

VILLAGE OF MCFARLAND

**Parks, Recreation, & Natural Resources Committee Minutes**

*Thursday, January 27, 2022 - 6:30 PM*

**1. CALL TO ORDER, ROLL CALL.**

Village trustee Carrie Nelson called the regular meeting of the Parks, Recreation, and Natural Resources Committee to order at 6:30 PM in the Municipal Center Community Room. This meeting was held via Zoom webinar.

Members present: Darrel Waldera, Sarah Kuba, David Wilson, Justin Rupert, Carrie Nelson, Tanya Lancaster, Kitty Brussock arrived at 6:35pm

Members not present: John Feldner, Dan Kolk, Katherine Pease, TJ Jerke

Staff Present: Village Administrator Matt Schuenke, Public Works Director Jim Hessling, Parks Superintendent Sayer Larson, Assistant to the Public Works Director Aimee Irwin

**2. PUBLIC APPEARANCES.**

- a. *This is an opportunity for members of the public to address the Parks, Recreation, and Natural Resources Committee. 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](mailto:aimee.irwin@mcfarland.wi.us) to be included as part of the meeting.*

Garrett Freidel, 6050 E. Linden Parkway, provided comment related to his support of the Request for Proposal (RFP) for Skate Park planning and design services. Friedel recommended the following companies to notify them of the RFP once issued: Spohn Ranch, Grindline Skateparks, California Skateparks, Pivot Custom, New Line Skateparks.

Tamie Klumpyan, 6020 Perrot Place, provided comments related to her participation in a workgroup that focuses on Indigenous Lands. She supports the continued efforts by the Village and the committee to focus on preservation of these areas. Klumpyan stated her workgroup is willing to be a resource and is willing to engage in preservation efforts.

**3. APPROVAL OF MINUTES.**

- a. *Discussion and action regarding the minutes from the Parks, Recreation and Natural Resources Committee meeting held on Thursday, December 16, 2021.*

Motion by Village Trustee Carrie Nelson, seconded by Sarah Kuba, to approve the minutes from the Parks, Recreation and Natural Resources Committee meeting held on

Thursday, December 16, 2021. Motion carries 6 - 0 - 1 with Tanya Lancaster abstaining.

#### 4. BUSINESS.

a. Discussion and action regarding an Eagle Scout project titled Mesic Meadow McDaniel Park.

Max Marty, Eagle Scout, reviewed his powerpoint regarding his Mesic Meadow McDaniel Park project. Sayer Larson presented the project area within McDaniel Park and the estimate that 4,000 plants would need to be acquired for the current project area, with plantings occurring one per square foot. Larson stated that additional fundraising efforts will need to occur for the purchasing of plants.

- David Wilson asked if the department is okay with the ongoing maintenance once the project is completed. Larson responded that the department will support ongoing maintenance efforts.
- Kitty Brussock asked if the pesticides would be effective prior to the start of the project. Larson stated that project dates will need to be flexible depending on site conditions. Brussock asked if fencing would be necessary once planting occurs. Larson responded that his goal would be to utilize signage.
- Sarah Kuba asked if scaling or staging could occur if the number of plants is decreased. Larson responded that the project could be scaled down to the number of plants.
- Tanya Lancaster asked for an estimate of plant costs. Larson stated that the village would assist with purchasing the plants at wholesale pricing. Larson estimates that one flat of plants would be \$50, which has 34 plants per flat.

Motion by Village Trustee Carrie Nelson, seconded by Village Trustee Justin Rupert, to approve an Eagle Scout project titled Mesic Meadow McDaniel Park. Motion carries 7 - 0 - 0.

b. Discussion and action to make a recommendation to the Village Board regarding the issuance of a Request for Proposals (RFP) for Skate Park planning and design services at William McFarland Park.

Sayer Larson reviewed the proposed RFP for Skate Park planning and design services. The RFP would seek proposals from consultants to upgrade the village's current skate park as recommended in the McFarland Parks Master Plan that was adopted in 2021.

- Carrie Nelson asked for clarification regarding the timeline for the plan. Larson responded that the RFP is to seek a consultant to provide the plan for us. Staff will review the proposals and provide their recommendation to the committee in April. The committee will provide their recommendation to the Village Board to award the contract for a consultant to create the plan.

Motion by Village Trustee Justin Rupert, seconded by Darrel Waldera, to recommend approval to the Village Board regarding the issuance of a Request for Proposals (RFP) for Skate Park planning and design services at William McFarland Park. Motion carries

7 - 0 - 0.

