

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

Thursday, February 20, 2020

6:30 PM

McFarland Municipal Center
Conference Room A

AGENDA

1. CALL TO ORDER, ROLL CALL.
2. PUBLIC APPEARANCES.
3. APPROVAL OF MINUTES.
 - a. Discussion and action regarding the minutes of the meeting held on January 23, 2020.
4. BUSINESS.
 - a. Discussion and action to make a recommendation to the Village Board regarding Ordinance 2020-08, an ordinance to amend the municipal code concerning park impact fees, parkland dedication and fees in lieu of parkland dedication.
 - b. Discussion and action to make a recommendation to the Village Board regarding revisions to Chapter 7 the Policy on Expenditure of Parks Capital Projects Fund Revenues.
 - c. Discussion and action to make a recommendation to the Village Board regarding a project to expand and regrade portions of the dog park.
 - d. Discussion and action to make a recommendation to the Village Board for Architectural Services in order to design and bid the construction of a shelter/bathroom facility at the Dog Park.
 - e. Discussion and action to make a recommendation to the Village Board for Architectural Services in order to design and bid the construction of the bathroom facility addition and second open air shelter at McDaniel Park.
 - f. Discussion and action to make a recommendation to the Village Board regarding the naming of the park located at 5107 Holscher Road within the Juniper Ridge Subdivision.
 - g. Discussion and action to make a recommendation to the Village Board regarding the naming of the park(s) located at 3565 Elvehjem Road currently known as John Urso Community Park, Orchard Hill Park (Schuetz Property), and Dog Park.
 - h. Discussion regarding the creation of a policy as a guide for weed management.
 - i. Presentation on the Parks Monthly Report from the Parks Superintendent.
5. SCHEDULE NEXT MEETING DATE.

a. Thursday March 26, 2020 at 6:30 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)
January 23, 2020**

1. CALL TO ORDER, ROLL CALL. Meeting was called to order at 6:31 p.m. in the Community Room of the McFarland Municipal Center by Village Trustee Chair Dan Kolk. Roll call: Kolk, John Feldner, Chuck Rolfsmeyer, Katharine Pease, Sarah Kuba, David Wilson, Darrell Waldera, Andy Jakubowski, Rick Ruecking.

Staff present: Jim Hessling, Director of Public Works; Matt Schuenke, Village Administrator; Andrew Bremer, Community Development Director; Sayer Larson, Parks Superintendent; Phil McDade, Public Works staff.

2. PUBLIC APPEARANCES. None.

3. APPROVAL OF MINUTES.

a. Discussion and action regarding the minutes from the meeting held on December 12, 2019.

Rolfsmeyer motioned, Kolk seconded, to approve the minutes of the Dec. 12, 2019 meeting. Motion passed 9-0-0

4. BUSINESS

a. Discussion and action to make a recommendation to the Village Board regarding the Park Impact Fee Study. Bremer discussed the proposed fees with the committee. Kolk motioned, Kuber seconded, to recommend adoption by the Village Board of the fee study, including Option 3 as outlined in the study, which would set a fee in lieu of land dedication at a level of service of 18.45 acres of parkland per 1,000 village residents. Motion passed 8-1-0, with Jakubowski opposed.

b. Discussion and action to make a recommendation to the Village Board regarding sale or reuse of the former Well #2 property located between 5317 & 5407 Bremer Road. Schuenke discussed the potential sale of a land parcel that was former village well site #2, now abandoned. A neighboring property owner hopes to buy the lot. The committee discussed the lot's potential as a neighborhood park. Access to the lot is limited because of its narrow entrance and lack of adequate on-street parking nearby. Underground utilities will need to be re-located if structures are built on the lot. Rolfsmeyer motioned, Kolk seconded, to recommend to the Village Board the sale of the lot. Motion passed 5-4-0 with Ruecking, Waldera, Feldner, and Jakubowski opposed.

c. Discussion and action to make a recommendation to the Village Board regarding the re-creation of a Parks and Recreation Facility Use Policy as Chapter 2 of the Park System Policy Manual. Schuenke said adoption of the policy would provide better guidance to village staff for use of village facilities. Kuba asked that McFarland Youth Softball be added to Appendix A as a village-approved community user group. Kolk motioned, Feldner seconded, to recommend to the Village Board re-creation of the policy as Chapter 2 of the Park System Policy Manual. Motion passed 9-0-0.

d. Present and discuss the proposed 2020 Budget for parks projects within the Capital Projects Fund (400) and Parks Fund (405). Schuenke discussed parks projects for the 2020 budget year. The proposed

projects include a second open-air shelter at McDaniel Park, development of a disc golf course, connections to the Lower Yahara Trail, expansion of the village dog park, and woodland restoration.

e. Discussion and action to make a recommendation to the Village Board regarding a proposal for aquatic development planning services. Rolfsmeyer motioned, Jakubowski seconded, to recommend to the Village Board acceptance of a proposal from Parkitecture + Planning for aquatic development planning services. Motion passed 9-0-0.

f. Discussion and action to make a recommendation to the Village Board regarding planning services for a Pickleball Development project. Rolfsmeyer motioned, Jakubowski seconded, to recommend to the Village Board acceptance of a proposal from Parkitecture + Planning for planning services for a pickleball development project. Motion passed 9-0-0.

g. Discussion and action to make a recommendation to the Village Board regarding planning services for Larson Park hardscape project. Schuenke discussed with the committee plans to improve public areas of Larson Park, including a possible amphitheater, stage and seating, because of increased use of the park for village events. Rolfsmeyer motioned, Jakubowski seconded, to recommend to the Village Board acceptance of a proposal from Vandewalle and Associations regarding planning services for a Larson Park hardscape project. Motion passed 9-0-0.

h. Discussion and action to make a recommendation to the Village Board regarding the issuance of a Request for Proposals (RFP) for park master planning services at William McFarland Park and future Community Park. Schuenke said with the recent acquisition of land on the east side of the Village for a future Community Park, it makes sense to do master planning for both William McFarland Park and a future Community Park together. Rolfsmeyer motioned, Waldera seconded, to make a recommendation to the Village Board to issue a Request for Proposals (RFP) for park master planning services at William McFarland Park and future Community Park.

i. Discussion and action to make a recommendation to the Village Board regarding the issuance of a Request for Proposals (RFP) for planning services related to park improvements to be developed for individuals with special needs. The village's 2020 budget calls for plans to be developed to create park amenities geared toward individuals with special needs. Waldera motioned, Ruecking seconded, to make a recommendation to the Village Board to issue a Request for Proposals (RFP) for planning services related to park improvements to be developed for individuals with special needs. Motion passed 9-0-0.

j. Presentation of the Parks Monthly Report from the Parks Superintendent. Larson provided an update on park activities, including brush and invasive species removal at various parks in the village.

5. SCHEDULE NEXT MEETING DATE.

A. The committee did not set its next meeting date.

6. ADJOURNMENT. Rolfsmeyer motioned, Feldner seconded, to adjourn the meeting. Motion approved 9-0-0. Meeting adjourned at 8:26 p.m.



PLAN COMMISSION SUMMARY SHEET

MEETING DATE: Thursday, February 20, 2020

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion and action to make a recommendation to the Village Board regarding Ordinance 2020-08, an ordinance to amend the municipal code concerning park impact fees, parkland dedication and fees in lieu of parkland dedication.

PREVIOUS ACTION:

October 17 Parks Committee Meeting, discussion of Park Impact Fee Study

December 12 Parks Committee Meeting, discussion of Park Impact Fee Study

January 23 Parks Committee Meeting, Recommend Accepting Park Impact Fee Study

January 23 Plan Commission Meeting Recommend Accepting Park Impact Fee Study

January 27 Village Board Meeting Accepted Park Impact Fee Study

ISSUE SUMMARY:

Ordinance 2020-08 has been prepared by the Village Attorney in order to implement the recommendations from the Park Impact Fee Study, recommended for acceptance by the Parks Committee, Plan Commission, and Village Board in January. Ordinance 2020-08 includes revisions to several provision of the Village's Municipal Code related to park impact fees, park and public land dedications. The following is a summary of the proposed changes.

1. **Park Improvement Impact Fee.** The purpose of this fee is to pay for the construction of new recreational facilities, including trails. The current fee is \$731.47/SF DU and \$443.93/MF DU. These fees have not been updated since 2004. The calculated fee in the Park Impact Fee Study, is \$2,572.35/SF DU, \$1,786.89/MF DU, and \$981.81/QG DU. Since the proposed fee would be a significant increase from the existing fee, due in part to the fee not being updated since 2004, the Parks Committee and the Plan Commission recommended phasing the increase in equal installments from 2020 to 2024. Therefore, Ordinance 2020-08 would establish a 2020 Park Impact Fee of \$1,099.65/SF DU, \$712.52/MF DU, and \$551.51/GQ DU.
2. **Parkland Dedication.** The Village's parkland dedication requirement under s. 236.45 Stats., must bear a rational relationship to the need created by the development. This can be interpreted in a number of ways; however, generally speaking falling within two categories: either the proposed land is identified for future park use in the Village's Open Space Plan (or Comp Plan) or the dedication relates to maintaining an identified level of service standard. The Village's current parkland dedication requirement of one acre per 15 DU translates to a level of service of 27 acres per 1,000 residents



(assuming 2.46 people/household which is the 2013-2017 Census average for the Village). The Village currently provides 160.5 acres of active and passively accessible parkland (including the latest east side community park acquisition). This equates to a level of service of 18.45 acres per 1,000 residents.

Page 26 of the 2019 Open Space Plan states a Village level of service standard/goal of 15.0ac/1000 people. Therefore, the current land dedication requirement does not bear a rational relationship to either the Village's stated goal or it's current level of service. Both the Parks Committee and the Plan Commission recommended the Village revise it's land dedication requirement, and Open Space Plan, based on the existing level of service of 18.45 acres per 1,000 residents. This recommendation is reflected in the Park Impact Fee Study accepted by the Village Board in January. Ordinance 2020-08 establishes a parkland dedication requirement for 2020 consistent with a level of service of 18.45 acre per 1,000 residents. The new parkland dedication is 2,106 square feet per single family dwelling unit, 1,463 square feet per multi family dwelling unit, and 804 square feet per group quarter dwelling unit.

3. Parkland Impact Fee in Lieu of Parkland Dedication. When approved by the Village Board, developers may provide fees in lieu of partial or full parkland dedication. The current fee is \$4,115/DU and has not been updated since 2010. The calculation of this fee is based on the Village's parkland dedication requirement (refer to item #2 above for recommended changes) and the cost per acre of land. In 2010, the price per acre was \$61,725. The Park Impact Fee Study updates the cost per acre of land to \$81,000. Therefore, Ordinance 2020-08 would establish a 2020 Parkland Impact Fee in Lieu of Parkland Dedication in the amount of \$3,915.46/SF DU, \$2,719.90/MF DU, and \$1,494.45/GQ DU.

FINANCIAL/BUDGET IMPACT:

Revenues collected from park improvement impact fees and parkland impact fees in lieu of parkland dedication are held in a separate account for the purposes of parkland acquisition and park facility development per Chapter 7 - Policy on Expenditure of Parks Capital Projects Fund Revenues.

VILLAGE PLAN REFERENCE:

Park Impact Fee, Fee in Lieu of Land Dedication and Public Facility Needs Assessment, accepted by Village Board on January 27, 2020.

ORDINANCE REFERENCE:

Chapter 8, Article X - Impact Fees

Chapter 23, Article II, Division 5 - Impact Fees

Chapter 56, Article IV - Park and Public Land Dedications

Chapter 62-64 - Parkland dedication for lots existing prior to 1966 or new dwelling units not involving a land division

Appendix A - Fees

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommend approval of Ordinance 2020-08.

ATTACHMENTS:

1. 2020-08 Parkland Dedication and Impact Fees



ORDINANCE 2020-08

AN ORDINANCE TO AMEND THE MUNICIPAL CODE CONCERNING PARK IMPACT FEES, PARKLAND DEDICATION, AND FEES IN LIEU OF PARKLAND DEDICATION.

Purpose: To amend the Municipal Code to revise the regulations concerning park impact fees and fees in lieu of land dedication.

