

ROCK COUNTY, WISCONSIN

**NOTE: This is also a Teleconference**



**DEPARTMENT OF PUBLIC WORKS/PARKS COMMITTEE  
TUESDAY – APRIL 13, 2021 – 8:00 A.M.  
CALL: 1-312-626-6799  
Meeting ID: 826 8212 1597**

Join Zoom Meeting

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**If you are interested in providing public comments on items on this agenda, you must submit your comments by noon on Monday, April 12, 2021. To submit a public comment use the following email: [amy.hartley@co.rock.wi.us](mailto:amy.hartley@co.rock.wi.us)**

**Join from a telephone:**

- On your phone, dial the phone number provided above
- Enter the meeting ID number when prompted, using your dial-pad.
- Please note that long-distance charges may apply. This is not a toll-free number.
- Supervisors: Please identify yourself by name
- **Please mute your phone when you are not speaking to minimize background noises**
- We are new at holding meetings this way, so please be patient

Instructions for the hearing impaired –

<https://support.zoom.us/hc/en-us/articles/207279736-Getting-started-with-closed-captioning>



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# 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](http://www.co.rock.wi.us)

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Public Works Committee Meeting – Parks  
Tuesday, April 13, 2021 – 8:00 a.m.  
Public Works Department – Committee Room  
3715 Newville Road  
Janesville, WI 53545

### **A G E N D A**

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes Dated March 9, 2021
4. Citizen Participation, Communications and Announcements
5. Parks Advisory Board Communications
6. **HIGHWAY BUSINESS**

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- a. Resolution – Designating the Week of April 26 Through April 30, 2021, “Work Zone Safety Awareness Week in Rock County”
7. **PARKS BUSINESS**

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- a. Resolution – Authorizing Application with Wisconsin Department of Natural Resources for Snowmobile Grant Funds 2021-2022 Snowmobile Season
- b. Resolution – Authorizing Application with Wisconsin Department of Natural Resources for Stewardship, Local Assistance, Federal Land and Water Conservation and Recreational Trails Grant Funds
- c. Discussion and Possible Action – Volunteer Waiver Form
- d. Parks Manager Report – See Attached
- e. Community Coordinator Report – See Attached
8. Next Parks Meeting Date: Tuesday, May 11, 2021 at 8:00 a.m. at Department of Public Works
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](mailto: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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# ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

## *Highways & Parks*

3715 Newville Road, Janesville, WI 53545  
Phone: (608)757-5450 Fax: (608)757-5470  
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Public Works Committee Meeting – Parks  
Tuesday, March 9, 2021 – 8:00 a.m.  
Public Works Department – Committee Room  
3715 Newville Road  
Janesville, WI 53545

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

Committee Members Present. Supervisors Richard, Mawhinney, Mulligan, Rashkin and Yeomans.

Committee Members Absent. None.

<u>Staff Members:</u>	Duane Jorgenson	Director of Public Works
	John Traynor	Parks Manager
	Amy Friend	Community Coordinator
	Amy Hartley	Secretary II

<u>Others Present:</u>	Tom Presny	Parks Advisory Board
	Floyd Finney	Parks Advisory Board
	Erica Keehn	President, Rock County Alliance of Snowmobile Clubs
	Steve Fausnaugh	Vice President, Rock County Alliance of Snowmobile Clubs

Approval of Agenda. Supervisor Mawhinney moved approval of the agenda as presented, second by Supervisor Yeomans. ADOPTED.

Approval of Minutes for Parks and Highway from January 12, 2021. Supervisor Yeomans moved approval of the minutes from January 12, 2021, second by Supervisor Mawhinney. ADOPTED.

Citizen Participation, Communications and Announcements. Ms. Hartley read a letter received from Erica Keehn, President, Rock County Alliance of Snowmobile Clubs, expressing gratitude towards the Rock County Sheriff's Office and Rock County Parks' staff.

Mr. Traynor reported the high water at Ice Age Park has receded some.

