

Tuesday, October 3, 2023

7:00 PM

McFarland Municipal Center
Community Room

AGENDA

You are invited to this meeting through a Zoom webinar. The public may attend in-person or remotely through 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 for items that are not on the agenda. Please remember this is a hybrid meeting conducted in person and through the Zoom online meeting platform. Meeting attendees wishing to address the Committee about items not on the agenda may do so at this time. Zoom attendees should type their name and address in the Question and Answer feature within the Zoom online meeting platform at this time. 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. When you are called upon to speak, state your name, address, and provide your comments to the Committee for their consideration. 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.

Members of the public may also speak during their selected agenda item as they designate on the public comment form or in the Question and Answer feature on Zoom.

3. APPROVAL OF MINUTES.

- a. Motion to approve the minutes of the September 5, 2023 Parks & Recreation Committee meeting

4. BUSINESS.

- a. Discussion regarding Inclusive Park draft design plan.
- b. Discussion regarding future aquatics planning and engagement process
- c. Discussion and action regarding skate park rules signage

5. SCHEDULE NEXT MEETING DATE.

- a. Tuesday, November 7, 2023 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.

Members Present: TJ Jerke, Luke Fessler, Sarah Kuba, Tanya Lancaster, Justin Rupert, Jessica Tokar, Lori Wisnicky

Members Absent: None

Staff Present: Sayer Larson, Parks Superintendent; Lee Igl, Director of Public Works; Phil McDade, utility clerk.

1. CALL TO ORDER

Jerke called the meeting to order at 6:31 PM.

2. PUBLIC APPEARANCES.

No public appearances.

3. APPROVAL OF MINUTES.

- a. Jerke motioned to approve the minutes of the August 1, 2023, Parks and Recreation Committee meeting. Seconded by Lancaster. Motion carried 6-0-1 (Fessler abstained).

4. BUSINESS.

- a. **Update regarding ongoing park projects.** Blake Theisen of Parkitecture reviewed progress on the village's new skateboard park, at William McFarland Park. Tentative plans called for the park to be open to users in mid-October 2023.
- b. **Discussion regarding Inclusive Park planning.** Theisen discussed joint planning efforts between the village and McFarland School District for an inclusive playground at the district's Waubesa Intermediate School. The park would be adjacent to the district's current softball fields, and include restrooms, accessible parking, and a driveway on the southern portion of the school district property at the school to make both the ballfields and inclusive park accessible via vehicles. The cost of the project, estimated at between \$1 million and \$2 million, will be split between the village and school district.
- c. **Discussion and action regarding a request from Aly's Honky Tonk Hustle to utilize horses at Brandt Park on September 30, 2023, pursuant to Chapter 44-20 of the Village Code of Ordinance.** Jerke motioned, seconded by Fessler, to approve the use of horses by Aly's Honky Tonk Hustle event on September 30, 2023 at Brandt Park. Motion carried 7-0.
- d. **Discussion and action to make a recommendation to the Village Board regarding Appendix A fee updates related to Chapter 44 Parks & Recreation Fees.** Jerke motioned, Tokar seconded, to recommend approval to the Village

Board regarding the fee updates for Appendix A Fees Chapter 44 as presented in the committee packet. Motion carried 7-0.

- e. **Discussion and action regarding the train playground equipment.** Igl reported that the village Public Works Department, which removed a large piece of train playground equipment from Discovery Park adjacent to the library several years ago, would like to dispose of the equipment as it's no longer considered a safe piece of playground equipment by current playground standards. Jerke motioned, Fessler seconded, to recommend approval to the Village Board regarding the disposal of the train playground equipment. Motion carried 7-0.

5. SCHEDULE NEXT MEETING DATE.

- a. Tuesday, October 3, at 6:00 PM

6. ADJOURNMENT.

Fessler motioned to adjourn; seconded by Lancaster. Motion carried 7-0. Meeting adjourned at 7:45 PM.

McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, October 3, 2023

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Sayer Larson, Parks Superintendent, Lee Igl, Public Works Director,
Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion regarding Inclusive Park draft design plan.

PREVIOUS ACTION:

The Parks and Recreation Committee recommended approval with the concept to develop the park at the school, offered approval for Phase 1 of the improvement, and entered into planning/design agreement for Phase 2 at its meeting on June 6, 2023.

At its August 1, 2023 meeting, the Committee was updated on next steps for the project as the planning process was beginning.

