

**Parks, Recreation, and Natural Resources Committee
Meeting Minutes (DRAFT)
February 20, 2020**

1. CALL TO ORDER, ROLL CALL. Meeting was called to order at 6:30 p.m. in the Conference Room A of the McFarland Municipal Center by Village Trustee Chair Dan Kolk. Roll call: Kolk, John Feldner, Chuck Rolfsmeyer, Sarah Kuba, David Wilson, Darrell Waldera, Andy Jakubowski. Absent: Katharine Pease, Rick Ruecking, Clair Utter

Staff present: Matt Schuenke, Village Administrator; Phil McDade, Public Works staff; Tim Stieve, Town & Country Engineering.

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 with one correction (misspelling of a name). Motion passed 7-0-0.

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 fee, parkland dedication and fees in lieu of parkland dedication. Schuenke said the village Plan Commission had recently recommended the change in the ordinance, but it also needed approval from the committee before moving on to the Village Board. Motion by Kolk, seconded by Feldner, to make a recommendation to the Village Board regarding Ordinance 2020-08, an ordinance to amend the municipal code concerning park impact fee, parkland dedication and fees in lieu of parkland dedication. Motion passed 7-0-0.

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. Schuenke said the policy needed updating to be more consistent with recent changes in state law regarding the use of dedicated park fees. Recent state law changes allow municipalities more latitude and discretion in how they spend dedicated park fees. Kolk motioned, Jakubowski seconded, to make a recommendation to the Village Board regarding revisions to Chapter 7 the Policy on Expenditure of Parks Capital Projects Fund Revenues. Motion passed 7-0-0.

c. Discussion and action to make a recommendation to the Village Board regarding a project to expand and regrade portions of the dog park. Schuenke said the village plans to add an additional 2.5 acres of land within the confines of the Orchard Hill and John Urso Community parks as a designated part of the dog park. The dog park would then be close to 10 acres in total. Kolk suggested adding a buffer between existing wetlands in the dog park and its trails that run north-and-south when regrading takes place in the park. Kolk motioned, Waldera seconded, to make a recommendation to the Village Board regarding a project to expand and regrade portions of the dog park and accept a bid by Moll Construction in the amount of \$38,277.50 to perform such work. Motion passed 7-0-0.

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. Schuenke said money for dog park enhancements is included in the village's capital projects budget. The committee reviewed three proposed shelter/bathroom facility options near the dog park entrance ranging in cost from \$476,180 to \$836,820. The shelter/bathroom facility would also include a paved parking lot, and would hook up with existing village utility infrastructure available at the intersection of Elvehjem Road and Perrott Place. Kolk motioned, Rolfsmeyer seconded, to make a recommendation to the Village Board to approve architectural services for Bray Architects for designing and bidding the construction of a shelter/bathroom facility at the Dog Park, including acceptance of Town & Country Engineering services for \$48,500. Motion passed 7-0-0.

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. Schuenke told the committee the project had been delayed about a year because of state Department of Natural Resources permitting issues regarding construction of a path in the park. A total of \$200,000 has been budgeted to build a second open-air shelter at the park as well as expand the current bathroom facility for storage for a police department ATV and village EMT equipment. Kolk motioned, Waldera seconded, 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, with \$48,000 budgeted for Bray Architects to provide design and bidding services. Motion passed 7-0-0.

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. The committee discussed ideas for naming three separate village park parcels located within the Juniper Ridge subdivision. Kolk suggested the name or names of multiple parks might want to take into account the heritage and natural features of the village. The committee took no action on the issue.

g. Discussion and action to make a recommendation to the Village Board regarding the naming of park(s) located at 3565 Elvehjem Road currently known as the John Urso Community Park, Orchard Hill Park (Schuetz Property), and Dog Park. The committee discussed naming of various parts of the parks at 3565 Elvehjem Road. Kolk asked if the donated parkland for the John Urso Community Park had permanent naming rights attached to it; Schuenke said village staff could investigate through land records. Schuenke said village staff would develop some ideas for naming parcels in the park and return to the committee with them. The committee took no action on the issue.

h. Discussion regarding the creation of a policy as a guide for weed management. Committee members discussed having village Parks Superintendent Sayer Larson work with the committee on a policy. The committee took no action on the issue.

i. Presentation of the Parks Monthly Report from the Parks Superintendent. Held over until the next meeting of the committee.

5. SCHEDULE NEXT MEETING DATE.

a. Thursday March 26 at 6:30 p.m.

6. ADJOURNMENT. Rolfsmeyer motioned, Jakubowski seconded, to adjourn the meeting. Motion approved 7-0-0. Meeting adjourned at 8:28 p.m.