

Tuesday, September 6, 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/85646335462>

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

Webinar ID: 856 4633 5462

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 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.
3. APPROVAL OF MINUTES.
 - a. Discussion and action regarding the minutes from the Parks & Recreation meeting held on August 2, 2022.
4. BUSINESS.
 - a. Update and discussion regarding the Skate park plan
 - b. Update and discussion regarding Lewis Park Lake Access plan
 - c. Update regarding the Pickleball project.
 - d. Discussion and action on a request from McFarland Senior Outreach to have amplified sound at William McFarland Park on September 9, 2022 pursuant to Chapter 44-20 of the Village Code of Ordinance.
 - e. Discussion regarding McDaniel Park beach improvements and goose abatement methods.
 - f. Discussion to schedule a park tour

5. SCHEDULE NEXT MEETING DATE.

- a. Tuesday, October 4, 2022 at 6:30 p.m.

6. ADJOURNMENT.

Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format should contact the McFarland Municipal Center at (608)838-3153, 5915 Milwaukee Street, McFarland, Wisconsin, or village.clerk@mcfarland.wi.us by 2:00 p.m. at least 5 business days prior to the meeting so that any necessary arrangements can be made to accommodate each request. If the meeting or request is less than 5 business days from the meeting, requests for accommodations may still be made and reasonable efforts will be made to accommodate each request.

VILLAGE OF MCFARLAND
Parks and Recreation Committee Minutes

Tuesday, August 2, 2022 - 6:30 PM

1. CALL TO ORDER, ROLL CALL.

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

Members present: TJ Jerke, Sarah Kuba, Tanya Lancaster, Justin Rupert, Jim Lacy, Luke Fessler

Members not present: Carrie Nelson

Staff Present: Village Administrator Matt Schuenke, Public Works Director Jim Hessling, Parks Superintendent Sayer Larson and 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. *Discussion and action regarding the minutes from the Parks & Recreation meeting held on July 5, 2022.*
Motion by Village Trustee TJ Jerke, seconded by Sarah Kuba, to approve the minutes from the Parks & Recreation meeting held on July 5, 2022. Motion carries 5 - 0 1, with Tanya Lancaster abstaining.

4. BUSINESS.

- a. *Discussion and action on a request from Jose Orzuna to have amplified sound at Lewis Park on August 14, 2022 pursuant to Chapter 44-20 of the Village Code of Ordinance.*
Sayer Larson and Village Trustee Jerke provided an overview of a request for amplified sound at Lewis Park on August 14, 2022.

- Luke Fessler asked if it would have an impact if the garage doors were open or

closed. Larson responded that the doors would probably be open for the event.

Motion by Village Trustee TJ Jerke, seconded by Justin Rupert, to approve a request from Jose Orzuna to have amplified sound at Lewis Park on August 14, 2022 pursuant to Chapter 44-20 of the Village Code of Ordinance. Motion carries 6 - 0 - 0.

b. Discussion and action on a request from the McFarland Library to have amplified sound at two additional events in 2022 pursuant to Chapter 44-20 of the Village Code of Ordinance.

Sayer Larson provided an overview of the McFarland Library's request for two dates utilizing amplified sound. Larson updated the committee that the August 16th Movie Night was changed to August 10th due to equipment rental needs.

Motion by Village Trustee TJ Jerke, seconded by Justin Rupert, to approve the requests from the McFarland Library to have amplified sound at two additional events in 2022 with one event being on August 10, 2022. Motion carries 6 - 0 - 0.

c. Discussion and action to make a recommendation to the Village Board regarding amendments to the amplified sound ordinance.

Matt Schuenke provided an overview regarding the background related to noise and revisions to the noise ordinances within the code. Schuenke reviewed the noise ordinance amendments that would be applicable to parks and specifically Section 44-20.

