

VILLAGE OF MCFARLAND
Parks and Recreation Committee Minutes

Tuesday, June 7, 2022 - 6:30 PM

1. CALL TO ORDER, ROLL CALL.

Village Trustee TJ Jerke called the regular meeting of the Parks and Recreation Committee to order at 6:30 PM in the Municipal Center Community Room. This meeting was held via Zoom webinar.

Members present: TJ Jerke, Carrie Nelson, Tanya Lancaster, Justin Rupert, Jim Lacy

Members not present: Sarah Kuba

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 and Recreation Committee. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the Committee 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 Committee for their consideration. Members of the public who are present in person and wish to address the Committee 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 public.works@mcfarland.wi.us to be included as part of the meeting.*

None.

3. APPROVAL OF MINUTES.

- a. Motion to approve the minutes of the May 3, 2022 meeting.*
Motion by Village Trustee TJ Jerke, seconded by Tanya Lancaster, to approve the minutes of the May 3, 2022 meeting. Motion carries 3 - 0 - 2 with Justin Rupert and Jim Lacy abstaining.

4. BUSINESS.

- a. Discussion and action on a request from Derek Heckel to have amplified sound at Lewis Park shelter on July 9, 2022 pursuant to Chapter 44-20 of the Village Code of Ordinances.*
Aimee Irwin reviewed the amplified sound request enclosed within the packet for a single event on July 9, 2022.

Motion by Village Trustee Jerke, seconded by Trustee Nelson, to approve a request from Derek Heckel to have amplified sound at Lewis Park shelter on July 9, 2022 pursuant to Chapter 44-20 of the Village Code of Ordinances. Motion carries 5 - 0 - 0.

- b. 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.

Aimee Irwin reviewed the amplified sound request enclosed within the packet for multiple events hosted by the McFarland Library.

Motion by Trustee Jerke, seconded by Trustee Nelson, to approve 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. Motion carries 5 - 0 - 0.

- c. Discussion and action to make a recommendation to the Village Board regarding the award of contract for the Community Park Phase I project.

Blake Theisen provided an overview of the Community Park Master Plan.

- Jim Lacy asked when soccer would move to the new Community Park location. Theisen responded that the estimated timeline shows the fall of 2024. Lacy asked what planning or discussions had occurred related to how park users would get to this area. Theisen stated that discussions with Dane County along with Community Development have occurred about the need for pedestrian traffic flow out to this area. Matt Schuenke added that a study is currently underway for the East Side growth area which includes connectivity to this area. Lacy asked if soccer was in support of moving to Community Park. Theisen responded that yes, soccer does support this plan and multiple discussions have occurred and continue to occur.

Theisen reviewed the bid results enclosed within the packet. There were six bids received with Meise Construction being the lower bidder. Theisen stated that the project completion was by November of 2022 but offered an extension option which resulted in some bids presenting a deduction or credit for the estimated bid cost. Theisen and staff recommend award of a contract to Meise Construction. Theisen reviewed the option of removing the gate installation from the contractor's responsibility. The village would install the gate. Theisen reviewed irrigation options including water wheels or inground irrigation, current wells and possible additional wells to assist with irrigation and future plans.

Schuenke explained that the estimates for total bid project costs show a surplus and that the surplus could be utilized to assist with irrigation. This option would be inground irrigation, which would be more expensive but less labor intensive for movement of water wheels. Full inground irrigation will likely exceed the surplus amount. A new high capacity well is needed regardless of the irrigation plan. Staff are requesting award of contract, a high capacity well and two additional water wheels.

- Trustee Nelson asked how the additional items are awarded. Theisen responded that the Village would directly purchase the additional items.
- Lancaster asked if the additional items would go out to bid. Theisen stated the additional items would not go out for bid. The Village would utilize direct quotes from specialty trades.

- Lacy asked what the full in-ground irrigation would cost and who would maintain the water wheels. Theisen provided the estimated cost of \$225,000 for full in-ground irrigation. Theisen also stated that village staff would need to maintain the water wheels. Schuenke explained that there will be two budget years to plan for and allocate for maintenance needs.
- Lancaster asked if there is any advantage to making a decision on in-ground irrigation earlier. Theisen explained it would be advantageous to install in-ground irrigation lines toward the beginning of the project instead of installing after the fact. Schuenke explained that 2023 and likely 2024 will be growing years.
- Lacy asked if additional items are added what other projects or items would be impacted. Schuenke responded that with the project falling within the budget, it would not take away from other projects.
- Lacy asked how the current fields at William McFarland are irrigated. Theisen responded that the fields are watered with water wheels.
- Rupert asked what the contractor would be maintaining during 2023. Theisen explained that mowing and fertilization is required by the contractor. The contractor is also responsible for substantial growth which would involve watering.
- Trustee Nelson asked if, because the project is showing as under budget, we wanted to add additional water wheels and well. Theisen explained that at the time the project went for bid, the specifications of the current well were not collected and therefore not included within the project bid package.

Motion by Village Trustee Jerke, seconded by Justin Rupert, to recommend approval to the Village Board regarding the award of contract to Meise Construction Inc. of Sauk City in the amount of \$745,447 for the Community Parks Phase 1 Project including the base bid and contract alternate with additional expenses for engineering/construction administration, gating, watering improvements, other services, and contingency for a total project cost in an amount of \$1,090,500. Motion carries 5 - 0 - 0.

- d. Update and discussion regarding Skate Park planning within William McFarland Park.
Blake Theisen provided an update regarding the Skate Park planning within William McFarland Park. Theisen provided the Public Outreach Plan which includes an online survey, materials to encourage completion of the surveys, and Public Information Meetings which are planned for June and August.
- e. Discussion and action regarding a request from the McFarland Chamber of Commerce to post bicycle mapping, Bands by the Boardwalk promotion materials, and pamphlet materials at McDaniel Park in accordance with Section 44-20(d) of the Municipal Code.
Schuenke provided an overview of possible tourism promotion materials as presented within the packet. Schuenke stated that the current code requires that the committee approves the presented materials.

Motion by Village Trustee Jerke, seconded by Village Trustee Nelson, to approve a request from the McFarland Chamber of Commerce to post bicycle mapping, Bands by

the Boardwalk promotion materials, and pamphlet materials at McDaniel Park in accordance with Section 44-20(d) of the Municipal Code. Motion carries 5 - 0 - 0.

f. Discussion regarding dog park rules and regulations

Larson provided an overview of the need to update current signage at the dog park.

- Committee members discussed possible options. Trustee Nelson, Jim Lacy, and Tanya Lancaster encouraged the installation of the provided dog "language" sign.

Larson provided an overview of regulations with similar dog parks limiting areas to small or large dogs.

- Jerke stated that there are no known concerns that have occurred with small versus large dogs. Committee members discussed the possibility of a small dog area including elderly dogs.

5. SCHEDULE NEXT MEETING DATE.

a. Tuesday, July 5, 2022 at 6:30 p.m.

6. ADJOURNMENT.

Motion by Justin Rupert, seconded by Tanya Lancaster, to adjourn at 8:10 p.m.

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