. MOTION CARRIED.

Next Meeting Date. Effective January 1, 2019, the airport will be governed by the Airport Board which has not been put into place as of yet. Future meetings for the airport will be determined by the Airport Board when it is fully formed.

Adjournment. Supervisors Richard and Zajac moved to adjourn at 8:28 a.m. MOTION CARRIED.

Respectfully Submitted,

Cynthia J. Hevel  
Airport Specialist