

**PARKS, RECREATION,
& NATURAL
RESOURCES
COMMITTEE**

**Thursday, November 15,
2018**

7:00 PM

McFarland Municipal Center
Conference Room A

AGENDA

1. CALL TO ORDER, ROLL CALL.
2. PUBLIC APPEARANCES.
3. APPROVAL OF MINUTES.
 - a. Approval of the October 18, 2018 minutes
4. BUSINESS.
 - a. Discussion and Possible Recommendation regarding the Parks and Rec Open Space plan
 - b. Discussion and action to make a recommendation to the Village Board to accept the dedicated parkland and paved path within the Prairie Place Subdivision
 - c. Review and Discussion of the 2018 Operating Budget
 - d. Discussion and possible recommendation regarding the 2019 Capital Budget items.
 - e. Review and Possible Recommendation regarding Public Works Directors job description
 - f. Review and Possible Recommendation regarding Public Works Organizational Chart.
5. SCHEDULE NEXT MEETING DATE.
 - a. December 20, 2018 at 7:00 p.m.
6. ADJOURNMENT.

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related to Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the McFarland Municipal Center at (608) 838-3153 or cassandra.suettinger@mcfarland.wi.us.

**Parks, Recreation, and Natural Resources Committee
Meeting Minutes (DRAFT)
October 29, 2018**

1. CALL TO ORDER, ROLL CALL. Meeting was called to order at 4:03 p.m. in the Community Meeting Room of the McFarland Municipal Center by chair Dan Kolk. Roll call: Kolk, O'Hearn, Feldner, Pease, Ruecking, Tissue, Waldera. Absent: Rolfsmeyer.

Staff present: Allan Coville, Jim Hessling, Pauline Bonness, Phil McDade.

2. PUBLIC APPEARANCES. None.

3. APPROVAL OF MINUTES. Kolk said the minutes will stand as approved.

4. BUSINESS:

A . Discussion and possible recommendation regarding the Parks and Open Space Plan, (continuation from September). The committee discussed various aspects of the Parks and Open Space Plan, including: the Indian Mound Conservancy; the need for invasive species removal in parks and conservancy areas; Lewis Park improvements including shading elements; the Marsh Woods Conservancy; the Grandview Conservancy; potential restrooms at Egner Park; improvements at the Urso-Schuetz Park; and a larger community park on the village's East Side. The committee discussed recommending that the plan emphasize lifetime recreation opportunities; encourage child-safe access to parks and playgrounds; and maintain and possibly expand conservancy areas in the village. The committee also discussed the importance of adding language to development agreements for parkland to be set aside; and to encourage community-based fundraising to augment park development and projects.

Additional agenda items were postponed to a later meeting

5. SCHEDULE NEXT MEETING DATE

a. **November 15, 2018 at 7:00 p.m**

6. ADJOURNMENT. Tissue moved, O'Hearn seconded, to adjourn the meeting. Motion approved unanimously at 5:25 p.m.



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, November 15, 2018

SECTION: Business

DEPARTMENT: Public Works

CONTACT:

AGENDA ITEM: Discussion and Possible Recommendation regarding the Parks and Rec Open Space plan

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. Parks and Rec Plan r2

Latest modifications October 31 ,2018



Working copy

Outdoor Recreation & Open Space Plan

2013-2018

PLAN SUMMARY **UPDATE**

2013-2018 Outdoor Recreation and Open Space Plan

Recreation planning has become an essential element of long-range community planning. Increased leisure time, renewed emphasis on physical fitness, and the need to find relief from the pace of life in urbanizing communities has underlined the need for expanded recreational facilities. Parks also serve a valuable function of providing open space in an increasingly urbanizing environment, provides important habitats for urban wildlife and laboratories for environmental/conservation education. As a community grows and densities increase, parks also function as the focal point for community aesthetics.

An attempt has been made in planning McFarland's parks and conservancy areas to view outdoor recreation facilities as part of a system, serving diverse functions for all members of the community. Parks are no longer viewed as single-use facilities serving only limited groups in a community; rather, there is now an emphasis on providing diverse outdoor recreational opportunities for all ages and social groups. In viewing parks as part of a system, issues such as access, neighborhood aesthetics and multiple uses of environmental resources are all elements of park planning.

Purpose

- Establish goals, objectives and policies to serve as the base for subsequent recreation and conservation planning efforts.
- To remain eligible to participate in federal, state and county recreation/conservation programs by updating this plan every 5 years.

Goals

- To provide permanent open space throughout the Village for outdoor recreation, environmental protection and to encourage the same within neighboring towns.
- To recognize that the natural environment is an integrated unit comprised of interacting land, water and air resources, and to ensure that the health and stability of this resource system are maintained.
-

Primary Objectives

- Provide an adequate supply and maintenance of park, recreation and open space facilities for the enjoyment of all age groups and capabilities of McFarland residents.
- Provide better pedestrian, bicycle and vehicular access to all parks and recreation facilities, including internal linkages between our parks, recreation and conservancy areas.
- Restore and preserve natural areas through continued development and implementation of management plans.
- Explore new and innovative funding methods for outdoor park and recreation facilities. These methods may include public/private partnerships or cost sharing among many governmental agencies.
- Explore ways to better market our parks, conservancies and open spaces to the public through brochures, maps, website, etc.

Key Policies

- To develop a system of open spaces which would be multifunctional in nature, providing storm drainage, neighborhood recreational space and a secondary connection system for pedestrians and bicycles, and linked where possible, with other recreational open space areas/ corridors.
- To recognize the differing nature of open space needs, from locally provided neighborhood parks and communitywide facilities, to county-provided large scale resource areas.
- To encourage the development of parks and open spaces accessible to all residents as well as using open space preservation as a vehicle for protecting the historic, aesthetic and cultural heritage of McFarland.
- To provide outdoor recreation facilities for McFarland residents, regardless of age and physical condition, e.g. exercise stations along pedestrian pathways that support maximum individual and family health and fitness.
- When feasible, promote the development of shared park facilities by coordinating efforts of the Village, School District, State, County and Townships.
- Support efforts to build or expand indoor community facilities, (e.g. community center, senior center, splash pad) to serve residents of all ages for meetings, recreation activities and social events.

Analysis of Existing Facilities **UPDATE**

The Village currently provides 16.8 acres of active/passive park and open space facilities per 1,000 persons; which, is greater than the 6.25 – 10.5 acres per 1,000 persons recommended by the National Recreation and Park Association. However, with regard to specific park types, the Village falls short of meeting the standard for mini-parks with .23 acre per 1,000 persons. The standard range is .25 - .5 acres per 1,000 persons.

With an expected Village population of 10,258 persons by 2025, the Village would require an additional 41 acres of active and passive parkland/open space if we strictly adhere to National Recreation and Park Standards. It should be noted, the Village uses these Standards only as a guideline; while, continuing to assess our unique recreational needs to determine the focus of our future.

Key Recommendations

- Implement the management plans for Marshwoods Conservancy, Grandview Conservancy Area, Legion Memorial Park, Taylor Road Conservancy, and Indian Mound Conservancy.
- Update the Master Plan for John Urso Community Park which includes the Schuetz property.
- Continue to work with County, DNR and Rail Commission to develop a trail adjacent to the railroad bridge that crosses Upper Mud Lake and Lake Waubesa connecting to Lake Farm Centennial State Park.
- Improvements to existing parks or development of new parks should include features to help make them accessible to the disabled.

Appendices **UPDATE**

- 2012 ~~8~~Parks and Recreation Survey Results
- McDaniel Park and Brandt Park Master Plan **Have either of these been updated??**
- **Updated** Urso Community Park Master Plan
- Public Facilities Needs Assessment for Park Improvements
- Conservancy Management Plans
- Indian Mound Policy

VILLAGE OF MCFARLAND

OUTDOOR RECREATION PLAN

NEW DATE
Adopted ~~December 9, 2013~~

Prepared by McFarland Parks, Recreation ~~Committee~~ and
the Natural Resources Committee

ACKNOWLEDGEMENTS

Village Board:

Brad Czebotar, President
~~Aaron Babeock~~ **Dan Kolk**
Mary Pat Lytle
Jerry Adrian
~~Brian Utter~~ **Shaun O'Hearn**
~~Tim Utter~~ **Stephanie Brassington**
~~Scott Gletty~~ ~~Syoen~~ **Carolyn Clow**

~~Parks and Recreation~~ **Parks, Recreation, and Natural Resources Committee:** **New Comm, Name and member listing**

~~Aaron Babeock, Chair~~ **Dan Kolk, Chair**
Shaun O'Hearn
~~Chuck Basford~~ **Chuck Rolfsmeyer**
John Feldner
~~Scott Gletty~~ ~~Syoen~~
Kathryn Lyons
Judy Sauer
Cliff White
Allan Zeller
Rick Ruecking
Jacob Tissue
Katharine Pease
Darrell Waldera

~~Natural Resources Committee:~~

~~Brian Utter, Chair~~
~~Scott Gletty~~ ~~Syoen~~
~~Pat Babeock~~
~~Kate Barrett~~
~~Dan Kolk~~
~~Stan Nichols~~
~~Chuck Rolfsmeyer~~
~~Rick Ruecking~~
~~Greg Smith~~
~~Darrel Waldera~~
~~Cliff White~~
~~Allan Zeller~~

Plan Commission:

Brad Czebotar, Chair
Jeff Sorenson
~~Robert Fasiel~~ **Dan Kolk**
~~Kate Barrett~~ **Peter Bloechl-Anderson**
~~Steve Jackson~~ **Tom Rogers**
~~Aaron Babeock~~ **Bruce Fischer**
Cathy Kirby

Village Staff:

Pauline Boness, Community Development Director

Allan Coville, Public Works Director

Steve Hoefft, Jim Hessling, Assistant Director Public Works/Parks Manager

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INTRODUCTION

Recreation planning has become an essential element of long-range community planning. Increased leisure time, renewed emphasis on physical fitness, and the need to find relief from the pace of life in urbanizing communities has underlined the need for expanded recreational facilities. Parks also serve a valuable function of providing open space in an increasingly urbanizing environment creating important habitats for urban wildlife and laboratories for environmental/conservation education. As a community grows and densities increase, parks also function as the focal point for community aesthetics.

An attempt has been made in planning McFarland's parks and conservancy areas to view outdoor recreation facilities as part of a system serving diverse needs for all members of the community. Parks are no longer viewed as single-use facilities serving only limited groups in a community; rather, there is now, an emphasis on providing diverse outdoor recreational opportunities for all ages and social groups **and physical abilities**. In viewing parks as part of a system, such issues as access, neighborhood aesthetics and multiple uses of environmental resources become elements of park planning.

As McFarland continues to grow, additional park areas must be acquired and developed. The McFarland Outdoor Recreation Plan provides guidance for the expansion and development in a fiscally responsible manner of McFarland's outdoor recreation facilities. Updates to this document occur every five years in order to remain eligible for financial assistance from federal, state, and county recreation and conservation programs.

The Plan begins with a listing of objectives and policies; followed by a set of definitions and a discussion of criteria used to evaluate the adequacy of park system standards. "Demographics" places park planning within the context of community development population trends and projections. The next section inventories existing park facilities and school recreation areas, followed by an analysis **of** our outdoor recreation needs. The final section proposes acquisitions and sets forth recommendations and a capital improvement schedule.

Public Participation UPDATE

The Village of McFarland conducted a Survey of Parks in 2012~~8~~. The survey was available in paper form and on-line through links published in the Village newsletter, website, and in the local newspaper. The survey was open from the April 3rd election until June 30th and **June 19 to July 16 2018** elicited ~~552~~ **259** returned surveys ~~responses~~. A similar survey in 2007 had 105 forms returned. Results from the ~~2012~~ **2018** survey are incorporated into the general recommendations where applicable:

- A. Findings from the ~~August 2012~~ **2018** Village of McFarland parks and recreation survey (see Appendix A) were incorporated in the Plan.
 1. The majority of survey respondents were satisfied with the physical condition of parks and recreation facilities. However, the greatest dissatisfaction resulted from the condition ~~and number~~ of restrooms. Also mentioned are the ~~lack of~~ **condition of** furnishings e.g., picnic tables, benches, and water fountains.
 2. Of the ~~552~~ **259** respondents, the highest priorities for ~~improvements~~ **various actions** by the **Park, Recreation & Natural Resources Committee** were identified as follows:

- a. ~~Expanding pedestrian and bicycle trail systems,~~ **Develop outdoor pool /splash pad**
 - b. ~~Expand and improve our natural resources based parks,~~ **Expand pedestrian & bicycle trails**
 - c. **Improve access to waterways**
 - d. **Increased role of Village in community recreational programming which is currently provided by the McFarland School District**
 - e. **Wildlife habitat**
 - f. ~~Explore the addition or development splash pad or water based park for the of a youth of McFarland, and~~ **Improve trails (benches, signage, etc.)**
 - g. ~~Explore the development of~~ **Develop** a community/senior center.
 - h. **Improve /add playground equipment**
 - i. **Acquire land for future parks/develop new parks**
 - j. **Increase park maintenance**
3. Walking, bicycling, **fitness, reading, swimming,** hiking, **playgrounds,** picnicking, **jogging/running and boating** ~~gardening, swimming, fishing, and sledding/tobogganing~~ were identified as the most popular recreational activities.
4. ~~Repair of our existing hockey rink at Lewis Park.~~

An overwhelming number of respondents support **utilizing tax dollars** donations, **and** raising fees ~~or fundraising~~ as a means of financial support.

- B. A public hearing was held on ~~October 17, 2013~~ to hear comments regarding the contents of this plan.

RECREATION, OPEN SPACE AND ENVIRONMENTAL PROTECTION GOALS, OBJECTIVES, AND POLICIES **Updated by Committee, review once more??**

The first step in the recreation and open space planning process is to establish goals, objectives, and policies that serve as the base for all subsequent planning efforts. The term goals, objectives, and policies are frequently used interchangeably even though each has its own distinct definition. It is; therefore, appropriate to define each of these terms to eliminate confusion about their meaning. *Goals are general in nature and represent conditions which are striven for but which may not be fully attainable.* An example of a goal is “clean air and water”. *Objectives are more specific and are usually attainable.* For example, an objective might be “construction of three new parks in the community during the year”. *Policies are rules or courses of action used to ensure plan implementation.* An example of a policy would be “all public recreation facilities shall be accessible to the handicapped”.

Goals:

- To provide permanent open space throughout the Village for outdoor recreation **for all ages and abilities,** environmental protection and to encourage the same within neighboring towns.
- Evaluate proposed land to be dedicated for park and open space purposes as new subdivisions develop for contributions to the quality as well as to the quantity of the Village’s park and open space system.

- To recognize that the natural environment is an integrated unit comprised of interacting land, water, and air resources, and to ensure that the health and stability of these resource systems are maintained.
- To regard all land as an irreplaceable resource, and to ensure that its use does not impair its value for future generations.

Provide an adequate supply and maintenance of park, recreation, and open space facilities for the enjoyment of all age groups and capabilities of McFarland residents.

Objectives:

An essential element of any long-range planning process is the development of a set of objectives acceptable to McFarland.

- ~~Provide~~ **Draft a maintenance schedule to provide and help ensure successful use or reuse of ongoing**-safe accessible playground equipment ~~and scheduled maintenance to ensure safety of its use.~~
- ~~Provide~~ **Continue to provide** improved identification signage throughout the system, including trail directional signs **relating to the Lower Yahara River Trail**
- ~~Preserve~~**Manage and protect** the natural features within the Penitto Creek, Mud Lake and Door Creek watersheds. These features include such areas as wetlands, prairies and woodlands.
- **Continue to** provide better pedestrian, bicycle and vehicular access to all parks and recreation facilities, including internal linkages between our parks, recreation, and conservancy areas.
- Restore and preserve natural areas through continued development, implementation **and updating** of management plans.
- Facilitate and participate in linking public lands and trails of various political jurisdictions to McFarland to amplify the accessibility and recreational use of these lands.
- ~~Explore new and~~ **Continue** innovative funding methods for outdoor park and recreation facilities. These methods may include public/private partnerships or cost sharing among many governmental agencies.
- Explore ways to better market our parks, conservancies and open spaces to the public through brochures, maps, website, **holding of community events** etc.
- **Support energy efficiency and environmental sustainability as a criteria in the design of public facilities in our parks and conservancy areas.**

Policies:

These policies encompass those listed in Village of McFarland Comprehensive Plan that relate to recreation and natural resources.

Refer to the Villages naming policy when assigning official names to parks and conservancy areas

.Use major natural areas, such as Lake Waubesa, the Door Creek corridor, Yahara River, and Mud Lake wetlands as long-term edges to community growth and urban –rural transition areas.