- Sarah Kuba asked if the listed parks or conservancy areas are listed in an additional section of the code. Schuenke stated that the attorney recommended listing out the areas within this section but this can be reviewed.
- Luke Fessler asked for clarification on section 44-20 in which the conservancy areas are identified. Schuenke responded that if someone wanted to utilize amplified sound within a conservancy area, they would require prior approval.
- Justin Rupert asked if the decibel levels within the parks would be from 150 feet. Schuenke stated, yes, that is correct.
- Trustee Jerke asked for clarification regarding the times listed. Schuenke responded that he would evaluate this as this evening was intended to focus on parks. Schuenke explained that the Public Safety Committee and Village Board will need to review all the changes and approve.
- Trustee Jerke asked if there is a process for the exceptions as noted on page 4 of 5 within the document. Schuenke explained that there is a process for a block party or special event that would be required in order to grant the exception. Jerke asked if it would be beneficial to include a link to the exception process within the code. Schuenke stated that staff typically follow up with the process in order to grant exceptions.
- Luke Fessler asked about recent noise complaints in parks. Sayer Larson stated he is not aware of any concerns. Schuenke responded that he was not aware of any situation that materialized.
- Tanya Lancaster asked if there was still an exception process for special events. Schuenke stated, yes, there is still an exception process such as for a special

event permit.

Motion by Village Trustee TJ Jerke, seconded by Tanya Lancaster, to recommend approval to the Village Board regarding changes to Chapter 20 and 44 regarding amendments to the Village Code ordinance on the use of amplified sound within parks. Motion carries 6 - 0 - 0.

d. Discussion and action to make a recommendation to the Village Board regarding the Park System Capital Improvement Plan.

Schuenke reviewed the addition to the Park System Capital Improvement Plan since the July meeting related to dog park path improvements. Schuenke finished reviewing the plan, which included lake access at Lewis Park, Inclusive Park, improvements to Brandt Park, McDaniel Park, Arnold Larson Park, Egner Park and Urso/Schuetz Park.

- Tanya Lancaster asked how the Parks & Recreation Committee would be included within the process for the Inclusive Park in connection to the school district. Schuenke stated the concept had been presented to the joint Village and School Committee and they are in support of further discussion and development of the concept. The funding for the concept has yet to be studied. Schuenke added that as the plan is further developed, the plan would be presented to the Parks & Recreation Committee for their review.
- Sarah Kuba asked if the funds allocated to the Inclusive Park could be reallocated for improvements at Cedar Ridge Park. Schuenke responded yes, we would revisit the plan and funds available for possible improvements to Cedar Ridge Park.
- Tanya Lancaster asked for clarification regarding the funds for the Water Quality Boom System. Schuenke responded that the funds are based on the engineer's estimate and the village's cost for the project.
- Trustee Jerke asked if the funds for the boom system could be reviewed. Schuenke stated these funds would be reviewed.
- Luke Fessler asked if the improvements to the McDaniel beach area would only involve the current beach area. Schuenke stated that only the existing area would be included within the project.
- Tanya Lancaster asked about adding a drinking fountain near the bike path that runs near Egner Park. Schuenke responded that this could be possible.
- Sarah Kuba asked what the \$100,000 included for fundraising in 2023 is related to. Schuenke stated the fundraising is for a group hoping to provide funds for the Skate Park.

Motion by Village Trustee TJ Jerke, seconded by Sarah Kuba, to recommend approval to the Village Board regarding the Park System Capital Improvement Plan. Motion carries 6 - 0 - 0.

e. Discussion regarding scheduling a committee park tour.

Village Trustee TJ Jerke provided an overview of scheduling a committee park tour. Committee members discussed the feasibility of scheduling a tour along with where the focus area would be. Schuenke explained that there would be the possibility of

transportation being provided. Luke Fessler asked if the tour would need to be posted due to quorum. Aimee Irwin responded that the tour would need to be posted but stated that no action will be taken during the tour. A tour date and plan will be presented to the Committee at their September 6 meeting for review.

5. SCHEDULE NEXT MEETING DATE.

a. Tuesday, September 6, 2022 at 6:30 p.m.

