

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

Thursday, July 22, 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/86738104531>

Or by Telephone: +1 (312) 626-6799
Webinar ID: 867 3810 4531

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 June 24, 2021.
4. BUSINESS.
 - a. Discussion regarding master plan development at Community Park and William McFarland Park
 - b. Presentation of the Parks Superintendent's monthly report
5. SCHEDULE NEXT MEETING DATE.
 - a. Discussion of Hybrid Meetings 2.0.

b. Thursday, August 26, 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)
June 24, 2021**

1. CALL TO ORDER, ROLL CALL. Meeting was called to order at 6:32 p.m. via Zoom by Village Trustee and Chair Carrie Nelson. Roll call: Nelson, trustee Justin Rupert, Dan Kolk, Katharine Pease, Darrell Waldera. Members absent: John Feldner, Sarah Kuba, David Wilson.

Staff present: Sayer Larson, Parks Superintendent, 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 May 27, 2021. Nelson motioned, Kolk seconded, to approve the minutes of the Parks, Recreation, and Natural Resources Committee meeting held on April 22, 2021. Motion approved 5-0-0.

4. BUSINESS.

a. Discussion regarding master plan development at Community Park. Theisen of Parkitecture + Planning consultants discussed updated planning for the development of Community Park, a 26-acre parcel adjacent to County Highway AB, south of Siggelkow Road. After consultation with the McFarland Soccer Club, Theisen said the park includes 13 distinct soccer fields for use by players ages 8 and under through ages 13/14. Other features of the park include: an indoor recreation building; hiking paths through woods on the property; a small dirt bike course; a sledding hill; a walking trail around the perimeter of the park; a playground; a small storage shelter for soccer equipment; two stormwater retention ponds; and two parking lots with approximately 300 spaces. Committee members discussed road access in and out of the park; watering of soccer fields and availability of water for recreational participants; and impact of the park activities on neighboring homes and a potential elementary school on land north of the park site. Thiessen said his next step would be to put together cost estimates for the park development and gather additional comments on it through a public meeting. The committee took no action on the agenda item.

b. Discussion regarding park sponsorships. Larson discussed the potential of sponsorships and advertising in village parks, including named features of park amenities like benches, and advertising at softball and baseball fields. The committee took no action on the agenda item.

c. Presentation of the Parks Superintendent's monthly report. Larson provided information on: the completion of the Ridgeview Tot Lot playground equipment installation; park construction projects; and on-going maintenance operations.

5. SCHEDULE NEXT MEETING DATE.

a. Thursday, July 22, 2021 at 6:30 p.m.

6. ADJOURNMENT. Rupert motioned, Waldera seconded, to adjourn the meeting. Meeting adjourned by unanimous consent at 8:02 p.m.



McFarland
SUMMARY SHEET

MEETING DATE: Thursday, July 22, 2021

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion regarding master plan development at Community Park and William McFarland 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

May 27, 2021 - Conceptual Planning at Community Park

June 24, 2021 - Site Plan Discussion at Community Park

ISSUE SUMMARY:

Enclosed within your packet are the site plans prepared thus far by the Committee for McFarland Park and the new Community Park. Please remember these are very much drafts as we continue to discuss next steps in the planning process. By preparing these site plans we now have a good idea of the types of improvements that are desired at each location. This is a key step in developing any plan to do first before moving onto the next steps. We still need to formulate cost projections for these amenities, develop a timeline, and establish our priorities for these improvements. Our objective for this next meeting will be to begin to discuss elements of phasing the implementation of these site plans as a means to discuss timeline. This should align with the priorities for the group in looking to advance the ideas that are contained within the two locations.

We would also like to propose that we host another Public Information Meeting (PIM) on these two plans. We conducted a PIM for each last September and this time would do one to show the synergies between the two. This is also an opportunity to show the public the good work that has been done by the Committee since input was last provided as it will show how that was taken into account for the project. The following is suggested for this next PIM:

- When: Thursday, August 26th at 5:30 pm



- Where: McFarland Park Shelter (between the Ice Rink and Curling Club)
- How: This will be a fully in person event. We will not be conducting the meeting on Zoom. We will broadcast so people can watch it later if they miss it, but it will not include the opportunity to access Zoom like we've done before.