Parks Advisory Board Communications. Mr. Presny reported the Gathering Place Fishing Club, Milton, built and placed six fishing cribs on Gibbs Lake. Once at the bottom of the lake, the cribs will provide fish refuge where otherwise there would be none. Mr. Presny is creating a lake map to indicate the coordinates of the cribs.

## **PARKS BUSINESS**

Discussion – 2020-2021 Snowmobile Season Update. Mr. Traynor reported the best snowmobile season since 2012 and all funds from the grant will be used. The 2020-2021 grant was revised to reflect the 174 miles maintained by the Alliance.

Discussion and Possible Action – Snowmobile Grant for 2021-2022 Season. Supervisor Mawhinney moved approval of the Snowmobile Grant for the 2021-2022 season to reflect option number two: *For 221.8 miles with the grant description clearly listing the 174 as funded miles and the 47.8 as Sundowner miles*, second by Supervisor Mulligan. Mr. Traynor explained the grant, options and answered questions from the committee. ADOPTED.

Update – Rock County Parks’ Grants. Mr. Traynor explained the information contained in the grants update document. Mr. Traynor corrected a typo on the form.

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

### **Parks General**

Parks Crew – Work Duties – the Parks crew is painting, cleaning, fixing wood signs and completing general maintenance as the mowing season approaches.

Seasonal Hires Update – four applications will be processed.

Tree Work – Royce Dallman, Gibbs Lake, Beckman Mill – tree work will be completed, weather permitting.

Snowshoe Rental Update – due to Ms. Friend’s advertising on social media, rentals increased to their highest (75) of any season.

### **Conservation Grant Update**

Lee Park Update – Forestry Mower - mowing expected to be completed soon.

### **Royce Dallman Park**

Boomfest Event – February 20, 2021 – many attended Mr. Green’s event and very few issues occurred. A fence post was damaged during the event. Mr. Traynor discussed a special events fee when questioned by Mr. Yeomans. Mr. Traynor will review with Mr. Greenlee, Rock County Corporation Counsel.

### **Sweet-Allyn Park**

Playground Replacement Work Update – work will start soon, weather permitting.

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

Rip Rap Project – working with DNR on permitting; hope to complete while equipment is at Sweet-Allyn Park.

**Gibbs Lake Park**

Fish Cribs – Tree Work – Mr. Traynor expressed gratitude to all those who participated in the construction of the cribs.

Fishing Tournament – great weather February 27, 2021, allowed for high attendance and a great family event.

**Turtle Creek Parkway**

Memorial Update – waiting on verbiage update from contractor.

**Happy Hollow**

Incident Recap – Mr. Traynor explained the events of a plane crash 30 feet outside the park resulting in two deaths. The park was temporarily closed for a week for use as a staging area for cleanup efforts.

**Parks Staff Status**

Mr. Traynor expressed the need for an additional employee for the Department. Park duties have increased significantly. An additional parks member would be beneficial for project completion timely and safely. Mr. Traynor will request a new employee in the 2022 budget.

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

Next Parks Meeting Date. Tuesday, April 13, 2021, at 8:00 a.m. at Department of Public Works.

Adjournment. Supervisor Yeomans moved adjournment at 8:58 a.m., second by Supervisor Rashkin. ADOPTED.

Respectfully Submitted,  
Amy J. Hartley, Secretary II

# RESOLUTION

## ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee  
INITIATED BY

Public Works Committee  
SUBMITTED BY



Duane Jorgenson, Director of Public Works  
DRAFTED BY

March 12, 2021  
DATE DRAFTED

### RESOLUTION DESIGNATING THE WEEK OF APRIL 26 THROUGH APRIL 30, 2021 “WORK ZONE SAFETY AWARENESS WEEK IN ROCK COUNTY”

1 WHEREAS, in 1999, the Federal Highway Administration partnered with the American Association of  
2 State Highway Officials and more recently the American Traffic Safety Services Association to create  
3 the National Work Zone Safety Awareness campaign which is held annually in April prior to  
4 construction season in much of the nation; and  
5