6. ADJOURNMENT.

Motion by Village Trustee TJ Jerke, seconded by Luke Fessler, to adjourn at 7:54 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

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Tuesday, September 6, 2022

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Matt Schuenke, Village Administrator, Sayer Larson, Parks Superintendent

AGENDA ITEM: Update and discussion regarding the Skate park plan

PREVIOUS ACTION:

The Parks & Recreation Committee recommended award of contract to Parkitecture at their May 3, 2022 meeting.

The Village Board awarded contract to Parkitecture at their May 10, 2022 meeting.

ISSUE SUMMARY:

The Village is in the process of planning improvements for a new Skate Park within William McFarland Park. This is consistent with the Master Plan that was adopted for this park back in 2021. The first phase of this work was to gather input from the public and key stakeholders to help shape what the improvements will be. The consultant held two public input meetings and an online survey. The first public meeting (6/30) and the online survey (6/18-7/8) solicited preliminary design input. The second public input meeting presented a conceptual design and solicited final feedback.

Tonight, Blake Thiesen of Parkitecture will provide an overview of the conceptual design as well as comments from the public input meeting. Please be prepared to discuss the design and provide feedback.

FINANCIAL/BUDGET IMPACT:

The budget for this item is \$15,000 and funded through the Parks Budget in the Capital Projects Fund. Costs associated with this first steps of the project are included within the project proposal cost of \$14,480.

VILLAGE PLAN REFERENCE:

[McFarland Parks Master Plan](#)

ORDINANCE REFERENCE:

None.

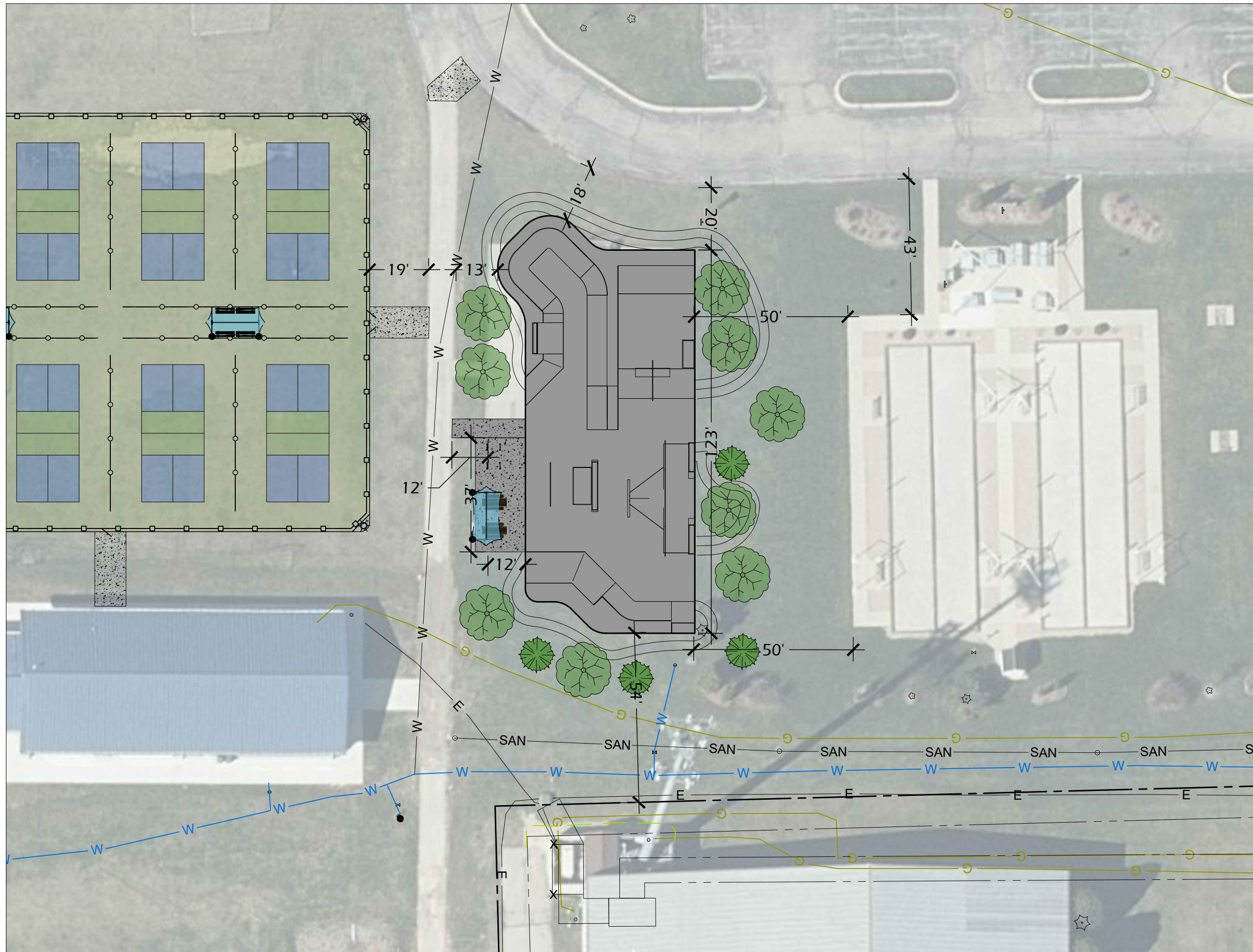
BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