We'll talk more in the meeting about what the format of the event will be and information to be presented. This is before the next meeting for this group and our intention is then to hold the Parks Committee meeting after the conclusion of the PIM. We'll talk more about that too next week.

Last comment, these two Master Plans are just pieces of the puzzle that is our Park System. There are multiple different projects we may or may want to advance that may not be within these two locations. At our next meeting, we'll broaden our vision and discussion on these projects to help provide context on prioritization. With these two Master Plans winding down, its a good time to begin to transition to the big picture discussion for all the improvements.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Presented for discussion. No action required for this item.

ATTACHMENTS:

1. 21_0624 Com Park
2. 21_0325 WMCF-MASTER

File: P:\20.022 McFarland Park MP\CAD\Com Park\LW preferred.dwg Layout: Layout1 User: Blake Theisen Plotted: Jun 23, 2021 - 11:06pm



- LEGEND**
- 1 4 Season Dome Rec. Complex
 - 2 Day Use Picnic Area
 - 3 Trail Network
 - 4 Stormwater Management Area
 - 5 New Village Street/Public ROW
 - 6 Community Shelter Building
 - 7 Playground
 - 8 Parking Area
 - 9 Prairie Restoration
 - 10 Soccer Field Area
 - 11 Bike Pump Track
 - 12 Sledding Hill
 - 13 Flexible Recreation Space



Project Name:
**COMMUNITY PARK
 MASTER PLAN**
 MCFARLAND, WI

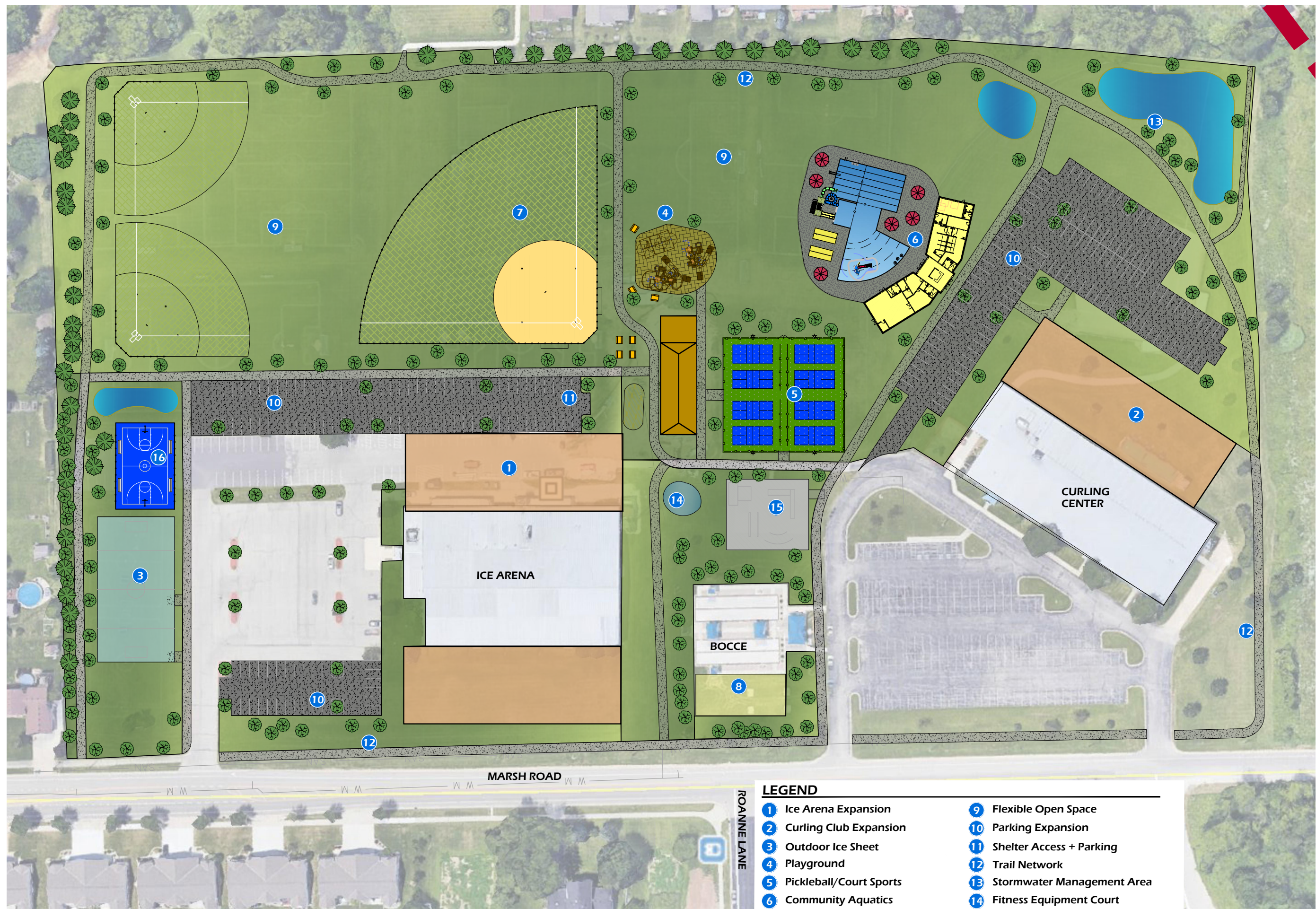
Sheet Title:
CONCEPT PLAN - PREFERRED SITE PLAN

