



ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

Highways & Parks

3715 Newville Road, Janesville, WI 53545
Phone: (608)757-5450 Fax: (608)757-5470
www.co.rock.wi.us

Public Works Committee Meeting – Parks
Tuesday, March 10, 2020 – 8:00 a.m.
Public Works Department – Committee Room
3715 Newville Road
Janesville, WI 53545

AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes Dated February 11, 2020
4. Citizen Participation, Communications and Announcements
5. Parks Advisory Board Communications
6. **PARKS BUSINESS**

 - a. Presentation & Discussion - VandeWalle & Associates, Inc., (POROS Plan Final Draft)
 - b. Resolution – Adoption of the 2020-2025 Rock County Parks, Outdoor Recreation and Open Space (POROS) Plan
 - c. Parks Manager Report – See Attached
 - d. Community Coordinator Report – See Attached
7. Next Parks Meeting Date: Tuesday, April 14, 2020, at 8:00 a.m. at Department of Public Works
8. **EXECUTIVE SESSION:** Per Section 19.85(1)(c), Wis. Stats – Performance Evaluation – Public Works Director
9. Adjournment

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail countyadmin@co.rock.wi.us at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.



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Public Works Committee Meeting – Parks Minutes
Tuesday, February 11, 2020 – 8:00 a.m.
Public Works Department- Committee Room
3715 Newville Road
Janesville, WI 53545

Call to Order. Chair Bussie called the meeting of the Public Works Committee to order at 8:00 a.m.

Committee Members Present. Supervisors Fox, Richard, Zajac and Mawhinney.

Committee Members Absent. None.

Staff Members:

Duane Jorgenson	Director of Public Works
John Traynor	Parks Manager
Nick Elmer	Assistant Public Works Director
Amy Friend	Community Coordinator
Amy Hartley	Secretary II
Francene St. Michael	Stockroom Clerk
Terri Carlson	Risk Manager

Others Present:

Russ Podzilni	Rock County Board Chair
Dean Paynter	Parks Advisory Board
Floyd Finney	Parks Advisory Board
Den Adler	Citizen

Approval of Agenda. Supervisors Zajac and Mawhinney moved today's agenda. MOTION CARRIED.

Approval of Minutes from January 28, 2020. None at this time; will be provided at the February 25, 2020 Highway meeting.

Citizen Participation, Communications, and Announcements. Mr. Paynter introduced Mr. Adler, writer, historian and photographer. Mr. Paynter and Mr. Adler donated three canvas pictures of the five arch bridge next to Turtle Creek Parkway to the Parks Department. All members of the Committee thanked Mr. Adler for the outstanding and thoughtful gifts.

Parks Advisory Board Communications. Mr. Paynter reminded members of the candlelight event February 22, 2020, on the Ice Age Trail in Milton (Vincent Street & Manogue Road) from

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

6:00 p.m. to 8:00 p.m. The weather was superb for the owl walk on February 8, 2020, at Storrs Lake, Milton. Although no owls were sighted, over 100 people attended the candlelight hike.

Mr. Finney stated the Friends of Rock County Parks group received a \$500 donation. The intended use of the donation is for the well at the Gibbs Lake horse lot.

PARKS BUSINESS

Discussion & Update – Parks Manager Training Request. Mr. Traynor updated the committee on the county's liability concerns as it relates to the Certified Playground Safety Inspector Training. According to Rock County's Risk Manager, Ms. Carlson, the training would not cause the county further unexpected liability. Ms. Carlson stated the training will benefit DPW and Rock County and the ability to respond to hazards specific to this area of training. Renewal of certification is every three years.

Discussion – Letter of Recommendation for Multi-Use Trail Group. Mr. Traynor drafted the attached letter of support for the Multi-Use Trail Group grant request. The grant will aid in the purchase of a well at Gibbs Lake horse lot.

Parks Manager Report – See Attached. Mr. Traynor provided information on the items listed in his report.

Parks General – Equipment and Amenities Maintenance: picnic tables, event boards and a park bench need repairing. Tree work has been done at Magnolia Bluff, Miller Farm and Lee Park using the new diamond forestry mower.

POROS Plan Update – Status – Ongoing: an open house is scheduled for Tuesday, February 18, 2020, from 4:00 p.m. to 7:00 p.m. in the conference room at Rock County DPW.

Permit Acquisition – Turtle Creek Parkway: the kayak launch has been renewed. Murwin Park: the kayak launch permit has been received. Indianford Park – Vault Toilet: working on getting permits and specifically, the building permit from Fulton Township.