6 WHEREAS, the Wisconsin County Highway Association is asking all seventy-two counties in the  
7 state to unite and kick off “Work Zone Safety Awareness Week” with a resolution and campaign to  
8 raise awareness for its workers, the traveling public, public safety workers, and those of various  
9 highway contractors performing work for the counties; and  
10

11 WHEREAS, construction and maintenance activities on our streets and highways periodically require  
12 that work zones be established; and  
13

14 WHEREAS, data collected from 2015 to 2019 indicates an average of 2,677 work zone crashes in  
15 Wisconsin annually; and  
16

17 WHEREAS, in 2019, Wisconsin suffered from more than 3,100 crashes in road construction and  
18 maintenance zones, resulting in 1,274 injuries and nine fatalities; and  
19

20 WHEREAS, between 2015 and 2019, there were 50 fatalities recorded as a result of crashes in  
21 Wisconsin work zones including three Wisconsin County Highway workers which were killed in  
22 work zones in 2015; and  
23

24 WHEREAS, through their enforcement activities and other participation, the Rock County Sheriff’s  
25 Office, Wisconsin State Patrol, and Rock County Highway Department are committed to working  
26 together in 2021 to make Work Zone Safety Awareness Week a success; and  
27

28 WHEREAS, the Federal Highway Administration has designated April 26 through April 30, 2021 as  
29 National Work Zone Safety Awareness Week,  
30

31 NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors convened  
32 this \_\_\_\_ day of \_\_\_\_\_, 2021 that the week of April 26 through April 30, 2021 be designated  
33 “Work Zone Safety Awareness Week” in Rock County.

Respectfully submitted,  
PUBLIC WORKS COMMITTEE

\_\_\_\_\_  
Rick Richard, Chair

\_\_\_\_\_  
Mary Mawhinney, Vice-Chair

\_\_\_\_\_  
Mike Mulligan

\_\_\_\_\_  
Yuri Rashkin

\_\_\_\_\_  
Bob Yeomans

# RESOLUTION

## ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee  
Initiated by \_\_\_\_\_

Public Works Committee  
& Parks Advisory Committee  
Submitted by \_\_\_\_\_



John Traynor, Parks Manager  
Drafted by \_\_\_\_\_

April, 5, 2021  
Date Drafted \_\_\_\_\_

### AUTHORIZING APPLICATION WITH WISCONSIN DEPARTMENT OF NATURAL RESOURCES FOR SNOWMOBILE GRANT FUNDS

- 1 **WHEREAS**, the Rock County Board of Supervisors Resolution #81-6A-038, on the 11th day of
- 2 June, 1981, adopted the Rock County Snowmobile Plan; and,
- 3
- 4 **WHEREAS**, Rock County desires to participate in snowmobile grant funded projects pursuant to
- 5 provisions of s.23.09(11) of the Wisconsin Statutes; and,
- 6
- 7 **WHEREAS**, grant funds are available from the State of Wisconsin Department of Natural
- 8 Resources (DNR) and a resolution of application for Snowmobile Grant Funds is required; and,
- 9
- 10 **WHEREAS**, Rock County is interested in operating the snowmobile trail for public outdoor
- 11 recreation purposes as described in the application; and,
- 12
- 13 **WHEREAS**, financial aid is required to carry out the project.
- 14
- 15 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors on this
- 16 \_\_\_\_\_ day of \_\_\_\_\_, 2021, hereby authorizes John Traynor, Parks Manager, Parks
- 17 Division-Public Works Department, to act on behalf of Rock County to submit an application to
- 18 the State of Wisconsin Department of Natural Resources for financial aid for Snowmobile Grant
- 19 Funds that may be available.