No action on this item. Discussion only.



ATTACHMENTS:

1. 22_0824 WMCF Skate Park Plans



Project Name: **WILLIAM MCFARLAND PARK
PHASE 1B: SKATEPARK**

**4802 Marsh Road
McFarland, WI 53558**

Sheet Title:

Sheet Title: **CONCEPTUAL SITE PLAN**

Project Name:

Revisions:

Project #:	20.025
Issued For:	Review
Date:	8/24/2022

Sheet Number

EXHIBIT

VIEW LOOKING NORTH



File: P:\22.025 McFarland Skate Park\CAD\Image board.dwg Layout: Image 1 User: Blake Theisen Plotted: Aug 24, 2022 — 10:49pm

File: P:\22.025 McFarland Skate Park\CAD\image board.dwg Layout: Image 2 User: Blake Theisen Plotted: Aug 24, 2022 — 10:49pm

VIEW LOOKING WEST



**PARKITECTURE
+ PLANNING**
901 Deming Way, Suite 102
Madison, WI 53717
608.886.6808

Project Name:
**WILLIAM MCFARLAND PARK
PHASE 1B: SKATEPARK**
4802 Marsh Road
McFarland, WI 53558
Sheet Title:
RENDERING VIEW 2

Revisions:

Project #: 20.025
Issued For: Review
Date: 8/24/2022

Sheet Number

EXHIBIT 2

VIEW LOOKING SOUTH



File: P:\22.025 McFarland Skate Park\CAD\Image board.dwg Layout: Image 3 User: Blake Theisen Plotted: Aug 24, 2022 — 10:49pm

 901 Deming Way, Suite 102 Madison, WI 53717 608.886.6808	
	
Project Name: WILLIAM MCFARLAND PARK PHASE 1B: SKATEPARK 4802 Marsh Road McFarland, WI 53558	
Sheet Title: RENDERING VIEW 3	
Revisions:	
Project #: Issued For: Date:	
20.025 Review 8/24/2022	
Sheet Number	
EXHIBIT 3	

