

VILLAGE OF MCFARLAND
Parks and Recreation Committee Minutes

Tuesday, May 7, 2024 - 6:30 PM

1. CALL TO ORDER, ROLL CALL.

Trustee Fessler 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: Trustee Luke Fessler, Trustee Alisa Leamy, Anita Iwanski, Sarah Kuba, Tanya Lancaster, Jessica Tokar, Lori Wisnicky

Staff Present: Village Administrator Matt Schuenke, Public Works Director Lee Igl, Parks Superintendent Sayer Larson, Associate Planner Kong Thao, 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 April 3, 2024, Parks & Recreation Committee meeting.*

Motion by Lancaster, seconded by Kuba, to approve the minutes of the April 3, 2024, Parks & Recreation Committee meeting. Motion carries 7 - 0 - 0.

4. BUSINESS.

- a. *Discussion and action regarding a request by CAPA (Capital Area Pickleball Association) to host a pickleball tournament*

Larson provided an overview of CAPA's request for the use of all pickleball courts for a tournament. Kevin Mcpherson, CAPA President, provided a brief overview of the Capital Area Pickleball Association including that tournaments are held around the county.

- Trustee Fessler inquired about the time of the request and suggested the full hours from 6:00 am to 10 pm.
- Kuba asked for clarification on the number of tournaments being held at pickleball per year. Trustee Fessler stated, while the number of tournaments had been discussed, there had not been a set standard.
- Trustee Fessler asked what CAPA did with the net proceeds from tournaments. Mcpherson responded that net proceeds have been donated to the Boys and Girls Club.
- Larson asked if any banners or signs would be displayed during the tournament. Mcpherson stated that they typically had a banner behind the victory stand which would show the host and sponsor of the event.

Motion by Trustee Leamy, seconded by Wisnicky, to approve a request by CAPA to host a pickleball tournament on the dates of Friday, August 16th, Saturday, August 17th, and Sunday August 18th. Motion carries 7 - 0 - 0.

b. Discussion regarding updates to the Dane County Parks and Outdoor Recreation Plan, presented by Dane County Parks' Alex DeSchmidt.

Alex DeSchmidt, Senior Landscape Architect for Dane County Parks, provided an overview of Dane County Parks, current projects, and their plan to update the Parks & Open Space Plan for Dane County. DeSchmidt stated the plan was to adopt the new Parks & Open Space Plan for Dane County in the Spring of 2025.

c. Discussion and action regarding the playground replacement at Highland Oaks Park.

Larson presented various designs and quotes for the Highland Oaks Park playground replacement. Larson explained that the playground replacement was included in the CIP for replacement in 2024.

- Committee members discussed the various designs presented within the packet.
- Kuba asked what parameters the designers had been provided. Larson stated that accessibility was a factor, but no additional parameters were provided.
- Trustee Fessler clarified the task for the meeting regarding this item. Larson responded that staff are seeking approval of one of the enclosed designs.
- Iwansky asked why this playground was selected for replacement. Larson explained the current playground had reached an age that replacement typically occurs. Trustee Fessler commented that once the restroom is in place at this park, the park could experience increased traffic.
- Iwansky asked what the warranty was for playground equipment. Larson explained it varies depending on the vendor, but generally five to ten years.
- Schuenke explained that the Parks Fund is utilized for playground replacements as it's an eligible expense.

Motion by Trustee Fessler, seconded by Trustee Leamy, to recommend approval to the Village Board regarding the Lee Rec Option 2 design and quote with the addition of monkey bars. Motion carries 7 - 0 - 0.

d. Discussion regarding updates to the Village's Comprehensive Outdoor and Recreational Plan.

Thao provided an overview regarding the Comprehensive Outdoor and Recreational Plan including that the survey will be live on June 9, 2024, and that the Public Information Meeting (PIM) will be held on May 15, 2024, at the Municipal Center.

- Iwansky asked if a map would be included with the survey. Thao explained that a regional map would be included. Iwansky and other committee members recommended a map of the parks be included with the survey.
- Iwansky asked if the gender question was reviewed. Thao stated that the questions were reviewed by the Diversity, Equity and Inclusion Strategist.
- Wisnicky asked if postcards were being mailed about the survey and PIM. Thao responded that a mailer was not planned but publication in the Outlook, on the village's website, the village's social media, and through the school district was planned.
- Larson commented that Juniper Ridge and Eco-Park should be split into two parks.
- Trustee Fessler asked when the plan would next be reviewed by the committee. Thao stated that the updated plan would return during the July Parks & Recreation meeting.

e. Discussion and action to make a recommendation to the Village Board regarding an agreement with the McFarland School District for the development of the Inclusive Park at Waubesa Intermediate School.

Schuenke provided an overview of the Inclusive Park project and provided the enclosed agreement with the McFarland School District. Schuenke explained that as part of the agreement, the Village would complete an annual review with the School District of the equipment for needed maintenance.

- Lancaster recommended a correction to the enclosed agreement as it stated DeForest. Schuenke noted that this error would be corrected.
- Iwansky asked for information regarding the funding for the project. Schuenke explained that the project was included in the 2024 budget. Schuenke stated that a portion of the funding was from ARPA funds awarded to the village and the remaining expense would be from the Parks Fund.
- Trustee Fessler asked for clarification if park usage was limited. Schuenke responded that this could be clarified prior to the Village Board meeting.
- Trustee Fessler asked if maintenance was the district's responsibility. Schuenke stated that overall maintenance would be completed by the district but if larger repairs are required, the village may assist.

Motion by Trustee Leamy, seconded by Kuba, to recommend approval to the Village Board of an agreement with the McFarland School District for the development of the Inclusive Park at Waubesa Intermediate School. Motion carries 7 - 0 - 0.

5. SCHEDULE NEXT MEETING DATE.

a. Tuesday, June 4, 2024 at 6:30 p.m.

6. ADJOURNMENT.

Motion by Kuba, seconded by Tokar, to adjourn at 8:18 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