

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

Thursday, May 27, 2021

6:30 PM

McFarland Municipal Center
Community Room

AGENDA

You are invited to this meeting through a Zoom webinar. The Public is strongly encouraged to watch and participate in these meetings remotely through either the webinar or telephone options listed below.

PLEASE CLICK THE LINK BELOW TO JOIN THE ZOOM WEBINAR:

<https://us02web.zoom.us/j/85482093705>

Or by Telephone: +1 (312) 626-6799
Webinar ID: 854 8209 3705

1. CALL TO ORDER, ROLL CALL.
2. PUBLIC APPEARANCES.
 - a. This is an opportunity for members of the public to address the Village Board. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the board may do so using the Question and Answer feature within the Zoom online meeting platform. You may state your name, address, and provide your comments to the board for their consideration. Members of the public who are present in person and wish to address the board should fill out a public comment form and turn into the meeting chairperson. Members of the public may speak during public appearances or during their selected agenda item as they designate on the public comment form. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to aimee.irwin@mcfarland.wi.us to be included as part of the meeting.
3. APPROVAL OF MINUTES.
 - a. Discussion and action regarding the minutes from the Parks, Recreation and Natural Resources Committee meeting held on April 22, 2021
4. BUSINESS.
 - a. Discussion and action on a request from the McFarland Library to have amplified sound pursuant to 44-20 of the Village Code of Ordinances for various events proposed over the summer.
 - b. Discussion regarding master plan development at Community Park.
 - c. Presentation of the Parks Superintendent's monthly report

5. SCHEDULE NEXT MEETING DATE.

- a. Thursday, June 24, 2021 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)
April 22, 2021

1. CALL TO ORDER, ROLL CALL. Meeting was called to order at 6:30 p.m. via Zoom by Village Trustee and Chair Carrie Nelson. Roll call: Nelson, Justin Rupert, Dan Kolk, Sarah Kuba, Katharine Pease, Darrell Waldera, David Wilson.

Staff present: Matt Schuenke, Village Administrator; Sayer Larson, Parks Superintendent; Jim Hessling, Public Works Director; and Phil McDade, public works staff. Also, Blake Theisen of Parkitecture + Planning consultants.

2. PUBLIC APPEARANCES. None.

3. APPROVAL OF MINUTES.

a. Discussion and action regarding the minutes from the Parks, Recreation, and Natural Resources Committee meeting held on March 25, 2021. Nelson motioned, Kolk seconded, to approve the minutes of the Parks, Recreation, and Natural Resources Committee meeting held on March 25, 2021. Motion approved 5-0-2.

4. BUSINESS.

a. Discussion and action regarding revisions to the job description and request to fill the vacancy for the Parks Crewperson position within the Public Works Department. Larson reviewed the job description with the committee, including some revisions from when the position was first created by the village three years ago. Revisions suggested by committee members included: adding the equivalency of a high school degree to the desired qualifications; adding the ability to obtain a Wisconsin Pesticide Application License along with applicable Commercial Driver's License endorsements; and clarifying the qualification of a combination of five years of related experience in parks and public works, and continued education and training in turf maintenance or urban forestry. Nelson motioned, Rupert seconded, to recommend the Village Board approve the job description with the revisions suggested by committee members, and to request that the vacancy be filled. Motion passed 7-0-0.

b. Discussion regarding master plan development at Community Park. Theisen of Parkitecture + Planning reviewed plans for the development of Community Park, a 26-acre parcel adjacent to County Highway AB, south of Siggelkow Road. Potential uses of the park would likely include two to three soccer fields, as village youth soccer programs would move from William McFarland Park to Community Park. The park could also include a shelter with restrooms, an indoor recreation building, and a walking/nature trail, and it would also need parking, Theisen said. Committee members also suggested the park could include a sledding hill and an outdoor event space. Parks Superintendent Larson said the McFarland School District would also like to utilize a village park for cross country races. Schuenke said the park would likely be serviced by a private well and septic tank for water and sewage services. He also discussed with the committee the potential use of land north of the park for construction of a school by the McFarland School District. The committee took no action on the agenda item.

c. Presentation of the Parks Superintendent's monthly report. Larson discussed with the committee the opportunity for sponsorships at the Disc Golf Course and the pilot BCycle program at McDaniel Park. Committee members expressed interest in pursuing the potential for sponsorships.

5. SCHEDULE NEXT MEETING DATE.

a. Thursday, May 27, 2021 at 6:30 p.m.

6. ADJOURNMENT. Rupert motioned, Waldera seconded, to adjourn the meeting. Meeting adjourned by unanimous consent at 8:20 p.m.


McFarland
SUMMARY SHEET

MEETING DATE: Thursday, May 27, 2021

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Heidi Cox, Library Director

AGENDA ITEM: Discussion and action on a request from the McFarland Library to have amplified sound pursuant to 44-20 of the Village Code of Ordinances for various events proposed over the summer.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

The McFarland Library has various events planned for the 2021 summer season to which they propose to utilize amplified sound in a couple of parks. Pursuant to the Village Code of Ordinance Sec. 44-20(b), the Library is requesting approval from the Parks and Recreation Committee. Enclosed is a letter on behalf of the McFarland Library's request detailing their use of amplified sound.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

[Ordinance 44-20\(b\)](#)

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommendation of approval for the McFarland Library's request of amplified sound for proposed various events.