Sponsor: Community & Economic Development Director Bremer

Recommended Referral: Plan Commission & Park, Recreation & Natural Resource Committee

Public Hearing: Required; Preceded by Class 2 Notice

WHEREAS, the Village of McFarland currently imposes an impact fee for park improvements and requires land dedication for parks, or fees in lieu of land dedication, to accommodate the impact of land development; and

WHEREAS, the Village recently completed a needs assessment for park impact fees, which included an inventory of existing park lands and improvements, as well as the anticipated need for the same caused by further residential development; and

WHEREAS, Village staff has proposed amending the Municipal Code to reflect the findings of the new needs assessment and to comply with recent changes in the law concerning park land dedication and fees in lieu of park land dedication; and

WHEREAS, the Village Board agrees with the recommendations, and that the proposed amendments are in the public interest;

NOW, THEREFORE, the Village Board of the Village of McFarland, does ordain as follows:

1. Section 8-462 of the McFarland Municipal Code is created to reflect the following:

Sec. 8-462. – Definitions.

As used in this Article, multifamily residential units and multifamily residential dwelling units include duplexes and group quarters dwelling units. A group quarters dwelling unit is a dwelling unit where individuals live or stay that is owned or managed by an entity or organization providing housing and/or services for the residents. The services may include, but are not limited to, custodial or medical care and other types of assistance. Residency is restricted to the individuals receiving the services, and the individuals typically do not participate in the labor force while a resident. Typically, a group quarters dwelling unit has one resident per unit.

2. Section 8-464 of the McFarland Municipal Code is amended to reflect the following:

Sec. 8-464. - Park impact fees.

- (a) No building permit for a residential development shall be issued unless the impact fees provided in this section have been paid.
- (b) *Park Improvement Impact Fee.* A park improvement impact fee shall be collected at the time a building permit is issued for construction of all new single-family and multifamily residential dwelling units, condominium units, and additions that increase the number of dwelling units on a lot.
- (c) *Park-Land Impact Fee.* A park-land impact fee shall be collected for construction of all new single-family and multifamily residential dwelling units, condominium units, and additions that increase the number of dwelling units on a lot. If the Village accepts dedication of parkland from the developer, the fee required under this paragraph shall apply only with respect to the number and type of dwelling units in excess for which the land dedication was made.

The park-land impact fee shall be payable upon execution of a development agreement required by ordinance by the developer, unless otherwise provided in such agreement, or as otherwise provided by law. In developments in which the improvements will be constructed, or sales will occur in phases, the Plan Commission may establish an alternate time schedule for payment of the park-land impact fee. In cases where no development agreement is required by ordinance, the fee shall be tendered with a building permit application. The fee may be paid at other times as may be required by the Village and permitted by law.

- (d) The following shall be exempt from any park impact fee:
 - (1) Additions that do not increase the number of dwelling units;
 - (2) Tear-downs and replacement of dwelling units with the same number of dwelling units, for which the park impact fee has already been paid.
 - (3) Developments for which the park impact fee has already been paid, and in the case of the park-land impact fee, a sufficient land dedication has been made by the developer acceptable to the Village.
 - (4) Those developments determined by the Village Board to warrant a waiver or partial waiver of a park impact fee for the purpose of developing affordable housing.
- (e) The park improvement impact fee and the park-land impact fee shall be as established by the Village Board from time to time and provided in Appendix A to this Code. Unless modified further by the Village Board, the fee shall be adjusted annually on January 1st by the Community Development Director utilizing the Consumer Price Index—All Urban Consumers-Midwest Region prepared by the United States Department of Labor.

3. Division 5, Impact Fees, of Chapter 23 of the McFarland Municipal Code, is amended to reflect the following:

DIVISION 5. - IMPACT FEES

Sec. 23-117. - Intent and purpose.

This Division is intended to allocate financial burdens of providing public facilities fairly between residents living in the Village at the time of adoption of the ordinance from which this Division is derived and owners of existing development projects in the Village and developers of new land developments, as well as to comply with Wis. Stats. § 66.0617. The Village Board is adopting this Division to provide a means to recover the cost of development beyond that already existing to finance public facilities by other means authorized by law as authorized under Wis. Stats. § 66.0617(2)(b), including, without limitation because of enumeration herein, Wis. Stats. §§ 236.45, and Chapter 56.

Sec. 23-118. - Established fees.

The following fees are impact fees established by the Village pursuant to Wis. Stats. § 66.0617:

- (a) Public water impact fees pursuant to Section 8-463.
- (b) Park improvement impact fees pursuant to Section 8-464.
- (c) Park-land impact fee pursuant to Section 8-464.
- (c) Public library impact fees pursuant to Section 8-465.

Sec. 23-119. - Needs assessments; revenues; time periods; installment payments; appeals.

- (a) The following Village documents contain the needs assessments for the impact fees identified under Section 23-118, and demonstrate Village compliance with the requirements of Wis. Stats. § 66.0617(4):
 - (1) Public Facilities Needs Assessment for Public Water Impact Fees prepared by Town & Country Engineers dated December 9, 1997;
 - (2) Report on Impact Fees prepared by Virchow, Krause & Company dated December 9, 1997, as amended by Report dated February 21, 2002;
 - (3) Park Impact Fee, Fee in Lieu of Land Dedication and Public Facility Needs Assessment prepared by Baker Tilly Virchow Krause, LLP dated January 27, 2020; and
 - (4) Public Facilities Needs Assessment for Public Library Impact Fees prepared by Virchow Krause & Company, LLP dated March 7, 2006.
- (b) Revenues collected by the Village as impact fees shall be placed by the Village Clerk-Treasurer in separate segregated interest-bearing accounts, and shall be accounted for separately from other funds of the Village. Impact fee revenues and interest earned on impact fee revenues may be expended by the Village only for the particular capital costs for which the impact fee was imposed, and shall be expended on a first-in first-out basis. Separate accounts shall be kept of fees collected from different impact fee zones, where the particular impact fee ordinance provides for differential fees according to zones, and revenues collected in particular zones shall be spent in those zones as appropriate.

- (c) All fees collected under this Section shall be spent or refunded to the current property owner within the time set forth in the study prepared under Subsection (a) of this Section, but no later than the maximum time period permitted by law.

Fees held by the Village and not used within the time period specified herein or pursuant to Wis. Stats. § 66.0617(9) shall be refunded to the current owner of record of the property at the time of the refund with respect to which the impact fees were imposed along with any interest that has accumulated.

- (d) The Village Board may authorize the payment of impact fees otherwise payable in full at the time of the issuance of a building permit in installment payments. If installment payments are authorized, interest shall be paid on the installment payments at the same rate charged by the Village on installments of special assessments.
- (e) A "developer," as defined in Wis. Stats. § 66.0617(1)(b), may appeal to contest the amount, collection or use of the impact fee in the manner provided herein:
 - (1) It shall be a condition to the commencement of such an appeal that the impact fee from which the developer appeals shall be paid as and when the fee becomes due and payable, and upon default in making any such payment, such appeal may be dismissed.
 - (2) The only questions appealable under this Section are the following, as authorized by Wis. Stats. § 66.0617(10):
 - a. The amount of fee charged and paid by the developer;
 - b. The method of collection of the impact fee;
 - c. The use to which the particular fee paid by the developer is made by the Village.
 - (3) Appeals must be brought within thirty (30) days of the date of payment of the impact fee.
 - (4) The appellant shall pay the filing fee stated in the fee schedule established by the Village Board from time to time and provided in Appendix A to this Code at the time of filing of the appeal. The notice of appeal shall be filed with the Village Administrator.
 - (5) Following the filing of the notice of appeal, the Village Administrator shall compile a record of the ordinance imposing the impact fee that is the subject of the appeal, a record of the management and expenditure of the proceeds of the impact fee, and shall transmit these documents to the Village Board. In consultation with the Village departments, the Village Administrator shall also compile a report on each appeal in which the appellant is seeking a reduction or total refund of the impact fee paid. This report shall specify the fiscal impact on the Village if the appeal overturns the impact fee. If the fiscal impact report indicates that the appeal, if successful, will cause a revenue shortfall that otherwise was not budgeted with respect to the public facility, and if this revenue shortfall cannot be reconciled by reduction in impacts caused by development on the appellant's property, the report shall estimate whether it will be necessary for the Village to adjust impact fees, or amend existing ordinances to recover the proposed revenue shortfall.
 - (6) The Village Board shall hold a public hearing on the appeal, preceded by a class 1 notice, providing fair opportunity for the appellant to be heard. The burden shall be on the appellant to establish illegality or impropriety of the fee from which the appeal has been taken. Following the close of the public hearing, the Village Board shall deliberate upon

the matter, and shall conduct such studies and inquiries as it deems appropriate to decide the appeal.

- (7) If the Village Board determines that the appeal has merit, it shall determine appropriate remedies. These may include reallocation of the proceeds of the challenged impact fee to accomplish the purposes for which the fee was collected, refunding the impact fee in full or in part, along with interest collected by the Village thereon, or granting the appellant the opportunity to make the impact fee payment installments, or such other remedies as it deems appropriate in a particular case.

4. Article VI. – Park and Public Land Dedications, of Chapter 56 of the McFarland Municipal Code, is amended to reflect the following:

ARTICLE VI. - PARK AND PUBLIC LAND DEDICATIONS

Sec. 56-172. - General requirements.

- (a) *Dedication requirement.* In order that adequate open spaces and sites for public uses may be properly located and reserved and in order that the cost of providing public areas, such as but not limited to, parks and recreation areas, may be equitably apportioned on the basis of additional need created by development, each subdivider shall be required to reserve land, dedicate parkland or pay impact fees, or some combination thereof, pursuant to Sections 56-173 through 56-176 of this Code, and Section 8-464 and Sections 23-117 through 23-119 of this Code, incorporated into this Chapter by reference.
- (b) *General design.* In the design of a Subdivision, Certified Survey Map, planned unit development or condominium project, provisions shall be made for suitable sites of adequate area for schools, parks, playgrounds, open spaces, drainageways and other public purposes. Such sites are to be shown on the Preliminary Plat and Final Plat, or map, and shall comply with the Village Comprehensive Plan or component of said plan. Consideration shall be given to the preservation of scenic and historic sites, stands of trees, marshes, lakes, ponds, streams, watercourses, watersheds, ravines and woodlands, prairie and wetlands, and plant and animal communities, as recommended by the Village Engineer and Plan Commission, and approved by the Village Board.

Sec. 56-173. - Land dedication.

- (a) *Required Land Dedication.* The subdivider shall dedicate usable land to provide park, playground, recreational and open space to meet the needs to be created by the Subdivision, land division, or development project in accordance with the standards set forth in this Article, subject to approval by the Village Board. Whenever a proposed park, playground, or other public land, other than streets or drainageways, is designated in the Village Comprehensive Plan and Outdoor Recreation & Open Space Plan is included, all or in part, in a tract of land to be subdivided, these proposed public lands shall be dedicated to the public by the subdivider. The parkland dedication shall meet the service standard of 2,106 square feet per single family dwelling unit, 1,463 square feet per multi family dwelling unit, including apartments and duplexes, and 804 square feet per group quarters dwelling unit, determined by the number and types of dwelling units in the proposed development and the

most current needs assessment. The dedication shall be made part of the Plat or Certified Survey Map.

