

Thursday, March 24, 2022**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/89123844917>

Or by Telephone: +1 (312) 626-6799

Webinar ID: 891 2384 4917

Press *9 to raise/lower hand. Press *6 to mute/unmute.

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 February 24, 2022.
4. BUSINESS.
 - a. Discussion and action on allowing amplified sound in accordance with Village Ordinance 44-20 of the Village Code of Ordinances for the following events:
 - 1) Brandt Park--Erik Greenfield--June 25, 2022 from 5:30 p.m. to 8:00 p.m.
 - 2) Brandt Park--Cassandra Suettinger--April 23, 2022 from 1:00 to 5:00 p.m.
 - b. Update regarding active Request for Proposal (RFP) advertisements:
 - Skate Park Planning at McFarland Park
 - Lake Access Planning at Lewis Park
 - Conservancy Area Management Plan within the Park System

- c. Update regarding review of the Mounds Vegetation Assessment and Police for Preservation and Maintenance of McFarland's Mounds.
- d. Update regarding new meeting structure, appointments, and schedule.
- e. Presentation of the Parks Superintendent's monthly report.

5. SCHEDULE NEXT MEETING DATE.

- a. Tuesday, May 3, 2022 at 6:30 pm - Parks and Recreation Committee
- b. Monday, May 9, 2022 at 6:30 pm - Sustainability and Natural Resources Committee

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

VILLAGE OF MCFARLAND

Parks, Recreation, & Natural Resources Committee Minutes

Thursday, February 24, 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 Community Room of the Municipal Center. This meeting was held via Zoom webinar.

Members present: Village President Carolyn Clow, Darrel Waldera, Sarah Kuba, Justin Rupert, Carrie Nelson, TJ Jerke, Tanya Lancaster, Kitty Brussock (arrived at 6:32 pm), Dan Kolk (arrived at 6:37 pm).

Members not present: John Feldner, Katherine Pease, David Wilson

Staff Present: Village Administrator Matt Schuenke, Public Works Director Jim Hessling, Parks Superintendent Sayer Larson, Assistant to the Public Works Director Aimee Irwin, Blake Theisen with Parkitecture and Tim Stieve with Town and Country Engineering.

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.*

David Silverberg, 5810 Lake Edge Rd, expressed his support to the Committee regarding the McDaniel Park Beach Improvement project as a member of the Lake Waubesa Conservation Association.

Jeff Moore, 5014 Card Ave, expressed his support to the Committee regarding the McDaniel Park Beach Improvement project as a member of the Lake Waubesa Conservation Association.

3. APPROVAL OF MINUTES.

- a. *Discussion and action regarding the minutes from the Parks, Recreation and Natural Resources Committee meeting held on January 27, 2022.*

Motion by Village Trustee Carrie Nelson, seconded by Village Trustee Justin Rupert, to approve the minutes from the Parks, Recreation and Natural Resources Committee meeting held on January 27, 2022. Motion carries 7 - 0 - 0.

4. BUSINESS.

a. Discussion regarding McDaniel Park Beach Improvement Project with Dane County.

Matt Schuenke provided background related to possible improvements to the McDaniel Park beach area in partnership with Dane County. Patrick Miles, Dane County Board Supervisor for District 34, provided an introduction to the project and previous efforts at the identified area. John Reimer, Dane County Land & Water Resources Department Assistant Director, provided a presentation regarding the installation of a barrier system within the water to keep debris and bacteria out of the swimming area at McDaniel Park beach.