- ~~1. support energy efficiency and environmental sustainability as criteria in the design of public facilities and infrastructure. S-H~~
2. Site future parks in areas that also forward the Village's natural resource protection goal, objectives, and initiatives
3. Preserve and restore areas of native vegetation and erosion – prone slopes as passive recreational areas and outdoor laboratories; direct most land disturbance away from such areas and slopes.
4. Emphasize use and enhancement of natural drainage systems wherever practical for greater sustainability and value.
5. Emphasize water conservation, groundwater recharge, and infiltration, including using areas with sub-surface glacial till deposits or engineered soils for enhanced infiltration.
6. Enforce the Village's erosion control and stormwater management ordinance, and keep this ordinance up to date with County and State standards.
7. Use environmental Best Management Practices in the management of Village-owned properties.
8. Maintain the urban tree inventory on public lands, and be a resource for landowners to manage mature trees and woodlands.
9. Utilize extraterritorial authorities and agreements to help ensure that (a) development occurs in the appropriate location, time, density and use type, and (b) conflicts between urban and rural uses are minimized.
10. Promote the long-term viability of agricultural uses, including those areas planned for "Agricultural Preservation on Map 6 in the Comprehensive Plan as may be amended, and through activities like community gardening and small –plot farming to provide food for local markets.
11. Encourage employment, retail, service, and recreational uses in areas that conveniently serve Village Neighborhoods and the greater McFarland community that includes Dunn and the Madison subdivisions that border the Village
12. Clearly and consistently communicate what it means to be in McFarland through quality development, branding, consistent public signage and landscaping, parks, the library, other public facilities, and programming.
13. Coordinate utility and community facility planning with land use, transportation, natural resource, and recreation planning
14. Combine utility and community facility projects with other projects- like roads, parks, and broadband- wherever practical.
15. Promote a continuous, interconnected network of highways, streets, sidewalks, bicycle routes and trails.

16. Ensure safe and convenient access for motorists, pedestrians, and cyclists among McFarland's neighborhoods, parks, waterways, schools, downtown, and commercial and employment districts.
17. Coordinate transportation system planning and construction with utilities, land uses, recreation, and natural resources.
18. Work together with neighboring municipalities; Dane County; the Wisconsin Department of Natural Resources (WisDNR); Madison Metropolitan Sewerage District (MMSD); and sportsmen, watershed, and other private associations on lake, river, watershed, recreation, flood control, and habitat projects, including those in the Natural Resources chapter of the Comprehensive Plan

*****UPDATE if latest Plan is available** This Plan also incorporates the following goals, actions and recommendations of the **Wisconsin Statewide Comprehensive Outdoor Recreation Plan, 2011-2016**.

Goal: Assess, understand and adapt to growing recreation tourism demands and preferences.

Actions and Recommendations:

- Understand the recreation and tourism preferences associated with growing market segments.
- Identify existing and emerging strategies to evaluate appropriate levels and types of service for expanding user groups.

Goal: Improve integration of outdoor recreation interests and needs in land use and other relevant planning efforts.

Actions and Recommendations:

- Promote the collaboration of public and private recreation opportunities through integrated management planning.

Goal: Continue to provide and enhance public access to Wisconsin recreational lands and waters.

Actions and Recommendations:

- Continue to meet Americans with Disabilities Act standards for accessibility to outdoor recreation facilities.
- Support community-based efforts to increase access to outdoor recreation.
- Promote sustainable recreation facility design construction and maintenance practices.

Goal: Promote outdoor recreation as a means of improving public health among Wisconsinites.

Actions and Recommendations:

- Educate the public about the health benefits of moderate and enjoyable physical activities such as walking, biking, nature study, etc.
- Start a dialogue between public outdoor recreation providers and health agencies to identify other (non-traditional) funding sources for recreational facilities and development.

Goal: Establish great urban parks and community green spaces.

Actions and Recommendations:

- Connect people with urban parks, trails and community green spaces.
- Create and enhance a new generation of safe, clean, accessible, and connected great urban parks, trails and community green spaces.

PARK AND OPEN SPACE STANDARDS

An important step in the park and open space planning process is to define a set of minimum standards for such facilities. These standards enable a community to determine how well its existing recreational facilities meets the needs of its current residents, as well as to project future needs. There are typically three sets of standards. The first are gross acreage standards, expressed as population ratios, that is, the minimum number of acres recommended per 1,000 persons. Second, are service area standards, expressed as park service radii which differs by park type. Last are activity related standards, expressed as acres per 1,000 population for a specific activity e.g., one baseball diamond per 3,500 persons. The National Recreation and Park Association (NRPA) has developed a set of recommended park and open space standards which can be used by local communities as a general guide in their park and open space planning efforts. While providing guidelines as a resource, the NRPA acknowledges a shift away from reliance on national standards and suggests that they be used only as tools, allowing communities to work within their unique social, economic, and institutional structures in determining the needs of their own community.

The following is a list of various types of park and open space facilities and their recommended standards. Activity standards have been customized for the Village of McFarland based on population and service area using NRPA standards. Generally, the NRPA gross acreage standard is 6.25 to 10.5 acres of developed park/open space per 1,000 population.

Totlot: These parks are specialized facilities that serve a concentrated or limited population or specific group such as tots or senior citizens.

Desirable site characteristics: Within neighborhoods and in close proximity to apartment complexes, townhouse development or housing for the elderly.

Desirable size: 1 acre or less.

Acres per 1,000 population: 0.25 to 0.5 acres.

Service area: Less than ¼ mile radius.

Neighborhood Park/Playground: An area for intense recreational activities such as field games, court games, crafts, playground apparatus area, skating, picnicking, wading pools, ball fields, adult areas with benches, shelters and game tables. Trees, open fields and undeveloped natural areas are also desirable components of neighborhood parks.

Desirable site characteristics: Suited for intense development. Easily accessible to the neighborhood population. Geographically centered with safe walking and bike access. May be developed as a school-park facility.

Desirable size: 1-5 acres.

Acres per 1,000 population: 1 to 2 acres.

Service area: ¼ to ½ mile radius to serve a population of 1,000 to 5,000 persons.

Community Park: An area of diverse uses. May include areas suited for intense recreational facilities such as athletic complexes and large swimming pools. May be an area of natural quality for outdoor recreation such as walking, viewing, sitting, picnicking. May be any combination of the above, depending on the site and community need. Desirable facilities in community parks include those listed above in neighborhood parks, along with swimming facilities, picnicking, lighted ball fields and tennis courts, a community center, and adequate off-street parking. It is important that community parks be located on or near major thoroughfares and also be easily accessible by foot. Landscaping and natural areas are desirable in a community park.

Desirable site characteristics: May include natural areas such as water bodies, and areas suited for intense development. Easily accessible to neighborhood served.

Desirable size: 5 or more acres with 15 to 40 acres being most common.

Acres per 1,000 population: 5 to 8 acres.

Service area: Several neighborhoods. 1 to 2 mile radius.

Special Use Area: Areas for single-purpose recreational activities such as golf courses, nature centers, marinas, zoos, conservatories, arboreta, display gardens, arenas, outdoor theaters, downhill ski areas, trails, or areas that preserve, maintain and interpret buildings, sites and objects of archeological significance. Plazas or squares in or near commercial centers, boulevards, or parkways also serve as special use areas.

Desirable site characteristics: Within communities.

Desirable size: Variable.

Service area: No applicable standard.

Activity Related Standards

<u>Activity</u>	<u>Standard</u>
Baseball Diamonds/Skating Rinks	1 per 3,500 persons
Softball Diamonds/Soccer Fields	1 per 1,000 persons
Tennis Courts	1 per 1,500 persons
Basketball Courts	1 per 1,000 persons
Swimming Pools	1 per 10,000 persons

DEMOGRAPHICS

The Village of McFarland has a history of steady population growth over the last several decades, outpacing the overall growth rate of Dane County. 2010 Census figures indicate the Village population rose from 6,416 in 2000 to 7,808, or 21.7%. This increase is modest compared to the 80s and 90s. A contributing factor may be the economic slowdown which began in 2007. The Wisconsin Department of Administration (DOA) estimates a population of 8,686 **8,490** for the Village in ~~2015~~, **2020** an ~~11.2%~~**-8.7%** increase over 2010. During the next 20 years, the population of McFarland is projected to grow **slightly** faster than the county as a whole, but the rate of growth will be less than growth rates experienced during the 80s and 90s.

Population Trends 1970-2010					
Year	Village of McFarland	Increase from prev. census	% increase from prev. census	Dane County	% increase from prev. census
1970	2,386	--	--	290,272	--
1980	3,783	1,397	58.5%	323,545	11.5%
1990	5,232	1,449	38.3%	367,085	13.5%
2000	6,416	1,184	22.6%	426,526	16.2%
2010	7,808	1,392	21.7%	488,073	14.4%

Source: U.S. Census, Wisconsin Department of Administration

Population Estimates and Projections					
Year	V. McFarland Population	Increase since 2010	% increase since 2010	Dane Co. Population	% increase since 2010
2015	8,035	227	2.90 %	505,410	3.55%
2020	8,490	682	8.73%	530,620	8.71%
2025	8,930	1,122	14.3%	555,100	13.73%
2030	9,335	1527	19.5%	577,300	18.28%
2035	9,635	1827	23.4%	593,440	21.58
2040	9,895	2087	26.7%	606,620	24.28

Source: U.S. Census, Wisconsin Department of Administration **2013** projections

The City of Madison is an employment center for Dane County, with McFarland primarily a suburban community. In 2000, 86.9 percent of the workforce traveled outside of McFarland, to places of employment; while 13.1 percent worked in the Village. Like most suburban communities, McFarland tends to attract families with children. The average household size in McFarland was 2.63 in 2000, dropping to 2.54 in 2010 **with a continuing decline to an estimated 2.49 in 2016**. Following nationwide trends reflecting aging baby boomers and smaller families, household size in the Village is projected to continue to decline over the next several years.

Household Projections					
Year	V.McFarland Population	V.McFarland Households	% increase Households Since 2010	Pers./HH (Village)	Pers./HH (County)
2000 census	6,416	2,434	--	2.63	2.46
2005 estimate	7,179	2,720	10.5%	2.64	2.44
2010	7,808	3,200		2.54	2.33
2015	8,686 8,035	3,405 3,226	6.4% -8.1%	2.49	2.30 2.29
2020	9,482 8,490	3,737 3,450	16.7% -7.81%	2.46	2.29 2.27
2025	10,258 8,930	4,047 3,664	26.4% -14.5%	2.44	2.29 2.25
2030	10,995 9,335	4,356 3,866	36.1% -20.8%	2.41	2.28 2.23
2035	9,635	4,027	25.8%	2.39	2.21
2040	9,895	4,161	30.03%	2.38	2.20

Source: U.S. Census, Wisconsin Department of Administration Population and Household Projections 2013, Wisconsin Future Population- Projections for the State, Its Counties and Municipalities, 2010-2040 Dec. 2013

In addition to growing ~~smaller~~ **slower**, our population is also aging. ~~In 2010, 27~~ **Estimates by age for 2016 indicate 23.6** percent of the population of McFarland was ~~under the age of 18~~ **19 years of age or younger**, while ~~41.5~~ **47.7** percent ~~were 45 or older over the age of forty five~~. Our median age was 39.7 in 2010 compared to 37.1 in 2000. **An estimated increase to 43.8 years of age was expected for 2016.**

The rural areas immediately surrounding the Village of McFarland contributes to demands on Village parks and its open space system. Growth in surrounding areas impacts McDaniel Park, Brandt Park, Lewis Park, and William McFarland Park, all of which are located near our Village limits or near major traffic arteries.

McFarland is predominantly a community of single-family dwelling units (82% in 2010) (**latest data**). However, the proportion of multifamily units in the Village has increased slightly from 15 percent of total housing in 1980 to 18 percent in 2010 (**latest data**). As the housing market recovers from the recession, it is questionable whether families will still gravitate towards the single-family market or look to duplex and multi-family units to meet their needs.

Highway AB appears to be an unofficial boundary for near-term Village expansion. **Just north of Siggelkow Road is the expected** northern boundary for Village growth based on ~~a~~ **the recently expired** 20-year boundary agreement with the City of Madison. Growth to the northwest has been predominately for commercial development. The strongest residential growth ~~is~~ **is still expected given recent annexations and development of subdivisions continues** to be to the east. Growth to the southwest is limited, by the Villages boundary agreement with the Town of Dunn. Some of these areas beyond the Village limits will make use of McFarland's recreation services.

Village of McFarland Demographics – Census 1990 – 2010 2000- 2016						
Category	Census 2000	% of Total	Census 2010	% of Total	Est. 2016*	% of Total
Population	6,416		7,808		8,168	
Households	2,434		3,200		3,371	
Avg. Household Size	2.63		2.54		2.46	
AGE						
0-4	412	6.4%	469	6.0%	399	4.9%
5-19	1,615	25.2%	1,787	22.9%	1,529	18.7%
20-24	234	3.6%	284	3.6%	471	5.7%
25-44	2,051	32.0%	2,028	26.0%	1,864	23.0%
45-64	1,595	24.9%	2,438	31.2%	2,651	32.4%
65+	509	7.9%	802	10.3%	1,254	15.3%
Median Age	37.1		39.7*		43.8	
Per Capita Income	\$26,625		\$35,894*		\$38,540*	
Median Household Income	\$62,969		\$73,814*		\$78,009*	

Source: U.S. Census *2012-2016 American Community Survey 5-year Estimate and Quick Facts

Per capita personal income for the Village of McFarland was ~~\$35,894~~ **\$38,540** in ~~2010~~ **2016** with a median household income of ~~\$73,814~~ **\$78,009**. Similar data for Dane County unsurprisingly was lower with a per capita income of ~~\$32,392~~ **\$35,687** and median income of ~~\$60,519~~ **\$64,773**.

McFarland School District Enrollment		
Fall-Winter 2012 18 Grade	School	Total
Early Learning, 4 & 5 KG	C. Elvehjem Ctr.	301 343
1	McFarland Primary	161 150
2	McFarland Primary	176 179
3	Waubesa Intermediate	156 171
4	Waubesa Intermediate	177 186
5	Waubesa Intermediate	173 182
6	Indian Mound Middle	155 188
7	Indian Mound Middle	150 189
8	Indian Mound Middle	178 178
9	McFarland High	201 188
10	McFarland High	179 185
11	McFarland High	151 163
12	McFarland High	172 167
Total		2330 2469

Source: Wisconsin Department of Public Instruction

Virtual Enrollment ± 1,964 **1864** students

EXISTING PARKS AND RECREATION FACILITIES

A comprehensive land-use survey was conducted in 1995 and updated in 2001, 2006 and 2012 to inventory of McFarlands existing parks areas and recreation facilities and their relationship to residential and planned residential developments. was conducted in conjunction with the drafting of this Plan. Included in the inventory were municipal and educational recreational areas which contribute to the recreational opportunities (or supply) in the Village.

The following are descriptions of each open space area, conservancy, or park and a summary of its facilities. Using the number to the left of each description, the geographic location of each park and open space can be found on the Existing Park and Open Space Map.