- (b) *Park-land Impact Fee in Lieu of Parkland Dedication.* The Plan Commission may determine in any proposed Subdivision or other land division that, based on an evaluation of the proposed dedication against the Village's Comprehensive Plan and Outdoor Recreation & Open Space Plan, and any other policies adopted by the Village Board, the subdivider shall pay the park-land impact fee in lieu of dedicating parklands. If the Plan Commission determines that a proposed dedication meets some but not all the usable land criteria, the Plan Commission may recommend, and the Village Board may approve, acceptance of that land with partial credit to the land dedication requirement.
- (c) *Other Land Dedications.* Whenever a tract of land to be subdivided embraces all or any part of an arterial street, collector street, drainageway or other public way that has been designated in the Village Comprehensive Plan, said public way shall be dedicated by the subdivider in the locations and dimensions indicated on said plan, and made part of the Plat or Certified Survey Map.
- (d) *Shoreland.*
 - (1) *Public Access.* All Subdivisions abutting on a navigable lake or stream shall provide public access at least 60 feet wide providing access to the low watermark so that there will be public access, which is connected to existing public roads, at not more than one-half-mile intervals as measured along the lake or stream shore except where greater intervals and wider access is agreed upon by the Wisconsin Department of Natural Resources and the Wisconsin Department of Administration, and excluding shore areas where public parks or open-space streets or roads on either side of a stream are provided. No public access established under this Chapter may be vacated except by Circuit Court action. This Subsection does not require the Village to improve land provided for public access.
 - (2) *Lake and stream shore plats.* The lands lying between the meander line, established in accordance with Wis. Stats. § 236.20(2)(g), and the water's edge, and any otherwise unplattable lands that lie between a proposed Subdivision and the water's edge shall be included as part of lots, outlots or public dedications in any plat abutting a lake or stream. This Subsection applies not only to lands proposed to be subdivided but also to all lands under option to the subdivider or in which the subdivider holds any interest and which are contiguous to the lands proposed to be subdivided and which abut a lake or stream.
- (e) *Unknown number of dwelling units.* Where the plat, certified survey, or condominium does not specify the number of dwelling units to be constructed, the land dedication shall be based upon the maximum number of units permitted by the Village Zoning Chapter and this Chapter.
- (f) *Access to dedicated land.* All dedicated land shall have frontage on a public street and shall have unrestricted public access.

Sec. 56-174. - Reservation of additional land.

When public parks and sites for other public areas as shown on the Comprehensive Plan lie within the proposed area for development and are greater in area than required by Section 56-

173, the owner shall reserve for acquisition by the Village, through agreement, purchase or condemnation, the remaining greater public area for a period of three years of Final Plat approval unless extended by mutual agreement.

Sec. 56-175. - Development of park area.

- (a) When parklands are dedicated, the subdivider is required to:
 - (1) Properly grade and contour for proper drainage;
 - (2) Provide surface contour suitable for anticipated use of area;
 - (3) Cover areas to be seeded with a minimum of four inches of quality topsoil, seed as specified by the Director of Public Works, fertilized with 16-6-6 at a rate of seven pounds per 1,000 square feet, and mulched. The topsoil furnished for the park site shall consist of the natural loam, sandy loam, silt loam, silty clay loam or clay loam humus-bearing soils adapted to the sustenance of plant life, and such topsoil shall be neither excessively acid nor excessively alkaline; and
 - (4) Install or provide for installation of water and sanitary sewer lines to the property line of all dedicated land.
- (b) The Village Board may require certification of compliance by the Village Engineer. The cost of such report shall be paid by the subdivider.
- (c) Grading and seeding of parklands is to be completed as soon as ten percent (10%) of the planned lots in the Subdivision are sold, as determined by the Village Board.
- (d) If the subdivider fails to satisfy the requirements of this Section, the Village Board may contract said completion and bill such costs to the subdivider, following a public hearing and written notice to the subdivider of noncompliance. Failure to pay such costs may result in the immediate withholding of all building permits until such costs are paid.

Sec. 56-176. – Credit toward Park-land Impact Fee.

Parkland dedicated and accepted by the Village shall act as a credit toward any required Park-land impact fee, pursuant to Section 8-464, in an amount determined by the Community Development Director, consistent with the needs assessment and the amount of the park-land impact fee.

5. Section 62-64 of the McFarland Municipal Code is repealed.

6. Appendix A of the McFarland Municipal Code is amended to reflect the following amounts for park impact fees.

8-464(b) Park improvement impact fee:

Type of dwelling unit:	Amount:
Single-Family	\$1,099.65
Multi-Family	\$712.52
Group Quarters	\$551.51

8-464(b) Park-land impact fee (also known as fees in lieu of parkland dedication):

Type of dwelling unit:	Amount:
Single-Family	\$3,915.46
Multi-Family	\$2,719.90
Group Quarters	\$1,494.45

Reference to fees in lieu of parkland dedication under 56-176 are removed from Appendix A.

The above and foregoing Ordinance was duly adopted at a regular meeting of the McFarland Village Board on the 24th day of February, 2020.

APPROVED:

Brad Czebotar, Village President

ATTEST:

Cassandra Suettinger, Village Clerk-Treasurer

ORDINANCE 2020 – 08	
MOTION	SECOND
ACTION	
DATE	
Adopted	
Referred	
Tabled	
Withdrawn	
Defeated	
Published	
INDIVIDUAL VOTING RECORD	
Adrian	Kryzenske
Brassington	Lytle
Czebotar	Utter
Kolk	
VOTING RESULTS	
Motion Carried	
Motion Defeated:	



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, February 20, 2020

SECTION: Business

DEPARTMENT: Public Works

CONTACT:

AGENDA ITEM: Discussion and action to make a recommendation to the Village Board regarding revisions to Chapter 7 the Policy on Expenditure of Parks Capital Projects Fund Revenues.

PREVIOUS ACTION:

ISSUE SUMMARY:

Within our Finance Policy Manual we have Chapter 7 that serves as a guide on the use of "Parks Capital Projects Fund Revenues" or otherwise known as park impact fees. These fees are collected through growth and development according to the type and levels listed in the policy. Some changes to this policy are suggested for two reasons:

1. The Parks Impact Fee Study was accepted in January and provides guidance on the fee levels. The preceding agenda item makes changes to ordinance in line with what was approved in the study. The policy is updated to align with those newly recommended and approved levels.
2. The policy has not been reviewed in a few years, and the remaining revisions are provided as an update in order to be consistent with State law.

A redline version of the existing policy is included in your packet as prepared by the Village Attorney. A short summary of the background behind his changes is also provided. The last attachment is the clean version of what would be the updated format for this policy. The Finance Committee will also review this document and lastly the Village Board will enact the final version.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:



BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. Chapter 7 - Police on Expenditure of Parks Capital Projects Fund Revenues 02132020 dje
2. Summary from Attorney on Policy Revisions 02132020 dje
3. Chapter 7 - Policy on Expenditure of Parks Capital Projects Fund Revenues 02142020
mgs

POLICY ON EXPENDITURE OF PARKS CAPITAL PROJECTS FUND REVENUES IMPACT FEE EXPENDITURE POLICY

POLICY PURPOSE

The purpose of this policy is to provide ~~flexible~~-budgetary guidelines to the Parks, ~~Recreation & Recreation Committee and/or the~~ Natural Resources Committee and the Village Board for the expenditure of segregated revenues collected ~~in the Parks Capital Projects Fund as Park Impact Fees~~. The intent of the policy is to ensure that these funds, which are collected from two types of fees and can be used only on eligible park expenditures as summarized below, are expended in a legal, cost-effective manner that will further the development of park and recreation opportunities.

In general, all impact fees are based upon estimated capital costs for new, expanded or improved public facilities necessitated by land development. Impact fees cannot be used to increase a service standard or capacity greater than the standard already provided by the Village; instead, they are used to offset the costs incurred to satisfy the additional demand created by new development. In the context of parks, impact fees are collected to both acquire new park areas and complete new park improvements. These fees enable the Village to maintain quality recreation opportunities for its residents while the Village continues to grow.

POLICY IMPLEMENTATION OBJECTIVES

A. TYPES OF FEES

1. Park-land Impact Fee in Lieu of Parkland Dedication

Section 56-173 of the McFarland Municipal Code requires developers to dedicate ~~2,106 square feet per single family dwelling unit, 1,463 square feet per multi-family dwelling unit, and 804 square feet per group quarters dwelling unit, 1,977 square feet of land for park purposes for every new residential dwelling units they create~~, or pay a park-land impact fee in lieu of dedicating parkland. ~~The general intent is that t~~These fees ~~would~~must be used to create ~~or improve or expand~~ parks. ~~that are in geographic proximity to the new development and will benefit those residents, or that they will be used to improve a community park in a manner that would benefit all Village residents.~~ The decision to accept land dedication or fees in lieu of land dedication, or some combination thereof, is made by the Village. The amount of the fee in lieu is \$3,915.46 per single family dwelling unit, \$2,719.90 per multi-family dwelling unit, and \$1,494.45 per group quarters dwelling unit, according to the Village's most recent needs assessment, but

that amount is subject to modification annually. Fees paid in lieu of land dedication may be used to acquire ~~or develop~~ park lands, ~~to construct or install park improvements,~~ or to service debt incurred for ~~this~~these purposes.

2. Park Improvement Impact Fee

Section 8-464 of the McFarland Municipal Code requires payment of a Park Improvement Impact Fee at the time a building permit is issued for construction of a new residential dwelling. The amount of the fee is \$1,099.65 per single family dwelling unit, \$712.5~~3~~ per multi-family dwelling unit, and \$551.51 per group quarters dwelling unit, according to the Village's most recent needs assessment, but that amount is subject to modification annually. These amounts are based on the cost of park improvements and the cost of creating trails. These fees may not be used toward land acquisition costs, but may be used to develop parklands and trails, to construct or install park improvements, and to service debt incurred for those purposes.

B. ~~RECOMMENDED~~ PERMITTED USES

1. ~~Fees paid in lieu of land dedication may only be used for the A~~acquisition of park land. It is recommended that these acquisitions be consistent with the Village's Outdoor Recreation & Open Space Plan and the Village's Comprehensive Plan.
2. ~~Fees paid for park improvements may be used for B~~basic site development, construction of playing fields, installation of trails, landscaping, purchase and installation of equipment, and construction of new facilities in new or existing parks in accordance with an approved park master plan.
- ~~2.3.~~ Up to 10% of Park Impact Fees spent on any project may be used for legal, engineering and design costs incurred as part of the capital costs for project, including park improvements and land purchases. This percentage can be increased for any project if it can be demonstrated that these costs will exceed 10% on a project. Impact fees do not have to be used for these services.

C. ~~USES THAT ARE PROHIBITED~~ USES OR NOT RECOMMENDED

1. ~~Routine~~ Operating and maintenance expenses.

~~Major maintenance expenses.~~

~~3.2.~~ Replacement of existing facilities or equipment unless the new facility provides a significant upgrade in recreational opportunities or amenities compared to the facility it replaces.

4.3. Reconstruction of existing playing fields, unless the reconstruction would permit a significantly different or more varied type of use.

D. COMBINATION PROJECTS

It may be appropriate in certain circumstances to fund the project expenses described above from a combination of sources, including partial funding ~~from the Parks Capital Projects Fund~~ with Park Impact Fees. It is also permissible to phase improvement projects over a multi-year period to spread out the ~~short term~~ short-term impact on ~~the Parks Capital Projects Fund~~ these funds.

Adopted: _____

Matt Schuenke

From: Daniel J. Evans <devans@rwelaw.net>
Sent: Thursday, February 13, 2020 6:53 PM
To: Matt Schuenke
Cc: Andrew Bremer
Subject: Chapter 7 policy
Attachments: Chapter 7 - Policy redline accepted.docx; Chapter 7 - Policy Redline.docx

Matt,

The redline is a little hard to read with the number of changes. The existing policy suggest more discretion than there is with respect to fees in lieu, which was permitted under the old law, but now must match the impact fee standards and our needs assessment. So the use of these fees is more restrictive now. We can elaborate more if you think this needs more explanation. I added a paragraph in the opening which echoes the impact fee statute; this may seem redundant but I think it helps put the concept behind impact fees for the Parks Committee. I also added that some of these fees can be used for design and related costs, but I don't know if this is something the Parks Committee needs to concern itself with.

I am in the office all day tomorrow if you want to discuss this further. I did catch that there is no longer a separate natural resources committee and removed this.

Daniel J. Evans
Reuter, Whitish & Evans, S.C.
44 E. Mifflin St., Suite 306
Madison, WI 53703
Office: (608)250-9053
www.rwelaw.net

CHAPTER 7 Park Impact Fee Expenditure Policy

SECTION 7.01 Policy Purpose

- (a) The purpose of this policy is to provide budgetary guidelines to the Parks, Recreation & Natural Resources Committee and the Village Board for the expenditure of segregated revenues collected as Park Impact Fees. The intent of the policy is to ensure that these funds, which are collected from two types of fees and can be used only on eligible park expenditures as summarized below, are expended in a legal, cost-effective manner that will further the development of park and recreation opportunities.
- (b) In general, all impact fees are based upon estimated capital costs for new, expanded or improved public facilities necessitated by land development. Impact fees cannot be used to increase a service standard or capacity greater than the standard already provided by the Village; instead, they are used to offset the costs incurred to satisfy the additional demand created by new development. In the context of parks, impact fees are collected to both acquire new park areas and complete new park improvements. These fees enable the Village to maintain quality recreation opportunities for its residents while the Village continues to grow.

