VILLAGE OF MCFARLAND

Parks and Recreation Committee Minutes

Tuesday, August 1, 2023 - 6:30 PM

1. CALL TO ORDER, ROLL CALL.

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

Members present: TJ Jerke, Sarah Kuba, Tanya Lancaster, Justin Rupert, Lori Wisnicky, Jessica Tokar

Members not present: Luke Fessler

Staff Present: Village Administrator Matt Schuenke, Public Works Director Lee Igl, Parks Superintendent Sayer Larson, Assistant to the Public Works Director Aimee Irwin, and Blake Theisen of Parkitecture.

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.

None.

3. APPROVAL OF MINUTES.

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

Motion by Trustee Jerke, seconded by Kuba, to approve the minutes of the July 5, 2023 Parks & Recreation Committee meeting. Motion carries 5 - 0 - 1 with Rupert abstaining.

4. BUSINESS.

a. *Discussion and action to make a recommendation to the Village Broad regarding the 2024-2028 Capital Improvement Plan (CIP).*

Schuenke stated the enclosed Capital Improvement Plan (CIP) is set for recommendation to the Village Board by the committee. Schuenke explained that Prairie Place Park could be considered and included in the CIP. In 2024, the Parks and Open Space Plan will be reviewed. Schuenke recommended engaging the community to gauge what is desired for Praire Place Park. Schuenke stated a line could be added to the CIP for planning in 2024 for $10,000 and then another line in 2025 for implementation.

- Kuba asked if there was village property for the Praire Place Park. Schuenke presented the lot that is identified as Prairie Place Park, which is owned by the Village and dedicated to the public for a park and recreation path.
- Lancaster asked if there was another location where the park could be located. Schuneke stated another location may be difficult due to topography and limitations within the subdivision. Lancaster asked what the current area could have. Schuneke estimated 9,700 square feet is available for a playground and equipment.

Motion by Trustee Jerke, seconded by Tokar, to recommend approval to make a recommendation to the Village Board regarding the 2024-2028 Capital Improvement Plan as presented with adding $10,000 in 2024 to build a plan for Prairie Place Park. Motion carries 6 - 0 - 0 by acclamation.

b. *Discussion regarding Inclusive Park*

This item was discussed out of order and discussed after item 4c.
Theisen stated that the 2020 Master Plan was completed and identified Cedar Ridge Park as the location for the Inclusive playscape. A funding collaboration moved the concept to Waubesa Intermediate School in 2022. Theisen reviewed phase 1 and phase 2 of the project. Theisen stated the tentative plan has a Public Information Meeting being held in October.

c. *Discussion regarding future aquatics plan*

Blake Theisen of Parkitecture provided an update regarding the skatepark and community park phase 1.

Blake Theisen provided history regarding aquatics. A feasibility study was completed in 2019 and further analysis and diagrams were completed in conjunction with the William McFarland Master Plan in 2020. Theisen stated two sites were analyzed for aquatics, including Lewis Park and William McFarland Park. The site selected was William McFarland Park. Theisen recommended the next steps include gathering public input, determining the facility type, developing schematic building and aquatic facility footprints, and assembling budget expectations and a timeline.

- Trustee Jerke inquired about the financial plan related to the aquatics plan. Schuenke responded that Community Park will need to be completed in order to vacate soccer from William McFarland Park, which will likely occur in 2026. Currently, aquatics is included near the end of the 5 year plan. Schunke stated a plan needs to be developed in order to help build the financial requirements.

- Trustee Jerke asked what operational impacts occur with various options presented in the aquatics plan. Igl provided his experience from his time at Sun Prairie pool, including spring and fall preparations, daily cleaning, and robotic floor scrubbers. Igl stated there were three managers for programming. The pool required painting every three to five years. Lancaster asked for comments regarding safety and security. Igl responded that the area was fenced and included cameras.
- Trustee Jerke asked what the positives and negatives would be for a splash pad. Theisen stated that ongoing maintenance would be drastically reduced compared to the pool. The splash pad would require blowing out the lines during the fall when closing for the season.
- Tokar asked about the park swim beach that was included in the 2019 feasibility study. Theisen responded that this item was moved to McDaniel Park beach improvements.

Theisen presented the tentative timeline associated with aquatics planning along with Inclusive Park.

- Lancaster asked if a survey would be completed. Theisen responded that a survey would be valuable and would likely want to complete the survey prior to the Public Information Meeting tentatively planned for November. Survey out late September/early October.
- Theisen asked what the survey should include. Committee members recommended the survey focus on a splash pad versus a pool, including cost and staffing requirements for both options, and an estimated timeline.
- Lancaster asked if the location was set. Theisen stated the location had been set based on other planning efforts.

d. *Discussion and action to make a recommendation to the Village Board regarding updates to Chapter 1 Parks and Park Facilities Naming Rights Policy.*

Trustee Jerke reviewed his recommendations, including recommendations provided by Trustee Fessler for updates to the policy.

No action was taken on this item. The item will be brought back at an upcoming meeting.

e. *Discussion and action to make a recommendation to the Village Board regarding a Change Order for the Community Park Project to construct a new limestone trail within the Dog Park.*

Larson provided an overview of the proposal from Meise to install a limestone path within the Dog Park, including a map depicting the trails for the limestone. Larson recommended including the alternative in the proposal. The estimated total cost would be $67,600 for 3400 linear feet based on the proposal.

- Trustee Jerke asked what the timeline would be for the installation. Larson estimates October for installation based on information from Meise. Larson stated that the plan would be to only close one area at a time.

- Trustee Jerke asked what the ongoing maintenance would be of the limestone. Larson responded that maintenance would be substantially less than currently.

Motion by Trustee Jerke, seconded by Lancaster, to recommend approval to the Village Board regarding a Change Order for the Community Park Project to construct a new limestone trail within the Dog Park. Motion carries 6 - 0 - 0 by acclamation.

5. SCHEDULE NEXT MEETING DATE.

a. *Tuesday, September 5, 2023 at 6:30 p.m.*

6. ADJOURNMENT.

Motion by Rupert, seconded by Tokar, to adjourn at 8:23 pm.

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

Respectfully submitted,
Aimee Irwin
Assistant to the Public Works Director