The Committee began the planning process at its September 5, 2023 meeting.

ISSUE SUMMARY:

Please find enclosed the updated draft site plan for the proposed Inclusive Park at Waubesa Intermediate School. School District Staff has provided input on the project with their comments now included. We are introducing it to the Committee tonight to start to get your feedback, and then will receive additional feedback through the Public Information Meeting scheduled on October 4th. Then at the November 7th Committee meeting we'll look to finalize the conceptual site plan in order to begin the design process. By the end of the year we are hoping to have the equipment specified and ready for ordering with the design to finish up early next year to begin the bidding process as is customary.

Our Consultant will be present in the meeting on Tuesday to go over the plan and adjustments made to date.

FINANCIAL/BUDGET IMPACT:

Total cost estimate for the project as is included in the accepted Capital Improvement Plan and proposed 2024 Budget is \$2.1 million being shared by the Village and School District through various sources. We will review the cost projects as the plan is finalized in our next meeting once all feedback is received.

VILLAGE PLAN REFERENCE:

[Inclusive Playground Master Plan](#) - December 14, 2020

ORDINANCE REFERENCE:

None.



BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Presented for discussion only. Not action needed on this item.

ATTACHMENTS:

1. 23_0926 Waubesa Site Plan

File: V:\23.039 McFarland Waubesa Phase 2\CAD\P-SP.dwg Layout: C001 User: Blake Plotted: Sep 26, 2023 — 6:50pm



LEGEND

- 1 Access Drive
- 2 Shelter & Restrooms
- 3 ADA Parking
- 4 Shade Structure
- 5 Multi-Use Paved Path
- 6 Concrete Sidewalk
- 7 Playground Area
- 8 Stormwater Management Area
- 9 Playground Area - Asphalt
- 10 Softball Field
- 11 Multi-Sport Playing Field
- 12 Restored Prior Playground Area

PARKITECTURE
+ PLANNING

901 Deming Way, Suite 102
Madison, WI 53717
608.886.6808

Parkitecture

Project Name:
WAUBESA INTERMEDIATE SCHOOL PHASE 2
5605 RED OAK TRAIL
MCFARLAND, WI

Sheet Title:
SITE CONTEXT EXHIBIT

Revisions:

Project #:
Issued For:
Date:

23.039
Review
09/26/2023

Sheet Number

C001

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Tuesday, October 3, 2023

SECTION: Business

DEPARTMENT: Public Works

CONTACT:

AGENDA ITEM: Discussion regarding future aquatics planning and engagement process

PREVIOUS ACTION:

ISSUE SUMMARY:

We are working through a few different formats to gather input on the future of aquatics in the Village. A Public Information Meeting has been scheduled for November 1st and we are also planning a survey to be released next month as well. Our Consultant will be present in the meeting to frame up possible questions and content for these engagement opportunities. Materials will be displayed and discussed in the meeting.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

No action on this item. Discussion only.

ATTACHMENTS:

None

McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, October 3, 2023

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Sayer Larson, Parks Superintendent

AGENDA ITEM: Discussion and action regarding skate park rules signage

PREVIOUS ACTION:

None

ISSUE SUMMARY:

The new skate park will be completed in October. The former skate park rules were limited to prohibiting bikes and glass and park hours. The new park was designed to permit bikes, skateboards, inline skates, scooters, and roller skates.

Staff is requesting feedback on proposed rules and signage at the facility. Researching rules from other communities, the enclosed sign language was developed. In speaking with the build team of the skate park, they recommended only permitting plastic pegs as this will help protect surfaces against damage.

Something else to consider is the term used for the facility. Utilizing the term "skate park" could be viewed as dictated use by skates or skate boards only. Calling the facility a wheels park or flow park would be inclusive of the other permitted uses.

FINANCIAL/BUDGET IMPACT:

None

VILLAGE PLAN REFERENCE:

None

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended motion:

Motion and second to approve the rules signage as presented for posting at the skate park facility.