SECTION 7.02 Policy Implementation Objectives

(a) Types of Fees.

- (1) **Park Land Impact Fee in Lieu of Parkland Dedication.** Section 56-173 of the McFarland Municipal Code requires developers to dedicate 2,106 square feet per single family dwelling unit, 1,463 square feet per multi-family dwelling unit, and 804 square feet per group quarters dwelling unit, or pay a park-land impact fee in lieu of dedicating parkland. These fees must be used to create or expand parks. The decision to accept land dedication or fees in lieu of land dedication, or some combination thereof, is made by the Village. The amount of the fee is \$3,915.46 per single family dwelling unit, \$2,719.90 per multi-family dwelling unit, and \$1,494.45 per group quarters dwelling unit, according to the Village's most recent needs assessment, but that amount is subject to modification annually. Fees paid in lieu of land dedication may be used to acquire park lands or to service debt incurred for this purpose.
- (2) **Park Improvement Impact Fee.** Section 8-464 of the McFarland Municipal Code requires payment of a Park Improvement Impact Fee at the time a building permit is issued for construction of a new residential dwelling. The amount of the fee is \$1,099.65 per single family dwelling unit, \$712.53 per multi-family dwelling unit, and \$551.51 per group quarters

dwelling unit, according to the Village's most recent needs assessment, but that amount is subject to modification annually. These amounts are based on the cost of park improvements and the cost of creating trails. These fees may not be used toward land acquisition costs, but may be used to develop parklands and trails, to construct or install park improvements, and to service debt incurred for those purposes.

(b) **Permitted Uses.**

- (1) Fees paid in lieu of land dedication may be used for the acquisition of park land. It is recommended that these acquisitions be consistent with the Village's Outdoor Recreation & Open Space Plan and the Village's Comprehensive Plan.
- (2) Fees paid for park improvements may be used for basic site development, construction of playing fields, installation of trails, landscaping, purchase and installation of equipment, and construction of new facilities in new or existing parks in accordance with an approved park master plan.
- (3) Up to 10% of Park Impact Fees spent on any project may be used for legal, engineering and design costs incurred as part of the project, including park improvements and land purchases. This percentage can be increased for any project if it can be demonstrated that these costs will exceed 10%. Impact fees do not have to be used for these services.

(c) **Prohibited Uses.**

- (1) Operating and maintenance expenses.
- (2) Replacement of existing facilities or equipment unless the new facility provides a significant upgrade in recreational opportunities or amenities compared to the facility it replaces.
- (3) Reconstruction of existing playing fields, unless the reconstruction would permit a significantly different or more varied type of use.

- (d) **Combination Projects.** It may be appropriate in certain circumstances to fund the project expenses described above from a combination of sources, including partial funding with Park Impact Fees. It is also permissible to phase improvement projects over a multi-year period to spread out the short-term impact on these funds.

Adopted: June 10, 2013

Amended: September 14, 2015
March 9, 2020



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, February 20, 2020

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Sayer Larson, Parks Superintendent

AGENDA ITEM: Discussion and action to make a recommendation to the Village Board regarding a project to expand and regrade portions of the dog park.

PREVIOUS ACTION:

ISSUE SUMMARY:

Staff is proposing an expansion of the large area of the dog park. The area proposed is west of the existing dog park and will add approximately 2.5 acres. The current usage and proposed improvements of restroom/dog wash facilities and a paved parking lot are facilitating the need for additional space to fulfill future demand. The work included will raise the current grade to prevent water pooling and creating non-usage space in times of higher precipitation. Staff is working on obtaining quotes for this proposal and will present them at the meeting if available.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. DPGRADING

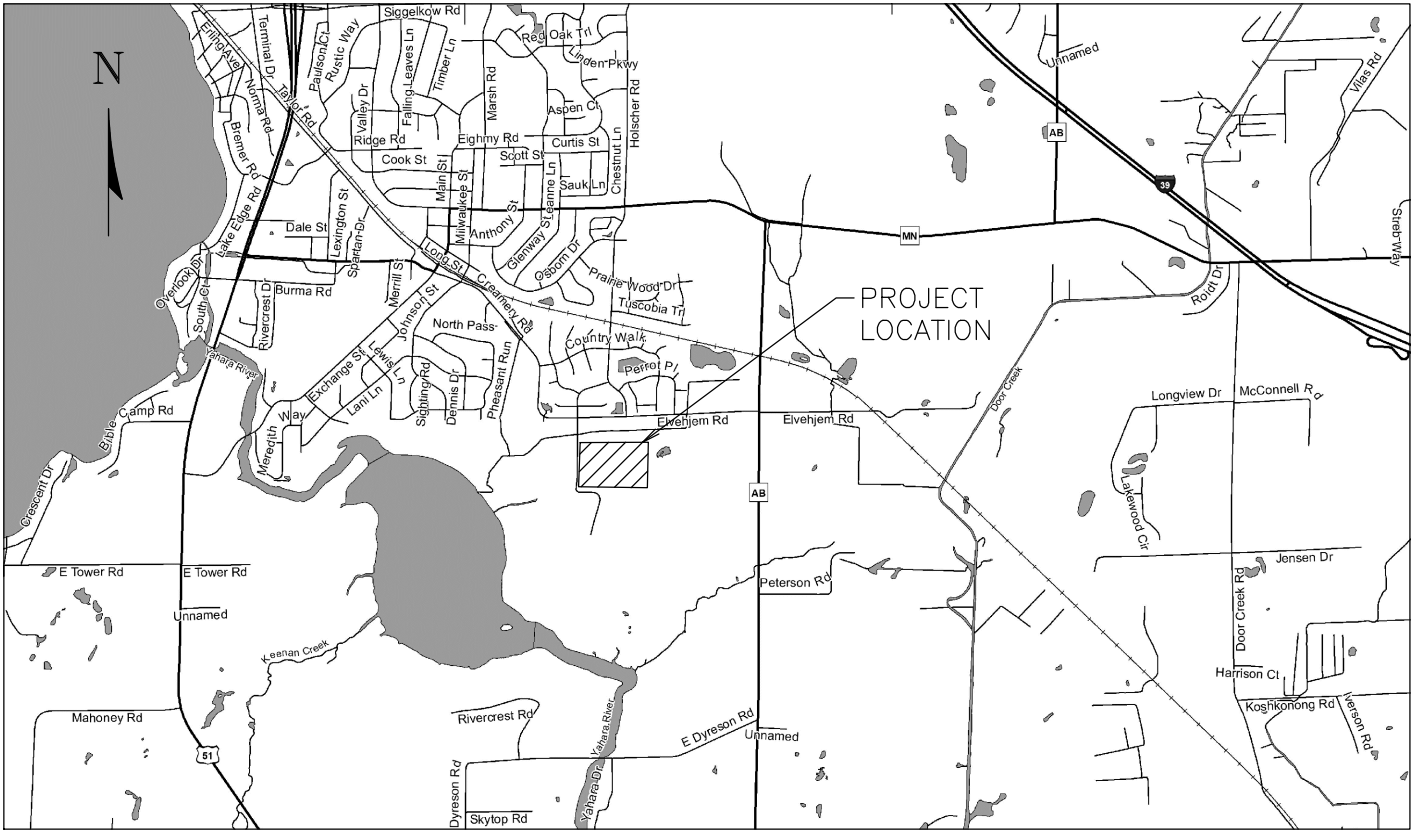
2020 SITE IMPROVEMENTS

ORCHARD HILL PARK

DOG PARK EXPANSION

Village of McFarland, Wisconsin

SHEET INDEX	
SHEET NO.	SHEET DESCRIPTION
1	EROSION CONTROL PLAN AND GENERAL NOTES
2	EROSION CONTROL AND STANDARD CONSTRUCTION DETAILS
3	SITE PLAN



NO SCALE

MEMBER

TO OBTAIN LOCATION OF PARTICIPANTS' UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN

CALL DIGGERS HOTLINE

1-800-242-8511

TOLL FREE

WIS. STATUTE 182.0175 (1974)

REQUIRES MIN. OF 3 WORK DAYS

NOTICE BEFORE YOU EXCAVATE.

LEGEND

UNDERGROUND TELE. — UT — UT — UT — UT —

UNDERGROUND CATV. — CBL — CBL — CBL — CBL —

UNDERGROUND ELEC. — UE — UE — UE — UE — UE —

OVERHEAD — OH — OH — OH — OH —

EXISTING GAS — G — G — G — G — G —

PROPERTY LINE — — — — —

EXISTING WATER MAIN — — — — —

EXISTING SANITARY SEWER — — — — —

EXISTING STORM SEWER — x — x — x — x — x —

EXISTING FENCE LINE — — — — —

SAWCUT — — — — —

NEW STORM SEWER — — — — —

NEW WATER MAIN — — — — —

NEW SANITARY SEWER — — — — —

NEW ITEMS:

WATER VALVE

CURB STOP

HYDRANT

MANHOLE

CURB INLET

ENDWALL

GAS WARNING

EXISTING ITEMS:

FLAG POLE

MAILBOX

POWER POLE

LIGHT POLE

LAMP POST

PULL BOX

WATER VALVE

CURB STOP

HYDRANT

WELL

MONITORING WELL

TRACER WIRE

SANITARY MANHOLE

SANITARY VALVE

CLEANOUT

STORM MANHOLE

CURB INLET

CIRCULAR INLET

SQUARE INLET

ENDWALL

STUMP

DECID. TREE (RELATIVE SIZE SHOWN)

EVERGREEN

SHRUB OR HEDGE

SIGN

CATV. PED.

TELE. PED.

ELEC. PED.

GAS VALVE

STREET SIGN

IRON PIPE

IRON ROD

NOTES:

1.) EXISTING FEATURES AND LABELS ARE SHOWN WITH SCREENED, LIGHTER LINES.

2.) NEW CONCRETE IS SHOWN SHADED IN PLAN VIEWS

3.) CONCRETE REMOVALS ARE SHOWN BY CROSS-HATCHING

2912 Marketplace Drive
Suite 103
TOWN & COUNTRY
ENGINEERING, INC.

Madison, WI 53719
(608) 273-3350
www.tceengineers.net

PROJECT NO.: MC 142

DRAWING FILE: DFGRA.DWG

DATE: 2-4-20

DRAWN BY: J.R.K.

CHECKED BY: T.J.S.