ATTACHMENTS:

1. parks request



5920 Milwaukee St. ♦ McFarland, WI 53558
(608)838-9030 ♦ mcflib@mcfarlandlibrary.org

May 6th, 2021

Dear Park Committee;

Pursuant to Village Ordinance 44-20(b) the McFarland Library is requesting to be able to use an amplified system in a couple parks this summer for the folding events:

- Preschool Story time (Birth – 5yr old) on Mondays in June through September at 9:30 for 45 minutes. Because of social distancing, there will be amplification for the stories and music. Activities would be handed out and kids would be doing them at home or daycare. Pre Covid, we would get 45 people would attend (this is children and their care givers). Attendees will be encouraged to social distance. Possible locations include: McDaniel Park, Lewis Park, Highland Oaks, and Discovery Gardens
- Zumbini (birth – 4) (exercise classes) Wednesday at 9am for 60 minutes in June and July. Because of social distancing, there will be amplification for music and signing. 30 people (children and their care givers) could attend. Registration will be required. Children would have musical instruments. Attendees will be encouraged to social distance. Possible locations include: McDaniel Park, Lewis Park, Highland Oaks, and Discovery Gardens.
- Zumba kids dance party (5 to 10 year olds) 2nd week of July. A one-time event. 20 kids and 15 – 20 care givers. Amplification for music. Attendees will be encouraged to social distance. Possible locations include: McDaniel Park, Lewis Park, Highland Oaks, and Discovery Gardens.
- Zumba for adults June 15 and July 20th at 6:30 pm for 60 minutes. There will be amplified music for the exercise class about 30 people would attend. Possible locations include: McDaniel Park or Lewis Park.
- Amplified sound proposed would be within the stationary noise limits outlined in Section 20 of the Village Code of Ordinances.

Sincerely,

Heidi Cox


McFarland
SUMMARY SHEET

MEETING DATE: Thursday, May 27, 2021

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion regarding master plan development at Community Park.

PREVIOUS ACTION:

March 23, 2020 - Village Board approved the proposal for Master Planning services.

June 18, 2020 - Update provided by Consultant to Committee.

August 27, 2020 - Update provided by Consultant and scheduled Public Information Meeting by Committee.

September 17, 2020 - Public Information Meeting

September 18-October 9, 2020 - Public Survey Period

January 28, 2021 - Review survey results, update on project, and discuss challenges.

February 25, 2021 - Conceptual Planning at McFarland Park

March 25, 2021 - Site Plan Discussion at McFarland Park

April 22, 2021 - Conceptual Planning at Community Park

ISSUE SUMMARY:

Back in January we reviewed the survey results from last Fall and discussed some of the high level vision for both McFarland Park and the new Community Park while noting potential challenges with each site. In February and March we worked on preparing a more detailed site plan for McFarland Park in order to generally layout the amenities that would be desirable for implementation at some point in the future. Now that we've done that, our focus at the last meeting shifted to the new Community Park to think about the new uses we want to develop on this site to complement the existing uses we have elsewhere within the system. Remember, this site is mainly a farm field at the present which is a different planning exercise than McFarland Park which is already developed. The Parks and Open Space Plan provides some guidance on this, and included within the packet is the page referencing the development of a Community Park. The Consultant received feedback from the Committee at our last meeting and is working to build the potential site plan for the property. He will lead this discussion to aid in plan development as well as providing visual depiction on the effect of the inclusion of certain ideas.



FINANCIAL/BUDGET IMPACT:

None

VILLAGE PLAN REFERENCE:

[2019-2023 Outdoor Recreation and Open Space Plan](#)

Community Park reference page 13.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Presented for discussion. Please reference packet materials from the January meeting for the stakeholder summary and survey information. [Please click on this link](#) to access those materials.

Consultant will be presenting materials in the meeting as part of his efforts to lead the discussion.

ATTACHMENTS:

None


VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Thursday, May 27, 2021

SECTION: Business

DEPARTMENT: Public Works

CONTACT:

AGENDA ITEM: Presentation of the Parks Superintendent's monthly report

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. PARKS REPORT MAY2021

PARKS, RECREATION & NATURAL RESOURCES COMMITTEE

May 20, 2021

Parks Superintendent Report - May 2021

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.

Maintenance Operations

Mowing operations, facility maintenance (daily cleaning and sanitizing), and staff training are primary.

Tree City

Utilized social media material provided by WI DNR for Tree City/Arbor Day celebration week.

Parks Master Signs

Finalizing locations of second round of sign replacements/additional master signs including natural areas. Working on clearing and grading these areas.

Volunteering Parks

Working with Katie Gletty-Syoen on posting volunteer opportunities for parks. Focus will again be on weeding playgrounds and landscaped areas.

Ridgeview Tot Lot

Playground install update. Playground installed 5/12. Installation of boarder and surfacing to be completed by Staff.

Dog Park

Trail system amendments are holding up, lack of rain has helped. Currently working on new rule signage for the entry gates. Expansion area update. Low precipitation may be contributing to poor seed germination in areas. Will need to spot reseed areas. Fence to be installed late May/early June.

Amtelco Trail – Woodland Commons Conservancy

Working with company to facilitate a usable pathway on the southern edge.

Bcycle

Update. Bcycle is waiting for contractor to provide quote and construction schedule.

Beach monitoring

Set to begin the week prior to Memorial weekend.

Disc Golf Update

Final tee pads installed. Concrete pads will follow along with final grading and seeding of these areas.

Facility Update

All facilities are open. Shelter reservations began May 1. Drinking fountains remain closed due to COVID.

Construction Update

McDaniel facilities. Open air shelter complete, picnic tables placed and reservable. Restroom/concession facility. Restrooms have been opened and added to daily cleaning. Working on some finishing aspects.

Dog Park facility. Shelter is complete. Will be functional in May. Working on some finishing aspects, pavement and landscape corrections, and drainage issues.

Meetings/Trainings/Seminars

Attending virtual WPRA and other local parks meetings to stay updated on the COVID-19 pandemic as it relates to parks and facilities. In process of gaining certified playground safety inspector certification.