Park Damage Assessment – Vandalism was found at: Happy Hollow: the boat launch kiosk was egged and the plexi-glass was smashed; Sweet-Allyn: the park bench seats were broken; Gibbs Lake: the boat launch kiosk plexi-glass was broken.

Turtle Creek Parkway – FORCP Workday February 7, 2020, at Five Arch Bridge: a meeting took place between Parks, the Friends group and the landowner to address any concerns. The 5th arch is now visible from the bridge as approximately 150 feet of brush was cleared by the Friends of Rock County Parks group and the Parks Department. The use of the parus toolcat helped expedite the process.

Snowmobile Grant and Alliance Meetings – Received second payment of 2018-2019 grant \$26,644.33: this covers expenses from 2019. Received first half of 2019-2020 grant \$32,190: another payment will be received if the amount is exhausted as the grant matches dollar for dollar. Update correspondence and communication and streamline opening and closing procedures: the Parks Department met with the DNR, the Snowmobile Alliance Club and the Sheriff's Department. Communication lines have been opened and streamlined and all snow updates will be shared. The online application, *WhatsApp*, is being utilized to communicate with each group simultaneously.

Friends of Rock County Parks – Candlelight hike on Ice Age Trail is scheduled for February 22, 2020, at 6 p.m.

Community Coordinator Report – See Attached. Ms. Friend provided information on the items listed in her report.

The Snow Report is updated via press release, hotline, Travel Wisconsin, Facebook and the Parks website.

Ms. Friend met with the Mobility Manager for Rock County Council on Aging. Wednesday Walks are being planned and two of them will be held in Rock County Parks. Mr. Hessenauer will lead the walks.

8:21 a.m. Departed: Mr. Traynor, Ms. Friend, Mr. Paynter, Mr. Finney and Mr. Adler.

HIGHWAY BUSINESS

Resolution – Purchase of One (1) 2020 Dodge Charger. Supervisors Zajac and Richard moved the purchase for (1) 2020 Dodge Charger. This vehicle is for motor pool for the District Attorney's office and within the budget. MOTION CARRIED.

Resolution – Purchase of One (1) 2020 Ford Escape. Supervisors Mawhinney and Fox moved the purchase for (1) 2020 Ford Escape. This vehicle is for motor pool for the Public Health Department and within the budget. MOTION CARRIED.

Resolution – Purchase of One (1) 2020 Silverado. Supervisors Richard and Fox moved the purchase for (1) 2020 Silverado. This vehicle is for motor pool for Land Conservation's new personnel and within the budget. Members of the committee questioned if the grant pays a portion of the vehicle or its mileage? Ms. St. Michael responded that the mileage was approved within the Land Conservation's grant request. Mr. Fox questioned the mileage rate amount. Mr. Jorgenson stated each Department's mileage varies based on use. MOTION CARRIED.

Resolution – Purchase of Three (3) 2020 Dodge Caravans. Supervisors Richard and Fox moved the purchase of (3) 2020 Dodge Caravans. One vehicle is a replacement and the remaining two are for ADRC & AODA. All vehicles are within the budget. MOTION CARRIED.

Discussion & Possible Action – Issue Paper – Purchase of One (1) Tandem Axle Truck Body, Plow, Wing and Spreader. Supervisors Mawhinney and Fox moved the issue paper. The truck body is for the prior obtained chassis and within the budget. MOTION CARRIED.

Discussion & Possible Action – Approval of Bid Award for Hot Mix Asphalt. Supervisors Fox and Mawhinney moved the Approval of Bid Award for Hot Mix Asphalt. Mr. Jorgenson explained that two companies responded. Recommended selection was determined based on the terms of the bid documents. MOTION CARRIED.

Discussion & Possible Action – Approval of Bid Award for Asphaltic Seal Coat Materials. Supervisors Zajac and Mawhinney moved the Approval of Bid Award for Asphaltic Seal Coat Materials. MOTION CARRIED.

Discussion & Possible Action – Approval of Bid Award for Aggregate Materials. Supervisors Richard and Mawhinney moved the Approval of Bid Award for Aggregate Materials. Recommended selection was determined based on the terms of the bid documents. MOTION CARRIED.

Discussion & Possible Action – Approval of Bid Award for Asphalt Milling/Pulverizing. Supervisors Mawhinney and Fox moved the Approval of Bid Award for Asphalt Milling/Pulverizing. MOTION CARRIED.

Mr. Jorgenson thanked Mr. Elmer for doing a great job of reviewing, analyzing and compiling the bids and results.

8:37 a.m. - Mr. Traynor returned to the meeting.

