

VILLAGE OF MCFARLAND
Parks and Recreation Committee Minutes

Wednesday, July 5, 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 the Community Room of the Municipal Center.

Members present: TJ Jerke, Luke Fessler, Sarah Kuba, Tanya Lancaster, Lori Wisnicky

Members not present: Justin Rupert, Jessica Tokar

Staff Present: Village Administrator Matt Schuenke, Public Works Director Lee Igl, 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 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 June 6, 2023 Parks & Recreation Committee meeting.*

Motion by Trustee Jerke, seconded by Lancaster, to approve the minutes of the June 6, 2023 Parks & Recreation Committee meeting. Motion carries 5 - 0 - 0.

4. BUSINESS.

- a. *Discussion regarding the draft committee workplan.*

Trustee Jerke provided an introduction to the draft committee workplan. Igl provided additional background regarding the draft plan enclosed within the packet.

- Lancaster asked for examples of other municipalities' fees to review during the fee review. Larson stated this data could be provided.
- Kuba asked if the previous data about aquatics planning would be included when

aquatics is reviewed. Igl stated this information would be included.

- Trustee Jerke asked for clarification regarding the process for the Inclusive Park with the school district. Schuenke stated that each party would review and Blake Theisen with Parkitecture would be the liaison between the two parties.
- Trustee Jerke asked if an annual review would be required for Chapter 3 Vegetation Management Policy. Larson commented that a review could be done annually.
- Lancaster asked if feedback should be established after projects are complete. Igl stated, with the workplan, feedback could be included with the plan.

b. Discussion regarding the 2024-2028 Capital Improvement Plan (CIP) including 10 year plan for park system improvements.

Schuenke reviewed the enclosed ten-year Parks Capital Improvement Plan including those projects included in 2024.

- Trustee Fessler asked about the blank black boxes included within the ten-year plan. Schuenke explained that black boxes are an item that will probably be needed, but the specific item may not be identified or the cost identified.
- Trustee Jerke asked what methodology was established regarding park amenities and bathrooms. Schuenke responded that the plan was developed for funding purposes but also to allow for efficient administration of capital projects.
- Kuba inquired about grant funding being available that is shown in the plan. Schuenke explained that there are funds available through ARPA.
- Lancaster asked how we could be aware of other grant funding that is available. Schuenke explained that the Village Board will be receiving a draft report in the near future which summarizes grant funding opportunities.

Schuenke continued the review of the remaining nine years and projects within the plan.

- Trustee Fessler asked if retirement of certain facilities would be included in capital projects. Igl responded that nothing was planned at the moment.

c. Discussion regarding review and updates to Chapter 1 Parks and Park Facilities Naming Rights Policy.

Schuenke provided the history regarding the Chapter 1 Parks and Park Facilities Naming Rights Policy.

- Trustee Fessler clarified if the policy had been utilized since its creation. Schuenke stated that the policy had only been utilized once and there is a form available.
- Kuba asked if the policy should have been utilized with recent naming such as Rosewood Fields park or Community Park. Igl and Schuenke responded that the policy had not been utilized when naming those parks in developments.

5. SCHEDULE NEXT MEETING DATE.

a. Tuesday, August 1, 2023 at 6:30 p.m.

6. ADJOURNMENT.

Motion by Trustee Fessler, seconded by Wisnicky, to adjourn at 8:13 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