- TJ Jerke asked if the pump house estimate is accurate for a pre-fab unit. Stieve responded that the pump house within the estimate would be a building that would be constructed, not a pre-fab unit. Stieve stated a pre-fab unit is estimated at \$45,000. Jerke asked how far the boom would go out into the water. Reimer stated the boom would be about 100 feet into the water. Jerke asked about the durability and longevity of the curtain within the water. Reimer responded that a curtain typically lasts five to ten years. Jerke asked if swimmers could continue to swim within the defined area if the algae bloom surrounds the outside of the curtain. Reimer stated that generally it is safe for swimmers, but there is some concern about the algae that is in the air.
- Dan Kolk asked if the water levels were a concern. Reimer responded that the curtain adjusts based on water levels and does not pose a concern at this time. Kolk asked if geese are deterred by the cleaner water. Reimer stated geese are not driven away by clean or dirtier water; however, the possible increased people traffic in the area would deter the geese.
- Tanya Lancaster asked about maintenance costs and how these are divided up between the Village and County. Reimer explained that the original capital costs are split between the Village and County. Ongoing maintenance costs would be expensed by the Village.
- Kitty Brussock asked who would remove the curtain and store the curtain. Reimer stated that the county would contract with the Village for removal and storage.
- Darrel Waldera asked what maintenance is required once installed. Reimer responded that issues could come up and it would require ongoing maintenance by the Village. Waldera asked who would construct the barrier system. Reimer stated that the design would go out for bid and be built by a contractor.
- Tanya Lancaster asked if the parts utilized in the system are common parts. Reimer stated that the parts would be able to be replaced with little effort depending on supply availability.
- Carrie Nelson asked if this system would reduce beach closures. Reimer explained that other beaches with a similar system saw decreases in closures.
- Carolyn Clow asked if there are additional ways that funding could be utilized than the presented approach. Reimer explained that there are a variety of opportunities for utilizing the funding, but this approach would have a more immediate impact. Clow asked about ongoing yearly popularity trends. Reimer stated that in his experience, beaches with this approach have ongoing popularity

and increased usage. Clow asked if beach testing would occur inside and outside the curtain area. Reimer stated testing would only occur within the curtain area.

- Kitty Brussock asked if boat traffic would cause algae to enter the swim area. Reimer explained that the boom is constructed to flow with the waves and while some water may splash in, this usually isn't caused by boat traffic.

b. Discussion and action to make a recommendation to the Village Board regarding the award of contract to construct Pickleball Courts at William McFarland Park.

Blake Theisen of Parkitecture provided an overview of the bid results. Differences between the estimate and bids received were related to restoration, lighting and stormwater management.

- Carrie Nelson asked if any amenities could be adjusted to bring the project more in line with the cost estimate. Theisen explained that the bid was not sent with any supplemental bid items but it would be possible to install the shades at a later date or assist in running the conduit for the lighting or delay the lighting.
- Schuenke provided a review of the financial summary for this project. This project has funds from 2021 borrowing in the amount of \$325,000, 2022 borrowing of \$75,000 and the Parks Fund could allocate \$50,000 to the project.
- Theisen explained that the Plan Commission approved the site/design review with a few modifications on February 21st.
- TJ Jerke asked if any communication or recommendations were provided from the Capital Area Pickleball Association. Schuenke stated that the association was in contact with Theisen and made some adjustments, but overall the association provided their overall support.
- Carrie Nelson asked if the use of the funds for this project would have any impact on the Skate Park plans. Schuenke explained that there would be no impact on the design and planning services for the Skate Park and future project costs will be included in future budgeting.

Motion by Village Trustee Carrie Nelson, seconded by Dan Kolk, to award contract to Parisi Construction of Madison for an amount of \$396,068 including the base bid for the project, contingency and approving the total project costs for the project to an amount of \$450,000. Motion carries 8 - 0 - 0 by acclamation.

c. Discussion and action to make a recommendation to the Village Board regarding Community Park Phase 1 design and authorize the project for bid.

Blake Theisen of Parkitecture reviewed the recent changes to the Community Park plan in relation to the Phase 1 design, including adjustments to the sledding hill, indoor area and connected parking lot. Jim Hessling provided an update that the asbestos at the Community Park site has been removed by a contractor and the tenant has removed the majority of his items. Theisen explained that the buildings and miscellaneous item removal is included within the bid package. Theisen stated that Phase 1 is comprised of mass grading efforts.

- Dan Kolk asked what the proposed completion date is for Phase 1. Theisen stated that the completion goal is this fall.

- Carrie Nelson asked if any substantial changes occurred in terms of size for any of the adjustments presented. Theisen explained that the footprints did not change but minor adjustments occurred to the stormwater management areas. Nelson asked if the connection road at the southern end of the parcel had been removed with recent adjustments. Theisen explained that, due to grading, the connection road was removed at this time.
- Kitty Brussock asked if the current access road could be kept. Theisen stated the current access road would remain.

Motion by Village Trustee Carrie Nelson, seconded by Village Trustee Justin Rupert, to recommend approval to the Village Board regarding Community Park Phase 1 design and authorize the project for bid. Motion carries 8 - 0 - 0.

d. Discussion and action to make a recommendation to the Village Board regarding an update to the Master Plan for the new Community Park.

Blake Theisen of Parkitecture explained that some shuffling of the pieces of the plan occurred but no foot print changes occurred. These adjustments were presented with the previous business item.

