



ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

Highways & Parks

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Public Works Committee Meeting – Parks
Tuesday, March 10, 2026 – 8:00 a.m.
Public Works Department – Committee Room
3715 Newville Road
Janesville, WI 53545

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

Committee Members Present: Supervisors Homan, Mawhinney, Pennycook, Sutter, and Woodman

Committee Members Absent: None

<u>Staff Members:</u>	Duane Jorgenson	Public Works Director
	Nick Elmer	Assistant Director Public Works
	John Traynor	Parks Manager
	Amy Friend	Parks Community Coordinator
	Amanda McElroy	Administrative Professional III

<u>Others Present:</u>	Chuck Flynn	Citizen (attend in person and on Zoom)
	Karl Fenrick	Department of Public Works
	Neil Pierce	Department of Public Works
	Kristin Vander Kooi	Financial Services
	Carl Lange	Friends of Rock County Parks
	Kris Ellis	Parks Advisory Board
	Dean Paynter	Parks Advisory Board
	Cathy Schneider	Parks Advisory Board/RRHPF

Approval of Agenda: Supervisor Homan moved approval of the agenda as presented, seconded by Supervisor Pennycook. ADOPTED.

Approval of Minutes Dated February 10, 2026: Supervisor Woodman moved approval of the minutes from February 10, 2026, as presented, seconded by Supervisor Sutter. ADOPTED.

Citizen Participation, Communications and Announcements: None.

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

Parks Advisory Board Communications: Ms. Ellis shared that the Rock County Multi-Use Trail Group Tack Swap was held on February 28, 2026, and raised \$1,022. She added that the raffle baskets were a hit and thanked Ms. Friend for her generous donation.

Mr. Paynter noted that the public is invited to provide their input on the Rock River Heritage Park Master Plan on Wednesday, March 11, 2026, at 6 pm at the Department of Public Works Conference Room.

REVIEW AND APPROVAL OF RESOLUTIONS

Recognizing Neil Pierce: Supervisor Homan moved the Resolution, seconded by Supervisor Pennycook. Mr. Jorgenson added that Mr. Piece has held almost every position in the Department and his experience and knowledge will be hard to replace. ADOPTED.

Designating Public Works Employees as First Responders and Authorizing the use of the Public Works First Responder Symbol as Adopted by the American Public Works Association (APWA): Supervisor Woodman moved the Resolution, seconded by Supervisor Pennycook. Mr. Jorgenson is trying to raise awareness about the role public works staff have in emergency situations. ADOPTED.

Authorizing Application with Wisconsin Department of Natural Resources for Snowmobile Grant Funds: Supervisor Pennycook moved the Resolution, seconded by Supervisor Woodman. Mr. Traynor explained that all DNR grants are a two-step process and require a resolution to apply for the grant, and another resolution to accept the grant. ADOPTED.

Authorizing the Use of Sales Tax to Create a Parks Capital Improvements Fund: Supervisor Woodman moved the Resolution to put it back on the table, seconded by Supervisor Sutter. Supervisor Woodman moved to amend the resolution to allocate \$500,000 in Sales Tax Revenues annually for the fiscal years of 2027, 2028, and 2029, and \$300,000 in Sales Tax Revenues be allocated annually thereafter to the Parks Capital Improvements Fund, seconded by Supervisor Sutter (see attached amended Resolution, *Authorizing the Use Allocation of Sales Tax to ~~Create~~ a the Parks Capital Improvements Fund*, for all amendments).

Mr. Traynor noted that a Parks Capital Improvements Fund already exists and the Resolution would create a sustainable funding source to maintain and improve Rock County Parks. He discussed current and ongoing Capital Improvement Project (CIP) needs and shared pictures of deteriorating park amenities at multiple locations. Mr. Traynor emphasized the importance of keeping Rock County Parks free for the public to use and enjoy. The CIP Plan will need to be reviewed and approved by the Public Works Committee and County Board and subject to the county's purchasing policies. Motion to amend the resolution – ADOPTED. Motion to approve amended resolution – ADOPTED.

REVIEW, DISCUSSION AND POSSIBLE ACTION

Discussion and Possible Action – Bridge Aid Petition – Town of Lima: Mr. Elmer explained that the Town of Lima has requested county bridge aid funding for two box culvert replacements at the intersection of Vickerman Rd and Townline Rd. These projects will also have Bridge Aid Petitions from the Town of Johnstown and the Town of Milton. The total cost for the Town of Lima's share is \$39,016.25. Per State Statute, the county is required to reimburse the Town of Lima for half of the cost, totaling \$19,508.13. Supervisor Woodman moved the Bridge Aid Petition, seconded by Supervisor Homan. ADOPTED.

