VILLAGE OF MCFARLAND

Parks and Recreation Committee Minutes

Wednesday, November 6, 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: Luke Fessler, Alisa Leamy, Anita Iwanski, Sarah Kuba, Tanya Lancaster, Jessica Tokar, Lori Wisnicky

   Members not present: n/a

   Staff Present: Director of Public Works Lee Igl, Parks Superintendent Sayer Larson, Assistant to the Public Works Director, and Parkitecture staff Blake Thiesen

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 October 1, 2024, Parks & Recreation Committee meeting.*
      Motion by Trustee Leamy, seconded by Lancaster, to approve the minutes of the October 1, 2024, Parks & Recreation Committee meeting. Motion carries 6 - 0 - 1 with Kuba abstaining.

4. **BUSINESS.**

   a. *Discussion and action to make a recommendation to the Village Board regarding the award of contract for the Brandt Park shelter renovation.*
      Igl provided an introduction to the Brandt Park shelter renovation. Thiesen reviewed the bids received for the project and Parkitecture's recommendation of awarding the contract to the low bidder, Iconica. Thiesen stated that Parkitecture has experience with

Iconica both with designing projects and construction of projects. Igl reviewed the financial information within the packet, including a higher contingency of 15% in the event of unexpected issues.

Motion by Trustee Fessler, seconded by Trustee Leamy, to recommend to the Village Board the award of contract to Iconica of Madison for the Brandt Park shelter renovation for the base bid and alternate bid in the amount of $91,618 with additional expenses for design & construction administration, contingency, internet connection, and updated locks for a total project cost of $139,750. Motion carries 7 - 0 - 0.

b. *Discussion regarding Community Park Phase 2 design.*

Thiesen provided an update regarding phase one work at Community Park. Thiesen reviewed plans for phase two, including the parking lot, entrance from CTH AB, and building.

- Trustee Fessler inquired about the Fire Department's requested adjustments to the parking lot. Thiesen explained the pathway was added and adjustments were made to the medians to allow for an adequate turning radius. Fessler asked if the adjustments to the parking lot would result in additional tree removal. Thiesen stated no additional trees would be removed.
- Lancaster asked what the total number of parking stalls are in the plan and if it would be adequate for tournaments. Thiesen responded he was not sure of the exact number of stalls, but the number of stalls were included based on soccer's recommendation.
- Thiesen added that a new well will be needed for the building structure.

Thiesen reviewed the building structure plan and explained that additional changes have occurred from the document included within the packet.

- Kuba asked what type of covered spaces were planned. Thiesen responded that sails were the plan. Larson added that sails are preferred over roofs to help avoid bird nesting.
- Lancaster inquired about the traffic flow plan at CTH AB. Thiesen stated that they are awaiting the county's response for their preference at the entrance and exit, which they hope to hear in the coming weeks.

c. *Update regarding park projects.*

Thiesen provided project updates related to Inclusive Park and the Lewis Park boardwalk. Larson provided an overview of the new restroom and upgraded playground at Highland Oaks Park.

5. SCHEDULE NEXT MEETING DATE.

a. *Tuesday, December 3, 2024, at 6:30 p.m.*

6. ADJOURNMENT.

Motion by Trustee Leamy, seconded by Kuba, to adjourn at 7:17 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