VIEW LOOKING SOUTHWEST

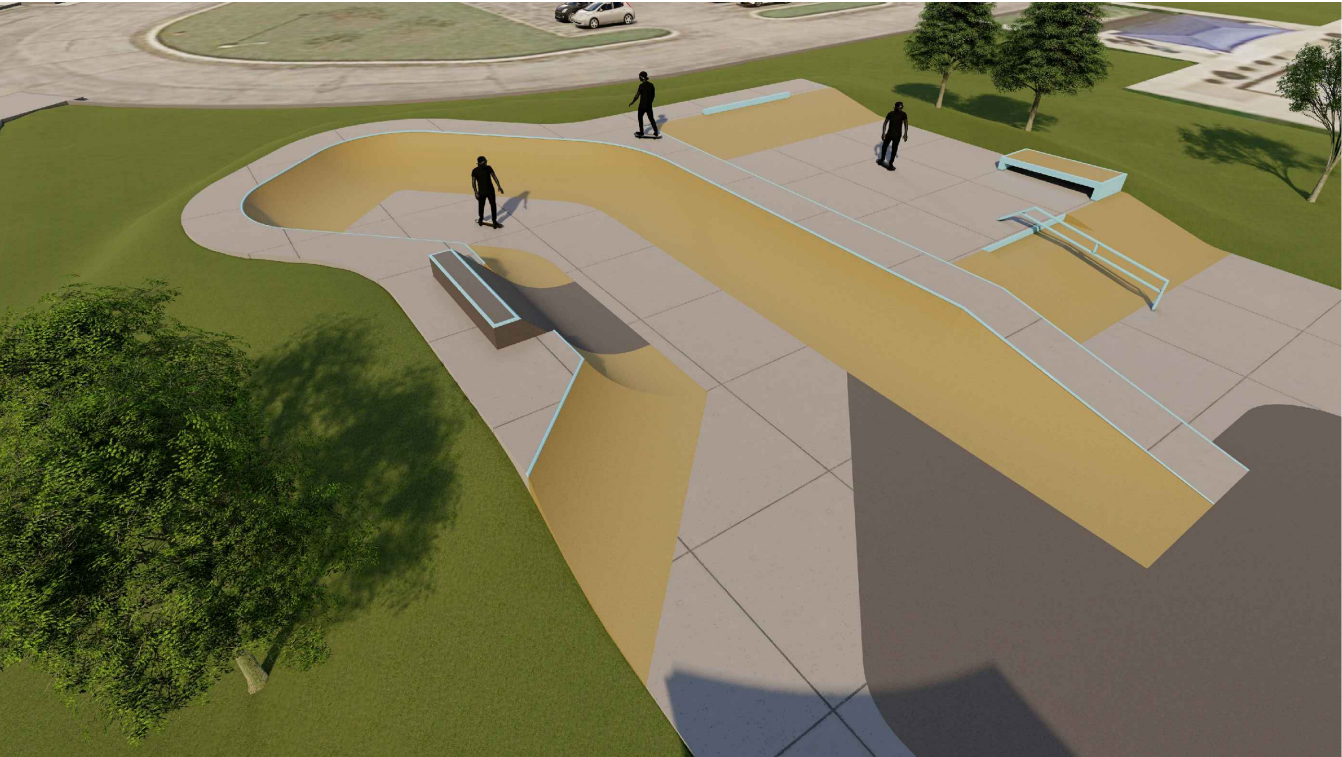


File: P:\22.025 McFarland Skate Park\CAD\Image board.dwg Layout: Image 4 User: Blake Theisen Plotted: Aug 24, 2022 — 10:49pm

VIEW ENLARGEMENT OF ENTRANCE



VIEW ENLARGEMENT LOOKING NORTH



VIEW ENLARGEMENT LOOKING WEST



OVERALL CONTEXTUAL PLAN



McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, September 6, 2022

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Matt Schuenke, Village Administrator, Sayer Larson, Parks Superintendent

AGENDA ITEM: Update and discussion regarding Lewis Park Lake Access plan

PREVIOUS ACTION:

The Parks & Recreation Committee recommended the award of a contract to Parkitecture at their May 3, 2022 meeting.

The Village Board approved the award of a contract to Parkitecture at their May 24, 2022 meeting.

ISSUE SUMMARY:

The 2015 [Lewis Park Master Plan](#) called for several improvements in the park area. The Village approved funds for design services to explore a kayak launch and discovery dock as identified by shoreland improvements within the plan. The project scope includes such things as:

- Conduct an analysis of the project area to identify key issues, opportunities, and improvements in order to provide lake access.
- Public engagement on desired amenities.
- Research and report regarding regulatory players and necessary permitting requirements.
- Provide preliminary design services.
- Providing cost estimates for the site.