Discussion and Possible Action – Issue Paper – DPW 2026-01 Hot Mix Asphalt: Mr. Elmer explained that the bid included three county projects (CTH J, CTH O, and CTH M) along with estimated town and miscellaneous paving. There were two bidders this year and bids were awarded based on cost per ton combined with the trucking costs from each plant to the project location. Supervisor Pennycook moved the Issue Paper, seconded by Supervisor Woodman. ADOPTED.

Discussion and Possible Action – Issue Paper – DPW 2026-02 Seal Coat Materials: Mr. Elmer stated that there were two bidders for three different types of seal coat (HFRS-2, HFRS-2P, and RPE). Supervisor Pennycook moved the Issue Paper, seconded by Supervisor Sutter. ADOPTED.

Discussion and Possible Action – Issue Paper – DPW 2026-03 Aggregate Materials: Mr. Elmer noted that three bidders responded for the CTH J project. Supervisor Homan moved the Issue Paper, seconded by Supervisor Pennycook. ADOPTED.

Discussion and Possible Action – Issue Paper – DPW 2026-04 Asphalt Milling-Pulverizing: Mr. Elmer explained that bids were solicited for CTH M and CTH O and three bidders responded. Bids include the price per square yard and the cost to mobilize the machine to projects. Supervisor Pennycook moved the Issue Paper, seconded by Supervisor Woodman. ADOPTED.

Discussion and Possible Action – Issue Paper – CTH J Design Amendment: Mr. Jorgenson explained that the contract amendment is for the design of CTH J (Avalon Rd – CTH O). Due to adjustments in the construction schedule, an amendment is needed to consider costs that were not incurred in 2021, adjustments to wages, and additional costs for reviews and updates to the design to meet current standards. As a result, the design is over budget, but the anticipated savings on real estate and utility costs should make up for it. Supervisor Woodman moved the Issue Paper, seconded by Supervisor Sutter. ADOPTED.

Parks Report – See Attached: Mr. Traynor and Ms. Friend discussed items in their report, answered questions from the Committee, and thanked the Friends Groups for their support.

Parks General

- Maintenance Update – Tree Work, Sign and Kiosk Work- wood is available for the Wood Permit list
- Dumping Issues – Dumpsters- considering not having a recycling dumpster
- Staffing Update – Seasonals- three are returning and one offer was made
- CDL – Soergel- passed his CDL test
- Snowmobile Bridge Inspections- have never been done, may use the highway contract for inspections and the DNR grant to cover the expense
- CIP – Due March 6- turned in

Beckman Mill

- Brushing Project Update – Completed- removed trees and finished forestry head work

Carver-Roehl

- Candlelight Hike – FORCP and FOCP – February 21- cancelled due to muddy trails
- Brushing Project – Tree Clean Up- removing invasives
- Trail Work – CCA Grant Update- making progress with invasives and removing dead trees off the creek bank

Gibbs Lake Park

- Tree Removal- hazard trees removed and made available to the Wood Permit list
- Brushing Work – Horse Lot- removing invasives and creating more space

Happy Hollow Park

- Tree Removal- removed dead trees
- Monthly Update – Tim Roach- all trails are open and clear

Rock River Heritage Park

- Master Plan Update – Survey Closed March 1- completed by around 700 people
- Master Plan Meetings – RRHPF Meeting – Feb 18 and March 11- public can attend an Open House on Wednesday, March 11 at 6 pm to offer input
- Candlelight Hike – RRHPF – February 28- attended by almost 250 people and raised \$510 in donations
- Full Moon Hike – March 3- led by Dave Bendlin and raised \$154 in donations

Sportsman Park

- Water Easement – Combs – Update- applied for an easement with the City of Janesville that has not been approved yet, looking to get estimates to rehab the well pit

March 10, 2026

Sweet-Allyn Park

- Shelter Design Update – Meeting- met with Parkitecture, awaiting concepts and pricing