Next Meeting Date. The Parks meeting is scheduled for Tuesday, March 10, 2020 at 8:00 a.m. at Department of Public Works.

Chair Bussie questioned date of Town Meeting. Mr. Jorgenson replied the meeting date will most likely be after elections and when weather improves so that the towns have a list of expected plans to request/disburse.

Adjournment. Supervisors Fox and Richard moved to adjourn at 8:50 a.m. MOTION CARRIED.

Respectfully Submitted,
Amy J. Hartley, Secretary II

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee
INITIATED BY



John Traynor, Parks Manager
DRAFTED BY

Public Works & Planning Committees
SUBMITTED BY

March 2, 2020
DATE DRAFTED

Adoption of the 2020-2025 Rock County Parks, Outdoor Recreation and Open Space (POROS) Plan

1 **WHEREAS**, it is good management practice for the Rock County Parks Division to have a long-
2 range plan to assure that park planning goals, objectives, and policies are current for its operation
3 and assets; and,
4

5 **WHEREAS**, Rock County desires to maintain its eligibility for grant funding for the acquisition
6 and development of park and recreational facilities through State and Federal programs; and needs
7 to update the 2015-2020 POROS Plan in order to remain eligible for State, Federal, and foundation
8 grants, which along with local matching funds can be used to help improve the County's parks,
9 outdoor recreation facilities, and open space areas to the benefit of Rock County Citizens; and,
10

11 **WHEREAS**, the Wisconsin Department of Natural Resources requires that the County update its
12 POROS Plan every five years to maintain such eligibility and to assure that park planning goals,
13 objects, and policies are current; and
14

15 **WHEREAS**, the County has contracted with Vandewalle & Associates to prepare an update to the
16 2015-2020 County's POROS Plan which included a data gathering process that used extensive
17 public participation including staff input sessions, public surveys, focus groups, and an open house;
18 and,
19

20 **WHEREAS**, the 2020-2025 POROS Plan goals and priorities recommended by the Public Works,
21 Parks Advisory, and Planning & Development Committees are based on this extensive process of
22 public input; and,
23

24 **WHEREAS**, the 2020-2025 POROS plan is intended to be used by the Rock County Parks
25 Manager, Parks Staff, and Public Works Parks Advisory Committee to pursue appropriate park,
26 outdoor recreation and open space items and projects; and,
27

28 **WHEREAS**, the proposed 2020-2025 POROS Plan has been reviewed and recommended for
29 adoption by both the Parks and Planning Department Staffs; and,
30

31 **WHEREAS**, the proposed 2020-2025 POROS Plan is consistent with the Rock County
32 Comprehensive Plan 2035.
33

34 **WHEREAS**, the Rock County Board of Supervisors shall pursue the implementation of the Rock
35 County 2020-2025 POROS Plan as opportunities and resources are presented and available.
36

37 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
38 assembled this _____ day of _____, 2020, hereby adopts the 2020-2025 Rock County Parks,
39 Outdoor Recreation, and Open Space (POROS) Plan, to serve as the County's updated POROS
40 plan and chapter twelve of the Rock County Comprehensive Plan 2035.

Adoption of the 2020-2025 Rock County Parks, Outdoor Recreation and Open Space
(POROS) Plan

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RESPECTFULLY SUBMITTED
PUBLIC WORKS COMMITTEE

ENDORSED BY
PARKS ADVISORY COMMITTEE

Betty Jo Bussie, Chair

Floyd Finney

Brent Fox, Vice-Chair

Dean Paynter

Mary Mawhinney

Thomas Presny

Rick Richard


Jeremy Zajac

PLANNING & DEVELOPMENT COMMITTEE

FISCAL NOTE:

No fiscal impact in and by itself.

Alan Sweeney, Chair


Sherry Cfa
Finance Director

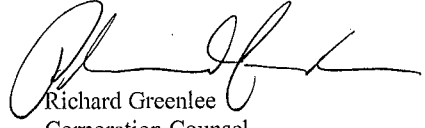
Mary Mawhinney, Vice Chair

Wes Davis

LEGAL NOTE:

The County Board is authorized to take
this action pursuant to secs. 59.69(1) and
66.1001, Wis. Stats.