1. **Capitol Springs State Recreation Area Upper Mud Lake Portion of E-Way:** With the exception of a 12 acre parcel owned by the City of Madison, this large (123.6 acres) conservancy area, except for a 12-acre parcel owned by the City of Madison, is owned and managed by the State Department of Natural Resources. This floodplain-wetland complex makes up the eastern edge of the E-Way, establishing a greenbelt across the southern part of Madison urban area. A County owned and maintained access of 4.6 acres to Upper Mud Lake was established in 2015 serving ice fishermen. The Terminal Drive location is equipped with - permanent kiosk, porta potty, trash bins , marked trail to the waters edge, and 65 parking stalls. A connection to McFarland's portion of the Lower Yahara River Trail completed in 2017, winds thru Lussier Farm Park and heads south across Lake Waubesa to McDaniel Park.
2. **McDaniel Park, 4806 McDaniel Lane (refer to Master Plan):** This area was acquired by the Village in 1976 and is a community park to complement nearby Brandt Park. Together, the two parks are 13.6 acres in size. McDaniel Park itself is 8.7 acres; of which, the northern portion is wetland intended for conservancy use (7 acres). The southern portion is developed and includes an open picnic shelter, 1 grills, benches, picnic tables, public restrooms, a drinking fountain, public pier, wading beach, sand volley ball court, canoe rack, and trail marker and description board –Eagle Scout project Troop 53. There is a lit bike repair station and kiosk. Wood play apparatus was removed in 2006 and new replacement playground equipment was installed in 2008. In 2017 the McFarland trail head of the Lower Yahara River Trail connecting McFarland to Lussier Farm Park via a bridge/boardwalk opened after almost two years of construction and over 10 years of planning and design work. The bridge provides overlooks for viewing /fishing as well as a pathway for biking walking/running. Parking stalls were added to accommodate increased usage.
3. **Brandt Park, 4601 Siggelkow Road:** This community park is heavily used by all age groups. Presently, the park design is cramped and leads to conflicts between the upper and lower softball diamonds. Facilities serving the park include 2 lit and fenced softball fields (upper and lower), have cyclone fence backstops and cyclone fencing, bleachers, a score box with a public address system, and park benches. Other facilities include a new shelter constructed in 2009, restrooms, drinking fountain, kitchen facility, numerous picnic tables, a basket ball court, and 2 backhoes and play structure. The park area covers 4.9 acres. A new playground was added in 2010, with fence improvements along Siggelkow Road. New lighting for the ballfields was completed in fall of 2018
4. **Beckler Street:** - Path, small amount of parking, "Pedestrian access only" sign

5. **Field Avenue:** – Stairs to lake, parking, “Pedestrian access only” sign
6. **Larson Street:** – Poor access, no sign
7. **Lakeview Avenue:** – Bench, limited parking, “Pedestrian access only” sign
8. **Wisconsin Avenue:** – Limited parking, “Pedestrian access only” sign
9. **Bellevue Court:** – ~~Good~~ **Poor** access, bench, “Pedestrian access only” sign
10. **Siggelkow Road Park, 5002 Valley Drive:** This passive park area was acquired under the provisions of the Village’s subdivision ordinance. The area (approximately 5.5 acres) has the potential to become a neighborhood park. The western portion of the park is extremely hilly. Protection and maintenance of the Indian Mounds located on the hilltop should be a priority. An Indian Mound Maintenance Policy was developed and adopted in 2010. **A second identification sign was added in 2018**
11. **Autumn Grove Park, 5207 Falling Leaves Lane:** This park (1.5 acres) on Falling Leaves Lane serves the north-central neighborhood. ~~It includes~~ **Play equipment includes** 2 tot swings, 2 swings, 2 backhoes, a play module with slides and climbing wall, teeter totter assembly, a sand area, basketball half-court, picnic table, benches and an open playfield. Wood play apparatus was removed in 2006 and replaced with new equipment in 2007.
12. **William McFarland Park, 4820 Marsh Road:** This partially- **community** developed park (20.3 acres) contains soccer fields, a pedestrian/bike path, a skate board facility, and a baseball diamond. An indoor curling facility is located on Village parkland. The McFarland Community Ice Arena is located next to William McFarland Park. A sand box and play area comprised of a climbing structure with slides, 2 spring animals, 2 sand diggers, woodchips, and picnic tables have been installed in the last few years. A high school batting cage and outfield fence were added in 2010, along with a state of the art bocce ball court system that includes 3 **open air** shelters, 4 courts, 2 grills, 1 water fountain, ~~and a~~ small maintenance shed **and horseshoe pits. A camera/security system has been installed.**
13. **Waubesa Intermediate School, 5605 Red Oak Trail:** This 24.5-acre neighborhood school provides 18.5 acres for a play area with 2 varsity softball fields with dugouts and concession stand, ~~4~~ **3** bleachers, ~~2~~ **3** batting cages, ~~1~~ **2** sheds, 1 soccer/football field with ~~4~~ **2** goals, 6 swings, tether ball, one handicap swing, 1 climbing apparatus, 3 hole Frisbee golf and 3 basketball hoops.
14. **Cedar Ridge Park, 5303 Wild Cherry Lane:** This 3.9-acre neighborhood park serves the northeast portion of the Village with a playground of 4 swings, **spring animal, bench,** sandbox, slides, climbers, backhoe, small gazebo, picnic tables, walking path, open play area, and soccer practice field.
15. **Ridgeview Totlot, 5323 Black Walnut Drive:** This **Consists of a** 0.4-acre play lot serves **ing** part of the Ridgeview neighborhood with a playground slide, spring animal, and an open play area.
16. **Woodland Estates Park, 5601 Glenway Street:** This neighborhood park (2.4 acres) serves the east-central neighborhood. The park includes ~~a~~ an **open air shelter,** an outside

grill, a basketball half-court, a play module with slides and climbing wall, 3 swings, 1 tot swing, a volleyball court, picnic tables, a bench and an open playfield with backstop and soccer net. Wood play apparatus was removed in 2006 and replaced with new equipment in 2007.

17. **Highland Oaks Park, 5945 Osborn Drive:** This 2.2-acre park provides a an open air park shelter, basketball court, 2 swings, 2 tot swings, 2 benches, sandbox, 2 back hoes, 2 spring animals, play structure with 4 slides, climbing wall, climbing bars, walking path and picnic tables.
18. **Glenway Totlot, 5807 Glenway Street:** This 0.2-acre play lot serves the immediate neighborhood and is owned by a developer. Equipment includes a picnic table, 2 back hoes, 2 spring toys, a slide, 2 swings, and 2 tot swings. The area remains as parkland at the discretion of the developer. **Now an occupied home site**
19. **McFarland Community Garden, 5710 Anthony Street:** Property owned by United Church of Christ, leased to the Village, developed and maintained by the Friends of McFarland Parks, a private non-profit 501c (3) organization. Garden to be developed in phases over three years. Consisting of individual planting beds, 4H youth garden, composting area, pumpkin patch, flower beds, shed, adaptive garden, and McFarland School District garden. **This is** McFarland's first community garden initiative. ~~Could possibly be temporary location depending upon community response and desire of the property owner to lease the property beyond the initial 3-year period.~~
20. **Discovery Garden Park, 5920 Milwaukee Street:** Serving as a neighborhood park (.2 acres), this particular area was once owned by McFarland State Bank. It was purchased by the Village along with the an adjacent bank site to be redeveloped for a park and public library. The area is now home to the E.D. Locke Public Library. The existing park was redeveloped in 2007 and includes 3 play structures, sand box, and cedar fence, and has since undergone a second transformation in 2018 with new playground equipment, safety padding, picnic table and benches.
21. **Arnold Larson Park, 6002 Exchange Street:** This Village redevelopment area (1.4 acres) is located downtown with a gazebo, 8 park benches, and picnic tables. It is the home of to the community band's summer performances and is now used as a regional stop for the recently completed McFarland segment of the Lower Yahara River Trail. ~~could be used as a regional stop for the future development of the Dane County Nine Springs County Trail.~~
22. **Valley Totlot, 5100 Broadhead Street:** This one-acre greenway on Valley Drive has been filled after installation of storm sewer and developed as a totlot. The play equipment includes 2 tot swings, a play module with slides, a bench and picnic tables. Wood play apparatus was removed in 2006 and replaced with new equipment in 2007.
23. **Taylor Road Conservancy, Taylor Road:** This 5.9-acre hillside conservancy preserves the northeastern slope of the drumlin adjacent to Taylor Road. An Indian mound is located in the area. Limited hiking access is available.
24. **Woodland Commons Conservancy, 5604 Lexington Street:** 5 acres acquired as a result of parkland dedication requirements for Woodland Commons Subdivision. The park is currently used for passive recreation. Two Indian mounds have been identified within the park.

25. **Public Access Site, South Court:** This Village-owned access site located on Lake Waubesa is relatively unimproved and consists of a public right-of-way called South Court, ending at water's edge.

26. **Babcock Conservancy, South Court:** This 16.3 acre Village site located on Lake Waubesa was deeded to the Village in 1986. It is relatively unimproved and consists of natural areas and a public right-of-way called South Court. It provides excellent views of Lake Waubesa and is a popular fishing spot

27. **Babcock County Park, 4214 US Hwy 51:** Babcock Park straddles our southeast border. Named after Stephen Babcock, an internationally known Wisconsin dairy scientist, this 36.4 acre park is owned and operated by Dane County and is of regional significance. It is recognized as a location which provides picnicking, 25 campsites, boat launches and fishing opportunities.

28. **Indian Mound Conservancy, 6400 Exchange Street:** While serving as a specialized recreation area, this 8.9 acre area is a wooded hill that includes seven Indian mounds (Indian effigy mound cultural tradition) and a Village water tower site. As well as providing a beautiful view of McFarland and the surrounding area, this is an important historical site. The area is limited to passive recreational uses. There are walking trails, some made of asphalt and some of gravel, that allow a walking tour of the area. No vehicle access is allowed. Acres are classified as conservancy, not as a neighborhood park area. Trail improvements and mound restoration efforts are planned for the forest and mounds. A restoration plan was developed and adopted in 2010.

29. **Thurn Marsh and Conrad Jaeger Conservancy, 6400 Jaeger Road:** Like the Grandview Conservancy Area, Thurn Marsh is a wetland area of approximately 6.2 acres located adjacent to the high school/middle school site. The northwestern edge has a graveled path identified as "Jaeger Hiking and Biking Trail." This trail links Yahara Drive with Highland Drive and Conrad Jaeger Conservancy. This 2-acre conservancy located west of the marsh on the Yahara River is accessible by Jaeger Drive. The site is leased by the DNR to the Village and consists of a paved parking lot, a small boat ramp, and 6 canoe/kayak racks on a concrete pad each capable of holding 6 craft. A bench and pier replacement were done in 2017. Village is responsible for all maintenance activities at this site.

30. **McFarland High School/Indian Mound Middle School, 5103 Farwell/6330 Exchange Street:** ~~Serving as a community playfield, the school provides a baseball field, 5 bleacher sections located by the baseball field, a storage shed, and an electric scoreboard and lighting system that serves the baseball field. There is a combination football-soccer field with track-and-field event pits. Surrounding the field is an 8-lane, all-weather track, lighting, bleachers for 1,200 persons and a combination press box, concession stand and rest room facility. At the Middle School are youth ball diamonds, basketball courts and swings. About 15 acres of the school's 42 acres are used for playfield activities.~~ **This school provides a combination football-soccer field with track-and-field event pits. Surrounding the field is an 8-lane all-weather track with associated lighting, bleachers for 1,200 persons combination press box, concession stand and rest room facility. At the Middle School are basketball courts and swings. About 15 acres of the school's 42 acres are used for playfield activities. Area is currently under construction. UPDATE Provided by the sch. Dist.**

31. **Yahara River Conservancy, 6623 Meredith Way:** This 1.8 acre conservancy area located north of the Yahara River provides pedestrian access to the river and a canoe launch.

32. **Lewis Park, 5012 Highland Drive:** When combined with adjacent Legion Memorial Park, this area serves the southern half of the Village as a community park. Lewis Park itself provides a volleyball court, one baseball field with backstop, play module, slides and climbing apparatus, benches, picnic tables, 7 swings and 1 tot swing on 6.4 acres. Wooden play equipment was removed in 2006 and replaced with new equipment in 2007. **An ice hockey rink with newly upgraded LED lights is available in the winter months.**

~~Located on the western portion of the park are a heated shelter house with a fireplace inside, public restrooms, an outdoor grill and several picnic tables. The play area includes 4 swings and 2 outdoor skating rinks with lighting.~~

Located on the western portion of the park is a newly enclosed heated shelter house (former shelter removed) constructed in 2016 with public restrooms, a kitchen, several picnic tables, glass overhead door can be left open during warm days and closed but available for outside viewing during inclement weather.

33. **Legion Memorial Park, 5301/5305 Marshwoods Drive:** This park, like McDaniel Park, serves two functions. The eastern 9.2 acres consists of wetlands and woodlands with frontage on Mud Lake, ~~where an observation deck is located.~~ The western 6.6 acres of this 15.8-acre park includes **a parking lot (at the end of Highland Dr.),** a lit ice-skating rink, an open playfield by Lewis Park's baseball field **and refurbished observation deck along Mud Lake. The Legion also maintains a memorial monument and flag pole in front of the new shelter.** ~~The parking area is located at the end of Highland Drive.~~ The eastern conservancy portion of the park can be accessed from Marsh Woods Drive. Legion Memorial Park, together with Lewis Park (adjacent), serves as a **combined 22.2 acre** community park for the southern half of McFarland.

34. **Marsh Woods Conservancy, 5301/5305 Marshwoods Drive:** This park is a specialized recreation area located on the 123.6 acre Lower Mud Lake and is predominately a wetland area of 19.2 acres, classified as conservancy use. The wetland area should be used strictly as a conservancy area, and is accessible through Legion Memorial Park. The area could best be used for educational purposes. A nature trail constructed of wood chips with benches and informational signage has been completed by volunteer youth groups. Restoration efforts, including formal restoration, began in 2010.

35. **McFarland Primary School and Conrad Elvehjem Early Learning Center, 6009/6013 Johnson Street:** Serving as a neighborhood playground, this outdoor recreation area serves both of these schools. It provides playground apparatus (12 various climbing apparatus, 2 slides) 3 basketball courts, 2 lower basketball standards, an asphalt play area with striping for various games, 1 softball field (grass infield) with backstop, and a large grassy open area ~~that also has one set of soccer goal posts~~ **for activities and recreation.** Eight tennis courts were built in 1998. Four courts have lights. The area covers 13.2 acres with 6 acres for recreation. **Updated by the Sch. Dist.**

A portion of the property is- **was** owned by the Village, with the school district holding a 50-year lease, ~~was developed in 2012 for new school parking.~~ **The Village sold this property to the school district in 2017.**

36. **Grandview Conservancy, 5602 Creamery Road:** This specialized area was acquired in 1984. The southern 25.6 acres were received by dedication and the northern 7 acres by purchase. A small part of the conservancy area south of Creamery Road could be improved for passive recreation purposes. **A path and new boardwalk were installed in 2017 providing a connection to Marsh Woods Conservancy.**
37. **Egner Park, 5703 Bird Song Court:** This neighborhood park (2.3 acres) serves the southeast side of the Village. It is developed with a shelter house, well house included, picnic tables, a basketball half court, a childrens's basketball court **In 2018 the playground equipment was completely replaced.** ~~3 swings, 1 tot swing, 2 tot backhoes, 2 spring toys, modular climbing unit, and 1 overhead climber.~~
38. **John Urso Community Park, 6201 Elvehjem Road:** consists of 39.5 acres acquired as part of parkland dedication requirements for Park View Estates ~~and the 18.8-acre Schuetz property acquired in 2008 with state stewardship funds.~~ A Master Plan for passive recreation areas was completed in 2005 ~~and updated~~ **with updates** in 2009 **and 2018** (see Appendix C). Eight acres were set aside for an off-leash dog exercise area in 2009. Trails were added on the western portion in 2011. **A portion of the new Lower Yahara River Trail runs parallel the dog park.????**
39. **ORCHARD HILL PARK** 18.8 acres in size immediately adjacent to John Urso Park was purchased from the Shuetz family in 2018 with stewardship funds. This acreage originally considered part of John Urso Park has now been given its own name. However it is still included as part of the Master Plan for John Urso Park. A parking lot will be completed in 2018. A future shelter with restrooms and other amenities are also being planned

SEPARATE OUT URSO (DOG PARK) ?????

Juniper Ridge Park: xxxx Holscher Road: This to be officially named park consists of a mixture of detention basins and open areas for a total of 8.9 acres. The area contains a .6 mile meandering paved path with various fitness stations along the way, an 1.5 acre active play area with open air shelter, playground equipment and a council ring. Restrooms are to be constructed in 2018/2019

Prairie Place Development (Gannon) This to be officially named passive park area is 3.3 acres in size with a 10ft. asphalt trail meandering thru a 6.8 acre wetland restoration area. As part of a development agreement of Prairie Place subdivision, the Village has approved the developers plan to restore wetland areas with a combination of plantings, spot spraying and seeding, removal of invasive species, scheduled mowing /burns and soil surface monitoring.

McFarland School District Baseball Facility CTH MN This site is approximately 23.0 acres and includes two baseball fields; one with artificial surface infield and one with skinned (all dirt) infield. Both fields have dugouts, backstops screens and fencing. The site also includes

two large green space areas that support a variety of out door activities. Village of McFarland has approved the future development of a concession/storage/restroom facility and lighting. Updated by the sch. Dist.