REV. DATE:

2020 SITE IMPROVEMENTS

ORCHARD HILL PARK

DOG PARK EXPANSION

Village of McFarland, Wisconsin

BY

DATE

REVISIONS

SHEET

Page 25 of 53



EROSION CONTROL NOTES:

- LOCATIONS MARKED WITH "■" TO RECEIVE INLET FILTER PROTECTION DURING CONSTRUCTION. ALL NEW STREET INLETS MUST ALSO RECEIVE INLET FILTER PROTECTION. IF NO INLET IS AT THE MARKED LOCATION, CONSTRUCT A STONE CHECK DAM IN GUTTER LINE.
 - SURFACE FLOW DIRECTION IS INDICATED WITH 
 - SILT FENCE INSTALLATION IS INDICATED WITH 
 - POST WDNR CERTIFICATE OF PERMIT COVERAGE ON SITE AND MAINTAIN UNTIL CONSTRUCTION ACTIVITIES HAVE CEASED, THE SITE IS STABILIZED, AND A NOTICE OF TERMINATION IS FILED WITH WDNR.
 - KEEP A COPY OF THE CURRENT EROSION CONTROL PLAN ON SITE THROUGHOUT THE DURATION OF THE PROJECT.
 - SUBMIT PLAN REVISIONS OR AMENDMENTS TO THE WDNR AT LEAST 5 DAYS PRIOR TO FIELD IMPLEMENTATION.
 - THE CONTRACTOR IS RESPONSIBLE FOR ROUTINE SITE INSPECTIONS AT LEAST ONCE EVERY 7 DAYS AND WITHIN 24 HOURS AFTER A RAINFALL EVENT OF 0.5 INCHES OR GREATER. KEEP INSPECTION REPORTS ON-SITE AND MAKE THEM AVAILABLE UPON REQUEST.
 - INSPECT AND MAINTAIN ALL INSTALLED EROSION CONTROL PRACTICES UNTIL THE CONTRIBUTING DRAINAGE AREA HAS BEEN STABILIZED.
 - WHEN POSSIBLE: PRESERVE EXISTING VEGETATION (ESPECIALLY ADJACENT TO SURFACE WATERS), MINIMIZE LAND-DISTURBING CONSTRUCTION ACTIVITY ON SLOPES OF 20% OR MORE, MINIMIZE SOIL COMPACTION, AND PRESERVE TOPSOIL.
 - REFER TO THE WDNR STORMWATER CONSTRUCTION TECHNICAL STANDARDS AT http://dnr.wi.gov/topic/stormwater/standards/const_standards.html.
 - INSTALL PERIMETER EROSION CONTROLS AND ROCK TRACKING PAD CONSTRUCTION ENTRANCE(S) PRIOR TO ANY LAND-DISTURBING ACTIVITIES, INCLUDING CLEARING AND GRUBBING. USE WDNR TECHNICAL STANDARD STONE TRACKING PAD AND TIRE WASHING #1057 FOR ROCK CONSTRUCTION ENTRANCE(S).
 - STAGE CONSTRUCTION GRADING ACTIVITIES TO MINIMIZE THE CUMULATIVE EXPOSED AREA. CONDUCT TEMPORARY GRADING FOR EROSION CONTROL PER WDNR TECHNICAL STANDARD TEMPORARY GRADING PRACTICES FOR EROSION CONTROL #1067.
- INSTALL AND MAINTAIN SILT FENCING PER WDNR TECHNICAL STANDARD SILT FENCE #1056. REMOVE SEDIMENT FROM BEHIND SILT FENCES AND SEDIMENT BARRIERS BEFORE SEDIMENT REACHES A DEPTH THAT IS EQUAL TO ONE-HALF OF THE FENCE AND/OR BARRIER HEIGHT.
 - REPAIR BREAKS AND GAPS IN SILT FENCES AND BARRIERS IMMEDIATELY. REPLACE DECOMPOSING STRAW BALES (TYPICAL BALE LIFE IS 3 MONTHS). LOCATE, INSTALL, AND MAINTAIN STRAW BALES PER WDNR TECHNICAL STANDARD DITCH CHECKS #1062.
 - IMMEDIATELY STABILIZE STOCKPILES AND SURROUND STOCKPILES AS NEEDED WITH SILT FENCE OR OTHER PERIMETER CONTROL IF STOCKPILES WILL REMAIN INACTIVE FOR 7 DAYS OR LONGER.
 - IMMEDIATELY STABILIZE ALL DISTURBED AREAS THAT WILL REMAIN INACTIVE FOR 14 DAYS OR LONGER. BETWEEN SEPTEMBER 15 AND OCTOBER 15: STABILIZE WITH MULCH, TACKIFIER, AND A PERENNIAL SEED MIXED WITH WINTER WHEAT, ANNUAL OATS, OR ANNUAL RYE, AS APPROPRIATE FOR REGION AND SOIL TYPE. OCTOBER 15 THROUGH COLD WEATHER: STABILIZE WITH A POLYMER AND DORMANT SEED MIX, AS APPROPRIATE FOR REGION AND SOIL TYPE.
 - STABILIZE AREAS OF FINAL GRADING WITHIN 7 DAYS OF REACHING FINAL GRADE.
 - SWEEP/CLEAN UP ALL SEDIMENT/TRASH THAT MOVES OFF-SITE DUE TO CONSTRUCTION ACTIVITY OR STORM EVENTS BEFORE THE END OF THE SAME WORKDAY OR AS DIRECTED BY THE OWNER. SEPARATE SWEEPED MATERIALS (SOILS AND TRASH) AND DISPOSE OF APPROPRIATELY.
 - THE CONTRACTOR IS RESPONSIBLE FOR CONTROLLING DUST PER WDNR TECHNICAL STANDARD DUST CONTROL ON CONSTRUCTION SITES #1068.
 - PROPERLY DISPOSE OF ALL WASTE AND UNUSED BUILDING MATERIALS (INCLUDING GARBAGE, DEBRIS, CLEANING WASTES, OR OTHER CONSTRUCTION MATERIALS) AND DO NOT ALLOW THESE MATERIALS TO BE CARRIED BY RUNOFF INTO THE RECEIVING CHANNEL.
 - COORDINATE WITH THE OWNER TO UPDATE THE LAND DISTURBANCE PERMIT TO INDICATE THE ANTICIPATED OR LIKELY DISPOSAL LOCATIONS FOR ANY EXCAVATED SOILS OR CONSTRUCTION DEBRIS THAT WILL BE HAULED OFF-SITE FOR DISPOSAL. THE DEPOSITED OR STOCKPILED MATERIAL NEEDS TO INCLUDE PERIMETER SEDIMENT CONTROL MEASURES (SUCH AS SILT FENCE, HAY BALES, FILTER SOCKS, OR COMPACTED EARTHEN BERMS).
 - FOR NON-CHANNELIZED FLOW ON DISTURBED OR CONSTRUCTED SLOPES, PROVIDE CLASS I, II OR III TYPE A EROSION CONTROL MATTING. SELECT EROSION MATTING FROM APPROPRIATE MATRIX IN WDOT'S WIDOT PRODUCT ACCEPTABILITY LIST (PAL); INSTALL AND MAINTAIN PER WDNR TECHNICAL STANDARD NON-CHANNEL EROSION MAT #1052.
 - FOR CHANNELIZED FLOW ON DISTURBED OR CONSTRUCTED AREAS, PROVIDE CLASS I, II, OR III TYPE B EROSION CONTROL MATTING. SELECT EROSION MATTING FROM APPROPRIATE MATRIX IN WDOT'S WIDOT PRODUCT ACCEPTABILITY LIST (PAL); INSTALL AND MAINTAIN PER WDNR TECHNICAL STANDARD CHANNEL EROSION MAT #1053.
- INSTALL ADDITIONAL EROSION AND SEDIMENT CONTROL MEASURES (SUCH AS TEMPORARY SEDIMENT BASINS, DITCH CHECKS, EROSION CONTROL MATTING, SILT FENCING, FILTER SOCKS, WATTLES, SWALES, ETC.), OR AS DIRECTED BY THE OWNER.
 - THE CONTRACTOR IS RESPONSIBLE FOR COMPLYING WITH ALL APPLICABLE WDNR REMEDIATION AND WASTE MANAGEMENT REQUIREMENTS FOR HANDLING AND DISPOSING OF CONTAMINATED MATERIALS. SITE-SPECIFIC INFORMATION FOR AREAS WITH KNOWN OR SUSPECTED SOIL AND/OR GROUNDWATER CONTAMINATION CAN BE FOUND ON WDNR'S BUREAU OF REMEDIATION AND REDEVELOPMENT TRACKING SYSTEM (BRRTS) PUBLIC DATABASE AT: <http://dnr.wi.gov/botw/>



TOWN & COUNTRY
ENGINEERING, INC.

2912 Marketplace Drive
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(608) 273-3350
www.tcengineers.net

EROSION CONTROL PLAN
AND GENERAL NOTES

2020 SITE IMPROVEMENTS
ORCHARD HILL PARK
DOG PARK EXPANSION
Village of McFarland Wisconsin

PROJECT NO.:
MC 142

DRAWING FILE:
DPCRADING.DWG

DRAWN BY:
T.J.S.

CHECKED BY:
T.J.S.

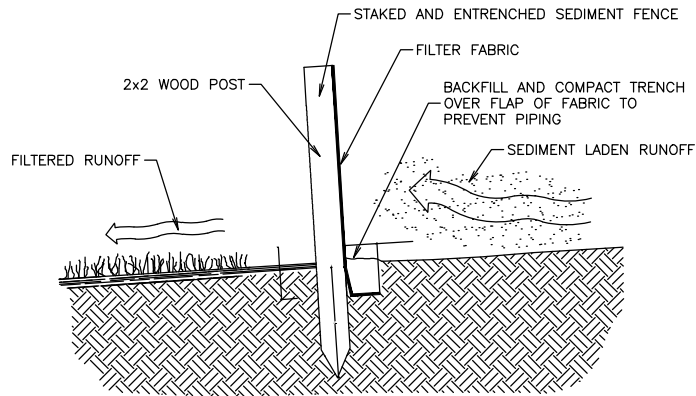
DATE:
2-4-20

REVISIONS:

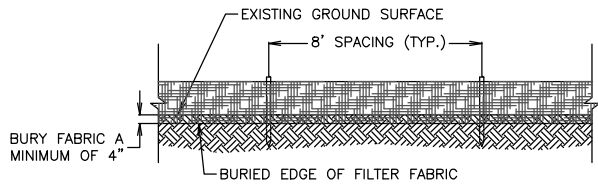
SCALE:

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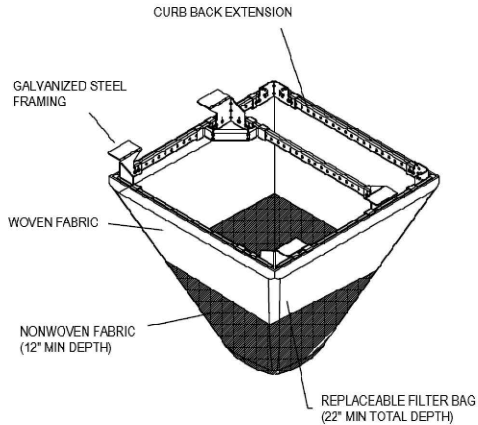
CROSS-SECTION OF A PROPERLY INSTALLED SEDIMENT FENCE



SEDIMENT FENCE DETAIL

EROSION CONTROL DETAILS

DETAIL NO. 02270-A



GENERAL NOTES:

WHEN REMOVING OR MAINTAINING INLET PROTECTION, CARE SHALL BE TAKEN SO THAT THE SEDIMENT TRAPPED IN THE GEOTEXTILE FABRIC DOES NOT FALL INTO THE INLET. ANY MATERIAL FALLING INTO THE INLET SHALL BE REMOVED IMMEDIATELY.

FRAMED INLET PROTECTION SHALL BE COMPLIANT WITH ALL ASTM STANDARD D8057-17 REQUIREMENTS, INCLUDING:

- A. BYPASS OVERFLOW THAT MEETS OR EXCEEDS INLET DESIGN FLOW
- B. FRAME AND BAG STRONG ENOUGH TO HANDLE FULL SEDIMENT LOAD.