Blake Theisen of Parkitecture will be present to provide an update regarding the Lewis Park Lake Access plan. The plan provides two options for consideration. Option 1 access is on the westside of the park. This option utilizes existing features such as the parking lot and path system leading to the observation deck. Option 2 is on the eastside of the park. This option develops an open use area of the park near the intersection of Lewis Ln and Marsh Woods Dr.

FINANCIAL/BUDGET IMPACT:

The budget for this item is \$15,000 and funded through the Parks Budget in the Capital Projects Fund. The cost of the plan came in at \$10,880.

VILLAGE PLAN REFERENCE:

2015 [Lewis Park Master Plan](#)

ORDINANCE REFERENCE:



None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

No action is required on this item.

ATTACHMENTS:

1. 22_0803 Lewis Park Exhibits

File: V:\22.026 McFarland Lewis Park\CAD\LW.DWG Layout: C100 User: parki Plotted: Aug 03, 2022 - 3:02pm



PARKITECTURE + PLANNING 901 Deming Way, Suite 102 Madison, WI 53717 608.886.6808	
LEWIS PARK 5012 Highland Drive McFarland, WI 53558	
CONCEPT SITE PLAN	
Project Name: LEWIS PARK	
Revisions:	
Project #:	22.026
Issued For:	Review
Date:	8/03/2022
Sheet Number	C100

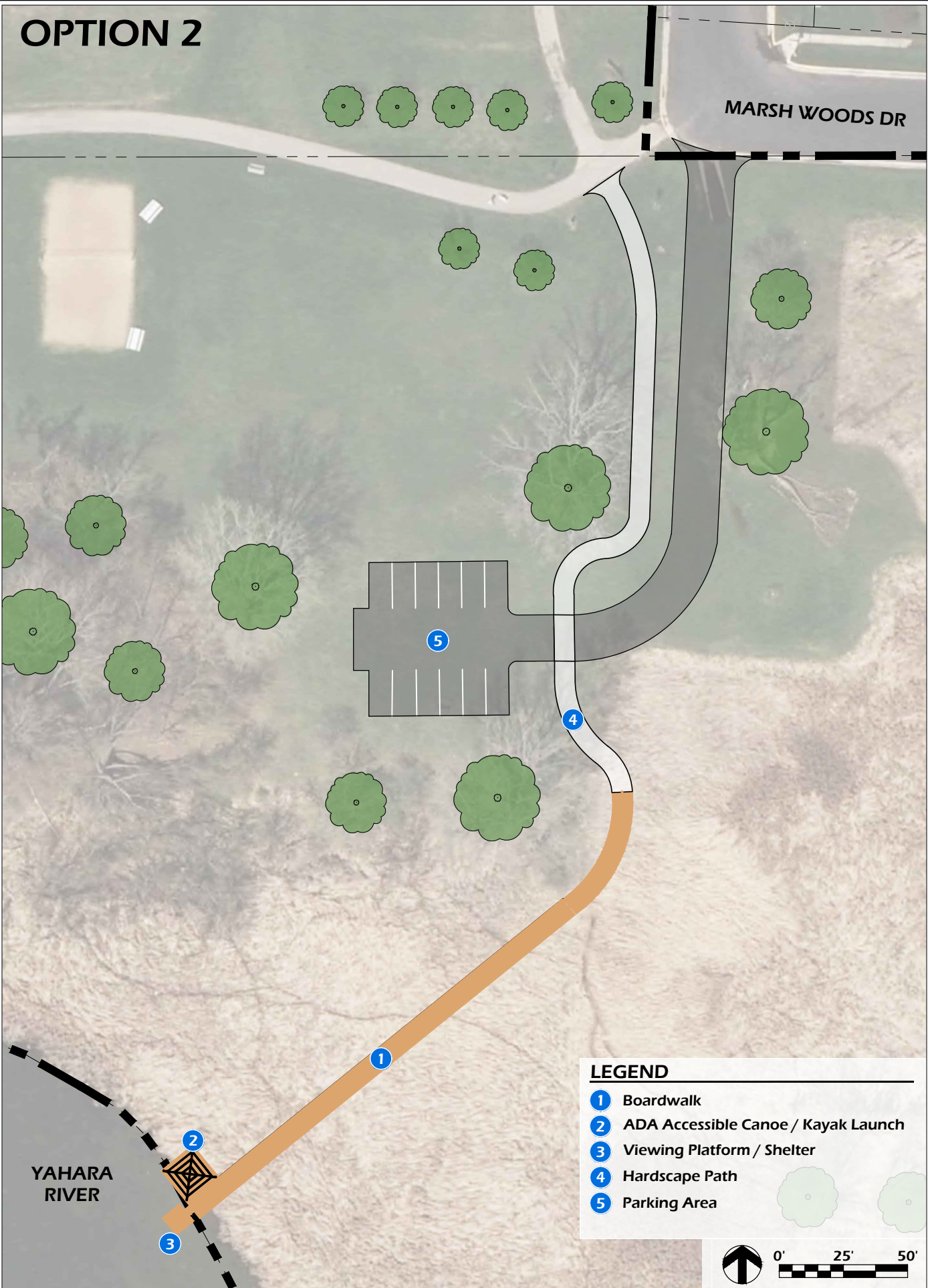
File: V:\22.026 McFarland Lewis Park\CAD\LW.DWG Layout: C101 User: parki Plotted: Aug 03, 2022 - 3:03pm