Motion by Village Trustee Carrie Nelson, seconded by Village Trustee Justin Rupert, to recommend approval to the Village Board regarding an update to the Master Plan for the new Community Park. Motion carries 8 - 0 - 0.

e. Presentation of the Parks Superintendent's monthly report

Larson presented the Parks Superintendent's report for the month

- TJ Jerke asked if there was an update to the timeline for the Boy Scout project at McDaniel Park. Larson responded that the Boy Scout is currently continuing his fundraising efforts at this time and no further update has occurred related to when work will commence.

5. SCHEDULE NEXT MEETING DATE.

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

6. ADJOURNMENT.

Motion by Village Trustee Justin Rupert, seconded by TJ Jerke, to adjourn at 8:18 pm.

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


VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Thursday, March 24, 2022

SECTION: Business

DEPARTMENT: Public Works

CONTACT:

AGENDA ITEM: Discussion and action on allowing amplified sound in accordance with Village Ordinance 44-20 of the Village Code of Ordinances for the following events:

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

A couple of events are scheduled within the park system in the upcoming months for which they propose utilizing amplified sound. Pursuant to the Village Code of Ordinance Sec. 44-20(b), the requestors require approval from the Parks, Recreation and Natural Resources Committee.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

[Village Ordinance Section 44-20](#)

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Motion, second to recommend approval of the use of amplified sound for Erik Greenfield's event on June 25, 2022 and Cassandra Suettinger's event on April 23, 2022.

ATTACHMENTS:

None


VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Thursday, March 24, 2022

SECTION: Business

DEPARTMENT: Public Works

CONTACT:

AGENDA ITEM: Brandt Park--Erik Greenfield--June 25, 2022 from 5:30 p.m. to 8:00 p.m.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

Erik Greenfield would like to request the use of amplified sound at his event scheduled for June 25, 2022 at Brandt Park. The use of amplified sound would occur between 5:30 p.m. and 8:00 p.m. Pursuant to Village Ordinance 44-20, the Parks, Recreation and Natural Resources' approval is required for the use of amplified sound. Staff are in support of this event with amplified sound. Erik Greenfield requested amplified sound use and was approved for his previous event held on October 2, 2021.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

[Village Ordinance Section 44-20](#)

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommend approval of the use of amplified sound for Erik Greenfield's event on June 25, 2022.

ATTACHMENTS:

1. EG Parks Committee Letter

Members of the Parks, Recreation and Natural Resources Committee,

I am writing you today to request approval for amplified music to be played at Brandt Park in the early evening of Saturday, June 25. This is very similar to an event we held last October.

To recap, our event is a four-piece rock band – two guitars, bass and drums – performing cover songs (amplified) from 5:30 p.m. until about 8 p.m. We will again plan to set up and perform in the shelter itself, with attendees setting up and watching from the grass and pavement outside the shelter. We have already reserved the shelter at Brandt Park for the standard 10 a.m. to 10 p.m. time frame that day.

We will not be charging admission or gating the event in any way, nor will we be selling food and alcohol, though some adults may bring alcohol in non-glass containers and others may be interested in grilling food in the designated picnic area. For the previous event, we estimate that a little more than 100 people ended up attending the show, and we would expect a comparable showing this time. We hope the committee and nearby residents will agree that the performance was respectful to the neighborhood, minimally disruptive and even enjoyable (in fact, we noticed a handful of residents that came out to listen on their balconies), and we want to replicate that experience this June.

If you have any questions or comments, please don't hesitate to contact me at 608-669-7884 or egreenfield0527@yahoo.com. Thank you again for your consideration.

Sincerely,

Erik Greenfield


VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Thursday, March 24, 2022

SECTION: Business

DEPARTMENT: Public Works

CONTACT:

AGENDA ITEM: Brandt Park--Cassandra Suettinger--April 23, 2022 from 1:00 to 5:00 p.m.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

Cassandra Suettinger would like to request the use of amplified sound at her event scheduled for April 23, 2022 at Brandt Park. The use of amplified sound would occur between 1:00 to 5:00 p.m. Pursuant to Village Ordinance 44-20, the Parks, Recreation and Natural Resources' approval is required for the use of amplified sound. Staff are in support of this event with amplified sound.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

[Village Ordinance Section 44-20](#)

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommend approval of the use of amplified sound for Cassandra Suettinger's event on April 23, 2022.

