

Jefferson County Parks Committee Minutes

Thursday, December 5, 2024

Time: 10:30 a.m.

Room: Courthouse C1021

Join Zoom Meeting <https://us06web.zoom.us/j/81764690750?pwd=TG9nUERZcnNRRVRoeHp5eHVZMVV1dz09>

1. **Call to order**

Christensen called the meeting to order at 10:30 AM.

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

Present: Christensen, Turville-Heitz (remote), Callan, Gulig, Richardson (remote)
Staff: Wiesmann, Truman, Klement, Toro, Thompson, Wehmeier, Luckey, Udovich
Others: Michael Gonzales – Dog Park

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

Thompson confirmed compliance.

4. **Approval of the agenda**

Agenda approved as written.

5. **Approval of Parks Committee Minutes for October 24, 2024**

Gulig/Callan motion to approve the October 24, 2024 minutes. Motion passes 5/0.

6. **Communications**

Wiesmann – included in the packet is the Surf Shack 2024 Annual (revenue) Reports for both the Jefferson County Parks (Cappie's Landing and Hwy 16 Wayside Park) and the City of Jefferson rental stations. To note, the two Jefferson County Parks were under water as a result of spring flooding, and so the numbers are lower.

Christensen – offered a Friendsgiving donation of \$70 for the Parks Endowment Fund.

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

Michael Gonzales – stated that on October 31, 2024 he was removed from the Dog Park for being in the wrong area of the Park with his dog. Yes, there were discussions with other patrons. He claimed that he was always respectful, and that he removed himself from areas of confrontation. He stated that he has been verbally and physically assaulted at the park and has had gun drawn on him. He noted that he does get upset when someone puts a gun him and/or verbally or physically attacks him. He stated: I Have never done anything to anyone, my dog and I love that park.

Wiesmann – noted that the Dog Park rules allow for the Director to ban of individuals from using the park as a result of multiple infractions. There is also a process allowing the banned parties to petition the committee for review.

8. **Discussion and Possible Action on Fund Transfer to the Jefferson County Parks Endowment Fund**

Wiesmann – in 2023 a private donor passed and as part of their estate, they provided a large donation (\$258,971.72) to the Jefferson County Department for the Park System via the Fox Valley Community Foundation.

Wiesmann noted that in 2011 the Parks Department established an Endowment Fund, and that the Endowment Fund provides approx. 4.7% of the total investment annually, to the department which is used for project specific work. It is thought that the best way to leverage the funds is to place them into an account that provides funding in perpetuity to the department. This is a way of protecting the funds and providing long-term funding for the department. In addition to the funds noted above, there is also a remaining balance of the Carol Liddle Fund. These funds are also in consideration of transfer to the Endowment Fund. Investing funds via this route, the growth potential is greater than the potential growth via investing through County (restricted) options.

Christensen – the finance committee did approve the transfer at their last meeting.

Gulig/Callan motion to approve the fund transfer to the Jefferson County Parks Endowment Fund. Motion passes 5/0.

A request to make the transfer/investment will be forwarded to the Jefferson County Board at its next meeting. Callan – questioned if the Natural Resources Foundation is paid a fee to handle the funds.

9. **Update on Interurban Trail Phase III Project**

Wiesmann noted:

- Phase III 2-Span bridge has been installed and the punch list has been completed.
- Phase III construction bid packet is in draft form.
- January Parks Committee meeting will be rescheduled for review of tabulated bids for approvals in January and February County Board Meeting.
- Bid notice set for publication in January.
- Construction engineering contract for Phase III is complete.
- Waukesha County has started the process, in parallel, for the last mile of the trail (in Waukesha County).

10. **Update on Trieloff Property Acquisition**

Wiesmann – stated that the department has been moving forward with remediation. Terracon & Groundswell have motioned to the WIDNR for closure of the contamination on site. The Buildings have been removed, the wells have been closed out. The Department is hopeful to close on the purchase of the property in January with plans to start with Site Development thereafter.

Wehmeier – Phase II of this development potentially involves the addition of a remnant parcel, potentially adding an access point for parking/picnic area/etc. Thompson and Luckey have been included in the discussion regarding this parcel.

11. **Field Staff Updates**

Klement noted

- Working at Trieloff on remediation, including and upcoming gate install.
- 2,200 feet of fence (and posts) (approximate value of \$50,000) has removed from the neighboring construction site (Kikkoman's Development) to be used in the future at the Dog Park as needed.
- 10'x100' concrete pad poured at the south end of the park shop, as well as prep by the storage shed.
- Temporary pouring of binder by the shop in the road area – backfill curbs.
- Water has been shut down at Korth Park and on the bike trail for the winter season.
- Friends of Rose Lake donated funds to Fort High School to build kestrel boxes for Dorothy Carnes Park.

12. **Admin Staff Updates**

Truman noted that...

- 2025 Annual Dog Park Tag Sales started on December 1.
- There are approximately 90-100 2025 Dog Park Calendars available.
- The Annual Snowmobile Meeting (including individuals from HWY, Sheriff's Department, WIDNR, Jefferson County Snowmobile Alliance, and the Parks Department) was held 12/3/2024.
- She has been working with Land Information on the Put-In/Take Out Canoe/Kayak Map.
- She has been working with representatives from Tyler on the MUNIS programming for month end/month start processes.
- She and Wiesmann put together a press release regarding Giving Tuesday.

13. **Discussion on Parks 2024 Budget**

Wiesmann – end of year is near and budget is on track. Department should end year within parameters.

14. **Discussion on Agenda Items for the Next Meeting**

- Dog Park – Appeal request regarding being banned from the Dog Park.
- Request by Park Patrons for re-use of Ag Buildings at Dorothy Carnes Park for the purposes of a "Warming Facility" as it relates to winter activities/cross country skiing at Dorothy Carnes Park East.

15. Next Scheduled Meetings per the 2024/2025 Proposed Meeting Schedule (4th Thursday, Monthly)

- January 30, 2025 (Reschedule one week later to accommodate the bidding of Phase III Interurban)
- February 27, 2025
- March 27, 2025

16. Adjourn

Gulig/Callan motion to adjourn at 11:05 AM. Motion passes 5/0.

Respectfully Submitted,

Mary S. Truman

Adv. Program Assistant, Parks