TRANSFER TO RECOMMENDATION SECTION

East Side Park:

This park, while only in the conception stage, would encompass a very large area of about 35-40 acres. Major improvements along with various utilities will need to be undertaken to develop the area. The area may be a mix of useable land and low land. The park may perhaps contain the following amenities-

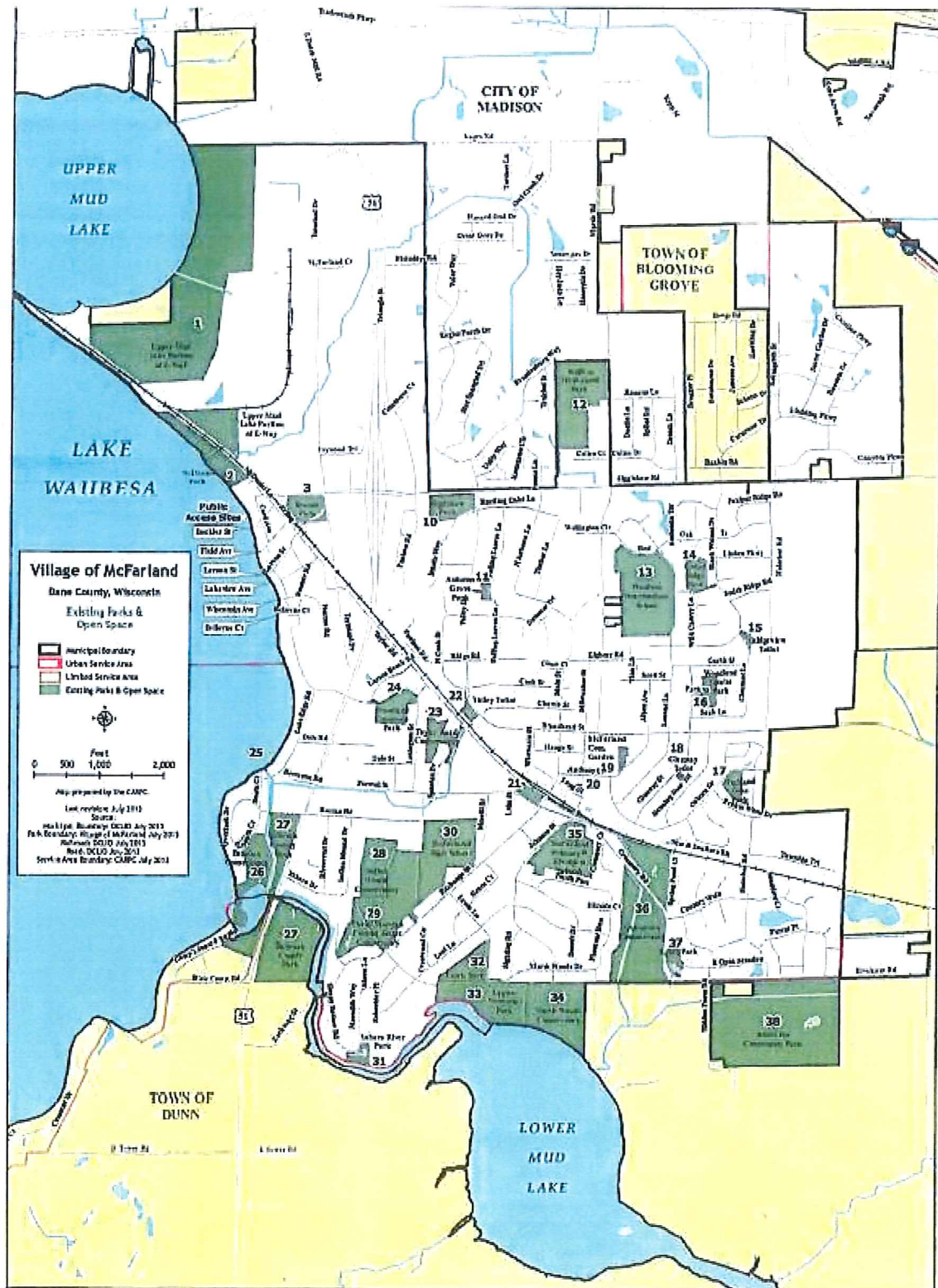
Walking trail(s)	Volley ball courts
Bike trails	Amphitheater
Off road biking areas	Natural areas
Exercise areas	Natural areas with water features
Soccer fields	Cross country running
Baseball/softball diamonds	Cross country skiing
Field hockey	Snowshoeing
Disc golf	Observation platforms
Archery area	Shelter (s)
Batting cage(s)	Sand play areas
Tennis courts	Play structures
Basketball courts	
Skate park	
Ice skating	Horseshoe pits
Bocce courts	Council rings
Pickle ball	Municipal campground
Rest rooms	Concession stand(s)
Dog exercise area	Canoe/kayak/paddle boarding
Agility course	Various seating amenities
Climbing tower	Outdoor art
Meditation areas	Parking lots

Lacrosse

The following parks are identified by official park signs:

William McFarland; Conrad Jaeger Trail; McDaniel Park; Brandt Park; Woodland Estates Park; Lewis Park; Egner Park; Arnold Larson Park, Cedar Ridge Park, Urso Park, and Highland Oaks Park. **Orchard Hill Park**

update



ANALYSIS OF EXISTING FACILITIES

The most commonly used method for measuring the adequacy of a community's park and open space system is to determine if the number of people it serves, or has the capacity to serve, the geographic distribution as well as accessibility, meets the Village's desired standards. This analysis begins by assigning a minimum acreage standard to each type of park and to the system as a whole. Table 5 below shows the total acreage of land devoted to each type of park in the Village. The table also breaks down the aggregate acreage per park type into five categories of open space. This breakdown more clearly indicates how much parkland in McFarland is devoted to both active and accessible passive recreational activity and how much is comprised of open space areas which serve specialized recreation purposes or provide environmental and/or aesthetic benefits. *This plan focuses on the 131.2 132.5 acres of active and accessible passive public park facilities Village recreational areas are identified in the first two columns of Table 4 which excludes school and special facilities. that are currently provided by the Village. (highlighted in the shaded area — Table 5).* The 301.6 348.2 acre balance of the Village's 432.8 480.7 aggregate acres of parkland (432.8-131.2 480.7-132.5) are comprised of school facilities, special facilities and other open spaces which do not relate to open space provision standards.

COMBINE TABLES 4 AND 5

TABLE 4: EXISTING PARK AND RECREATIONAL AREA BY FUNCTION AND ACREAGE

Glenway	0.2	Autumn Grove	1.5	Woodland Commons	5.0	Grandview	25.6
Discovery Garden	0.2	Highland Oaks Park	2.2	Brandt	4.9	Indian Mound	8.9
Ridgeview	0.4	Egner	2.3	Lewis	6.4	Legion Mem. (E)	9.2
Valley Greenway	1.0	A. Larson	1.4	Legion Mem.	6.6	Marsh Woods	19.2
Totlots	1.8	Siggelkow Road	5.5	McDaniel	8.7	McDaniel (N)	7.0
Primary & Elvehjem ELC	6.0	Woodland Estates	2.4	Urso	58.3	Thrun Marsh	8.2
Waubesa Intermediate	18.5	Cedar Ridge	3.9	Community	89.9	Taylor Road	5.9
School Playgrounds	24.5	Neighborhood	19.2	W. McFarland	20.3	Yahara River	1.8
		Upper Mud Lake	123.6	McFarland H.S./Ind. Mnd. Sch.	15.0	Babcock Conservancy	16.3
		Wetland/Floodplain	123.6	Babcock Co. Park	36.4	Natural Areas	102.1
				Special Use	71.7		

**TABLE 5: TOTAL DEVELOPED ACREAGE OF PARKLAND
BY TYPE OF RECREATIONAL USE PER SPECIFIC TYPE OF PARK**

Type of Park	Active Recreation Area ¹	Passive Recreation Area ²	Natural Area ³	Special Facilities Area ⁴	Water, Wetland, Floodplain	Total Park Acreage
PUBLIC PARK FACILITIES						
Totlots	1.8	0.0	0.0	0.0	0.0	1.8
Neighborhood Parks	19.2	0.0	0.0	0.0	0.0	19.2
Community Parks	26.6	63.3	102.1	0.0	123.6	315.6
Special Use Areas	20.3	0.0	0.0	36.4	0.0	56.7
Total Public Park Facilities	67.9	63.3	102.1	36.4	123.6	393.3
SCHOOL PARK FACILITIES						
Totlots	0.0	0.0	0.0	0.0	0.0	0.0
Neighborhood Parks	24.5	0.0	0.0	0.0	0.0	24.5
Community Parks	0.0	0.0	0.0	0.0	0.0	0.0
Special Use Areas	15.0	0.0	0.0	0.0	0.0	15.0
Total Public/Private School Parks	39.5	0.0	0.0	0.0	0.0	39.5
Grand Total	107.4	63.3	102.1	36.4	123.6	432.8

¹Active Recreation Area: playgrounds, athletic fields, etc.

Table 4
Recreation Areas by Ownership, Park Type and Function*

Type of Park & Ownership	Active Recreation Area ¹	Passive Recreation Area ²	Natural Area ³	Special Facilities Area ⁴	Water, Wetland, Floodplain	Total Park Acreage
Totlots - Village						
Discovery Garden	.2					
Ridgeview	.4					
Valley Greenway	1.0					
Total Totlots	1.6	0.0	0.0	0.0	0.0	1.6
Neighborhood Parks – Village						
Juniper Ridge	1.5					0.0
Autumn Grove	1.5					
Highland Oaks park	2.2					
Egner	2.3					
Arnold Larson Park	1.4					
Siggelkow Road	5.5					
Woodland Estates	2.4					
Cedar Ridge	3.9					
Total – Neighborhood	20.7	0.0	0.0	0.0	0.0	20.7
Community Parks - Village						
William McFarland	20.3					
Brandt Park	4.9					
Lewis Park	6.4					
Legion Memorial Park	6.6					
McDaniel Park	8.7					
Woodland Commons		5.0				
Orchard Hill Park		18.8				
Urso Park		39.5				
Total – Community Parks	46.9	63.3	0.0	0.0	0.0	110.2
Conservancy Areas - Village						
Grandview Conservancy			25.6			
Indian Mound			8.9			
Legion Memorial (E)			9.2			
Marsh Woods			19.2			
McDaniel Park (N)			7.0			
Thrun Marsh			8.2			
Taylor Road			5.9			
Yahara River			1.8			
Babcock Conservancy			16.3			
Upper Mud Lake					123.6	
Juniper Ridge Park Conservancy			8.9			
Prairie Place Park Conservancy			3.3		6.8	
Total Conservancy Areas	0.0	12.2	114.3	0.0	130.4	244.7
Total Village Recreation Areas	69.2	63.3	114.3	0.0	130.4	377.2

Type of Park & Ownership	Active Recreation Area ¹	Passive Recreation Area ²	Natural Area ³	Special Facilities Area ⁴	Water, Wetland, Floodplain	Total Park Acreage
School District and Special Use						
Primary and Elementary	6.0					
Waubesa School	18.5					
CTH. MN Ballfield	23.0					
McFarland High School						
Indian Mound Middle School	15.0					
Babcock County Park				36.4		
Upper Mud Lake Access Area		4.6				
Total School District and Special Use	62.5	4.6	0.0	36.4	0.0	103.5
Grand Total (All Recreation Areas)	131.7	67.9	114.3	36.4	130.4	480.7

²Passive Accessible Area: walking trails, picnic groves, etc. (Urso Park & Woodland Commons Park)

³Natural Area: passive, areas for conservation

⁴Special Facilities Area: golf courses, arboretums, scenic over-looks, cemeteries, etc. (Babcock County Park)

Table 6 includes the NRPA recommended acreage standards for each type of park per 1,000 persons and the existing active and accessible passive acreages per park category in McFarland. The information in this table indicates that the Village of McFarland is currently satisfying the recreational needs of its residents in terms of the ratio of *total acreage of active and accessible passive Village recreation parkland to persons*.

Specifically, Table 6 5 indicates that ~~McFarland~~ **Village public park facilities** currently meet the NRPA standard, of 6.25 to 10.5 acres per 1,000 persons, with ~~an aggregate 131.2 useable acres for recreational activity which breaks down to~~ **16.3** acres per 1,000 persons. In terms of the provisions of specific park types, **results are mixed**, the Village falls just short of the NRPA suggested range for mini-parks, at **with 1.8 acres**, **narrowly meets the standard for neighborhood parks** and exceeds the ranges for ~~neighborhood and~~ community parks. The **School District and Dane County** provides **8.2** acres per 1,000 persons of land for ~~active and accessible passive~~ recreation activities in special use areas and schools, for which there is no specified NRPA standards.

When **active and passive** recreational facilities belonging to **both** the School District and Dane County are blended with the **Village's active and passive** park facilities for totlots, neighborhood and community parks , a total of **199.4 (132.5 + 66.9)** acres of park and open space land are provided for active and accessible passive use. This breaks down to **24.5** acres per 1,000 persons, much higher than the Dane County gross acreage standard of 15 acres per 1,000 persons. However, **its important to keep in mind** school and county facilities serve a larger geographic area and population, than just the Village-proper, and are not-under the control of the Village park system.

?????? check over numbers

**TABLE 6-5: ACTIVE AND PASSIVE RECREATIONAL ACRES PER 1,000 PERSONS
IN VILLAGE PARK, SCHOOLS
AND SPECIAL RECREATIONAL FACILITIES – 2018**

Type of Park	NRPA Standards	Village Park Facilities		School & Spec. Facilities		Total
	Acres/1,000 persons	Total Acres	Acres per 1,000 persons ¹	Total Acres	Acres per 1,000 persons ¹	Acres per 1,000 persons ¹
Mini-park	0.25 - 0.5	1.8	0.23 1.2	0.0	0.0	0.23 1.2
Neighborhood Park	1 - 2	19.2 20.7	2.5 2.5	24.5 0	3.1 0.0	5.6 2.5
Community Park	5 - 8	89.9 110.2	11.5 13.6	0.0	0.0	11.5 13.6
TOTAL	6.25 - 10.5	132.5	16.3	0.0	0.0	16.3
Sch. & Special Use	None	20.3 0.0	2.6 0.0	15.0 66.9	1.9 8.2	4.5 8.2
GRAND TOTAL	None	131.2 132.5	16.83 16.3	39.5 66.9	5.0 8.2	21.83 24.5

¹2010–Used 2016 U.S. census population estimate 7,808 **8,168 to calculate acres per 1,000 persons** U.S. Census

²Includes Babcock Park

As the Village population increases, deficiencies will be ongoing especially with park types where we are currently falling behind with meeting the acre per 1,000 persons standards e.g., mini-parks and narrowly meeting our needs for neighborhood parks. As our community grows we must continually reassess our park and open space needs.

Park and Open Space Needs Assessment

The future needs assessment is a critical component of the Outdoor Recreation Plan. This analysis is included in part, to assist the Village with planning and budgeting for the development of future parks. Overall, future recreational needs were determined by applying the recommended minimum acreage standards to a reasonable Village population for the year 2025–30. By examining how well the Village meets activity related standards as well as the location of existing facilities serving the Village’s population, recommendations for future improvements can be developed.

Gross Acreage Requirements

The 2001 Outdoor Recreation Plan recommended the rate of ten (10) acres of parkland and open space per 1,000 persons be raised to more closely parallel the fifteen (15) acres per 1,000 persons used by Dane County. Since 2001, the Village has succeeded in increasing its acreage per thousand acre standard to 16.3 in 2018. By the year 2025 30, the Village population is projected to increase to 9335 persons. (Given current development trends this figure could be much higher once the 2020 U.S. Census is completed and new projections are calculated.) Excluding school and special facilities, the Village would require a total of 152.0 (9.33 x 16.3) acres of active and accessible passive parkland or an additional (152.0 -130.9) 21.1 acres by 202530 to maintain the current Village standard.

Activity Related Standards

TABLE 7: ACTIVITY RELATED STANDARDS

Activity	Standard No./Persons	Minimum Requirements ²	Current Facilities	Future Needs (2030)
Baseball Diamonds	3,500	13	24	0
Skating Rinks ¹	3,500	13	3	0
Softball Diamonds	1,000	19	104	05
Soccer Fields	1,000	19	89	10
Tennis Courts	1,500	16	8	1
Basketball Courts ²	1,000	19	116	03
Swimming Pools ³	10,000	1	1	1

¹Includes winter rink at Lewis Park

²These are locally adopted standards

³McFarland High School indoor pool is open to the public.

Table 76 indicates the number of activity related facilities has a few deficiencies. Mixed into this analysis should be distribution factors, including the need for an outdoor water facility.

Locations of park and open space facilities in relation to Village residents are also an important indicator of how well existing facilities meet community needs. Whereas community parks serve the entire Village, other parks have a more defined service area. For example, totlots have a service area of 1/4 mile and neighborhood parks 1/2 mile. Service area recommendations do not consider barriers such as major roads e.g., Farwell Street, Broadhead Street, Holscher Road, etc. Access barriers must be considered when determining service distances for parks and planning linkages using pedestrian/bike paths.

Park Distribution and Access REVIEW BY PARK AND REC.COMM.

When adding to McFarland's Park and Trail System consideration should be given to the following:

- Newer subdivisions on the eastern edge of the Village are generally well served by neighborhood parks. Totlots, however, are in shorter supply. With trends towards smaller residential lot sizes or concentrations of multi-family housing, land becomes a premium. As a result, park distribution is increasingly important. New subdivisions should be scrutinized for park and open space needs relating to park distribution of totlots and smaller neighborhood parks.
- Many neighborhoods lack sidewalks or pathways for safe pedestrian access to park facilities particularly along heavily traveled streets and should be improved.
- Future trail systems should take the form of bike, nature, jogging, walking or multi-purpose systems. Links to existing systems are important if we are to achieve an inter-connected system.
- While the number of tennis courts appears sufficient (see Table 7), all eight courts are clustered in one location. Additional courts should be dispersed throughout the Village.