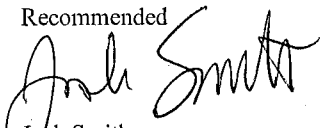
Wayne Gustina


Richard Greenlee
Corporation Counsel

Phillip Owens

ADMINISTRATIVE NOTE:

Recommended


Josh Smith
County Administrator

– EXECUTIVE SUMMARY –

Rock County Park, Outdoor Recreation and Open Space Plan (POROS)

In order to remain eligible for state, federal and foundation grants, Rock County needs to update the 2015-2020 POROS Plan. These grant funds, along with local matching funds can continue to be utilized to help improve the county's parks, outdoor recreation facilities, and open space areas to the benefit of Rock County citizens quality of life. The Plan has a five-year planning horizon. It will need to be updated in 2025 for the next five-year planning period.

The POROS planning process included a data gathering process that used extensive public participation including staff input sessions, community survey, focus groups, and an open house.

The proposed Rock County POROS Plan is one document and includes the following sections: 1) Introduction and Background Information, 2) Planning Process and Public Participation, 3) Existing Park and Recreational Facilities, 4) Goals, Objectives, and Policies, 5) Park and Recreation Standards, 6) Analysis of Existing Park and Recreation Facilities, 7) Recommended Park and Open Space Improvements, 8) Capital Improvements Plan, and 9) Implementation Action Plan.

We realize that this is ambitious, but without enumeration, those projects would not be eligible for grant or other funding options.

The proposed 2020-2025 POROS Plan has been reviewed and recommended for adoption by both the Parks and Planning Department Staffs. The proposed POROS Plan update is consistent with the Rock County Comprehensive Plan 2035 and will be updated as chapter twelve of the plan.



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Parks Manager Report

March 2020

Parks General

- Equipment Maintenance
- New Kubota Mower Arrived
- Tree Work – Gibbs Lake, Koshkonong Lake Access, Schollmeyer
- Wood Permits – Up From Last Year

POROS Plan Update

- Status – Final Approval
- Open House February 18th

Sweet-Allyn Park

- Working on Playground Final Design
- Permit Requirements

Turtle Creek Parkway

- Window Repairs
- Kitchen Updates Completed

Playground Safety Inspector Training

- Training Update
- Future Requirements / Playground Assessment Program

Park Reservations

- Review Of Changes

County Conservation Grant

- Magnolia Bluff – Good Oaks Meeting
- Murwin Park Launch Planning

Friends Of Rock County Parks

- Candlelight Hike on Ice Age Trail – February 22nd
- Thank You To All Who Helped Out



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Community Coordinator Report

February 2020

- Rock County Parks Website & Facebook Page Updates
- Meet with potential renters for Turtle Creek Parkway and show facility
- Update Travel Wisconsin and Snowmobile Hotline on weekends for Snowmobile Trail Openings & Closings
- Documenting expenses for Grant S-ADLP3-1179.5 for work being done at Turtle Creek Parkway
- Coordinating Events to be held in Rock County Parks
- Rockport Park Candlelight Hike (2/1)
- Letter for Rock County Multi-Use Group for grant application in support of well at Gibbs Lake (2/3)
- Invites to POROS plan Open house and Update website with Draft POROS Plan (2/4)
- Attended Wisconsin Parks & Recreation Association Leadership Academy (2/5-2/7)
- Attended JSOL Candlelight Hike (2/7) & Ice Age Trail Candlelight Hike (2/8)
- Follow up with Mr. Harrington (Landowner) and Agrecol (donation of seed) after Friends of Rock County Parks Workday (2/10)
- Carver-Roehl Tree ID Course – field work and brochure (2/10-ongoing)
- Rock County Public Works Committee Meeting (2/11)
- Verify Rock County Land Owner Agreements are approved with DNR (2/12)
- One Year Annual Review for Community Coordinator Position (2/14)
- Update 2020 Calendar of Events Update (2/17)
- POROS Plan Open House 4-7 (2/18)
- Finalize Full Moon Hike at Magnolia Bluff on Thursday July 2nd from 9-11 pm with Rock County Conservationists, Dave Bendlin will lead hike (2/19)
- Rock & Wellness Committee Meeting (2/20)
- Friends of Beckman Mill Meeting (2/20)
- Maple Sugar Fest at Welty Environmental Center (2/22)
- Friends of Rock County Parks Candlelight Hike (2/22)
- Finalize Wednesday Walks with Rock County Council on Aging – Mobility Manger. Beckman Mill on 7/15 – Guided Oak Savanna Hike (9:30-11am) & Carver-Roehl on 9/30 – Guided Tree ID Hike (9:30-11am). (2/24)
- Write article for The Beckman Mill News Quarterly Newsletter (2/25)
- Follow up with DNR and Rock County Snowmobile Alliance on verification of trail standards and updated map for funding 6.4 new miles of Snowmobile Trail (2/26)
- Correspondence with Corporation Counsel on liability issues with events (2/27)