OPTION 1



1 OPTION 1

OPTION 2



2 OPTION 2

LEGEND

- 1 Boardwalk
- 2 ADA Accessible Canoe / Kayak Launch
- 3 Viewing Platform / Shelter
- 4 Hardscape Path
- 5 Parking Area





PADDLE CRAFT ACCESS TO YAHARA RIVER & MUD LAKE



WILDLIFE VIEWING & ENVIRONMENTAL EDUCATION



LEISURE & RECREATION



McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, September 6, 2022

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Sayer Larson, Parks Superintendent

AGENDA ITEM: Update regarding the Pickleball project.

PREVIOUS ACTION:

ISSUE SUMMARY:

Blake Theisen of Parkitecture will be present to provide an update regarding the construction progress of the Pickleball Courts at William McFarland Park.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

No action on this item.

ATTACHMENTS:

None

McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, September 6, 2022

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Sayer Larson, Parks Superintendent

AGENDA ITEM: Discussion and action on a request from McFarland Senior Outreach to have amplified sound at William McFarland Park on September 9, 2022 pursuant to Chapter 44-20 of the Village Code of Ordinance.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

The McFarland Senior Outreach department is requesting the use of amplified sound at William McFarland Park shelter on September 9, 2022. Enclosed is a letter from the department regarding their use of amplified sound, which involves a steel drum from 12:30-1:30 pm.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

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

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Motion and second to approve the use of amplified sound for the Senior Outreach event on September 9th at William McFarland Park.

ATTACHMENTS:

1. Park Request (002)



www.mcfarland.wi.us | 5915 Milwaukee St, McFarland, WI 53558 | 608.838.7117

Dear Park Committee;

Pursuant to Village Ordinance 44-20(b) McFarland Senior Outreach is requesting to be able to use an amplified system in a park for the following event:

Senior Outreach Summer Picnic – Friday, September 9th at the William McFarland Soccer Park Shelter. The event runs from 11:00am – 2:00pm with one musician playing a steel drum from 12:30 – 1:30 pm.

Amplified sound proposed would be within the stationary noise limits outlined in Section 20 of the Village Code of Ordinances.

Sincerely,

Lori Andersen
Senior Outreach Director

McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, September 6, 2022

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Sayer Larson, Parks Superintendent, Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion regarding McDaniel Park beach improvements and goose abatement methods.

PREVIOUS ACTION:

The former Parks, Recreation, and Natural Resources Committee reviewed a presentation on this project at its meeting on February 24, 2022.

