

VILLAGE OF MCFARLAND
Parks and Recreation Committee Minutes

Tuesday, January 2, 2024 - 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. This meeting was also held via Zoom webinar.

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

Members not present: Justin Rupert

Staff Present: Village Administrator Matt Schuenke, Parks Superintendent Sayer Larson, Assistant to the Public Works Director Aimee Irwin, Parkitecture staff Blake Theisen, and Town & Country staff Tim Siteve.

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 Parks & Recreation Committee meeting held on December 5, 2023.*

Motion by Trustee Jerke, seconded by Trustee Fessler, to approve the minutes of the Parks & Recreation Committee meeting held on December 5, 2023. Motion carries 6 - 0 - 0.

4. BUSINESS.

- a. *Discussion and action to make a recommendation to the Village Board regarding the Inclusive Park equipment.*

Theisen of Parkitecture provided an overview of the site plan for the equipment at Inclusive Park, including the Waubesa playground area. Theisen explained the total cost

of the equipment at Inclusive Park is \$665,400 and that the goals of the master plan continue to be met by the site plan as enclosed.

- Tokar asked about the durability of the mound. Theisen stated there is no concern about the durability.
- Kuba asked about paths between equipment. Theisen provided some examples of paths or connections between equipment and stated there may be additional opportunities within the Waubesa playground plan set.
- Kuba asked about the scavenger hunt items. Theisen responded that, yes, these items are included on some of the play panels and a sign will indicate what users should look for.
- Trustee Jerke asked if the fence along the Inclusive Park would be interactive. Theisen responded that this can be looked at with the site design package.
- Trustee Jerke asked if there was a lead time concern. Theisen explained he is not worried about the lead time as ongoing conversations have been occurring with the manufacturer.

Motion by Trustee Jerke, seconded by Trustee Fessler, to recommend approval to the Village Board regarding the Inclusive Park equipment. Motion carries 6 - 0 - 0.

b. Discussion and action to make a recommendation to the Village Board regarding the Highland Oaks Park restroom project and authorize the project for bid.

Stieve with Town & Country Engineering reviewed the enclosed plan set for the Highland Oaks Park restroom project. The plan set includes having utilities brought to the structure and the site work necessary for the prefabricated building that will house the restroom.

- Trustee Fessler inquired if the restroom would include a drinking fountain. Larson stated that a drinking fountain is not currently included. Schuenke responded that adding the drinking fountain could be reviewed if included with the motion by the committee.
- Trustee Jerke asked if a changing table would be included in the restroom. Stieve responded that a changing table, while not shown, would be included.
- Committee members and staff discussed the addition of an ADA ramp from the roadway to the sidewalk.

Motion by Trustee Jerke, seconded by Lancaster, to recommend approval to the Village Board regarding the Highland Oaks Park restroom project and authorize the project for bid including exploring the inclusion of a drinking fountain and ADA ramp from the road to the sidewalk. Motion carries 6 - 0 - 0.

c. Discussion regarding updates to Chapter 2 - Parks and Recreation Facility Policy

Trustee Jerke reviewed the enclosed Chapter 2 policy with comments and questions provided by Trustee Jerke and Trustee Fessler. Committee members and staff discussed various components of the policy, including how the policy is currently applied. The policy will return to the committee at an upcoming meeting with recommended edits for review and possible approval.

5. SCHEDULE NEXT MEETING DATE.

a. Tuesday, February 6, 2024 at 6:30 p.m.

6. ADJOURNMENT.

Motion by Kuba, seconded by Wisnicky, to adjourn at 7:57 p.m.

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