Respectfully submitted,  
PUBLIC WORKS COMMITTEE

PARKS ADVISORY COMMITTEE

\_\_\_\_\_  
Rick Richard, Chair

\_\_\_\_\_  
Floyd Finney

\_\_\_\_\_  
Mary Mawhinney, Vice-Chair

\_\_\_\_\_  
Dean Paynter

\_\_\_\_\_  
Mike Mulligan

\_\_\_\_\_  
Tom Presny

\_\_\_\_\_  
Yuri Rashkin

\_\_\_\_\_  
Bob Yeomans

AUTHORIZING APPLICATION WITH WISCONSIN DEPARTMENT OF NATURAL RESOURCES  
FOR SNOWMOBILE GRANT FUNDS

Page 2

LEGAL NOTE:

The authority to accept grant funds pursuant to sec. 59.52(19), Wis. Stats., necessarily implies the authority to make application for such funds.

s/Richard Greenlee

Richard Greenlee  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

/s/Josh Smith

Josh Smith  
County Administrator

FISCAL NOTE:

This resolution authorizes the application for a grant. There is no fiscal impact unless a grant is awarded.

/s/Sherry Oja

Sherry Oja  
Finance Director



- EXECUTIVE SUMMARY –  
**AUTHORIZING APPLICATION WITH  
WISCONSIN DEPARTMENT OF NATURAL RESOURCES  
FOR SNOWMOBILE GRANT FUNDS**

This resolution provides authorization to apply for funding for the 2021-2022 Rock County Snowmobile Trail Program.

The DNR Snowmobile Grant of \$66,540 (221.8 Miles) \$52,200 would cover 174 miles of trail managed by The Rock County Alliance of Snowmobile Clubs and 47.8 miles of trail managed by The Edgerton Sundowners. The 47.8 miles attributed to the Sundowners would not be funded unless those miles are opened and maintained as per the grant agreement. The snowmobile trail project is 100% grant funded. Any field work (includes labor, materials, and machinery) by DPW Parks Division or Highway Division is 100% billed back to the grant. The Rock County Alliance of Snowmobile Clubs provides trail signage and grooming and is reimbursed for those services after the county costs are covered.

These funds are 100% provided by the payments snowmobilers have made through license and prorated fuel tax payments. Rock County receives a 50% advance payment check after the completed contract is signed, the balance due upon final close out of the grant.

# RESOLUTION

## ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee  
Initiated by \_\_\_\_\_

Public Works Committee  
& Parks Advisory Committee  
Submitted by \_\_\_\_\_



John Traynor, Parks Manager  
Drafted by \_\_\_\_\_

April 5, 2021  
Date Drafted \_\_\_\_\_

**AUTHORIZING APPLICATION WITH  
WISCONSIN DEPARTMENT OF NATURAL RESOURCES  
FOR STEWARDSHIP LOCAL ASSISTANCE, FEDERAL LAND & WATER CONSERVATION  
FUND & RECREATIONAL TRAILS PROGRAM APPLICATION GRANT FUNDS**

- 1 **WHEREAS**, the Rock County Parks Division desires to participate in stewardship grant funded
- 2 projects pursuant to provisions of s.23.09(11) of the Wisconsin Statutes: and,
- 3
- 4 **WHEREAS**, matching grant funds are available from the Wisconsin DNR and a resolution of
- 5 application for Stewardship Grant is required: and,
- 6
- 7 **WHEREAS**, Rock County is interested in developing trails for public outdoor recreation purposes
- 8 as described in the application; and,
- 9
- 10 **WHEREAS**, financial aid is required to carry out the project; and,
- 11
- 12 **WHEREAS**, the 2020-2025 Rock County Parks Outdoor Recreation Open Space (POROS) Plan
- 13 recommends the paving of the Peace Trail.
- 14
- 15 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors on this
- 16 \_\_\_\_\_ day of \_\_\_\_\_, 2021, hereby authorizes John Traynor, Parks Manager, Parks
- 17 Division-Public Works Department, to act on behalf of Rock County to submit an application to
- 18 the State of Wisconsin Department of Natural Resources for financial aid for Stewardship and
- 19 Recreational Trails Program Application Funds that may be available.