INSTALLATION NOTES:

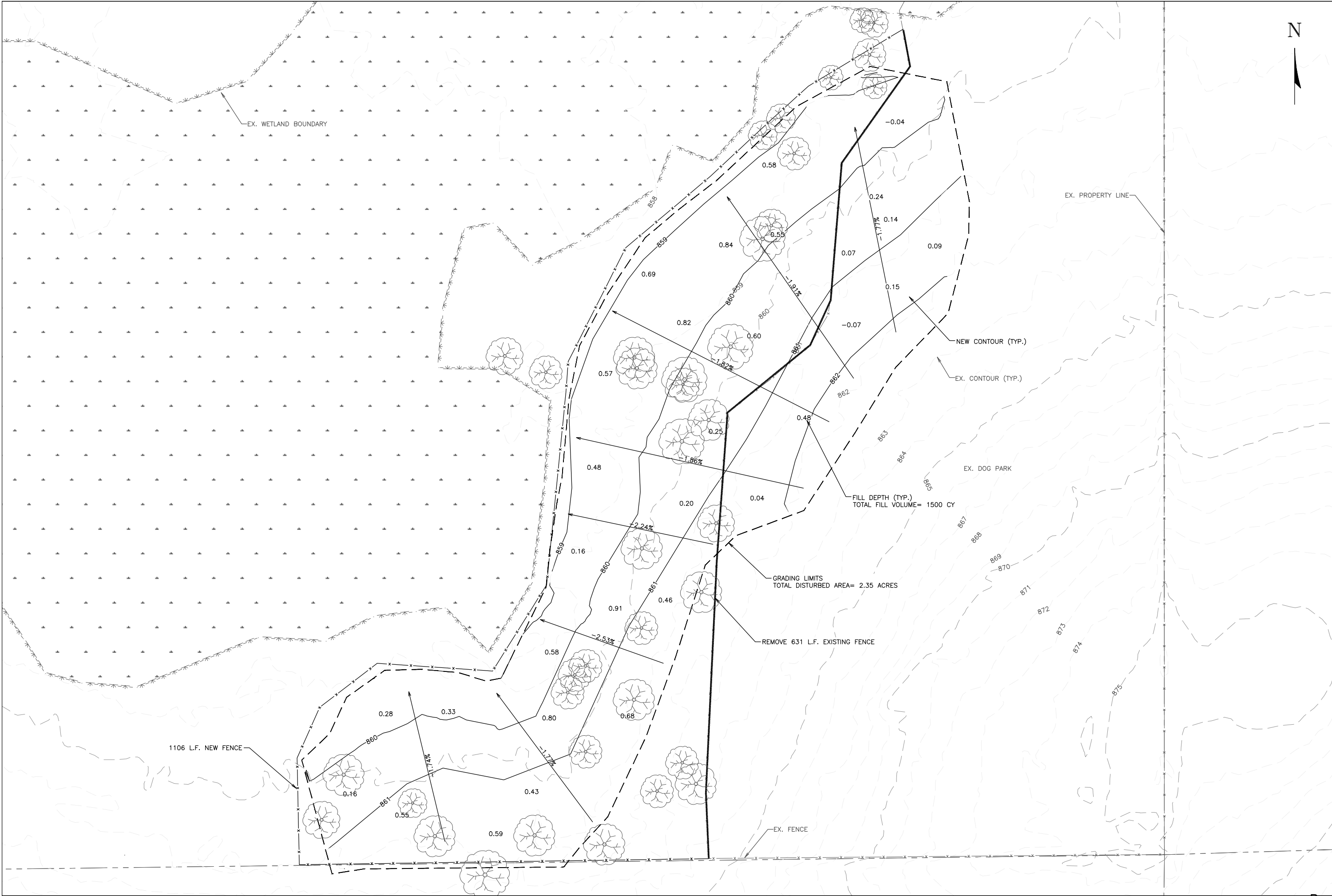
NO PART OF INLET PROTECTION SHALL BE PROJECTING ABOVE THE GRATE.

FOR COMBINATION INLETS, PROTECTION SHALL CAPTURE RUNOFF ENTERING BOTH GRATE AND CURB OPENING.

A DUAL FABRIC FILTER BAG, WITH NON-WOVEN BOTTOM AND WOVEN TOP SHALL BE USED.

THE INSTALLED BAG SHALL HAVE A MINIMUM SIDE CLEARANCE, BETWEEN THE INLET WALLS AND THE BAG, MEASURED AT THE BOTTOM OF THE OVERFLOW HOLES, OF 3". WHERE NECESSARY THE CONTRACTOR SHALL CINCH THE BAG, USING PLASTIC ZIP TIES, TO ACHIEVE THE 3" CLEARANCE. THE TIES SHALL BE PLACED AT A MAXIMUM OF 4" FROM THE BOTTOM OF THE BAG.

FRAMED INLET PROTECTION (WITH CURB BOX)



SITE PLAN

2020 SITE IMPROVEMENTS
ORCHARD HILL PARK
Village of McFarland Wisconsin

PROJECT NO.:	MC 142
DRAWING FILE:	DPGRADING.DWG
DRAWN BY:	T.J.S.
CHECKED BY:	T.J.S.
DATE:	2-4-20
REVISIONS:	
SCALE:	
SHEET:	3



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, February 20, 2020

SECTION: Business

DEPARTMENT: Administration

CONTACT:

AGENDA ITEM: Discussion and action to make a recommendation to the Village Board for Architectural Services in order to design and bid the construction of a shelter/bathroom facility at the Dog Park.

PREVIOUS ACTION:

ISSUE SUMMARY:

The 2020 Budget includes funding to construct a parking lot and adjacent facility to serve the dog park as well as surrounding area of the park. Included in your packet are some options to consider as part of the planning work for the project. It is desired to create two bathrooms, indoor/outdoor dog washing station, small equipment room to support the park, and a small shelter area for refuge. This facility is in the proximity of area utilities to serve it and also could act as a trail head for the Lower Yahara River Trail as it exists today and/or into the future. A proposal is included within your packet to evaluate these options and work with us to design, bid, and construct this facility in 2020. Bray Architects has been selected to design a new Public Safety Center in McFarland and we have also asked them for a proposal to assist with this facility. The proposal was not ready at the time of packet distribution but will be shared with Committee once received.

Urso/Schuetz Park already has two projects approved for 2020 in the Disc Golf for \$246,000 and the second phase of Woodland Clearing at \$38,240 for a total of \$284,240. The 2020 Budget allocated total costs of \$1,075,000 (75% Capital Projects Fund, 25% Parks Fund) including the amount already authorized above. That leaves a net amount of \$790,760 to expend on the facility as well as the grading work as needed. This represents the high end of the facility need but is enough in order to construct what is desired. The design process will finalize these plans and cost estimates while also taking the project to bid in order to finalize the expense.

It is recommended that once reviewed, the Committee make a recommendation to the Village Board to accept the proposal from Bray Architects.

FINANCIAL/BUDGET IMPACT:



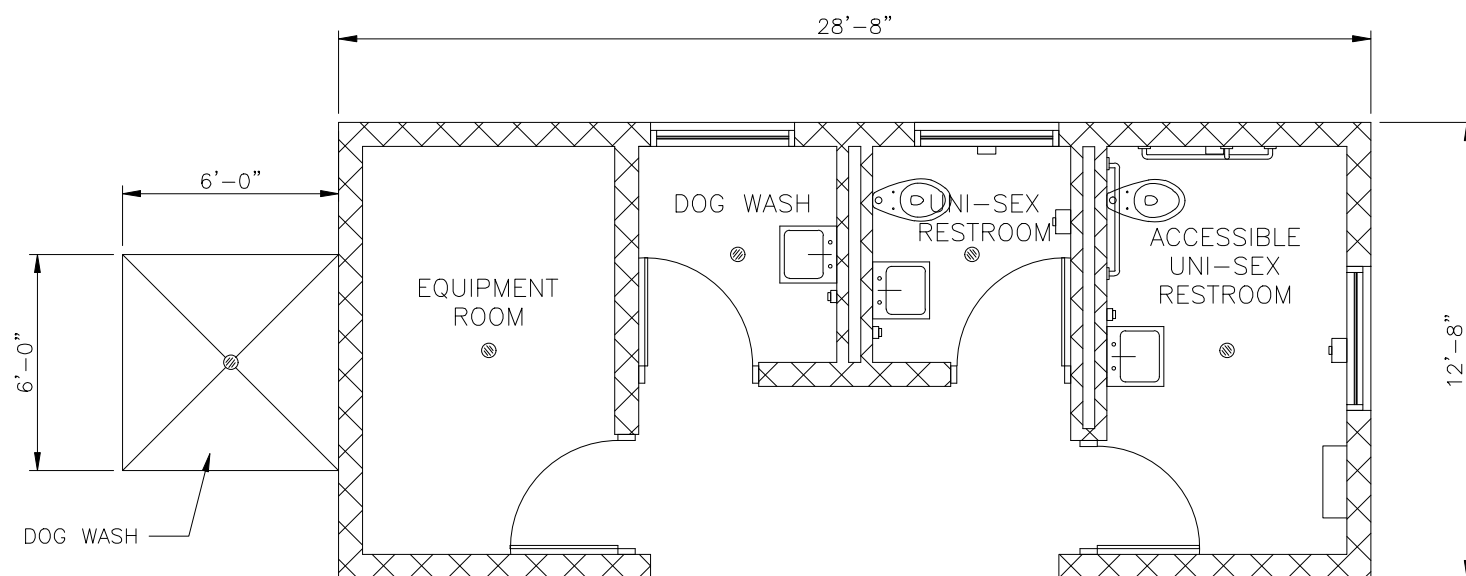
VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

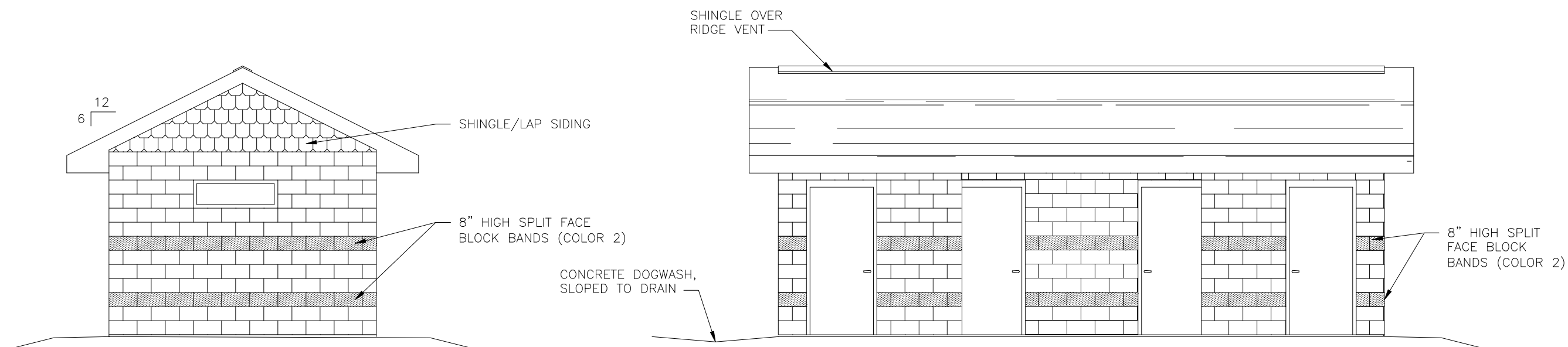
BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. 2019-08-15 Dog Park Preferred Options
2. 2019-08-15 Dog Park OPPCs



FLOOR PLAN



SIDE ELEVATION

FRONT ELEVATION

[illegible]

