

Parks Committee Meeting Minutes

Date: Monday, May 3, 2021

Time: 9:00 a.m.

Jefferson County Courthouse, Room 205 and virtual via

<https://zoom.us/j/99587095043?pwd=VW96SVhDVUxLdm9DV0VXQ3UvckpPdz09>

1. **Call to Order**

Christensen called the meeting to order at 9:01 am

2. **Roll Call (establish a quorum)**

Present: Christensen, Smith (Remote), Kelly (Remote)

Absent: Johns, David

Staff Present: Wiesmann, Truman, Klement, Wehmeier, Ward

Other's Present: Fuller, Martin

3. **Certification of compliance with the Open Meetings Law**

Wehmeier confirmed compliance.

4. **Approval of the agenda**

Approved as written

5. **Approval of Park Committee Minutes for April 4, 2021**

Smith/Christensen motion to approve the minutes for April 4, 2021.

Motion passes: 3/0

6. **Communications**

Wiesmann – introduced a newspaper article highlighting the Rock River Landing ribbon cutting

7. **Public Comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)**

No public comment

8. **Discussion and Possible Action on Resolution to authorize a Stewardship Grant Application for Repair of the Glacial River Trail South of Fort Atkinson.**

Wiesmann – noted this is a \$2,500 request to complete the surface for the trail failure south of Fort Atkinson, south of Koshkonong Lake Road on the Glacial River Trail.

Kelly/Smith motion to approve.

Motion passes: 3/0

9. **Discussion and Possible Action on Resolution to authorize a Stewardship Grant Application for Design, Engineering, Construction of Phase II.2 of the Interurban Trail (Watertown to Oconomowoc).**

Wiesmann – noted this is a \$249,999 request for design/engineering and construction of the Interurban Trail from Hwy P to Hwy F.

Smith/Kelly motion to approve.

Motion passes: 3/0

10. **Discussion and Possible Action on Resolution to authorize a Stewardship Grant Application for Paving of Phase I.1 of the Interurban Trail (Watertown to Oconomowoc).**

Wiesmann – noted this is a \$110,000 request for the final layer of asphalt on the Interurban Trail starting at Humboldt Street in Watertown east to the first crossing of the Rock River.

Kelly/Smith motion to approve.

Motion passes: 3/0

11. **Discussion on Development of a Green Space Buffer for the DeYoung Neighborhood Development East of the Garman Nature Preserve.**

Wiesmann – noted that a map dated 2006 illustrated the DeYoung Neighborhood adjacent to the Garman Nature Preserve. The department is currently working with the City of Waterloo on the development project to include a paved trail and fence in the buffer zone (150ft wide) between the neighborhood and the Nature Preserve.
No action taken.

12. **Update and Discussion on Interurban Trail – Status Update.**

Udovich – meeting with We Energies next week to discuss ag crossings. Also working on Lease Agreement extension.
Wehmeier – working on ag crossing compromises for permitted/non-permitted crossings.
No action taken.

13. **Update and Discussion on Volunteer Projects in Jefferson County Parks.**

Wiesmann – stated that there has been volunteer coordination for weed pulls (Korth/Carnes). Flyers have been created and the web page is updated as projects change. Registration is available on-line. ½ time position will be starting next Monday to help.

14. **Update and Discussion on Annual Fundraising – Brew with a View (Tentative Dates, Possible Restrictions, Fund Raising).**

Wiesmann – Brew with a View is scheduled for June, July, and August pending COVID implications. Department is looking for ways to increase donations/fundraising.
Christensen – willing to help.
Kelly – will participate in an informational booth.
Ward – raffles regulated by State of WI. Work with Corp. Counsel to be sure County is compliant with state law.

15. **Discussion and possible action on creating a Flood Mitigation Property Land Use Policy**

Ward – there was a recent discussion on leasing FMP's. Ward is orking on a policy and looking for guidance on drafting this policy.

Step 1:

Which properties will be leased?

- How many properties?
- Are there certain properties that should not be leased?

Wiesmann – Public input process is necessary. Rules/limitations should be put together and in front of public.

Step 2:

What are appropriate uses?

- 44 CFR § 80.19 places certain limitations on the use of this property, will Jefferson allow all uses under this statute?
- Will the lease require explicit explanation of the lessee's proposed use?

Step 3:

How will the rate and term be set?

- Should there be a set formula for the rent?
- A set length for term? Minimum term?

Step 4:

How will potential lessee's be identified?

- Do adjoining landowner's receive the first opportunity to lease?
- What if multiple landowners want to lease the properties? Do we subdivide? Do the terms and rent then need to be the same?

Step 5:

Miscellaneous Provisions:

- Who will police for potential violations? What action will be taken if there is a violation?

Christensen – off-road parking seems risky

DeVoe – Step 1: look for any potential hazards

DeVoe – Step 2: Prepare a map identifying properties with intended uses and limitations

Ward – Step 3: Lease term? Lease fee? Looking for a formula for lease calculations

DeVoe – Step 4: Wehmeier – adjoining property owners and how to consider

DeVoe – Step 5: Violation correction timeframe? Public Immunity – is it included?

Wehmeier – how do we formalize as a program and how do we administer the program?

Ward – appeal process will be identified in the policy

No action taken.

16. Discussion on 2021 Parks Department Budget.

Wiesmann – thanked Truman/Udovich for submitting grants to WI DNR for consideration. Budget on tract for this year. 2021 budget had funds for shared position, reclassified as a seasonal staff 6mo/1000hr position.

17. Next scheduled meeting:

June 7, 2021

Saturday, May 22 Open house at Garman Nature Preserve 10am-12pm July 6, 2021

18. Adjourn

Smith/Christensen motion to adjourn.

Motion passes: 3/0

Respectfully submitted,

Mary S. Truman

Program Assistant, Parks