Revisions:

Project #: 20.022
 Issued For: Review
 Date: 06/24/2021

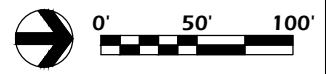


File: P:\20.022 McFarland Park MP\CAD\WM Park\LW Concept 2.dwg Layout: MASTER User: Blake Theisen Plotted: Mar 25, 2021 - 4:46pm



LEGEND

- | | |
|---------------------------|-------------------------------|
| 1 Ice Arena Expansion | 9 Flexible Open Space |
| 2 Curling Club Expansion | 10 Parking Expansion |
| 3 Outdoor Ice Sheet | 11 Shelter Access + Parking |
| 4 Playground | 12 Trail Network |
| 5 Pickleball/Court Sports | 13 Stormwater Management Area |
| 6 Community Aquatics | 14 Fitness Equipment Court |
| 7 Baseball - 225' | 15 Skate Park |
| 8 Bocce Expansion | 16 Basketball |



Project Name:
**WILLIAM MCFARLAND PARK
 MASTER PLAN
 MCFARLAND, WI**

Sheet Title:
CONCEPT PLAN

Revisions:

Project #: 20.022
 Issued For: Review
 Date: 3/25/2021

Sheet Number

MP


VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Thursday, July 22, 2021

SECTION: Staff Reports

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 JUL2021

PARKS, RECREATION & NATURAL RESOURCES COMMITTEE

July 22, 2021

Parks Superintendent Report - July 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 opening and maintenance, and staff training are primary.

Beach Monitoring

Purchased and install educational signage for Blue-Green Algae. Monitoring has closed the beach 10 days since testing started May 25th.

Goose Abatement

Purchased and installed dog silhouettes to assist with Canada Goose issue at McDaniel park.

Cedar Ridge Park

Scheduling and acquiring materials for mulch replacement.

Parks Master Signs

Installation of second phase of master signs in process.

Volunteering Parks

Katie Gletty-Syoen created a sign up for volunteer opportunities to assist with playground maintenance. Volunteers assisting with vegetation control and trash pick-up throughout park system.

Working with local boy scout in creating an eagle scout project at McDaniel park.

Sustain Dane

Meeting with Sustain Dane in August to apply for a Dane County Environmental Council Community Partners Program grant for a native planting project.

Bcycle

Update. Due to the delay we will hold off pilot program until the 2022 season.

Dog Park Expansion / Disc Golf Update

Dog park expansion update – grass slowly growing, fence Install will take place July.

Disc golf update, lining up date for concrete pads. Received ordered for baskets.

Facility Update

Working with contractors to resolve issue with McDaniel sanitary issue.

Construction Update

Contractor working through final corrections

Meetings/Trainings/Seminars

Attending virtual WPRA and other local parks meetings as time permits. In process of gaining certified playground safety inspector certification. Signed up for WiDNR's CMTI program.