RESTROOM AND DOGWASH - OPTION 1

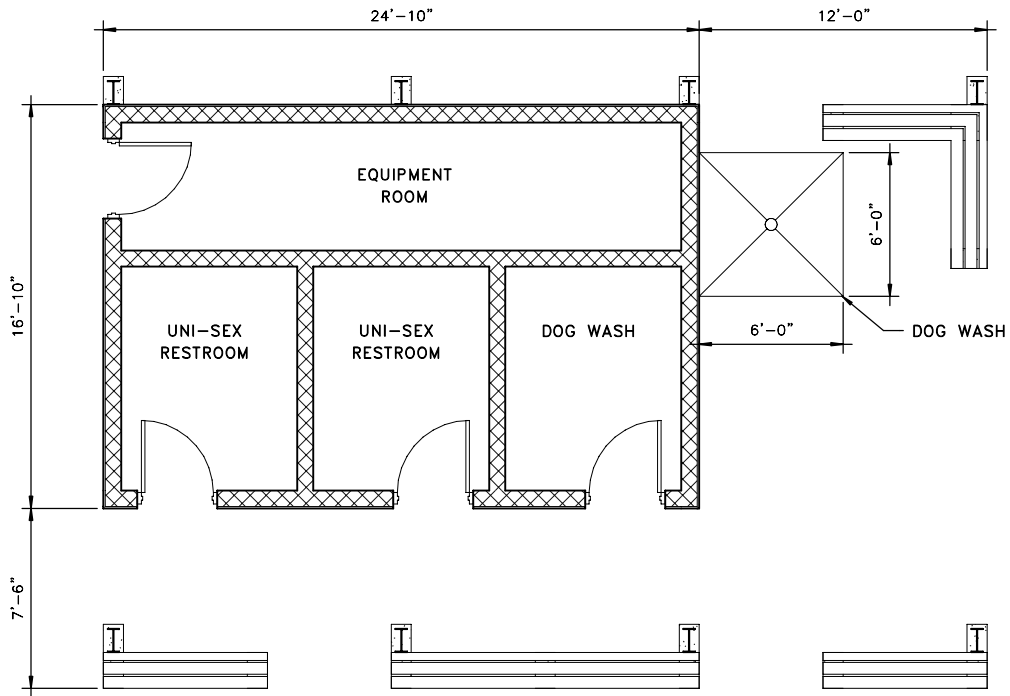
DOG PARK RESTROOM

JOB NO.
1426.002

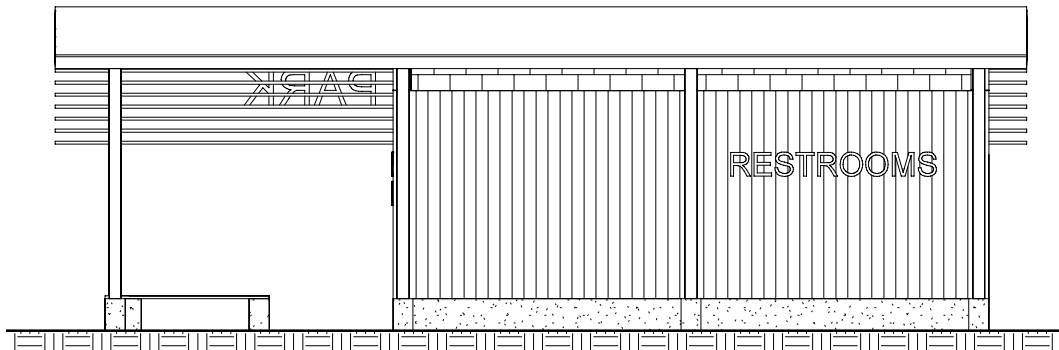
PROJECT MGR.
BRENDAN KRESS



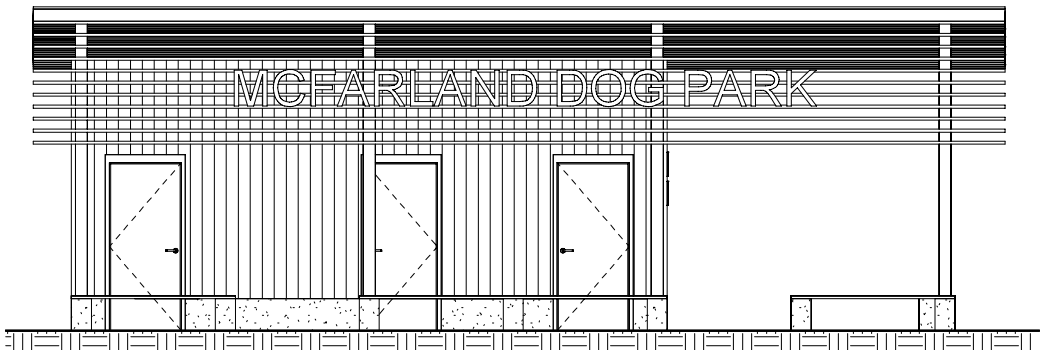
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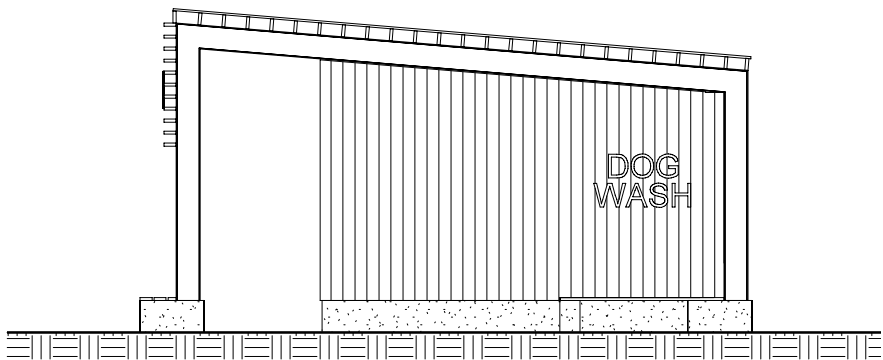
FLOOR PLAN



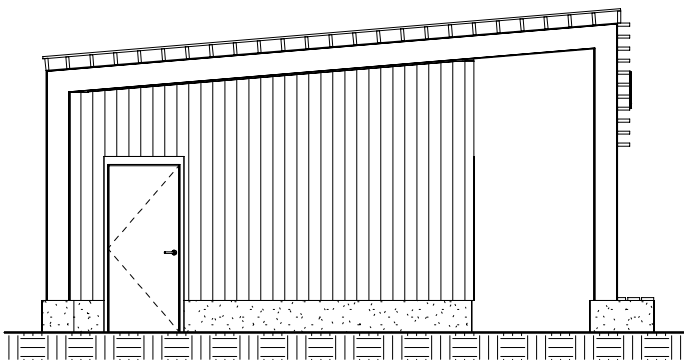
BACK ELEVATION



FRONT ELEVATION



SIDE ELEVATION



SIDE ELEVATION

DATE:	
REVISIONS	
NO.	

RESTROOM AND DOG WASH - OPTION 2

DOG PARK RESTROOM
VILLAGE OF MCFARLAND
MCFARLAND, WISCONSIN

JOB NO.
1426.002
PROJECT MGR.
BRENDAN KRESS

SA
STRAND
ASSOCIATES®

SHEET

####

McFarland Dog Park - Option 1

Preliminary Project Budget - Dog Park

Date: 08/15/2019 - Rev. XX/XX/XXXX



Project Square Footage = 363

Square Foot Cost Estimate (hard costs)

Note: Cost primarily derived from RSMeans Cost Guides + recent project cost comparisons

System / Component	Qty	Unit	Unit \$	SD Budget	Notes
Site Development Option 1					
Site Budget (misc. at new columns)	1	LS		\$170,000	
			subtotal	\$170,000	
Building Shell					
Second Floor Building Shell Budget	1	LS	\$118,000.00	\$118,000	
			subtotal	\$118,000	
Sub-Total Component Costs				\$288,000	
General Requirements		10%		\$28,800	
Contractor Overhead and Profit		15%		\$43,200	
Estimating Contingency		15%		\$43,200	
Estimated Construction Total				\$403,200	
Project Soft Costs					
A/E Fee Budget				\$40,320	
Plan Review Fees				\$0	
Site Survey and Geotech				\$7,500	
Legal, Insurance, Testing				\$5,000	
Owner Contingency @ 5%				\$20,160	
			Total	\$72,980	
Total Project Cost Summary					
Construction Total				\$403,200	
Soft Cost Total				\$72,980	
				\$476,180	

McFarland Dog Park - Option 2

Preliminary Project Budget - Dog Park

Date: 08/15/2019 - Rev. XX/XX/XXXX



Project Square Footage = 418

Square Foot Cost Estimate (hard costs)

Note: Cost primarily derived from RSMeans Cost Guides + recent project cost comparisons

System / Component	Qty	Unit	Unit \$	SD Budget	Notes
Site Development - Option 2					
Site Budget (misc. at new columns)	1	LS		\$243,000	
			subtotal	\$243,000	
Building Shell					
Second Floor Building Shell Budget	1	LS	\$269,000.00	\$269,000	
			subtotal	\$269,000	
Sub-Total Component Costs				\$512,000	
General Requirements		10%		\$51,200	
Contractor Overhead and Profit		15%		\$76,800	
Estimateing Contingency		15%		\$76,800	
Estimated Construction Total				\$716,800	
Project Soft Costs					
A/E Fee Budget				\$71,680	
Plan Review Fees				\$0	
Site Survey and Geotech				\$7,500	
Legal, Insurance, Testing				\$5,000	
Owner Contingency @ 5%				\$35,840	
			Total	\$120,020	
Total Project Cost Summary					
Construction Total				\$716,800	
FF&E Total				\$0	
Soft Cost Total				\$120,020	
				\$836,820	

McFarland Dog Park - Option 3
Site Plan Option 1 and Building Option 2

Preliminary Project Budget - Dog Park

Date: 08/15/2019 - Rev. XX/XX/XXXX



Project Square Footage = 418

Square Foot Cost Estimate (hard costs)

Note: Cost primarily derived from RSMeans Cost Guides + recent project cost comparisons

System / Component	Qty	Unit	Unit \$	SD Budget	Notes
Site Development - Option 1					
Site Budget (misc. at new columns)	1	LS		\$170,000	
			subtotal	\$170,000	
Building Shell - Option 2					
Second Floor Building Shell Budget	1	LS	\$269,000.00	\$269,000	
			subtotal	\$269,000	
Sub-Total Component Costs				\$439,000	
General Requirements		10%		\$43,900	
Contractor Overhead and Profit		15%		\$65,850	
Estimateing Contingency		15%		\$65,850	
Estimated Construction Total				\$614,600	
Project Soft Costs					
A/E Fee Budget				\$61,460	
Plan Review Fees				\$0	
Site Survey and Geotech				\$7,500	
Legal, Insurance, Testing				\$5,000	
Owner Contingency @ 5%				\$30,730	
			Total	\$104,690	
Total Project Cost Summary					
Construction Total				\$614,600	
FF&E Total				\$0	
Soft Cost Total				\$104,690	
				\$719,290	



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, February 20, 2020

SECTION: Business

DEPARTMENT: Administration

CONTACT:

AGENDA ITEM: Discussion and action to make a recommendation to the Village Board for Architectural Services in order to design and bid the construction of the bathroom facility addition and second open air shelter at McDaniel Park.

PREVIOUS ACTION:

ISSUE SUMMARY:

The 2020 Budget includes funding to construct a second open air shelter and bathroom facility addition at McDaniel Park. Included in your packet are some past planning documents we want to move into design in order to further consider the details behind these projects. The second open air shelter will be of a similar design and appearance as the existing open air shelter. The bathroom facility is meant to provide programmable space for a possible public/private partnership in the future as well as Village storage of equipment to serve the park and trail. A proposal is included within your packet to evaluate these options and work with us to design, bid, and construct these improvements in 2020. Bray Architects has been selected to design a new Public Safety Center in McFarland and we have also asked them for a proposal to assist with this facility. The proposal was not ready at the time of packet distribution but will be shared with Committee once received.

These projects represent the last of the planned improvements from the 2017 Master Plan for this park. The internal trail network was paved in 2019 and the parking lot constructed in 2018. We continue to evaluate a new gateway sign in the park which would finalize past plans for the redevelopment of the park. The 2020 Budget has been approved with \$200,000 for these projects to be split by the Capital Projects Fund and Parks Fund.