[Please click on this link to review the packet materials from that meeting.](#)

[Please click on this link to watch the presentation from that meeting.](#)

ISSUE SUMMARY:

Beach Improvements

The 2023-2027 Capital Improvement Plan included funds to improve the beach at McDaniel Park in 2023. These funds are scheduled to be included for consideration within the budget process to begin this Fall. The project is in partnership with Dane County and requires planning, discussion ahead of time on its parameters before we can proceed. Dane County also needs an indication late this Fall if we are proceeding with this work or not so they can align their elements as well. The goal of the project is to be operational on or around June 1, 2023.

Ultimately for the meeting in September we want to reintroduce the project to the Committee as it's been a while since we talked about it and lay out the issues we will need to consider. Then for the October meeting we will ask the Committee whether or not we want to move forward as this will guide how the board considers the item within the budget. Responsibilities for the project are generally laid out as follows:

Dane County

Permitting - 3-6 month process, targeting a January application.

Pump/Filer - They will design and build the pump/filter mechanicals to be used to screen the water within the barrier.

Barrier - They will purchase and set in the first year the booms with curtain that acts as a shield within the water to keep debris and other harmful things out of the swimming area. Future years we will need to contract with them for the annual placement and removal of the barrier.

Agreement - We will need to establish an agreement on operation of the filter/pump and maintenance of the swimming area including the beach. There are responsibilities likely



daily on maintaining the beach, mechanicals, and other elements to keep the swimming area usable. The County will provide funds and support for these elements, but we have to agree to the operational commitments to make sure the improvement can be accessed by the public. The operational component and its costs would be new responsibilities that have to be factored into our consideration.

Village

Structure - The filter/pump has to go inside of a structure. The Engineer is reviewing a prefabricated concrete model for installation. We will also need to create an area for discharge from the structure that works the water back to the lake.

Underground Piping - We would need to install pipes that connect the lake to the filter pump to bring water in for screening, and then pipes that bring the clean water back to the lake.

Beach Improvement - There will be general excavation requirements associated with all of this work including the replacement of the gravel material used on the beach in favor of sand.

Agreement - We will need to consider the agreement with Dane County for the project.

All of the above responsibilities are capital expenditures that are one time actions. There are operational components and the costs for which will be recurring year to year that have to be factored in to our review of the project.

This background is provided again to bring us back to where we left off in February of this year in order to consider whether or not we want to move forward with the Project. Our intent is to introduce these elements in anticipation for making a decision in October.

Goose Abatement

Several efforts have been underway this year like years before to help address geese within McDaniel Park. Staff will discuss what work was done and the effectiveness of these efforts to think about possible future actions.

FINANCIAL/BUDGET IMPACT:

The cost projections for the project are including the CIP at \$250,000 for the Village. Dane County's included costs are between \$75,000-\$100,000 for their responsible items. The project for the Village will be paid for with borrowed money if approved as presented.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Presented for an update and discussion. No action necessary.

ATTACHMENTS:



None

McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, September 6, 2022

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Sayer Larson, Parks Superintendent

AGENDA ITEM: Discussion to schedule a park tour

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

At the previous Parks & Recreation meeting on August 2, 2022, committee members discussed scheduling a committee park tour. The tour would offer the opportunity to have committee members visit parks with staff to gain a better understanding of facilities, amenities, history, routine maintenance, current condition, and future planning.

Possible dates have been identified for a tour on:

- Thursday, September 15, 2022
- Wednesday, September 21, 2022
- Thursday, September 22, 2022

The tour would begin at 6:00 p.m. and go until approximately 8:00 p.m. This would allow for approximately 20 minutes at identified park locations.

Suggested park locations include:

- McDaniel Park
- Brandt Park - drive by
- Siggelkow Road Park- drive by
- Valley Tot-Lot- drive by
- William McFarland Park
- Community Park
- Disc Golf and Dog Park
- Lewis Park

Staff are seeking the recommendation from committee members about scheduling the park tour date in order to determine transportation, identify parks to visit, and the posting of the committee tour.



FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

No formal motion. Establish park tour date based on committee recommendation.

ATTACHMENTS:

None