ATTACHMENTS:

1. CS Parks Committee Letter

Aimee Irwin

From: Cassandra Suettinger <cmsuettinger@gmail.com>
Sent: Friday, March 11, 2022 12:01 PM
To: Aimee Irwin
Subject: Request for Amplified Sound

Good Morning Aimee!

I would like to request permission from the Parks, Recreation, and Natural Resource Committee to have amplified sound on April 23rd from 1 p.m. to 5 p.m.

My aunt, Mary Call, who was a lifelong Village of McFarland resident, and a participant in the Wednesday Women's Softball League at Brandt park for over 35 years, passed away in January 2022. We are holding a celebration of life for her at Brandt Park on April 23rd. As part of the celebration we would like to have the band Bad Habit, which is a small band, play for a couple hours. We are requesting permission from the Parks, Recreation and Natural Resource Committee to have amplified sound from 1 p.m. to 5 p.m. We estimate 50-100 people will be coming and going during the Celebration.

Thanks in advance for your consideration!
Cassandra Suettinger



McFarland
SUMMARY SHEET

MEETING DATE: Thursday, March 24, 2022

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Jim Hessling, Public Works Director

AGENDA ITEM: Update regarding active Request for Proposal (RFP) advertisements:

- Skate Park Planning at McFarland Park
- Lake Access Planning at Lewis Park
- Conservancy Area Management Plan within the Park System

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

The Skate Park Planning and Design along with the Lewis Park Lake Access Planning and Design RFPs were issued on February 25, 2022 and posted to the village website. The Skate Park RFP was emailed to five companies that were recommended at the January 27, 2022 meeting. The due date for proposals is March 18, 2022. The received proposals will be reviewed by the evaluation team the week of March 21st and provide their recommendation to the respective committee. The Skate Park proposals will be reviewed by the Parks and Recreation Committee on May 3rd, while Lewis Park Lake Access proposals will be reviewed on May 9th by the Sustainability and Natural Resources Committee.

The Conservancy Management Plan RFP underwent additional edits following the Village Board meeting on February 14, 2022. Following the additional edits, the RFP was issued on March 11, 2022 and posted to the Village website. The RFP was emailed to 10 companies. The due date for proposals is April 8, 2022. The received proposals will be reviewed by the evaluation team and they will provide their recommendation to the Sustainability and Natural Resources Committee on May 9th.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.



BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

None.

ATTACHMENTS:

None


VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Thursday, March 24, 2022

SECTION: Business

DEPARTMENT: Public Works

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

AGENDA ITEM: Update regarding review of the Mounds Vegetation Assessment and Police for Preservation and Maintenance of McFarland's Mounds.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

We received communication from Bill Quackenbush of the Ho-Chunk Nation. Mr. Quackenbush is the Cultural Resource Division Manager and Tribal Historic Preservation Officer (THPO). Mr. Quackenbush reviewed all of the Village of McFarland policies and assessments.

Mr. Quackenbush provided a detailed list of feedback with recommendations. Recommendations include terminology changes, scheduled site visits with Ho-Chunk Nation THPO and State Archeologist, developing educational outreach programs, and additional mapping/imagery.

Mr. Quackenbush offered site visits as well to get a better understanding of how the Ho-Chunk Nation protects and cares for burial mounds. With an offer to meet at burial mounds, the Ho-Chunk Nation manages to manage mounds more effectively, efficiently, and educationally.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

None.

ATTACHMENTS:

None



McFarland
SUMMARY SHEET

MEETING DATE: Thursday, March 24, 2022

SECTION: Business

DEPARTMENT: Public Works

CONTACT:

AGENDA ITEM: Update regarding new meeting structure, appointments, and schedule.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

As of February 28th, the Village Board took action to approve an ordinance to split the current Parks, Recreation, and Natural Resources Committee into two groups. The ordinance is effective as of May 1, 2022 when the two groups will begin their operation. Going forward from that point will be the Parks and Recreation Committee and the Sustainability and Natural Resources Committee addressing topics as will be listed in the code under their essential functions (see enclosed ordinance references). These two groups had previously been split several years ago, and with a renewed emphasis on sustainability the intent was to be able to provide the appropriate level of focus within each meeting group.

The Chair and Vice-Chair roles for both groups will continue to be facilitated by representatives from the Village Board. Board appointments are scheduled for April 19, 2022 when they hold their annual meeting. Those appointments will be made by the Village President and confirmed by the Village Board. Additionally, those serving on the committee can continue to serve on the standing committee of their choosing (have to pick 1 though, cannot do both). The Village Clerk/Treasurer sent information out to all board, commission, and committee members earlier this month. Please send a message to cassandra.suettinger@mcfarland.wi.us if you are interested in serving on either of these groups.