Events

- Hearts in The Parks – February 2-16 – Magnolia Bluff Park- 14 hearts and 2 gnomes
- Rock County Multi Use Trail Group – Meet & Greet with Staff- discussed work projects
- Rock County Multi Use Trail Group – Tack Swap – February 28
- Rock County Multi Use Trail Group Workday – Gibbs Lake – April 25
- Culvers Scoopie Night – FORCP & RRHPF – March 1- busy
- Leprechauns on the Loose – March 4-18- 6 leprechauns and one pot of gold are hidden at 6 different parks
- Public Engagement Meeting – March 11- Public Works Conference Room from 6-8 pm
- Egg Hunt – Carver-Roehl Park – March 20-April 5- Clinton students decorated 18 eggs that will be displayed, participants can vote for their favorite
- Earth Day Challenge – April- make a difference by picking up trash at a park
- Earth Day Hike – April 22- led by Jim Hessenauer at Rock River Heritage Park, 10 am
- Friends of Beckman Mill – Opening Day – May 2- mill tours available May through October on Saturdays and Sundays from 1-4 pm
- FORCP Annual Bike Ride – Turtle Creek Parkway – May 16- tour up to 6 county parks
- Rock County 4-H Fair Parks Booth – July 28-August 2- booth is staffed by employees

Next Meeting Date and Time:

Highway Meeting: Tuesday, March 24, 2026, at 8:00 a.m. at the Department of Public Works.

Parks Meeting: ~~Tuesday, April 14, 2026, at 8:00 a.m. at the Department of Public Works.~~
To be determined due to the Spring election.

Adjournment: Supervisor Pennycook moved adjournment at 9:36 a.m., seconded by Supervisor Woodman. ADOPTED.

Respectfully Submitted,
Amanda McElroy, Administrative Professional III

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Supervisor Mawhinney
INITIATOR

Supervisor Mawhinney
SPONSOR



2/11/2026
DATE
SUBMITTED

Authorizing the Use Allocation of Sales Tax to Create a the Parks Capital Improvements Fund

1 **WHEREAS**, the Rock County Parks Division, which originated in 1954 with a generous land donation
2 from Miss Ida Louis Sweet (now known as Sweet-Allyn Park) has since expanded to encompass 22
3 County Parks covering just over 1,100 acres; and

4
5 Add WHEREAS about the benefits of parks...

6
7 **WHEREAS**, the Parks Division is consistently needing funds to help support ~~and fund~~ capital projects
8 ~~in order to be able to provide routine maintenance and improvement to~~ maintain and improve the
9 properties for Rock County residents; and

10
11 **WHEREAS**, the Parks Division ~~is looking to create a~~ desires a stable and consistent revenue source for
12 the Parks Capital Improvements Fund ~~to be able to secure funding for those projects that are needed on~~
13 an annual basis; and

14
15 **WHEREAS**, the Parks Division is requesting that the amount of \$500,000.00 from Sales Tax Revenues
16 be allocated annually in fiscal years 2027, 2028, and 2029. Additionally, the Parks Division is
17 requesting that the amount of \$300,000.00 be allocated annually there after from Sales Tax Revenues to
18 be used to support this fund; and

19
20 **WHEREAS**, any unused funds will be ~~carried over to the following year~~ maintained in the Parks
21 Capital Improvements Fund in order to ~~combine funding to~~ address larger capital projects in future
22 years, which allows for a more stable and steady budgeting process each year; and

23
24 **WHEREAS**, the Parks Division will follow the policies and ordinances of Rock County ~~be able to~~
25 ~~utilize these funds, while following the current purchasing policies and approvals from the DPW~~
26 ~~Committee and/or County Board,~~ to effectively provide improvements and maintenance ~~for~~ of our
27 County Parks properties for the Rock County community.

28
29 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
30 assembled this _____ day of _____, 2026 approve the ~~use~~ allocation of Sales Tax
31 Revenues to allocate \$500,000.00 in each of the fiscal years 2027, 2028, and 2029 and \$300,000.00
32 thereafter on an annual basis to ~~create and fund a Rock County~~ the Parks Capital Improvement Fund that
33 will be utilized to help improve and maintain our Rock County Parks for our residents.

FISCAL NOTE:

This resolution is requesting the allocation of \$500,000 from sales tax annually to be used for Parks capital projects.

Kristin Vander Kooi
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01, 59.51 and 77.70, Wis. Stats.

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

The Board is authorized to take this action.

John Light
County Administrator

Committee Action
Public Works Committee