ATTACHMENTS:

1. Welcome to the McFarland Flow Park - signage
2. CG Wheels Park Rules



3. CITY OF MADISON SKATEPARK RULES

Welcome to the McFarland Flow Park

Hours: Sunrise to Sunset

Flow Park is closed if wet, raining, snowing, ice or snow covered

This is an unsupervised facility – use this facility at your own risk

For the safety of all users and the longevity of the facility please abide by the following:

- This park is designed for skateboards, scooters, inline skates, roller skates, and BMX freestyle bikes.
- NO motorized or electric vehicles, bikes, scooters, or skateboards
- NO metal pegs - plastic pegs are permitted
- Safety first – helmets and other protective gear is highly recommended – know your limits
- NO outside obstacles or modifications to the park are permitted
- The use of wax is not permitted
- Please – NO gum, food or drinks on the skating area
- Please help keep the area clean and deposit refuse in the designated receptacles
- Graffiti, tagging and stickers are prohibited and will cause the park to close until repairs are completed
- Look before you go, do not drop in on others, wait for your turn and be respectful.
- Parents are encouraged to supervise at all times if user is under the age of 10
- NO spectators or pets on riding area including ramps and steps
- NO drugs, tobacco products, e-cigarettes, alcohol, or glass allowed on or in the Flow Park
- Competitive or demonstration events are not permitted without prior approval by the Parks and Recreation Committee.
- All other Village Park Rules and Ordinances Apply

For emergencies or serious injuries call 911 – Park address is 4812 Marsh Road, William McFarland Park

Report behavioral issues to McFarland Police Department 608.838.3151

Report damage or hazardous conditions to the McFarland Public Works Department 608.838.7287

Welcome to Bakken Wheels Park

Please use this facility with care & respect for yourself & others.

Wheels Park Hours: 7:00am to 10:00pm

This facility is not supervised. Use at your own risk.

- The Wheels Park is for **NON-MOTORIZED & NON-ELECTRIC** equipment of any kind (except for personal mobility devices as permitted by ADA).
- **Bicycles with pegs and street bicycles are NOT ALLOWED.**
- Look before you ride. Do not use the Wheels Park if hazardous conditions exist. Do not use the facility if the riding surface or equipment is wet – also including rain, snow, ice, and hail.
- Use of protective equipment, such as helmets, knee pads, elbow pads, wrist guards, gloves and proper shoes is HIGHLY RECOMMENDED.
- All food, drink, glass containers, gum, and personal items (backpacks, bags) are prohibited on the riding surface of the Wheels Park. Food and drink may be consumed on the plaza or grass area and discarded in the appropriate receptacles.
- No riding in the artificial turf area of the pump track.
- All alcohol, tobacco products, vaping, weapons of any kind and illegal substances are not allowed.
- Pets are not allowed in the park.
- Be respectful of others. No Profanity. No use of music boxes or amplified music. No reckless behavior.
- Be respectful of your Wheels Park. No graffiti, tagging or placement of stickers. Please be prideful of your Wheels Park and help keep it clean.
- No spectators or pets allowed in the riding area. Please use the plaza, benches, and grass area.
- No organized events or business use of the Wheels Park without written permission from the Village of Cottage Grove Parks & Recreation Department.
- Please report any damage, hazardous conditions, and concerns to Cottage Grove Parks & Recreation at 608.839.8968. For serious injury or emergencies call 911.
- Cottage Grove Parks & Recreation has established these rules for your safe and enjoyable use of the Bakken Wheels Park. The Village of Cottage Grove reserves the right to restrict or revoke use privileges of the Wheels Park or ask persons to leave the facility because of disorderly conduct, disturbances, rule violations or unsafe behavior.

Riding Rules:

1. Abide by the flow in open areas. Look ahead before you start a riding line.
2. Take turns. Only one person on a ramp or on the bowl at a time.
3. Do not modify the Wheels Park by adding obstacles or jumps.

Youth Regulations:

1. People under the age of 7 should be accompanied by a responsible adult.
2. Supervision is encouraged for all users under the age of 18.

SKATEPARK RULES

- The Skatepark is unsupervised, and the user assumes all risks in the use of the facility.
- The Park is open from 8:00am until 10:00pm. No trespassing is permitted when the Skatepark is closed.
- Only skateboards, in-line skates, and roller skates are allowed. All other uses are prohibited. No motorized devices are allowed inside the skating area.
- All users must wear proper safety gear.
- Additional obstacles or other materials (ramps/jumps/trash cans) may not be used in the Skatepark.
- Users under the age of 12 must be accompanied by a parent.
- All events shall have written approval from the Madison Parks Superintendent.
- No smoking, alcohol, food or drink, or glass containers allowed inside the Skatepark.
- Amplified sound, animals, littering and graffiti are not permitted.
- Facility users agree to abide by all rules and regulations applicable to City parks.

Approved by the Board of Park Commissioners June 2015