There is a new schedule for all board, commission, and committee meetings going forward beginning in May. This was needed to realign the month based on Village Board meetings moving to the second and fourth Tuesday of each month. The Parks and Recreation Committee is scheduled to meet on the first Tuesday of each month. The Sustainability and Natural Resources Committee is scheduled to meet on the second Monday of each month. Each group can set the respective time in which they would like to meet. Likely each meeting will be held at 6:30 pm to start with and then a new time if desired will be scheduled from there. *Please note this new date going forward in May.* We will be canceling the April Parks, Recreation, and Natural Resources Committee meeting in order for the new system to begin the next week thereafter.

Thank you everyone for your work on this Committee. It has truly been impactful on the



McFarland Park System and we thank you for your service to the Community.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

None.

ATTACHMENTS:

1. Pages from 2022-02 BCC Restructuring PARKS AND RECREATION COMMITTEE
2. Pages from 2022-02 BCC Restructuring SUSTAINABILITY AND NATURAL RESOURCES

- (2) Parks and Recreation Committee.
- (3) Sustainability & Natural Resources Committee
- (4) Personnel Committee.
- (5) Public Safety Committee.
- (6) Public Works & Utilities Committee.
- (7) Senior Outreach Services Committee.
- (8) Diversity, Equity, and Inclusion Committee.

Section 26. Section 2-358 of the McFarland Municipal Code is repealed.

Section 27. Section 2-359 of the McFarland Municipal Code is repealed.

Section 28. Section 2-374 of the McFarland Municipal Code is repealed and recreated to read as follows:

Sec. 2-374. –Finance Committee.

The Finance Committee is responsible for the following functions:

- (a) advising the Village Board on the development and amendment of general ordinances, policies and procedures;
- (b) monitoring and making recommendations regarding fee schedules and opportunities to finance public services or improvements through special assessments, special charges, impact fees and other revenue sources; and
- (c) reviewing and making recommendations on public depositories, insurance services and other related services.

Section 29. Section 2-385 of the McFarland Municipal Code is repealed and recreated to read as follows:

Sec. 2-385. – Parks & Recreation Committee.

The Parks & Recreation Committee is responsible for the following functions:

- (a) developing both short-term plans and long-term master plans to help chart long term growth of public improvements within the parks system and recommending capital improvement plans for park improvements, facilities, and other amenities for adoption by the Village Board;



- (b) establishing and reviewing various fee schedules for park and recreational activities and services;
- (c) developing policies affecting operations and service delivery including rules and regulations necessary for the effective management of the parks system;
- (d) reviewing of design plans and specifications for public park and recreational facility construction and making recommendations to the Village Board regarding the solicitation of bids and awarding of contracts for such projects;
- (e) reviewing and making recommendations to the Village Board on property acquisitions that may benefit the park system and making recommendations to the Plan Commission on new public parkland dedications and their proposed improvements when required within new developments;
- (f) Evaluating and making recommendations regarding the delivery of park and recreation services;
- (g) reviewing, planning, and making recommendations on community recreation programming and amenities;
- (h) working with Village staff to research and apply for alternate funding sources such as grants, donations, and bequests to finance park and recreational programs and facilities;
- (i) reviewing and facilitating the filing of yearly reports submitted to Federal, State, and other regulatory agencies as needed.
- (j) developing plans and strategies to generate volunteerism for restoring natural areas and acting as a lead volunteer during restoration workdays.

Section 30. Section 2-398 of the McFarland Municipal Code is created to read as follows:

Sec. 2-398 – Sustainability & Natural Resources Committee.

The Sustainability & Natural Resources Committee shall be responsible for the following functions:

- (a) reviewing and submitting annually to the Wisconsin Department of Natural Resources the Village’s Green Tier Legacy Community Annual Report and advising on the implementation of recommended Green Tier strategies.
- (b) advising on the adoption, maintenance, and implementation of the Village’s Sustainability Plan.