RECOMMENDATIONS

The following recommendations to improve recreation programs in the Village of McFarland are based on projected growth rates, deficiencies identified in preceding sections, **the 2017 update to the Village of McFarland Comprehensive Plan and results of the 2018 Park & Recreation Survey**. Recommendations encompass not only parkland acquisition, development projects and the provision of diversified recreational opportunities, but also relate to administration, funding, and land use.

Most of the recommendations are based on the assumption that McFarland will continue its moderate rate of growth and that park and recreational facilities planning should be geared toward serving a population with growing recreational needs. However, the timing of park acquisitions and development should coincide with the actual demand for growing recreational needs. The highest priority should be placed on expanding and improving parks and recreation areas to meet a growing desire for recreational outlets.

General Recommendations

1. **Village and school officials responsible for recreation in McFarland should place a continued emphasis on the provision of areas and facilities for those of varying physical abilities and that can support “lifetime” recreational exercise activities**. Falling into this latter category are activities such as tennis, horseshoes, bicycling, cross-country skiing, skating, walking, running, volleyball, pickle ball, badminton, hiking, ~~bird watching~~, swimming and bocce ball. Currently, **walking and biking have the highest participation rates** ~~the greatest use of McFarland Parks is for exercise~~ as demonstrated by responses to the 2017~~8~~ recreation survey, ~~followed by ecology-based recreation, team sports, and identified family play activities.~~

~~Too often, Community and school recreation facilities are too often oriented towards games important only to younger well-conditioned athletes, rather than, to recreational opportunities for older adults and less athletically inclined men and women and children of varying abilities.~~ In designing recreation areas, **the Village could possibly partner with occupational and physical therapists specializing in working with seniors as well as those affiliated with the McFarland School District who are acquainted with children in the McFarland community in order to be inclusive of the recreational needs of all members of the community.** ~~especially seniors should be taken into account, as evidenced by the many activities identified in the 2012-8 recreation survey.~~

2. **The Village should continue to emphasize developing a child-safe pedestrian interlinked access system to parks and school playgrounds, with an emphasis on child-safe access to parks and playgrounds.** Access improvements are especially needed where there are no sidewalks. Street improvement programs along collector streets in the developed portions of the Village should include provisions for better parking, **interconnected sidewalks/bicycle trails with the goal to provide links to parks, neighborhoods and other destinations through a system of interconnected routes.** Where recreation use is heavy, an off street path **linked** system may be preferred. Developers of new subdivisions are required to provide sidewalks or pathways. Adequate crossing facilities need to be provided at major road obstacle points during both school and non-school hours. ~~Emphasis will be~~ **will continue to be** placed on increasing the use of bicycles within the Village, ~~by making a and interconnectivity of trails within our park system as well as connection to other communities (Madison, Dunn and Blooming Grove). e.g., completing a~~ **With the completion of the McFarland segment of the Lower Yahara Trail** connection to the Capital Springs State Recreation Area through McDaniel Park; ~~connections into the City of Madison system via~~

~~the Marsh Road overpass tying into Femrite Drive; and paths recently constructed at the Stoughton Rd. underpass at the Beltline~~ **are now possible.**

3. **More emphasis should be placed on accessibility and the aesthetic function of parks and management of conservancy areas.** Park conservancy areas provide the largest expanse of green open space in the community, and in some newer sections of the community they are the only areas of mature vegetation. Many types of recreational activities, particularly “lifetime” activities such as hiking, bird watching and wildlife observations, are greatly enhanced by the attractive environments conservancy areas provide. A buffer of trees or tall shrubbery around playfields and open area enhances these types of locations and reduces land use conflicts between heavily used parks and neighboring residential areas. Trail entrances should be clearly identified.

The Village has begun to actively maintain or manage conservancy areas or to make them more accessible to citizens for passive recreational opportunities. In the past, these areas have suffered from neglect and from the invasion of undesirable species. In recent years, volunteer groups have contributed considerable time in helping eradicate invasives from park and conservancy areas. The Village has adopted and is implementing management plans (see Appendix F) for these sensitive areas.

An active and continuous tree and shrub planting program for our parks should be sustained. The planting program should emphasize native species with a mix of fast-growing and slow-growing species avoiding overdependence on one or two species, which may fall victim to blight or other diseases. Other considerations in developing a planting program are selecting trees for attractiveness, shade, time and expense involved with maintenance, and the adverse effects of trees and shrubs on surface and underground public utilities.

4. **The Village developed and adopted a policy for preservation and maintenance of McFarland’s Indian Mounds at 4 different locations in August of 2010** (see Appendix E). This policy addresses a phased approach to the mounds that included hazard tree removal, invasive control of weeds and brush and new seeding requirements. McFarland places a high priority on its mound maintenance, this should continue to be a high priority both in budgeting and work schedules.
5. **The Village should look beyond its present corporate boundaries to the east and south for lands suited to recreational development.** This is of particular importance where ~~recent annexations is imminent to the east have taken place~~ Larger community parks are proposed in the Village’s Comprehensive Plan and the East Side Neighborhood Plan. **Adjacent parcels to existing parkland should be considered as a means to merge newly annexed lands to increase park acerages.** The location for needed totlots and smaller neighborhood parks should be analyzed for our eastside growth area. Advance planning will give added assurance that lands best suited to satisfying recreational demands or protecting vital recreational resources, will be preserved for public use.
6. **The Village should utilize community fund raising, volunteer labor and donated materials to the greatest extent possible.** Community groups such as the Friends of McFarland Parks, Lions, garden clubs, scouts, and senior citizen clubs often make significant contributions to recreation programs **through fund raising.** Utilization of volunteer labor **is popular and is** generally most successful where a single tangible project is involved, such as tree planting, construction of a single facility, or a one-day clean-up and beautification project. Volunteer labor should not be relied on for day-to-day maintenance or routine acquisitions and improvements. The Village has established a volunteer committee to

provide a framework or structure for managing the efforts of volunteer groups. Adequate funds for hiring employees should be budgeted so that the community recreation program can succeed regardless of whether or not volunteer labor is available. There were ~~324~~ **141** responses to the survey that supported opportunities for volunteer ~~activities~~ **programs**.

7. **The Village should develop existing recreation facilities concurrent with park acquisition.** McFarland has developed a land pool for its parks and recreation facilities, but a few of these areas have not been developed to their full capacity. Concurrent with consideration of expansion of the parks and recreation land base, the Village should assure that all existing facilities fulfill the needs of their designated service areas and consider redevelopment if warranted.
8. **The Village should emphasize the development of winter recreation programs and facilities.** In the upper Midwest, winter activities should be an essential part of recreation planning. Future trail development will provide many opportunities for cross-country skiing. The trail system could be tied in with nature trails developed for summer and fall use. Sledding and tobogganing hills that are safe and accessible should be developed. Grooming equipment would be needed to develop and maintain a formal cross country trail system. There were ~~283~~ **279** responses to the survey that supported more winter sport activities.
9. **Improvements to existing parks or development of new parks should include features to help make them accessible to the disabled and seniors where feasible.** Features should include ramps, grab rails, traction walkways, **poured in place play surfaces** special seating, accessible drinking fountains, designated parking and special playground equipment. Currently, many handicapped individuals are restricted in the areas of active and passive recreation. The Village is striving to continue to improve ADA access at each of its parks.
10. **The Village of McFarland should continue use of environmental corridors to preserve and connect open space and direct development to lands suitable for construction as shown on the Proposed Park and Open Space Plan Map.** Environmental corridors include those lands forming continuous, linear systems of natural resource features and/or public open space and recreation lands. Examples of features within environmental corridors include parks, school playgrounds, Indian mounds and other areas of historical importance, drainage ways, wetlands and floodplains. There were ~~384~~ **242** responses to the survey that supported environmental corridor recreations such as hiking **and** bird watching, ~~and geo-eaching~~, while ~~191~~ **104** also supporting fishing along McFarland's river and lake shorelines.
11. **Distribution of parks and facilities should be considered in addition to service area and per thousand population standards when determining deficiencies.** Strict adherence to formal park standards may need re-evaluation when analyzing the distribution of parks (e.g., tennis courts) within the Village. Natural and man-made barriers, e.g. lack of sidewalks and crosswalks, can hinder use by adjacent residents. Heavily traveled roads and topography can be obstacles to parks posing accessibility and safety issues.
12. **? The Village of McFarland should explore the creation of a stand alone Parks Department that would function as the key department for the physical planning, operations, and maintenance of our parks and conservancy areas.** This potential reorganization would utilize the current parks manager and budgeted staff positions within the Public Works Department, with no additional staff requirements. The Village may also consider park recreation programming as a part of this future department.

The current operational structure utilizes the Department of Public Works to coordinate all functions relating to Village parks and conservancy areas. A potential reorganization would utilize the current parks manager and budgeted staff positions within the Public Works Department, with no additional staff requirements. The goal for this change would be to provide more time and better service selected areas in the park system that are currently underserved.

13. **The Village should incorporate safety measures using appropriate technology into our park system. ~~marketing our park system, e.g. Q.R. codes. In addition explore geocaching opportunities where feasible.~~ The Village looks to modernize its parks, retooling buildings and equipment to meet the evolving recreational needs of its citizens. Safety systems employing cameras, time locks etc. should be employed to protect our facilities.**
14. **A community park of approximately 20 acres in size with proposed a location between Siggelkow Road and County Trunk Highway MN East of the proposed extension of CTH AB is identified for acquisition in the Village's Comprehensive Plan.** In addition, the Village should acquire or otherwise preserve lands adjacent to the E-Way, the wetlands and Yahara River frontage located west and south of Legion Memorial Park, and natural resources areas adjacent to the Lower Mud Lake Resource Protection Area **and explore a downtown family-oriented recreational amenity. This could include an interactive fountain or waterfall with space possibly doubling as a skating rink or small concert space in the off-season.**
15. **Park Signage.** The Village should continue to develop consistent park signage policies through out its entire park and conservancy system. The overall goal of an effective sign policy is to enable Village residents and visitors to locate and enjoy McFarland's vast park system. Signs will also provide information in emergencies and other situations. Aging park signs should be refurbished or replaced based on condition and the need for updated **information such as a new Village logo and brand.**
16. **Continue to promote and enhance efforts to keep our designation for Tree City U.S.A. and Bird City Wisconsin.** McFarland achieved Tree City U.S.A. in 2009 and Bird City Wisconsin in 2011. Volunteers are active in promoting Bird City through multiple events through out the season including IMBD (International Migratory Bird Day) held each spring. Residents and visitors have the opportunity to learn about habitat, bird identification along with hands on events for kids. A program established by the Arbor Day Foundation, Tree City U.S.A. provides the opportunity to educate people who care about their community, the value of tree resources, the importance of sustainable tree management and engaging the citizenry in advancing tree planting and care across the urban forest. McFarland should continue to build and promote both of these green initiatives.

Acquisition Recommendations

Acquisition recommendations are located **identified** on the Proposed Park and Open Space Plan Map. ~~These~~ **Areas** shaded in brown are identified for future park and open space as depicted in the ~~2006-2017~~ Village of McFarland Comprehensive Plan (see Appendix E).

As the Village looks to the future, demographic changes in overall population and age distribution resulting in differing recreational needs and interests, will demand the Village continuously reassess our facilities to avoid to having an outdated park system mismatched to the

proposed sites is a parcel located at Broadhead Street and Holscher Road owned by the McFarland School District. It is identified here for possible acquisition for park and open space purposes in the event the property is not developed by the School District.

The Village finalized acquisition of the Schuetz property in 2008, encompassing nearly 19 acres of land located south of Elvehjem Road and east of Hidden Farm Road. When combined with Urso Park to the east, both parcels have the potential to serve as a community park, to preserve significant natural resource areas, to provide linkages to surrounding publicly-owned lands, and to extend an important environmental and open space corridor located on the edge of urban development.

Specific Development Recommendations

1. **Capital Springs State Recreation Area Upper Mud Lake Portion of E-way** – includes the eastern half of the Nine Springs E-Way from Fish Hatchery Road to Upper Mud Lake.
 - a. Work with staff from Dane County Parks to develop a County parking area and access way for users of Upper Mud Lake **COMPLETED**
 - b. Continue to work with County, DNR and Rail Commission to develop a trail adjacent to the railroad bridge that crosses Upper Mud Lake and Lake Waubesa connecting to Lake Farm Centennial State Park **COMPLETED**
 - c. Continue to work with the County to extend the Lower Yahara River Trail thru the southern portion of the Village exiting the our southern boundary and continuing on to Lake Kegonsa State Park.
2. **McDaniel Park, 4806 McDaniel Lane** – Continue implementation of Master Plan (see Appendix B)
 - a. Parking lot **was expanded in 2018**
 - b. Implement plans to develop a future trail connection to the Capital Springs State Recreation Area. **COMPLETED** Increase establishment of native plant species along trail corridor **MOST OF THE TRAIL IS ON WSOR PROPERTY – HARD TO MAINTAIN**
 - e. Install a multi-use path **OFF ROAD PATHS ARE BEING PLANNED**
 - d. Develop additional picnic areas
 - e. Increase woodland buffers with additional tree plantings
 - f. **Plan and** construct second shelter/storage building **THIS IS BEING PLANNED**
 - g. Add larger outdoor grills, informational kiosks **PROPOSED FOR 2018**, horse shoe pits, and trash cans
 - h. Maintain pier **and construct second public pier HAS BEEN ONGOING**
 - i. **As time and money permit** replace and add trees **AS TIME & MONEY PERMIT**
 - j. Add camera/security system
 - k. Look for opportunites to expand the park when adjacent parcels are up for sale.
 - l. Add boat racks for small boats
3. **Brandt Park, 4601 Siggelkow Road**
 - a. Continue to add trees to filter setting sun
 - a. Update ball field lighting, **was completed in Fall of 2018** update ball field fencing, add 2-5 year age-appropriate playground equipment, and underground utilities
 - b. Supply internet access
 - c. Explore additional parking **PROPOSED FOR 2018**
 - d. Acquire the adjacent house on the Siggelkow Road for added parking **BEING INTO LOOKED**
 - e. **ADD CAMERA/SECURITY FEATURES**

4. **Beckler Street** - Path, small amount of parking, "Pedestrian access only" sign
5. **Field Avenue** - Stairs to lake, parking. "Pedestrian access only" sign
Allan are these signs in?
6. **Larson Street** - Poor access, no sign
7. **Lakeview Avenue** - Bench, limited parking, "Pedestrian access only" sign
8. **Wisconsin Avenue** - Limited parking, "Pedestrian access only" sign
9. **Bellevue Court** - ~~Good~~ **POOR** access, ~~replace stairs~~, bench, picnic table, "Pedestrian access only" sign

10. Siggelkow Road Park, 5002 Valley Drive

- a. Provide plan for development as a passive area
- b. Landscape the flat section: garden areas with corner entryway emphasis
- c. Develop hiking trails through the wooded sections with benches
- d. Implement Indian Mound Policy for this park
- e. ~~-A second identification sign was added in 2018~~ community sign
- f. Explore the idea of establishing a community garden and soccer **athletic field**
- g. Add park benches, **picnic tables**, and kiosk
- ~~h. Add disc golf course~~
- i. Possible new location for tennis /pickle ball court

11. Autumn Grove Park, 5207 Falling Leaves Lane

- a. Add park benches and trees
- b. Add main park sign
- ~~c. Add informational kiosk~~
- ~~d. Possible new location for tennis /pickle ball court~~

12. William McFarland Park, 4820 Marsh Road

- a. Maintain rain garden **STANDARD MAINTENANCE**
- b. Add two water fountains **THERE IS ONE AT THE BOCCO COURT AND BATHROOMS?**
- ~~c. Village partnered with the Soccer Association to develop a joint concession/storage facility with seating and meeting space as well as bathrooms. Construction was completed in fall of 2018 between the soccer association, the 4 Lakes Bocce Ball Association, and baseball boosters~~ **BEING LOOKED INTO. Done** Explore the development of a
- d. Improve or relocate skate park facility
- e. Add benches and trash receptacles
- ~~f. Add informational kiosks~~
- ~~g. Replace ash species trees, landscaping and screening~~ **Done**
- h. Improve pedestrian access with sidewalk and crosswalk
- i. Add pickle ball/ **tennis** court
- ~~j. Create and implement a field maintenance program~~ **Continue working with the Soccer Association to implement a field maintenance program**
- k. Improve condition of parking lot
- ~~l. Explore relocation of the skate park~~

~~ADD-CAMERAS/SECURITY FEATURES~~ Done

13. Waubesa Intermediate School, 5605 Red Oak Trail

- a. Continue cooperation between Village and School District to develop or improve sports fields and play area

14. Cedar Ridge Park, 5303 Wild Cherry Lane

- a. Continue to implement park master plan
- b. Improve and maintain ~~Replace~~ gazebo
- c. Provide park benches
- d. Add additional playground equipment
- e. ~~Add informational kiosk~~
- f. Explore the addition of restrooms and water fountain
- g. Add ice skating rink

15. Ridgeview Totlot, 5323 Black Walnut Drive

- a. Maintain
- b. Install trees near park bench and play area
- c. Add park sign
- d. Explore the addition of a water fountain
- e. ~~Add informational sign~~

16. Woodland Estates Park, 5601 Glenway Street

- a. ~~Look at the possibility of establishing a youth soccer practice field~~
- b. ~~Replace ash species trees, shrubbery and screening~~
- c. Add informational kiosk, and water fountain
- d. Reconfigure basketball court
- e. **Add restrooms**

17. Highland Oaks Park, 5945 Osborn Drive

- a. Plant additional trees and landscaping
- b. Provide informational kiosk
- c. Explore the addition of restrooms and a water fountain
- d. **Possible location of tennis/pickle ball court**

18. ~~Glenway Totlot, 5807 Glenway Street~~ NO LONGER APART OF OUR PARK SYSTEM IS NOW A RESIDENTIAL LOT WITH A HOME

- a. ~~Maintain~~
- b. ~~Update playground equipment~~
- c. ~~Add park sign~~
- d. ~~Add informational sign~~
- e. ~~Explore addition of a water fountain~~

19. McFarland Community Garden, 5710 Anthony Street

- a. Continue Village support for this effort.