It is recommended that once reviewed, the Committee make a recommendation to the Village Board to accept the proposal from Bray Architects.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:



ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. Pages from McDaniel Park Master Plan Document 09272017 mgs
2. PATHS
3. McDaniel Park Pavlion Area Cost Estimate - (8.7.17)



MAP 2



MCDANIEL PARK

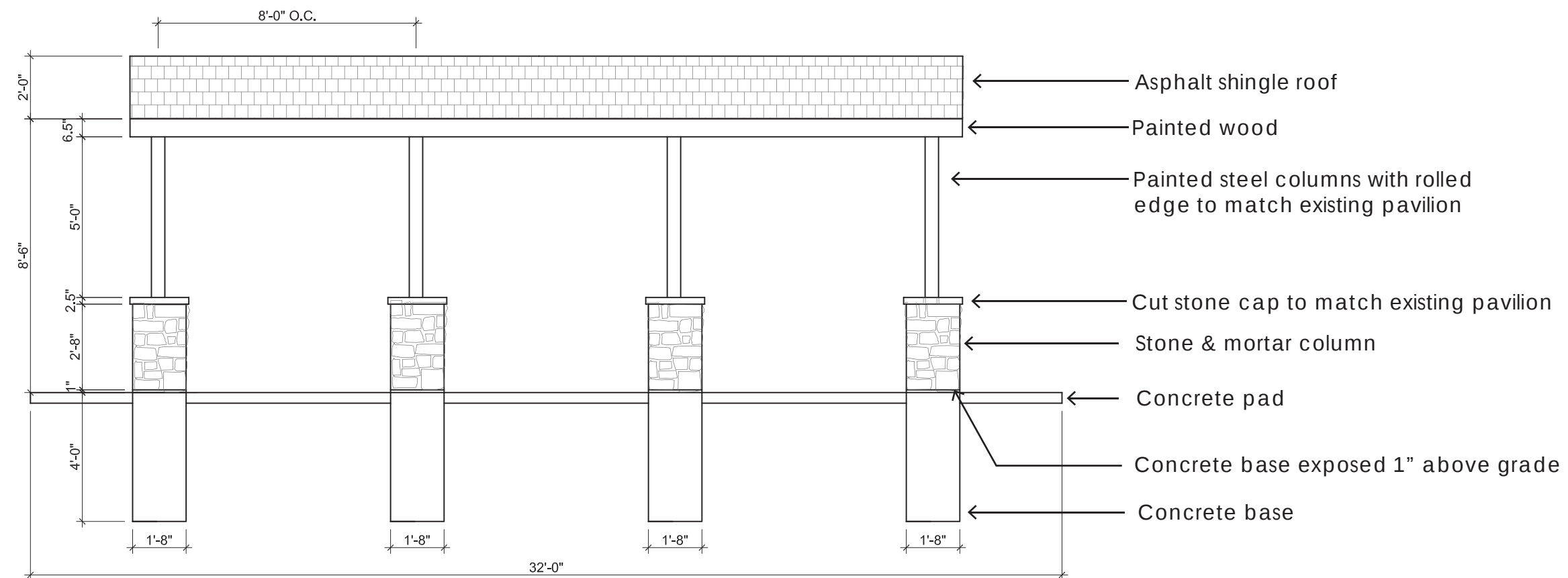
MC FARLAND, WISCONSIN

Revised : 8.7.17

Scale : 1"= 40'

Pavilion Area Concept Plan

FIGURE 1



MCDANIEL PARK
MCFARLAND, WISCONSIN

Created : 7.11.17

Scale : 1"= 4'

Pavilion
North/ South
Elevation

Note: Drawing for informational purposes and all dimensions are approximate.
Contractor shop drawings required for any bid submittals. Final pavilion shall match existing.

A circular logo with a blue border. Inside, three ducks are depicted in flight against a yellow-orange background. Below the ducks are green reeds and a blue body of water.



Pavilion

East/ West Elevation

Created: 7.11.17
VANDEWALLE & ASSOCIATES INC.
© 2017

Note: Drawing for informational purposes and all dimensions are approximate.
Contractor shop drawings required for any bid submittals. Final pavilion shall match existing.

McDaniel Park Pavilion Area Project : McFarland, Wisconsin

Preliminary Budget - DRAFT

August 7, 2017

Note: This estimate is for planning purposes, actual construction costs will vary.

Park Element	Quantity	Units	Cost	Total
Grading & mobilization allowance	1	lump	\$ 5,000.00	\$5,000.00
Electrical and plumbing allowance	1	lump	\$ 5,000.00	\$5,000.00
Point of sale - asphalt	480	sf	\$ 5.00	\$2,400.00
Gravel seating area & path	4,500	sf	\$ 2.00	\$9,000.00
Pavilion addition (13'x32')	416	sf	\$ 125.00	\$52,000.00
Walk in cooler, refrigeration & tap supplies	1	ea	\$ 8,000.00	\$8,000.00
Picnic tables - wood	24	ea	\$ 500.00	\$12,000.00
Lights - overhead string, removable	1	ea	\$ 2,000.00	\$2,000.00
Fence aluminum (36")	326	lf	\$ 50.00	\$16,300.00
Sand volleyball court	1	ea	\$ 10,000.00	\$10,000.00
			Sub total	\$121,700

20% Contingency \$24,340

Total \$146,040



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, February 20, 2020

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Sayer Larson, Parks Superintendent, Jim Hessling, Public Works Director

AGENDA ITEM: Discussion and action to make a recommendation to the Village Board regarding the naming of the park located at 5107 Holscher Road within the Juniper Ridge Subdivision.

PREVIOUS ACTION:

ISSUE SUMMARY:

Within the Juniper Ridge subdivision, adjacent to the Holscher Road water tower, there is a park 1.4 acre in size. While we use the address of 5107 Holscher Road for the park, it actually abuts Lodgecliffe Lane. Presently contained in this park is a freestanding open air shelter, some playground equipment and a walking path that links up with the path on the east side of the 15.2 acre open area/conservancy that runs through the Juniper Ridge Plat. This park does not have a name.

We would like to have this park named so we can promote it as part of the McFarland Park system. It is the intention of the parks department to install park signs along with including this park on any future wayfinding signage for the park. We will need to include this park into the "Outdoor Recreation & Open Space Plan" when the time comes. Without a name, we cannot accomplish these endeavors.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:



ATTACHMENTS:

1. 5107 Holscher RoadJuniper Ridge Outlot 4

5107 Holscher Road

Juniper Ridge Outlot 4





VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, February 20, 2020

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Sayer Larson, Parks Superintendent, Jim Hessling, Public Works Director

AGENDA ITEM: Discussion and action to make a recommendation to the Village Board regarding the naming of the park(s) located at 3565 Elvehjem Road currently known as John Urso Community Park, Orchard Hill Park (Schuetz Property), and Dog Park.

PREVIOUS ACTION:

ISSUE SUMMARY:

This park has evolved into many different uses with many different names. A single name that encompasses the whole property should be considered in order to capture the entire park while also designating certain areas and uses within it.

Could be the "XXXX Community Park" with the following designations:

Dog Exercise Area

Frisbee Golf

Trail

The area of all the parks combined total 56 acres. The current recreational opportunities include hiking opportunities and a dog park with a future disc golf course being constructed. The park borders Dane Counties Lower Mud Lake Natural Resource area. With three parks adjacent to one another, it gets confusing on what the real name of the parks is. We would like to have this clarified so our residents and visitors can better identify the separate but combined areas.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

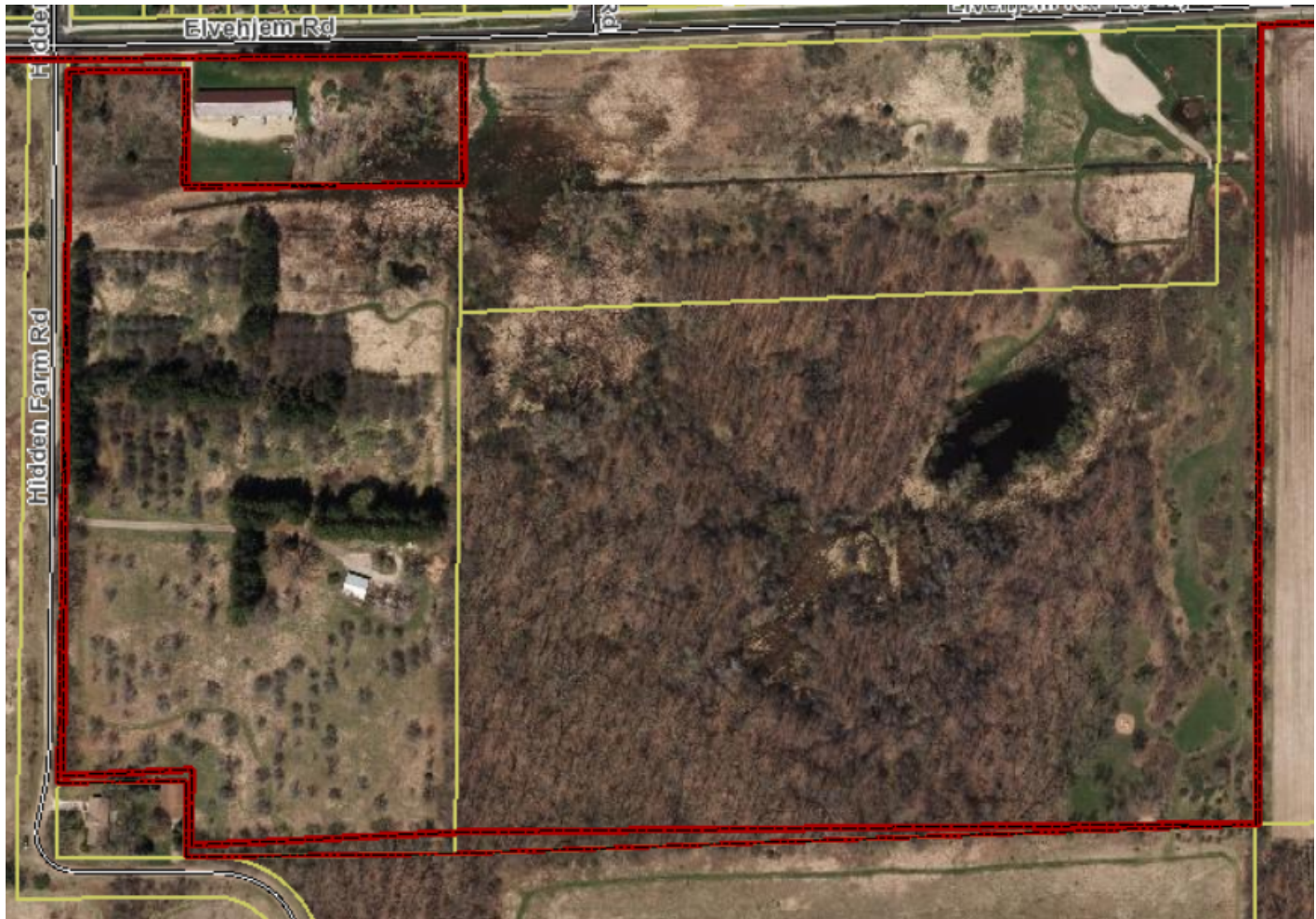
ORDINANCE REFERENCE:



BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. 2860 Hidden Farm Road



2860 Hidden Farm Road



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, February 20, 2020

SECTION: Business

DEPARTMENT: Public Works

CONTACT:

AGENDA ITEM: Discussion regarding the creation of a policy as a guide for weed management.

PREVIOUS ACTION:

ISSUE SUMMARY:

The Village does not currently have a formal policy guiding the use of pesticides for vegetation management on Village properties. The Village also receives inquiries from the public as to policy and protocols of the use of pesticides on Village property. This item is presented for discussion amongst the Committee in order to provide input on the development of a policy for consideration at a future meeting.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, February 20, 2020

SECTION: Business

DEPARTMENT: Public Works

CONTACT:

AGENDA ITEM: Presentation on the Parks Monthly Report from the Parks Superintendent.

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. PARKS REPORT FEB2020

PARKS, RECREATION & NATURAL RESOURCES COMMITTEE

February 20, 2020

Parks Superintendent Report - February 2020

The following is information concerning events and activities of the Parks Department for the previous month. This information is provided in brief to provide an overview of the highlights.

Trimming Operations

The department has continued street trim trimming with an initial focus on plow routes. Once the plow routes are completed we will move to a tree trimming work unit. The village has been broken down into five work units.

Tree Removals

We will be assessing trees that need to be removed on parklands on frozen ground.

Lewis - Outdoor Ice Update

Recent weather conditions have permitted limited outdoor ice skating. Staff have worked on the rinks these past few weeks and created usable ice starting 2/8. We will continue with ice operations as long as weather will permit it.

Volunteer Restoration Workdays

We continue to gain interest and numbers of volunteers. We are Indian Mounds Park 2/7 and 2/14 and Woodlands Conservancy Park 2/21 and 2/28. If the weather permits, we may create additional volunteer days.

Orchard Park - Woodland Clearing Project

The contractor completed the project. Although it was an interruption in service, having the dog park closed was the right thing to do as multiple branches fell into the dog park area as well as a section of fence was damage and would have permitted a dog to escape. Fence was repaired and park was reopened on Friday (1/31) afternoon.

Dane County Parks finished forestry mowing their land adjacent to the southeast portion of the Disc Golf Course and Dog Park. We will follow up with cleaning up the transition zone from our parkland to the County property.

McDaniel Park - Memorial Bench

Staff assembled and installed a memorial bench on the last vacant pad. The bench is near the canoe kayak racks and faces the lake.

Meetings/Trainings/Seminars

Parks staff have signed up for training through WI Parks Recreation Assoc. We will be attending the Spring Workshop in April focusing on turf and ball diamond maintenance and management.