- (b) establishing and reviewing various fee schedules for park and recreational activities and services;
- (c) developing policies affecting operations and service delivery including rules and regulations necessary for the effective management of the parks system;
- (d) reviewing of design plans and specifications for public park and recreational facility construction and making recommendations to the Village Board regarding the solicitation of bids and awarding of contracts for such projects;
- (e) reviewing and making recommendations to the Village Board on property acquisitions that may benefit the park system and making recommendations to the Plan Commission on new public parkland dedications and their proposed improvements when required within new developments;
- (f) Evaluating and making recommendations regarding the delivery of park and recreation services;
- (g) reviewing, planning, and making recommendations on community recreation programming and amenities;
- (h) working with Village staff to research and apply for alternate funding sources such as grants, donations, and bequests to finance park and recreational programs and facilities;
- (i) reviewing and facilitating the filing of yearly reports submitted to Federal, State, and other regulatory agencies as needed.
- (j) developing plans and strategies to generate volunteerism for restoring natural areas and acting as a lead volunteer during restoration workdays.

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Sec. 2-398 – Sustainability & Natural Resources Committee.

The Sustainability & Natural Resources Committee shall be responsible for the following functions:

- (a) reviewing and submitting annually to the Wisconsin Department of Natural Resources the Village’s Green Tier Legacy Community Annual Report and advising on the implementation of recommended Green Tier strategies.
- (b) advising on the adoption, maintenance, and implementation of the Village’s Sustainability Plan.



(c) reviewing and recommending policies, programs, and municipal purchases related to protection of ecologically sensitive areas and sustainability initiatives.

(d) advising on maintaining a healthy and diverse urban forestry program while fulfilling the requirements as a certified Tree City, USA including the following:

(1) advising the Village Board in matters relating to trees and shrubs located within street rights-of-way, parks, cemeteries, and other public properties, and nuisance vegetation located on private properties within the Village.

(2) preparing and maintaining an inventory of trees located on public lands within the Village.

(3) preparing and recommending a plan for the planting, care and maintenance of public trees to the Village Board.

(4) making recommendations to the Village Board regarding the selection of the Village Forester and the hiring and retaining of urban forestry contractors to assist with Village tree management activities.

(5) cooperating, when possible, with neighboring communities in order to procure urban forestry supplies and services more cost-effectively.

(6) encouraging and providing public education regarding tree care and urban forestry issues within the Village.

(7) conducting annual Village Arbor Day observances and ceremonies.

(8) advising the Plan Commission and Village Board on urban forestry issues related to new development.

(e) advising on acquisition, management, enhancement, and public use of natural and conservancy areas.

(f) planning and overseeing improvements related to lakes, rivers, wetland, burial mounds and conservation areas.

(g) promoting volunteerism for restoring natural areas and participating in restoration workdays.

(h) working with staff to research, seek and, when authorized by the Village Board, apply for alternate funding sources such as grants, donations, and bequests as applicable to sustainability, urban forestry and conservation matters.

(i) developing both short-term and long-term management plans to help guide the ecological restoration of natural and conservancy areas.

(j) performing those functions identified in Chapter 59 of this Code.


VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Thursday, March 24, 2022

SECTION: Staff Reports

DEPARTMENT: Public Works

CONTACT: Sayer Larson, Parks Superintendent

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 MAR2022

PARKS, RECREATION & NATURAL RESOURCES COMMITTEE

March 24,2022

Parks Superintendent Report - March 2022

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

Facility maintenance and ice rink storage, Disc Golf course prep, street tree trimming, and mounds maintenance is primary work.

Parks Crewperson Recruitment

Currently in background investigation of selected candidate.

Lewis Hockey Rink

Rink was shutdown for the year on March 1 due to ice conditions and forecasted weather. Equipment and facilities have been decommissioned and placed in storage.

Mound Management Policy

Received communication from Bill Quackenbush about existing policy.

Volunteering Parks

Working with local boy scout in developing an eagle scout project at McDaniel Park. Working on promoting project with scout to help with fundraising.

Resident assisting with restoration efforts at Siggelkow Road Park.

Disc Golf Update

Disc Golf update – Majority of failed oaks that presented a hazard have been felled. Material has been staged in parking lot. Working with school district and urban wood network for utilization of saw logs.

Kiosk build out currently taking place.

Tree City and Bird City

Tree City application accepted and approved. Awaiting Bird City correspondence.

Bird Fest to be held at Lewis Park on 5/14.

*Arbor day is 4/29, seeking help to create an event.

Facility Update

Facilities closed: McDaniel, Brandt, Curling Club (restrooms).

Year-round facilities: Lewis, William McFarland, Dog Park.

Meetings/Trainings/Seminars

Attending state WPRA conference and other local parks meetings as time permits. Jointly holding WPRA PARR3 region meeting 3/25 with MRAP at the Highschool on 3/25.