

VILLAGE OF MCFARLAND

Parks and Recreation Committee Minutes

Tuesday, May 6, 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 at the Municipal Center. This meeting was also held via Zoom webinar.

Members present: Trustee Fessler, Trustee Leamy, Anita Iwanski, Sarah Kuba, Tanya Lancaster, Lori Wisnicky, Anna Bartz

Members not present: n/a

Staff Present: Public Works Director Lee Igl, Assistant to the Public Works Director Aimee Irwin, Parks Superintendent Sayer Larson, Community & Economic Development Director Andrew Bremer, Associate Planner Kong Thao, Village Administrator Matt Schuenke

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.

- Eric Green at 5942 Oak Hollow Dr spoke as an advocate for McFarland Youth Soccer in support of the Community Park Phase 2 project moving forward to bid.
- Nick Sales at 5404 Wild Cherry Ln is in support of the new Community Park project but would keep soccer at its current location until pedestrian access is in place for traveling to the park.
- Igl commented that a Public Information Meeting regarding Siggelkow Road will be held on Wednesday, May 7. The meeting will present the traffic study that was conducted for the corridor.

3. APPROVAL OF MINUTES.

a. *Motion to approve the minutes of the Parks & Recreation Committee meeting from April 2, 2025.*

Motion by Trustee Fessler, seconded by Trustee Leamy, to approve the minutes of the Parks & Recreation Committee meeting from April 2, 2025. Motion carries 6 - 0 - 1, with Lancaster abstaining.

4. BUSINESS.

a. Committee member introductions and committee overview

Introductions of committee members and village staff were completed, followed by a quick overview of the committee responsibilities as outlined in the village municipal code.

b. Discussion and action to recommend approval to the Village Board of Resolution #2025-07, a resolution to adopt the 2025-2029 Comprehensive Outdoor Recreation Plan.

Thao provided an overview of the Comprehensive Outdoor Recreation Plan and an update from the Public Information Meeting that was held on April 3, 2025.

- Iwanski asked how the recommendations within the plan would be brought forward as a project. Thao responded that projects would come back to the committee for approval to explore funding for a project.
- Bartz asked for clarification about the recommendation related to pedestrian lake access. Thao stated that each location would be evaluated for possible improvements on a case-by-case basis.
- Wisnicky asked for clarification on page 63 of the plan related to the Village's tree canopy. Thao responded that the objective is to improve and increase the village's tree canopy in conjunction with adequate staffing to maintain the tree canopy.
- Lancaster asked how the CORP, once approved, could be promoted along with an explanation of how the plan recommendations could become a project. Thao presented the two locations that the plan will be housed on the village's website following approval. Thao stated that the plan could continue to be promoted through various communication channels.

Motion by Trustee Leamy, seconded by Trustee Fessler, to recommend approval to the Village Board of Resolution #2025-07, a resolution to adopt the 2025-2029 Comprehensive Outdoor Recreation Plan. Motion carries 7 - 0 - 0.

c. Discussion and action to make a recommendation to the Village Board regarding the final design for the Community Park Phase 2 improvements and authorize the project for bid.

Schuenke explained the objective of the committee meeting was to discuss the final design and move the project to bidding. Schuenke reviewed the changes that had occurred since the last concept plan was presented to the committee, including reduction in shelter size, deferring final paving of the asphalt parking lot, playground being deferred and some hardscape and pathways condensed.

- Lancaster asked where the secondary lot would connect to the private road. Schuenke explained the lot would be connected to the roadway where it would create the least amount of disturbance near a swale.

- Trustee Fessler asked if the village would need to enter into an agreement with the private road owner. Schuenke explained that no agreement would be required as it was deeded access.
- Trustee Leamy asked for the estimated cost of the secondary lot. Schuenke responded that the lot was estimated at \$60,000.
- Trustee Leamy asked how the number of parking spots at William McFarland Park compares to the proposed spots at Community Park. Schuenke explained that the number is comparable with the secondary lot handling 75 vehicles plus the additional field overflow that could hold over 100 spots.
- Trustee Leamy asked if there were ways to save on the shelter design. Blake Theisen with Parkitecture responded that at this time there are no additional saving options.
- Trustee Fessler asked why the box structure shape was not recommended. Theisen explained the reason for not recommending the box shape is to accommodate the various spaces such as the mechanical room and restrooms.
- Bartz asked for clarification regarding the meeting area. Schuenke explained soccer requires a meeting area for running their operations and having an area that is lockable.
- Iwanski asked how the plan compares to the current building for soccer. Schuenke responded that the new shelter is very similar except for the mechanical room.
- Bartz asked how many fields there are at William McFarland Park compared to the Community Park. Schuenke and Trustee Fessler responded that William McFarland Park has seven fields while Community Park has 13.
- Bartz asked if the storage space would be adequate. Larson responded that nets would be stored but not the goals themselves and the new shelter adds a little more square footage overall.
- Trustee Fessler asked about storage of mowers. Larson stated that future plans would add a shed for village mowers or equipment to be stored at the site.
- Iwanski asked about utilizing the shelter as a rental venue. Schuenke explained that, similar to the William McFarland Park shelter, the Community Park shelter could be rented as long as it does not conflict with other events and sports schedules.

Schuenke provided an overview of the upcoming Siggelkow Road Public Information Meeting (PIM) that is scheduled for Wednesday, May 7. Schuenke explained the Village engineer is working towards the 30% design plans, which include figuring out a trail or pedestrian access along the roadway. Additionally, Dane County is working on a project related to County Highway AB.

- Trustee Leamy asked if a reduction in speed is being considered on County Highway AB. Schuenke explained that speed would be considered as part of the traffic study and that the data will determine if speed adjustments are necessary.
- Iwanski asked why pedestrian access is being considered on Siggelkow instead of County Highway MN. Schuenke explained that Siggelkow Road is within the village's jurisdiction versus County Highway MN.

- Lancaster asked if the speed on Siggelkow Road would be reviewed. Schuenke stated speed could be looked at.

Motion by Trustee Fessler, seconded by Trustee Leamy, to make a recommendation to the Village Board to approve the final design for the Community Park Phase 2 improvements and authorize the project for bid with two alternate bids for the secondary parking lot and sun shades, along with additional items staff can identify as possible alternatives. Motion carries 7 - 0 - 0.

5. SCHEDULE NEXT MEETING DATE.

a. Tuesday, June 3, 2025 at 6:30 p.m.

6. ADJOURNMENT.

Motion by Trustee Leamy, seconded by Kuba, to adjourn at 8:14 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