Respectfully submitted,  
PUBLIC WORKS COMMITTEE

PARKS ADVISORY COMMITTEE

\_\_\_\_\_  
Rick Richard, Chair

\_\_\_\_\_  
Floyd Finney

\_\_\_\_\_  
Mary Mawhinney, Vice-Chair

\_\_\_\_\_  
Dean Paynter

\_\_\_\_\_  
Mike Mulligan

\_\_\_\_\_  
Tom Presny

\_\_\_\_\_  
Yuri Rashkin

\_\_\_\_\_  
Bob Yeomans

AUTHORIZING APPLICATION WITH WISCONSIN DEPARTMENT OF NATURAL RESOURCES FOR  
STEWARDSHIP LOCAL ASSISTANCE, FEDERAL LAND & WATER CONSERVATION FUND &  
RECREATIONAL TRAILS PROGRAM APPLICATION GRANT FUNDS

Page 2

LEGAL NOTE:

The authority to accept grant funds pursuant to sec. 59.52(19), Wis. Stats., necessarily implies the authority to make application for such funds.

s/Richard Greenlee

Richard Greenlee  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

/s/Josh Smith

Josh Smith  
County Administrator

FISCAL NOTE:

This resolution authorizes the application for a grant. There is no fiscal impact unless the grant is awarded.

/s/Sherry Oja

Sherry Oja  
Finance Director

- EXECUTIVE SUMMARY -

**AUTHORIZING APPLICATION WITH  
WISCONSIN DEPARTMENT OF NATURAL RESOURCES  
FOR STEWARDSHIP LOCAL ASSISTANCE, FEDERAL LAND & WATER CONSERVATION  
FUND, & RECREATIONAL TRAILS PROGRAM APPLICATION GRANT FUNDS**

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The 2020-2025 Rock County POROS plans recommends paving the Peace Trail from Janesville to Beloit with a hard surface to improve accessibility. This resolution provides authorization to apply for funding from the Wisconsin Department of Natural Resources for Stewardship Local Assistance, Federal Land & Water Conservation Fund, and Recreation Trails Program Application Grant Funds and include the City of Janesville’s portion.

In order to move forward on this project, the Rock County Parks Division desires to apply for Department of Natural Resources Recreational Trails Stewardship Grant Fund and be the project sponsor for the City of Janesville’s portion of the Peace Trail. This grant program prioritizes projects that rehabilitate existing trails and inter-governmental cooperation.

The grant being applied for requires a 50/50 match of local funds. The anticipated joint project cost for the paving of the Peace Trail is \$331,860, of which \$165,930 would be covered by the Stewardship Grant funds. Rock County’s share of the project costs would be \$94,080, with the City of Janesville contributing \$71,850.

Estimated Cost of Peace Trail Paving from Janesville Wastewater Plant to Duggan Road

	Cost	50/50 Match
City of Janesville (1.57 mile section)	\$143,700	\$ 71,850
County of Rock (2.06 mile section)	\$188,160	<b>\$ 94,080</b>
Total	\$331,860	\$165,930

The Rock County Parks was awarded a Recreational Trail Program Grant in 2020 in the amount of \$45,000 with a 50/50 match for the paving of the Peace Trail from Walters Road to S. Duggan Road. If this grant application is approved and we are awarded this grant, we would like to complete the projects at the same time to minimize mobilization costs.

Currently, the Parks Division is pursuing additional funding options, including possible donations or use of ATC funds, to offset the remaining balance not covered by the Stewardship Grant. The Parks Division does not intend to impact current or future County fund balances with this grant application. If the grant is approved, further action from the County Board would be required to accept the Stewardship Grant funding and authorize paving of the Peace Trail.