- c. Discussion and action to make a recommendation to the Village Board regarding the issuance of a Request for Proposals (RFP) for Lewis Park Lake Access planning and design services.

Sayer Larson reviewed the proposed RFP for Lewis Park Lake Access planning and design services. The RFP would seek proposals from consultants for a plan to improve lake access at Lewis Park. A master plan was previously developed in 2015 which included this recommended improvement.

- Carrie Nelson asked if funds were budgeted for this plan. Larson stated that funds are within the 2022 Capital Projects Fund.
- Sarah Kuba asked what a discovery dock is as referenced in the Lewis Park Master Plan. Larson responded that it allows viewers to observe in a safe fashion.

Motion by Village Trustee Carrie Nelson, seconded by Village Trustee Justin Rupert, to recommend approval to the Village Board regarding the issuance of a Request for Proposals (RFP) for Lewis Park Lake Access planning and design services. Motion carries 7 - 0 - 0.

- d. Discussion and action to make a recommendation to the Village Board regarding the issuance of a Request for Proposal (RFP) for a management plan for conservancy areas within the park system.

Sayer Larson reviewed the included RFP for a management plan for conservancy areas within the parks system. A brief study was previously completed in 2007 by JFNew. This plan would not cover the Indian Mounds as that plan requires a specialized approach and the committee will discuss current plans during the next business item.

- Carrie Nelson asked for clarification regarding the funds available for this plan. Schuenke responded that the amount available of \$75,000 would be utilized by the management plan and for any plan update related to Indian Mound management.
- Darrel Waldera asked if the \$75,000 was for the RFP or for the recommended work within the plan. Schuenke stated that the funds would be for hiring a consultant to prepare the plan.
- Kitty Brussock asked if a budget would be provided for the consultant for the plan. Schuenke responded that the budget amount would be discussed once the consultant was hired and they would gather what is reasonable for the plan.
- Sarah Kuba asked what the overall lifetime of a plan would be. Schuenke responded that this would depend on how aggressive we want to be with the plan in terms of funding and time allotted. Larson stated that as long as the site or conditions do not change, then the plan should be good forever.
- Carrie Nelson recommended that the consultant provides prioritization of their recommendations within the plan.
- Kitty Brussock asked how coordination with neighboring entities would be integrated within the plan. Larson responded that this would need to be included within the development plan and provided by the consultant.

- Tanya Lancaster asked if, by approving the RFP for the management plan for conservancy areas, the committee is then making a decision about funds being available for possible updates to the Indian Mound management plans. Larson responded that this would not be the case. Schuenke responded that the \$75,000 was intended to cover both topics.

Motion by Village Trustee Carrie Nelson, seconded by Village Trustee Justin Rupert, to recommend approval to the Village Board regarding the issuance of a Request for Proposal (RFP) for a management plan for conservancy areas within the park system. Motion carries 7 - 0 - 0.

e. Discussion regarding Indian Mound management plans.

Sayer Larson reviewed the plans included within the packet. The Indian Mound Policy for Preservation from 2010 recommended the Vegetation Assessment and Tree Inventory. Given the scope of the current plans, this topic may not require an expansive update. Larson stated that work has been started to remove hazardous trees from the mound system but additional work is required.

- Tanya Lancaster asked if any guidance had changed from the plan that was created in 2010 or if any feedback was received. Larson responded that feedback had not been received. Larson stated that additional research may be required to review any guidance updates.
- Committee members discussed the plans and recommended that the plans be visible to the public for review.
- Carrie Nelson recommended that, given the plan that was created in 2010, an update may be beneficial. Schuenke responded that the staff's intent would be to update and modernize the plans.

No action was taken on this item.

f. Presentation of the Parks Superintendent's monthly report.

Larson presented the Parks Superintendent's report for the month. Larson provided an update that the Wisconsin Historical Society had not yet responded to the letter previously sent and the application for Bird City was completed.

- Carrie Nelson asked for clarification regarding the goose abatement plan that was recommended by the committee. Larson responded that the plan would be to apply a chemical to the turf to deter the geese along with silhouettes.

**5. SCHEDULE NEXT MEETING DATE.**

a. Thursday, February 24, 2022 at 6:30 p.m.

**6. ADJOURNMENT.**

Motion by Village Trustee Justin Rupert, seconded by Tanya Lancaster, to adjourn at 8:16pm.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,  
Aimee Irwin  
Assistant to the Public Works Director