20. Discovery Garden Park, 5920 Milwaukee Street

- a. **Totally redeveloped in 2018**
- b. **Add perimeter fence**
- c. **Add shade trees near benches and picnic table**

21. Arnold Larson Park, 6002 Exchange Street

- a. ~~Provide hiking/biking path from Taylor Road to Main Street which connects to the Lower Yahara River Trail.~~ **LYRT CURRENTLY GOES THRU THE PARK**
- b. ~~Add informational kiosk~~
- c. ~~Add water fountain~~
- d. Explore the addition of restrooms
- e. ~~Explore the addition of ADA parking~~ **Provided across the street**
- f. ~~Improve parking across the street to the east~~
- g. ~~Expand power for community band events~~ **Completed in 2018**
- h. Add trees **and fencing** on north side to screen railroad **to prevent crossing of railroad tracks**

22. Valley Totlot, 5100 Broadhead Street

- a. Maintain
- b. Add signage
- c. ~~Add informational kiosk~~
- d. Explore the addition of a water fountain

23. Taylor Road Conservancy, Taylor Road

- a. Implement a conservancy management plan
- b. Implement the Indian Mound Policy for this park
- c. Prune pine trees and develop sledding hill
- d. ~~Provide informational kiosk~~
- e. Provide park sign
- f. Develop a forest management plan

24. Woodland Commons Conservancy, 5604 Lexington Street

- a. Develop a Master Plan
- b. Implement the Indian Mound Policy for this park
- c. Provide informational kiosk
- d. Provide park sign
- e. ~~Improve easement for better access~~ **Develop Lexington St, access path**
- f. Update vegetative management plan
- g. ~~Improve access~~

25. Public Access Site, South Court

- a. Maintain
- b. Add signage
- c. ~~Add informational kiosk~~

26. Babcock Conservancy, South Court

- a. Add park identification sign
- b. Provide informational sign
- c. Provide benches
- d. Develop a management plan

27. Babcock County Park, 4214 US Hwy 51

- a. Support County development of trails linking boat ramp to Camp Leonard Road through to Bible Camp Road

- 28. Indian Mound Conservancy, 6400 Exchange Street**
- ~~Continue to~~ implement the Indian Mound Policy ~~for this park~~.
 - Continue to involve the school in any development and maintenance plan.
 - Update signage at trailhead
- 29. Thrun Marsh and Conrad Jaeger Conservancy, 6400 Jaeger Road**
- Maintain trails
 - Add a bench and trees
 - Maintain storage racks for canoes **Concrete pads installed in 2018**
 - Provide maps and kiosk information about area
 - Add signage**
- 30. McFarland High School/Indian Mound Middle School, 5103 Farwell/6330 Exchange Street**
- Continue cooperation between School District and Village
 - Develop plan for eliminating invasives**
 - Install new signage**
- 31. Yahara River Conservancy, 6623 Meredith Way**
- Add informational sign
 - Add a bench
 - Develop a management plan
 - Install new signage**
- 32. Lewis Park, 5012 Highland Drive**
- Provide lighting for hiking/biking path
 - ~~Refurbish shelter for year-round use~~
 - Develop shaded areas near** playground structure **THIS HAS BEEN ONGOING**
 - Provide additional benches especially near skating rink
 - ~~Provide informational kiosk~~
 - ~~Partner with the Hockey Association for repairs to the hockey rink~~
 - ~~Add skate rink lighting (east)~~
 - Add restrooms???**
- 33. Legion Memorial Park, 5301/5305 Marshwoods Drive**
- Improve hiking/biking path to include boardwalk
 - Maintain grass walkway and construct boardwalk to Marsh Woods Drive
 - Implement the Conservancy Management Plan
 - Add signage
 - ~~Add informational kiosk~~
 - Continue to** implement a vegetation management plan for the shoreline **WORKING ON THIS-WEATHER DEPENDANT**
- 34. Marsh Woods Conservancy, 5301/5305 Marshwoods Drive**
- Maintain hiking trails
 - Implement the Conservancy Management Plan
 - Add trail signage
 - Add park main sign
 - Improve informational kiosk
 - Implement a vegetation management plan for the shoreline

- g. Add boardwalk between Marsh Woods Park and Legion Park
- 35. McFarland Primary School/Conrad Elvehjem Early Learning Center, 6009/6013 Johnson Street**
 - a. Continue cooperation between School District and Village
- 36. Grandview Conservancy, 5602 Creamery Road**
 - a. Update and implement the Conservancy Management Plan
 - b. Develop **Complete** trail system with signage, with a connection to Marsh Woods Park
PARTIAL PATH IS IN. NEW BOARDWALK INSTALLED IN 2017
 - c. Add park sign
 - d. ~~Add informational kiosk~~
- 37. Egner Park, 5703 Bird Song Court**
 - a. Maintain
 - b. ~~Add playground equipment~~ **Done**
 - c. ~~Add informational kiosk~~
 - d. Add water fountain **& restrooms**
 - e. **Replace sign**
 - f. **Seal basketball court???**
- 38. John Urso Community Park (includes Schuetz property), 6201 Elvehjem Road**
 - a. ~~Update the Master Plan (see Appendix C)~~ **Completed**
 - b. Ensure Master Plan addresses ADA standards
 - c. **Continue expansion of the** ~~Expand~~ off-leash dog exercise area
 - d. Provide trail signage and improve trail surfaces
 - e. Provide informational kiosk
 - f. **Continue to work with Dane County to establish** ~~Establish~~ connection to Lower Yahara River Trail
 - g. Explore addition of a water fountain
 - ~~h. Explore construction of a deck overlook to view Lower Mud Lake and bird trails~~
 - i. **Consider renaming**
- 39. Orchard Hill Park**
 - **Planing is currently underway for a new disc golf course**
 - **Restrooms**
 - **Parking lot**
- 40. Juniper Ridge Park**
 - Add restrooms**
 - Establish name**
- 41. Eastside Park 35-40 acres ADD/REVISE ITEM #14 PAGE 23**
 - Transfer list of amenities from page 17**
- 42. Prairie Place Park (Prairie Place Subdivision)**
 - a. **Establish name**
 - b. **Maintain restoration of wetlands**

Page 49 of 78

FUNDING PARKLAND ACQUISITION AND DEVELOPMENT

Parkland Dedication or Fees-in-Lieu of Parkland Dedication

As part of its subdivision regulations, the Village of McFarland requires developers to dedicate land for public parks. The dedication standard used by the Village is one acre per fifteen dwelling units.

For development projects where the dedication of land serves no benefit to citizens of the Village, a fee-in-lieu payment may be required as an alternative. The amount of this payment is reviewed annually and is based upon development activity in and around the Village to appropriately measure the cost the Village would incur to acquire parkland for recreational purposes.

Prior to a recommendation by the Plan Commission as to whether land dedication or fees-in-lieu is appropriate, development projects are typically referred to the Village's Park and Recreation Committee for review. Recreational needs created by the proposed development are assessed. Opportunities to fulfill needs expressed in the Outdoor Recreation Plan are also taken into consideration.

In 2019 the Village has budgeted monies to analyze the methodology for charging fees in lieu of parkland dedication as well as updating our park impact fees. Recent changes to state law have identified various impacts that need to be considered when determining fees in lieu of parkland dedication. The evaluation process essentially mimics the way impact fees have historically been determined.

Park Improvement/Impact Fee

In order to fund improvements (other than land acquisition) for future parks and recreational areas, the Village Board in April 2004 adopted an ordinance establishing a park improvement/impact fee.

Wis. State Statutes 66.0617 establishes the authority for municipalities to charge impact fees. Prior to imposing a new or revised fee, a public facilities needs assessment must be prepared. Such an assessment must include:

- An inventory of existing public facilities including identification of any existing deficiencies.
- Identification of new public facilities or improvements/expansions of existing public facilities that will be required because of land development for which impact fees may be imposed.
- A detailed estimate of the capital costs of providing new or expansion to existing public facilities.

While the fee is commonly referred to as a "Park Impact Fee", the actual assessment covers impact fees for future bike trails, expansion to the public works facility as well as for future park capital costs.

The total Park Facility Improvement Impact Fee per single-family home is \$731.47 and for multi-family units is \$443.93 per unit. Actual monies are collected at the time a building permit is issued.

A copy of the Public Facilities Needs Assessment for Park Improvements can be found in Appendix D. This document will be updated in 2013.

-31-39

update - ALLAN

FIVE-YEAR PARKS CAPITAL EXPENDITURE PLAN 2013-2017	
2013	
Park Development	
Tree planting (various parks)	1,000
Park furnishings – picnic tables/grills (various parks)	1,500
Arnold Larson Park Trail Project	10,000
Total for 2013	\$12,500
2014	
Park Development	
Playground equipment Brandt Park	30,000
Tree planting & EAB (various parks)	25,000
Park identification signs (various parks)	4,000
Lewis Park master planning	35,000
Urso/Schuetz Park small parking lot & trail development	15,000
Dog park expansion	5,000
Total for 2014	\$114,000
2015	
Park Development	
Erling Ave. (Yahara River Bike Trail Extension Project)	195,000
Park identification signs (various parks)	4,000
McDaniel Park bridge	53,110
Lewis Park shelter development	465,000
Urso/Schuetz Park development	10,000
Tree planting & EAB (various parks)	25,000
Playground equipment	5,000
William McFarland Park – (parking lot repairs)	10,000
William McFarland Park (planning shelter)	25,000
Total for 2015	\$792,110
2016	
Park Development	
Playground equipment (various parks)	5,000
Brandt Park – fencing & lighting	150,000
William McFarland Park (shelter)	375,000
Tree planting & EAB (various parks)	25,000
Trail development (Yahara River Trail)	164,500
Urso/Schuetz Park development	30,000
Total for 2016	\$749,500
2017	
Park Development	
Trail development (Yahara River Trail)	34,100
Tree planting & EAB (various parks)	25,000
McDaniel Park shelter #2 development	40,000
Urso/Schuetz Park	50,000
Total for 2017	\$149,100
2018	
Park Development	
Outdoor Recreation Plan	5,000
Total for 2018	5,000



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, November 15, 2018

SECTION: Business

DEPARTMENT: Public Works

CONTACT:

AGENDA ITEM: Discussion and action to make a recommendation to the Village Board to accept the dedicated parkland and paved path within the Prairie Place Subdivision

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. Prairie Place

(b) The Village shall provide timely notice to the Developer whenever inspection reveals that an improvement does not conform to the Village's adopted standards and specifications or is otherwise defective. The Developer shall have 30 days from the issuance of such notice to correct or substantially correct the defect, unless a longer compliance time is specified in this Agreement. The Village shall not declare a default under this Agreement during the 30 days or otherwise specified correction period on account of such defect unless the Village determines that immediate action is required in order to remedy a situation which poses an imminent threat to health or public safety. The Developer shall have no obligation to correct defects in or the failure of any improvement found to exist or occurring after the one-year guarantee period expires.

P. Park Dedication and Parkland Improvement Fees.

(a) The Developer agrees to dedicate, in partial fulfillment of the parkland dedication requirement for the Plat, that number of acres, and in addition, to pay the fee (the "Park Dedication Fee") in lieu of dedication for the Plat, as shown in Exhibit "F", attached hereto and incorporated herein by reference. The Park Dedication Fee shall be paid on a per Phase basis, prior to commencement of construction on such Phase, at the rate in effect as of the date on which an amendment to this Development Agreement is entered into for the Phase in question, with the total amount of the Park Dedication Fee being divided by the number of Dwelling Units in the entire Plat, and the resulting sum multiplied by the number of Dwelling Units in the Phase in question. Park Dedication Fees relating to Lots 56 – 58 shall be payable at the time of issuance of a building permit. [Notwithstanding the foregoing, the Parks, which Developer agrees to construct simultaneously with construction of the first Phase of the Development, may be accepted by the Village at a later date, but not later than that date on which 80% of all Lots in the Plat have been built-out.] Delayed acceptance after completion of the Parks shall not affect acceptance of the remainder of the improvements in the first Phase, the issuance of building permits or any other matter affecting the Developer or the Development under the terms of this Agreement with respect to completion of a Phase.

(b) Park Improvement Impact Fees, Library Impact Fees, and a Water System Impact Fee, at the then-current rate charged by the Village, will be paid by the lot owner prior to the time a building permit is issued for a lot, on a per dwelling unit basis, prorated for each dwelling unit upon which a building permit is issued.

(c) Developer shall maintain the storm water areas and they shall not be accepted for maintenance by the Village until homes are built on 80% of the lots in the Plat or five (5) years after the completion of the storm water areas, whichever is sooner. Prior to offering the storm water areas to the Village for maintenance, Developer shall perform a clean out of the storm water areas to generally the same condition as when initially constructed. Upon its acceptance of the clean out, the Village shall thereafter maintain the storm water areas.



