

VILLAGE OF MCFARLAND

**Parks and Recreation Committee Minutes**

*Tuesday, March 4, 2025 - 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: Public Works Director Lee Igl, Parks Superintendent Sayer Larson, Assistant to the Public Works Director Aimee Irwin, Diversity, Equity and Inclusion Strategist Krystal Johnson, Village Administrator Matt Schuenke, Parkitecture staff Blake Thiesen, and Iconica staff Abby Linley.

**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 February 4, 2025, Parks & Recreation Committee meeting.*

Motion by Trustee Fessler, seconded by Trustee Leamy, to approve the minutes of the February 4, 2025, Parks & Recreation Committee meeting with recommended edits provided by committee member, Iwanski. Motion carries 7 - 0 - 0.

**4. BUSINESS.**

*a. Discussion and action to make a recommendation to the Village Board regarding a proposal from Parkitecture for design services for Prairie Place playground.*

Igl provided an introduction to a proposal for design services for the Prairie Place

playground.

- Iwanski asked if there was a standing contract with Parkitecture. Igl responded that there is not a contract but Parkitecture is who we have worked with historically.
- Iwanski asked if multiple bids would be requested for the equipment at the park. Igl responded that bids would be requested for the equipment.
- Committee members discussed possible site locations for the park. Thiesen with Parkitecture provided a history of a park within the subdivision and the proposed site location along Holscher Road.

Motion by Trustee Fessler, seconded by Kuba, to recommend approval to the Village Board regarding a proposal from Parkitecture for design, bid, and consulting services for the Prairie Place playground in the amount of \$13,580. Motion carries 7 - 0 - 0.

b. Discussion and action to make a recommendation to the Village Board to make an application for a grant to support improvements at Prairie Place Park.

Schuenke provided an introduction to a grant for additional funds to support the Prairie Place park. Johnson provided an explanation regarding the T-Mobile Hometown grant and grant requirements.

- Committee members discussed the proposed ideas for the park to aid Johnson in the completion of the grant application.

Motion by Trustee Fessler, seconded by Trustee Leamy, to recommend approval to the Village Board to make an application for a grant to support improvements at Prairie Place Park. Motion carries 7 - 0 - 0.

c. Discussion regarding Community Park Phase 2 design

This item was discussed out of order. Thiesen provided an update regarding the site plan for Community Park Phase 2, which includes the paved parking lot, shelter, and playground. Thiesen explained that a cross country course has also been mapped out for the park for a school district home course site.

- Trustee Leamy asked how many parking stalls are available with the gravel lot space. Thiesen stated the main lot holds about 200 and the gravel lot would host another 100.
- Fessler asked if the cross country course would be on a natural surface. Thiesen responded that the course would mostly be on a natural surface with only a bit being on the crushed limestone.
- Kuba asked for clarification regarding the proposed pump track and sledding hill. Thiesen reviewed the proposed pump track and sledding location on the site plan.
- Lancaster asked if the entry to the parking lot was going to be studied as part of the county's traffic study. Thiesen stated that the county is leading the effort on the traffic study. Igl added that the study was moved from 2025 to 2026.
- Trustee Leamy inquired when soccer would move to Community Park. Thiesen

stated the plan is for the fall of 2026.

- Trustee Fessler asked if the paving of the parking lot would include the full paving. Igl stated that it would be fully paved.
- Lancaster asked about the status of the bike pathway that would connect to the park. Igl responded that the 30% plans are underway but not ready for review. Schuenke added that the county has been asked to take the bike path, pedestrian accommodations, and turning lanes into their consideration when they study the area.

Linley with Iconica reviewed the two proposed options for the building.

- Iwanski asked if the covered area is the same between the two concept options. Linley explained that option b offers a little less outdoor covered area.
- Trustee Fessler asked if the cost estimates had been developed for the two concepts. Thiesen explained that cost estimates have not been generated. Thiesen added that the cost estimates could be built for the next committee meeting.
- Trustee Fessler asked if the boardroom was a soccer request or a carryover from the last design. Igl explained that the boardroom is a carryover. Larson stated that the room is utilized during tournaments and soccer needs a secure space.

**5. SCHEDULE NEXT MEETING DATE.**

*a. Wednesday, April 2, 2025 at 6:30 p.m.*

**6. ADJOURNMENT.**

Motion by Trustee Leamy, seconded by Kuba, to adjourn at 8:10 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