# Rock County Parks Volunteer Registration & Release Form

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email address \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Preferred way to be contacted:     Mail     Email     Phone    *(please circle – cell, home, work)*

*I am interested in volunteering at a specific park or area \_\_\_\_\_ ONLY – circle*

*I am interested in volunteering in the following area(s) – please check all that apply:*

### Natural Areas

- Natural Areas Volunteer – Summer Weed Control
- Natural Areas Volunteer – Prescribed Burns
- Native Plant Propagation
- Prairie Seed (collection, cleaning & processing, planting)
- Invasive Tree & Brush Removal
- Herbicide Application
- Tool Maintenance

### Parks

- Park Docent
- Trees (mulching, planting, monitoring)
- Landscaping & Clean-Up
- Research (includes wildlife & vegetation inventories)
- Trails Monitoring & Maintaining

### Other

- Friends Groups – Event Support
- Office Support
- Youth Project
- Historical Research
- Photography
- Bird Houses & Trails

## Please Sign Volunteer Agreement On Page 3

### Volunteer Agreement

Thank you for agreeing to join the many people who volunteer their time and talent to Rock County each year. Your service is vital to our success. Please read the following information carefully and sign where indicated.

I, \_\_\_\_\_, (referred to as “the Volunteer” throughout the rest of this document) and Rock County agree to the following terms in their effort to supplement the work performed by Rock County employees:

(Please print your name here)

1) The Volunteer may expect the following from Rock County:

- Rock County will respect the Volunteer and show appreciation for the Volunteer’s activities;
- Rock County will provide Volunteer with a clearly defined description of the Volunteer’s duties; and
- Rock County will facilitate a cooperative working relationship between and among Rock County staff and other volunteers, and will provide appropriate supervision and direction, as needed.

2) Rock County may expect the following from the Volunteer:

- The Volunteer will perform their volunteer duties in a professional manner under the direction and control of Rock County staff or their designee;
- The Volunteer will work according to a mutually agreeable schedule, but if something comes up that prevents the Volunteer from working, the Volunteer will notify his/her supervisor as soon as possible;
- The Volunteer will contribute to a cooperative working relationship between and among Rock County staff and other volunteers; and
- The Volunteer will comply with established County policies and procedures, including safety rules.

3) Insurance:

- The Volunteer understands that he/she is not a Rock County employee and is not entitled to compensation in any form, including but not limited to wages. As a non-employee, the Volunteer further understands that he/she does not qualify for worker’s compensation benefits if injured while performing volunteer work, and therefore, the Volunteer should have personal medical insurance.
- If the Volunteer drives a motor vehicle as part of his/her volunteer duties, the Volunteer understands that he/she must have a valid Wisconsin driver’s license and that Rock County is not responsible for any damage to the vehicle which may occur during his/her volunteer services, and therefore, the Volunteer should have personal car insurance under these circumstances.
- The Volunteer understands that Rock County carries general liability insurance and the Volunteer may be eligible for legal defense and indemnification by Rock County if someone brings a claim against the Volunteer based upon the services performed by the Volunteer, in good faith, for Rock County.

- The Volunteer understands and accepts any and all risks attendant to volunteering for Rock County and agrees to indemnify, release and hold harmless Rock County, its Board and officers, agents and employees from and against all claims, demands, loss or liability of any kind or nature, for any possible injury (including but not limited to personal injury and/or death) incurred while providing services under this Agreement.
- 4) The Volunteer grants permission for his/her photo to be taken and used in any promotional material produced by Rock County.
- 5) Either party may terminate this Agreement at any time for any reason without notice to the other party. The parties agree that this is their entire agreement, and no agreement, oral or written, exists outside of this document.

Volunteer Signature\_\_\_\_\_ Date\_\_\_\_\_

**PARENTAL CONSENT**

**FOR VOLUNTEERS WHO ARE UNDER AGE 18**

This is to certify that I am the parent or guardian with legal responsibility for this child-volunteer, and that I agree with and consent to this child-volunteer’s compliance with this Agreement, including, but not limited to, this child-volunteer’s release as provided above, and for myself, my heirs, assigns and next of kin, release and agree to indemnify and hold harmless Rock County, its Board and officers, agents and employees from and against all claims, demands, loss or liability of any kind or nature, for any possible injury (including but not limited to personal injury and/or death) incurred while this child-volunteer is providing services under this Agreement.

Volunteer’s Parent/Guardian:

Please print name & relationship to the child-volunteer\_\_\_\_\_

Signature\_\_\_\_\_ Date\_\_\_\_\_

**THANK YOU FOR VOLUNTEERING WITH ROCK COUNTY PARKS**

**Please return to:**

**John Traynor, Rock County Parks Manager**  
**3715 Newville Road**  
**Janesville WI 53545**  
**Phone: (608) 757-5451**  
**John.Traynor@co.rock.wi.us**



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# 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](http://www.co.rock.wi.us)

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## **Parks Manager Report**

April 2021

### **Parks General**

- Piers are in!
- Equipment Maintenance
- Park Clean-up
- Seasonal Hire Update

### **Conservation Grant Update**

- Lee Park Status

### **Royce Dallman Park**

- Boomfest Event Correspondence

### **Sweet-Allyn Park**

- Playground Replacement Work Update
- Rip Rap Project

### **Gibbs Lake / Magnolia Bluff Parking Lots**

- CIP Improvement Updates

### **Turtle Creek Access at 140**

- Boring Company – Driveway Repairs

### **Sportsman's Park**

- Deer Display

### **Turtle Creek and Sugar River Signs**

- Signing Project
- Sherriff's Department Rec. Team

### **Turtle Creek Parkway**

- Grant Update







# 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

### **Community Coordinator Report**

**March 2021**

- Update Rock County Parks Website.
- Post Daily on Rock County Parks Facebook Page – 946 Followers & 854 Likes.
- Post Daily on Rock County Parks Instagram – 767 Followers.
- Contact with Friends groups about any issues with parks.
- Turtle Creek Parkway showing for rentals.
- Daily visits to various Rock County Parks to check conditions, traffic, and litter. Take pictures of activity in parks and staff working.
- Prepare Purchase Orders for Parks expenses.
- Promote and Coordinate Leprechauns on the Loose in Rock County Parks Event 3/1 – 3/17.
- Follow up for Payment of Maintenance of Pelishek-Tiffany Nature Trail with Walworth County. Received payment of \$1,365.00 on 3/30/2021.
- Follow up with Cheryl WDNR for Turtle Creek Parkway grant reimbursement funds. Received final payment of \$34,904.29 on 3/30/2021.
- Correspondence with Anne Miller Land Conservation – Joint Program Ideas.
- Correspondence with Cameron for Eagle Scout project at Pelishek-Tiffany Nature Trail. Submitting project for approval from Boy Scout Board.
- Correspondence with Carl Lange – FORCP Bike Ride – May 22<sup>nd</sup> – Beckman Mill Park.
- Write article for Beckman Mill Quarterly Newsletter.
- Check on Gibbs Lake Fish Crib Building progress.
- Request Rock County Parks Project information on the Knowles Nelson Stewardship Fund.
- Provide Rock County trail maps for Travel Beloit & Rock County Health Department.
- Coordinate with Land Conservation and Rock River Coalition for Stream Training Day.
- Coordinate with Rock County Conservationists for nature programs in parks.
- Prepare Resolution Authorizing Purchase of New Playground at Sweet-Allyn Park.
- Prepare Resolution Authorizing Application for WDNR Snowmobile Grant 2021-2022 season.
- Prepare Resolution Authorizing Application for WDNR Stewardship funds for paving Peace Trail.
- Grant Funds availability update for Rock County Snowmobile Alliance.
- Send seasonal employee job information to area Colleges for possible recruits.
- Rock County Snowmobile Alliance Meeting (3/3)
- Friends of Carver-Roehl Meeting (3/4)
- Wisconsin Parks & Recreation Association (WPR) Monthly Membership Meeting (3/10)
- Career Development Bootcamp WPR Region 4 Meeting (3/17)
- Wisconsin Parks & Recreation Association (WPR) Region 3 Meeting (3/19)
- Prepare CC Report for April Meeting (3/31)