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, November 15, 2018

SECTION: Business

DEPARTMENT: Public Works

CONTACT:

AGENDA ITEM: Review and Discussion of the 2018 Operating Budget

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. Park Fund as of 10.31.18

VILLAGE OF MCFARLAND

REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

PARK FUND

	BUDGET AMOUNT	PERIOD ACTUAL	YTD ACTUAL	% OF BUDGET	UNEARNED
<u>PUBLIC CHARGES FOR SERVICE</u>					
210-4512 PARK IMPACT FEES	20,000.00	3,750.06	37,336.98	186.68	(17,336.98)
210-4513 PW FACILITY IMPACT FEES	2,000.00	428.40	4,265.17	213.26	(2,265.17)
210-4514 TRAIL IMPACT FEES	1,500.00	210.36	2,094.52	139.63	(594.52)
TOTAL PUBLIC CHARGES FOR SERVICE	23,500.00	4,388.82	43,696.67	185.94	(20,196.67)
<u>SOURCE 47</u>					
210-4745 COUNTY GRANT	.00	.00	.00	.00	.00
210-4746 STATE GRANT	.00	.00	.00	.00	.00
TOTAL SOURCE 47	.00	.00	.00	.00	.00
<u>MISCELLANEOUS REVENUE</u>					
210-4810 INTEREST ON IMPACT FEES	1,000.00	.00	1,778.08	177.81	(778.08)
210-4811 INVESTMENT EARNINGS	500.00	.00	1,268.47	253.69	(768.47)
210-4860 TRANSFER IN	.00	.00	.00	.00	.00
210-4870 PARK DEVELOPMENT FEES	150,000.00	.00	129,381.50	86.25	20,618.50
210-4890 COMMUNITY FUNDRAISING	.00	.00	.00	.00	.00
210-4891 DONATIONS	.00	.00	32,617.14	.00	(32,617.14)
210-4895 LOAN FROM CAPITAL PROJECTS	.00	.00	.00	.00	.00
210-4899 APPLICATION OF FUND BALANCE	490,000.00	.00	.00	.00	490,000.00
TOTAL MISCELLANEOUS REVENUE	641,500.00	.00	165,045.19	25.73	476,454.81
<u>SOURCE 49</u>					
210-4910 NEW BORROWING PROCEEDS	.00	.00	.00	.00	.00
210-4930 DEBT PREMIUM	.00	.00	.00	.00	.00
TOTAL SOURCE 49	.00	.00	.00	.00	.00
TOTAL FUND REVENUE	665,000.00	4,388.82	208,741.86	31.39	456,258.14

VILLAGE OF MCFARLAND

EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

PARK FUND

	BUDGET AMOUNT	PERIOD ACTUAL	YTD ACTUAL	% OF BUDGET	UNEXPENDED
PARK FUND					
<u>CAPITAL OUTLAY</u>					
210-55-0050-840 TAYLOR ROAD PATH	.00	.00	.00	.00	.00
210-55-0050-842 CEDAR RIDGE PARK	.00	.00	.00	.00	.00
210-55-0050-843 MCDANIEL PARK	.00	.00	535.00	.00	(535.00)
210-55-0050-844 PARK LANDSCAPING	.00	.00	.00	.00	.00
210-55-0050-845 PARK SIGNAGE	.00	.00	.00	.00	.00
210-55-0050-846 BRANDT PARK	.00	.00	.00	.00	.00
210-55-0050-847 PATH CONSTRUCTION	.00	.00	.00	.00	.00
210-55-0050-848 PARK EQUIPMENT	10,000.00	.00	16,030.18	160.30	(6,030.18)
210-55-0050-849 PARK GENERAL IMPROVEMENTS	50,000.00	.00	45,955.00	91.91	4,045.00
210-55-0050-850 PARK PLANNING & DESIGN	.00	.00	.00	.00	.00
210-55-0050-851 PARKLANDS ACQUISITION EXPENSES	.00	.00	.00	.00	.00
210-55-0050-852 WM MCFARLAND PARK	.00	50,500.00	200,500.00	.00	(200,500.00)
210-55-0050-853 LEWIS PARK	.00	.00	.00	.00	.00
210-55-0050-854 HIGHLAND OAKS PARK	.00	.00	.00	.00	.00
210-55-0050-855 IMPACT FEE STUDY	.00	.00	.00	.00	.00
210-55-0050-856 URSO/SCHUETZ PARK	.00	.00	.00	.00	.00
210-55-0050-857 JUNIPER RIDGE RESTROOMS	.00	.00	.00	.00	.00
210-55-0050-858 PARK SIGNAGE	5,000.00	.00	.00	.00	5,000.00
210-55-0050-859 TRANSFER TO CAPITAL PROJ FUND	600,000.00	.00	.00	.00	600,000.00
210-55-0050-860 EAB RESPONSE	.00	.00	.00	.00	.00
SUB-TOTAL CAPITAL OUTLAY	665,000.00	50,500.00	263,020.18	39.55	401,979.82
TOTAL PARK FUND	665,000.00	50,500.00	263,020.18	39.55	401,979.82
<u>OTHER EXPENSES</u>					
210-58-0020-501 PRINCIPAL EXPENSE ON LOAN	.00	.00	.00	.00	.00
210-58-0020-502 INTEREST EXPENSE ON LOAN	.00	.00	.00	.00	.00
210-58-0020-510 INTEREST EXPENSE ON ADVANCE	.00	.00	.00	.00	.00
SUB-TOTAL OTHER EXPENSES	.00	.00	.00	.00	.00
	.00	.00	.00	.00	.00
TOTAL FUND EXPENDITURES	665,000.00	50,500.00	263,020.18	39.55	401,979.82
NET REVENUES OVER EXPENDITURES	.00	(46,111.18)	(54,278.32)	.00	54,278.32



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, November 15, 2018

SECTION: Business

DEPARTMENT: Public Works

CONTACT:

AGENDA ITEM: Discussion and possible recommendation regarding the 2019 Capital Budget items.

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. Park 2019 Capital

Capital Improvement Program

Program Year: 2019

2022

2021

2020

2019

2018

2017

2016

Prior Plan Approval/Inclusion Year:

Village of McFarland

Funding by Project

Projects	Dept	General Fund 100	Comm/Tech Fund 200	Parks Fund 210	Solid Waste Fund 300	TID #3 Fund 400	TID #4 Fund 401	TID #5 Fund 402	Tax Levy	Grants	Intergov	Capital Projects - Fund 500	Borrow	Reserve	Total	Utility - 600 Water	Sewer	Stormwater Fund 650	Library Fund 900	Total
Brandt Parking Lot	Parks			100,000									100,000		100,000					200,000
General Improve	Parks			50,000																50,000
McDaniel Park	Parks			117,500									117,500		117,500					235,000
McFarland Park	Parks												25,000		25,000					25,000
Park Equipment	Parks			10,000																10,000
Park Signage	Parks			5,000																5,000
Property Acquisition	Parks			66,250				66,250												132,500
Urso/Schuetz Park	Parks			200,000						50,000	117,500	2,500,000	25,000	25,000	2,642,500					2,775,000
													250,000		300,000					500,000



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, November 15, 2018

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Review and Possible Recommendation regarding Public Works Directors job description

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

The Public Works Director has announced his retirement effective in December. Before a recruitment can begin, the Village Board has to authorize the filling of a vacancy. Additionally as is customary with any pending position vacancy, the Village takes a look at the job description to see if any sort of changes or updates might be reasonable. There are a few areas where changes are proposed to better align the position with current job responsibilities. The intent of our review in the meeting is to discuss these changes in order to make a recommendation on the job description as they consider the authorization to fill the vacancy.

Tentatively then the Village Board will take up that recommendation at its meeting on November 26th and the recruitment can begin in December.

FINANCIAL/BUDGET IMPACT:

No changes to the classification are proposed for this position and current funding levels are appropriate to support the wages and benefits for the job.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Staff recommends reviewing the job description and taking action to make a recommendation to the Village Board regarding the revisions to the job description.

ATTACHMENTS:

1. 10.17.2018 - Public Works Director - Job Description - mgs



Public Works/~~Utilities~~ Director

POSITION DESCRIPTION

Position Title: Public Works/~~Utilities~~ Director

FLSA: Exempt

Department: Public Works/~~Utilities~~

Represented: No

Reports to: Administrator/~~Treasurer~~

Employment Status: Full-Time

POSITION SUMMARY

Distinguishing Characteristics of the Class

This Department Head position is responsible for directing and administering the activities of the Public Works/~~Utilities~~ Department, including street and sidewalk construction and maintenance, construction and maintenance of water, sanitary sewer, and stormwater utilities, vehicle and equipment maintenance, solid waste collection, and maintenance of municipal facilities and parks. The work involves: planning and coordinating the programs and services of the department; selecting, training, and supervising departmental employees; formulating departmental goals and short/long range plans; preparing and administering the departmental budget; and establishing standard operating policies and procedures for the department.

Supervision Received

Performs under general policy direction from the Village Board and assigned Committees, ~~Public Works Committee and Public Utilities Committee,~~ and administrative direction from the Administrator/~~Treasurer~~, but exercises considerable independent judgement in determining program and work priorities and the technical/operational objectives and practices of the department.

Supervision Exercised

Provides direct supervision to the Division Superintendents and Office Manager. Provides indirect supervision of all full-time crew workers, part-time, and other seasonal employees through their respective Division Head. Also serves as the liaison to the contracted Village Engineer position. ~~Supervises crew workers through an intermediate lead position, vehicle maintenance and administrative support staff, meter reader, and various seasonal employees.~~

DESCRIPTION OF WORK

Essential Duties and Responsibilities

- Plans, directs, and exercises general supervision over the work of the Public Works/~~Utilities~~ Department.
- Prepares and administers annual operating budget for all services delivered by the Department. Assures that assigned areas of responsibility are performed within budget; performs cost control activities; monitors revenues and expenditures in assigned area to assure sound fiscal control; assures effective and efficient use of budgeted funds, personnel, materials, facilities and time.

- Recommends public policy, service levels, and municipal ordinances to the Village Board.
- Establishes and enforces internal rules, policies, work methods and procedures.
- Recommends the selection, directs the training, and evaluates the performance of departmental employees.
- Directs the maintenance of appropriate maps, plans, and records, and the preparation of required reports to the Village Board, Wisconsin Department of Transportation, DNR, and the P.S.C.
- Directs the acquisition and maintenance of vehicles and equipment and the inventory of supplies.
- Prepares long-range plans and recommends priorities for the construction, reconstruction, and maintenance of streets, sidewalks, ~~storm sewers and~~ storm water management projects, sanitary sewers, water supply/~~and~~ distribution systems, ~~and~~ Village-owned facilities, and parks.
- Coordinates the design, contracting, and construction of public works and utilities projects with engineers and contractors.
- Performs construction field inspections of public works and utility projects.
- Administers the day-to-day operations of the Public Works Department including functions within the streets, facilities, parks, water utility, sanitary sewer utility, ~~and~~ stormwater utility, and related services.
- Oversees the application of the contract for solid waste collection including residential garbage, recycling, and yard waste pickups/drop offs. Responsible for addressing and delegating resident inquiries on solid waste collection as is appropriate. Shall keep the Administrator and Village Board apprised of contractual changes as they result in alterations of service or renewal.
- Oversee the customer service process regarding ~~Processes~~ citizen inquiries or complaints relating to Public Works Department public works/public utilities services and manage response ~~as~~ to requests for services.
- Identifies, reviews, and presents grant opportunities to the Village Board, Committees, and Administrator as appropriate to support operating and capital needs of the Department.
- Represents the department on matters requiring inter-departmental or inter-agency coordination.
- Performs other related duties as required.

Equipment Used

Personal computer/printer and various software applications including GIS mapping; calculator, copier, GPS, telephone, radio, pager, audio-visual equipment, motor vehicle.

Work Environment and Working Conditions

Works in normal office setting with moderate noise level and under uncontrolled field conditions. Hours beyond normal work week and weekend work required; attendance at evening meetings required. Subject to 24-hour emergency call-in and exposure to extreme weather conditions.

TECHNICAL REQUIREMENTS

Knowledge of

- * Current principles and practices of public works administration, ~~and construction,~~ civil engineering, and the ability to keep abreast of future developments in the field.
- * Pertinent federal and state laws, regulatory codes, public works contracting requirements, and municipal ordinances and the ability to interpret and apply them in a variety of situations.
- * The measures and standards by which the efficiency, effectiveness, and quality of the services provided by the Public Works Department ~~public works/public utilities services~~ can be evaluated.
- * Methods, techniques, materials, and equipment used in the maintenance, repair and construction projects coordinated by the Public Works Department. ~~of public works and public utilities projects.~~
- * Occupational hazards, safety equipment, and the standard working practices associated with ~~public works and utility~~ the functions of the Public Works Department.
- * Water and wastewater equipment, operations, and processes.
- * Data processing techniques and applications.

Ability to

- † Plan, organize, direct, and evaluate the work of subordinate personnel.
- † Forecast the operational and capital needs of the department and formulate and administer the departmental budget.
- † Establish and enforce standard departmental policies and procedures.
- † Determine proper priorities, and delegate work to accomplish departmental objectives.
- † Maintain necessary records and prepare required reports.
- † Read, prepare, and interpret maps, graphs, charts, blueprints, and construction plans and specifications.
- † Prepare technical reports, specifications, and bid proposals, coordinate the activities of multiple contractors, and ensure adherence to construction plans and specifications.
- † Administer planning and zoning ordinances and interpret and apply building and dwelling codes.

- † Interpret and implement policy and procedural direction from the Village Board and the Administrator.
- † Establish and maintain effective working relationships with the Village Board, Administrator, other department heads, employees, other governmental agencies, builders, contractors, and the general public.
- † Represent the Village in meetings, public presentations, and before the media.
- † Maintain a valid Wisconsin driver's license.

GENERAL COMPETENCIES

In carrying out the duties of this job, the employee is required to accomplish all of the tasks routinely associated with the performance of office-type functions. The employee must frequently lift and/or move up to 25 pounds and occasionally is required to perform heavy lifting and strenuous physical activity. The fine motor skills necessary to operate cameras and electronic video and audio equipment are required. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

- ◆ ANALYTICAL SKILLS: Identify problems and opportunities; review possible alternative course of action before selecting one; utilize information resources available when making decisions.
- ◆ COMMUNICATION SKILLS: Communicate ideas and information both in written and oral form.
- ◆ PROBLEM SOLVING SKILLS: Develop feasible, realistic solutions to problems, recommend actions designed to prevent problems from occurring.
- ◆ PLANNING AND ORGANIZATIONAL SKILLS: Develop long-range plans to solve complex problems or take advantage of opportunities; establish systematic methods of accomplishing goals.
- ◆ READING ABILITY: Effectively read and understand information contained in memoranda, reports, ordinances, statutes, technical manuals, bulletins.
- ◆ TECHNICAL COMPREHENSION: Ability to learn, adopt, and apply new technology, computer systems and software programs.
- ◆ ABILITY TO COMPREHEND AND FOLLOW INSTRUCTIONS: Effectively follow verbal or written instructions from supervisor.
- ◆ MATHEMATICAL ABILITY: Calculate basic arithmetic problems (addition, subtraction, multiplication, division) without aid of a calculator.

- ◆ TIME MANAGEMENT SKILLS: Set priorities in order to meet assignment deadlines.
- ◆ PERSONNEL MANAGEMENT SKILLS: Supervise, direct, train, & evaluate subordinate personnel.

REQUIRED QUALIFICATIONS

A B.A. degree in civil engineering, public or business administration, or related field; ~~A -a~~ minimum of ten (10) years progressively responsible experience in the public works or utility fields, including five to seven years of experience in a supervisory and administrative capacity; ~~Professional Engineer (PE) license preferred. or any equivalent~~ Any combination of education training and experience which in the sole discretion of the Village would demonstrate the Employee's ability to meet ~~provides~~ the required knowledge, skills, and abilities for the position may also be considered. ~~Must possess or be able to obtain a valid WI driver's license. Village residency is required.~~

NOTES

1. The job duties listed herein are intended only as illustrations of the types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.
2. The work environment characteristics and physical demands described herein are representative of those that the employee encounters or must meet while performing the essential functions of this job. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities. The Village is an Equal Opportunity Employer.
3. The job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer as the needs of the employer and requirements of the job change. The Village retains and reserves any and all rights to change, modify, amend, add to, or delete from any section of this position description.

I hereby acknowledge that I have received a copy of and do understand the requirements of this position description with the Village of McFarland.

Dated this ____ day of _____, 20__.

Employee Signature

Department Head Signature

Created: ????

Amended: May 1, 2014
October 22, 2018



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, November 15, 2018

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Review and Possible Recommendation regarding Public Works Organizational Chart.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

In addition to changes to the Public Works Director job description, the Village Board also desires to consider changes to the structure of the Public Works Department. There are two main changes associated with this change in structure:

1. Two Divisions Created - The main service delivery for the Department would be split into a Streets/Utilities Division and a Parks Division. The intent is that by segregating these responsibilities within the Divisions will provide better oversight over the day to day operations of the service delivery, especially for Parks. All of this falls now on the Assistant Director and going forward would break that up between two Superintendents as its titled. A draft job description for the Parks Superintendent position is provided as background to help show what is intended for that position to do and is not presented for approval.
2. Office Manager Created - The tentatively titled office manager is more of a function to assist in the management of the Utilities as well as assist the Director in fulfilling the administrative functions of the office. It was identified that help was needed to provide stronger direct management of the administration of the utilities whereas that is addressed within a decentralized capacity for the time being. Similar to the Parks Superintendent position, this job description is presented for support to show what is intended for the position to do.

The board would like to have the organizational chart completed so that it can accompany and support the recruitment of the new director. As it has been reviewing and discussing through the budget process, it was felt that more attention was needed in these areas by adding Staff to help fill these voids as they considered them. The Committee should review these changes and provide comments to the board as a recommendation.

**FINANCIAL/BUDGET IMPACT:**

The financial impact for two new positions is obviously significant; however, changes to the 2019 Budget have been authorized to fund the Office Manager as of January 1, 2019 and the Parks Superintendent as of July 1, 2019. The total cost of the Office Manager is projected at \$102,965 and will be spread amongst the General (5%), Utilities (70%), Stormwater Utility (15%), and Solid Waste (10%) funds. The total cost of the Parks Superintendent is projected at \$42,385 and will be spread amongst the General (85%), Utilities (5%), Stormwater Utility (5%), and Solid Waste (5%) funds. The Village Board is poised to approve the budget with these changes at its meeting on November 26th.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

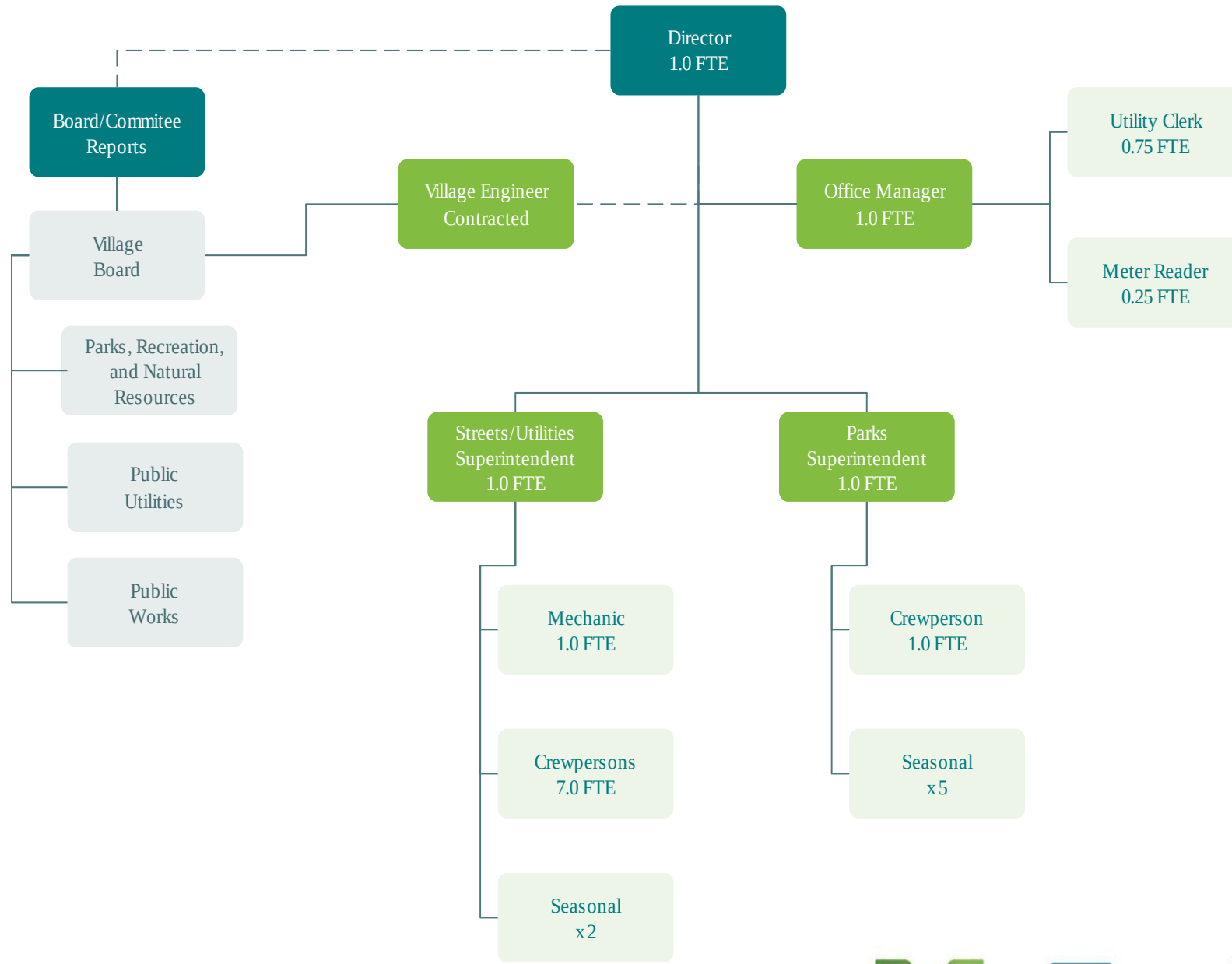
None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Staff recommends reviewing the job description and taking action to make a recommendation to the Village Board regarding the revisions to the organizational chart.

ATTACHMENTS:

1. Public Works Organizational Chart 11022018
2. 11.05.2018 - Office Manager Job Description DRAFT
3. 11.05.2018 - Parks Superintendent Job Description DRAFT



Office Manager

POSITION DESCRIPTION

Position Title:	Office Manager	FLSA:	Non-Exempt
Department:	Public Works	Represented:	No
Reports to:	Public Works Director	Employment Status:	Full-Time

POSITION SUMMARY

Distinguishing Characteristics of the Class

The highly responsible professional work of this position involves managing and supervising the financial operations of the municipal utility operations and providing key administrative support for the Public Works Department. It is also a hands-on position, which performs critical and routine financial activities as part of the management of the sewer, water, and stormwater utilities. Key responsibilities include: customer billing, monitoring financial performance, projecting capital needs, forecasting the adequacy of revenue to meet expenditures, budgeting, audit compliance, accounts payable, maintaining inventory, meeting management, and other related tasks to support the operations of the Department and the services it provides.

Supervision Received

Performs under the direction and general supervision of the Public Works Director, but exercises considerable independent judgement in establishing work priorities and managing day to day administrative operations of the Department especially sewer, water, and stormwater utilities.

Supervision Exercised

Supervises a part-time Utility Clerk and Meter Reader that assist in the fulfillment of the administrative duties for the Department and related utilities.

DESCRIPTION OF WORK

Essential Duties and Responsibilities

- Oversee the utility customer billing for residential, commercial, industrial, and government accounts for the utilities.
- Manage the financial performance of the utilities to ensure that they maintain current and future financial stability.
- Forecast the impact of future capital investments and operational expenditures on revenue requirements and recommend rate increases when necessary.
- Assist in administering the annual operating budget and monitoring revenues and expenditures in assigned areas to assure sound fiscal control.

- Ensure the utility is operating in accordance with PSC, WI DNR, and GAAP rules and regulations.
- Forecasting short-term and long-term capital needs of the utilities including annual review of asset replacement.
- Maintain inventory and maintenance records of meters, hydrants, valves, and mains including annual meter change outs.
- Coordinates annual cross connection inspectors for residential, commercial, and government accounts.
- Maintain storm water ERUs for all properties in the Village.
- Approve check refunds of utility credits.
- Notification of NSF payments for utility bills.
- Supervise and coordinate the work of the Utility Clerk.
- Assist the Public Works Director with various financial related projects or assignments.
- Coordinate with the Treasurer to administer tax certification process for delinquent utility accounts for the annual property tax roll.
- Maintain data and process grant applications and follow-up reports.
- Prepare rate applications for the PSC.
- Manage customer service expectations and relationships for the Public Works Department.
- Assist the Public Works Director in coding of invoices and tracking of parks, utilities, storm water and capital projects.
- Monitor and track impact fees for utilities and recommend projects for its use.
- Assist in administering agendas, packets, and minutes for the Public Utilities, Public Works, and Parks, Rec. and Natural Resources Committee. Serves as direct liaison to the Public Utilities Committee.
- Performs other related duties as assigned.

Equipment Used

Personal computer with various software office applications and web based financial management software (Caselle Clarity). Also may use printer, copy/fax machine, calculator, phone, adding machine, label maker, and handheld meter reading device.

Work Environment and Working Conditions

Works in a normal Public Works office setting with moderate noise levels. Some hours beyond a normal work week may be required. Occasional attendance at an evening meeting will be required.

TECHNICAL REQUIREMENTS

Knowledge of

- Modern governmental and utility accounting theory, principles, and practices.
- Public finance and fiscal planning.
- Public Works including sewer, water, and stormwater operations.
- Budgetary, accounting and reporting systems, GAAP, GASB, PSC, and DNR.
- Applicable federal and state laws, regulatory codes, and municipal ordinances and the ability to interpret and apply them in different situations.
- Supervisory principles and practices.
- Municipal accounting software, preferably Caselle Clarity.

Ability to

- Prepare and analyze complex financial reports.
- Maintain efficient and effective financial systems and procedures.
- Establish effective working relationships with co-workers and other contacts.
- Effectively communicate both orally and in writing.
- Maintain excellent relations with the public.

GENERAL COMPETENCIES

While performing the duties of this job, the employee is required to accomplish all of the tasks routinely associated with the performance of office type functions. In addition, the employee must be able to satisfy the following competency requirements.

- ◆ ANALYTICAL SKILLS: Identify problems and opportunities; review possible alternative courses of action before selecting one; utilize information resources available when making decisions.
- ◆ COMMUNICATION SKILLS: Communicate ideas and information effectively in both written and oral form.
- ◆ PROBLEM-SOLVING SKILLS: Develop feasible, realistic solutions to problems; recommend actions designed to prevent problems from occurring; refer problems to supervisor when necessary.
- ◆ ORGANIZATIONAL SKILLS: Establish systematic methods of accomplishing goals.
- ◆ READING ABILITY: Effectively read and understand information contained in memoranda, reports, ordinances, codes, regulations, technical manuals, bulletins.
- ◆ TECHNICAL COMPREHENSION: Ability to learn, adopt, and apply new technology, computer systems and software programs.
- ◆ ABILITY TO COMPREHEND AND FOLLOW INSTRUCTIONS: Effectively follow verbal or written instructions from supervisor.
- ◆ MATHEMATICAL ABILITY: Calculate basic arithmetic problems (addition, subtraction, multiplication, division) without aid of a calculator.
- ◆ TIME MANAGEMENT SKILLS: Set priorities in order to meet assignment deadlines.

REQUIRED QUALIFICATIONS

A B.A. degree in accounting, finance, public, or business administration, or related field. A minimum of three to five (3-5) years progressively responsible experience municipal accounting experience, public works administrative operations, and/or utility management. Any combination of education and experience which in the sole discretion of the Village would demonstrate the Employee's ability to meet the required knowledge, skills, and abilities for the position may also be considered.

NOTES

1. The job duties listed herein are intended only as illustrations of the types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.
2. The work environment characteristics and physical demands described herein are representative of those that the employee encounters or must meet while performing the essential functions of this job. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities. The Village is an Equal Opportunity Employer.
3. The job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer as the needs of the employer and requirements of the job change. The Village retains and reserves any and all rights to change, modify, amend, add to, or delete from any section of this position description.

I hereby acknowledge that I have received a copy of and do understand the requirements of this position description with the Village of McFarland.

Dated this ____ day of _____, 20__.

Employee Signature

Department Head Signature

Created: XXXX XX, 2019

Amended:

Parks Superintendent

POSITION DESCRIPTION

Position Title: Parks Superintendent
Department: Public Works
Reports to: Public Works Director

FLSA: Non-Exempt
Represented: No
Employment Status: Full-Time

POSITION SUMMARY

Distinguishing Characteristics of the Class

This position is responsible for managing and supervising the operations of the Parks Division. This is also a hands-on position that performs critical and routine direction to ensure the Village park system is properly funded, maintained, and necessary capital improvements are properly planned. Key responsibilities include: plan development for maintenance activities, land management activities, maintain inventory, program development, customer service, marketing, revenue development, budgeting, forestry, planning, meeting management, and other related tasks to support the operations of the Department and Division.

Supervision Received

Performs under the direction and general supervision of the Public Works Director, but exercises considerable independent judgement in establishing work priorities and managing day to day operations of the Village park system.

Supervision Exercised

Provides direct supervision to the Parks Crewperson(s) and Seasonal Parks employees as applicable. Provides indirect supervisions of all full-time Public Works Crewpersons, part-time, and other seasonal employees when assigned to work within the Village park system.

DESCRIPTION OF WORK

Essential Duties and Responsibilities

- Prepares, implements and oversees a standard plan for annual maintenance of all Village Parks including recreational facilities, passive recreation areas.
- Perform land management activities for village properties to include tree planting, and invasive species control as needed for Village property.
- Maintain inventory of parks amenities, equipment and vehicles in order to recommend replacement within the 5 year capital improvement plan.
- Responsible for the developing of programming related to Village Park offerings to help support their utilization.

- Keeps staff and elected officials informed of new developments or trends in park management.
- Provides effective and efficient customer service as well as promotes and maintains responsive community relations.
- Creates and implements a local and regional marketing program for the McFarland Park System.
- Prepares and manages grant applications for local, state, federal, and other aids for development and maintenance of parks and trail facilities.
- Participates in the planning and coordination of prescribed burns as it affects park and recreational lands in the Village.
- Oversees and performs grounds maintenance activities including, but not limited to, mowing, snow removal/plowing, trail maintenance/grooming, park equipment maintenance, use area maintenance, herbicide application, hazardous tree removal, brush removal, and establishing/maintaining the ice skating rink.
- Reviews opportunities to integrate the LYRT into the community.
- Oversees the implementation of the Indian Mound maintenance program for all mounds in the Village.
- Evaluates and recommends use of Park impact fees throughout the Village.
- Oversees the forestry duties of the Village including tree trimming and emerald ash borer response plan.
- Assists in administering the annual operating budget and monitoring revenues and expenditures in assigned areas to assure sound fiscal control.
- Maintains compliance with the parks and open spaces plan and works with Community Development to provide updates to the plan when necessary.
- Liaison to the Parks, Recreation, and Natural Resources Committee.
- Maintains relationships with School District, local recreation groups and other community organizations to help manage utilization of Village park facilities.
- Performs other related duties as assigned.

Equipment Used

Personal computer with various software office applications including GIS mapping. Also may use printer, copy/fax machine, calculator, GPS devices, phone, adding machine, vehicle, hand tools, power tools, radio, pagers, audio-visual equipment, and light/medium/heavy duty equipment as applicable.

Work Environment and Working Conditions

Works in normal office setting with moderate noise level and under uncontrolled field conditions. Hours beyond normal work week and weekend work required; attendance at evening meetings required. Subject to 24-hour emergency call-in and exposure to extreme weather conditions.

TECHNICAL REQUIREMENTS**Knowledge of**

- Current principles and practices of parks and urban forestry administration, development, maintenance, and construction as well as the ability to keep abreast of future developments in these fields.
- Pertinent federal and state laws, regulatory codes, and municipal ordinances and the ability to interpret and apply them in a variety of situations.
- The measures and standards by which the efficiency, effectiveness, and quality of park services can be evaluated.
- Methods, techniques, materials, and equipment used in general maintenance of facilities, grounds, parks, recreational facilities, playgrounds, natural areas, and storm water management areas.
- Occupational hazards, safety equipment, and the standard working practices associated with parks and urban forestry functions.

Ability to

- Plan, organize, direct, and evaluate the work of subordinate personnel.
- Create standard plans for annual park maintenance needs.
- Establish and enforce standard departmental policies and procedures as they related to the Village park system.
- Read and interpret maps, graphs, charts, blueprints, and construction plans and specifications and prepare technical reports, specifications, and bid proposals, coordinate the activities of multiple contractors, and ensure adherence to construction plans and specifications.
- Maintain a valid Wisconsin driver's license with applicable CDL endorsements.
- Establish effective working relationships with co-workers and other contacts.
- Effectively communicate both orally and in writing.
- Maintain excellent relations with the public.

GENERAL COMPETENCIES

While performing the duties of this job, the employee is required to accomplish all of the tasks routinely associated with the combination of office type functions and general field operations. The employee must be able to frequently lift and/or move up to 24 pounds, and occasionally lift and/or move up to 75 pounds. In addition, the employee must be able to satisfy the following competency requirements.

- ◆ **ANALYTICAL SKILLS:** Identify problems and opportunities; review possible alternative courses of action before selecting one; utilize information resources available when making decisions.
- ◆ **COMMUNICATION SKILLS:** Communicate ideas and information effectively in both written and oral form.
- ◆ **PROBLEM-SOLVING SKILLS:** Develop feasible, realistic solutions to problems; recommend actions designed to prevent problems from occurring; refer problems to supervisor when necessary.
- ◆ **ORGANIZATIONAL SKILLS:** Establish systematic methods of accomplishing goals.
- ◆ **READING ABILITY:** Effectively read and understand information contained in memoranda, reports, ordinances, codes, regulations, technical manuals, bulletins.
- ◆ **TECHNICAL COMPREHENSION:** Ability to learn, adopt, and apply new technology, computer systems and software programs.
- ◆ **ABILITY TO COMPREHEND AND FOLLOW INSTRUCTIONS:** Effectively follow verbal or written instructions from supervisor.
- ◆ **MATHEMATICAL ABILITY:** Calculate basic arithmetic problems (addition, subtraction, multiplication, division) without aid of a calculator.
- ◆ **TIME MANAGEMENT SKILLS:** Set priorities in order to meet assignment deadlines.

REQUIRED QUALIFICATIONS

A high school diploma or equivalency required with the minimum of an Associates Degree preferred in the fields of parks, land management, urban forestry, or related field. A minimum of three to five (3-5) years progressively responsible experience in the fields of parks, land management, urban forestry, or related field. Any combination of education and experience which in the sole discretion of the Village would demonstrate the Employee's ability to meet the required knowledge, skills, and abilities for the position may also be considered.

NOTES

1. The job duties listed herein are intended only as illustrations of the types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.
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I hereby acknowledge that I have received a copy of and do understand the requirements of this position description with the Village of McFarland.

Dated this ____ day of _____, 20__.

Employee Signature

Department Head Signature

Created: XXXX XX, 2019

Amended: