

VILLAGE OF MCFARLAND

**Parks and Recreation Committee Minutes**

*Thursday, October 23, 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: Trustee Fessler, Trustee Leamy, Anita Iwanski, Sarah Kuba, Tanya Lancaster, Lori Wisnicky

Members not present: Anna Bartz

Staff Present: Public Works Director Lee Igl, Parks Superintendent Sayer Larson, Village Administrator Matt Schuenke, Assistant to the Public Works Director Aimee Irwin

**2. PUBLIC APPEARANCES.**

*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](mailto: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.*

Lori Wisnicky, 5502 Osborn Dr, spoke on behalf of Friends of McFarland Parks about their upcoming fundraiser event on Thursday, November 30th from 6:30 to 8:00 PM being held at the village's Municipal Center.

**3. APPROVAL OF MINUTES.**

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

Motion by Trustee Fessler, seconded by Kuba, to approve the minutes of the September 2, 2025, Parks & Recreation Committee meeting. Motion carries 6 - 0 - 0.

**4. BUSINESS.**

*Discussion and action to make a recommendation to the Village Board regarding the proposal for the Prairie Place park project*

Igl provided an overview of the meetings in which Prairie Place Park was discussed, along with the public information meeting that was held. Igl explained that two

locations were previously presented for the park, but a third location was identified after the two locations were deemed not recommended locations. Igl presented an overview of the proposed playground equipment for the park that would be located near the village's lift station 5 on Holscher Road.

Blake Theisen of Parkitecture provided an explanation regarding the spinner park equipment which would be within the pipeline's easement and may need to be moved if required by the pipeline due to an emergency. Theisen also commented that the park border was previously planned to be concrete but now is planned to be plastic landscape timbers.

- Iwanski asked how the sledding hill would be impacted by this park location. Theisen stated the park would not be within the sledding hill zone.
- Trustee Fessler asked if the shade structure would be removed during winter. Larson stated the structure would be removed.
- Trustee Fessler asked if there would be additional maintenance by switching to plastic landscape timbers. Larson explained the timbers would be at ground level and would not result in additional maintenance.
- Lancaster asked about the accessibility of the park. Theisen explained that the surfacing meets ADA standards.
- Trustee Fessler asked about the entrance to the playground area. Theisen explained there would be a slight grade change from the pathway to the playground area, but it would be within ADA guidelines.
- Trustee Fessler inquired about the accessibility of the park from the street. Theisen explained that while the access from Holscher is steeper, access could be gained by the path along the park area or access from Shooting Star Court.
- Trustee Fessler inquired about concerns related to additional run-off. Theisen explained there should not be additional run-off.
- Lancaster asked if it would be easy to remove the spinner equipment in the event the pipeline would need it to move temporarily. Igl and Larson explained the spinner could be easily removed, but it would require a bit more work for installation.

Motion by Trustee Fessler, seconded by Lancaster, to recommend approval to the Village Board regarding the Prairie Place park proposal from Lee Recreation, LLC, in the amount of \$94,672 including contingency for a total project cost of \$100,000. Motion carries 6 - 0 - 0.

b. Discussion and action to make a recommendation to the Village Board regarding the award of contract for Community Park Phase 2 improvements.

Igl provided an overview of the bid results and stated that the low bidder was McKee Associates. Igl explained that staff are recommending that alternate one is accepted which changes the piping from copper to PEX at the shelter.

- Kuba asked for additional information related to the alternative bid items. Theisen provided a brief overview of the six alternates that were included in the bid package.

- Trustee Fessler asked if the plan is to include components in the parking lot if, in the future, vehicle chargers are installed. Theisen stated that accommodations in the parking lot are being made for possible future chargers.
- Iwanski asked for clarification on the alternates in the bid package. Igl explained that if an alternate was selected it would be a reduction to the project cost. Trustee Fessler explained that alternates are not provided by bidders but presented in the bid package for possible reductions in costs.

Motion by Trustee Fessler, seconded by Trustee Leamy, to table the business item of the award of contract for Community Park Phase 2 improvements to a future Parks and Recreation Committee meeting. Motion carries 6 - 0 - 0.

c. Discussion and action to make a recommendation to the Village Board regarding a use agreement at Community Park with the McFarland Soccer Club.

Schuenke provided an overview of the use agreement with McFarland Soccer Club for their use of Community Park. Schuenke explained that the agreement is based on a similar agreement from William McFarland Park and helps to close the funding gap for the project.

- Trustee Fessler asked if there are any major changes since the previous draft version was presented to the committee in September. Schuenke stated no major changes have occurred.

Motion by Trustee Fessler, seconded by Trustee Leamy, to table the business item of a use agreement for Community Park with McFarland Soccer Club to a future Parks and Recreation Committee meeting. Motion carries 6 - 0 - 0.

d. Discussion and action to make a recommendation to the Village Board regarding a use agreement at Community Park with the School District of McFarland.

Schuenke provided an overview of the use agreement with McFarland School District for their use of Community Park. Schuenke explained that the agreement outlines the district's use of the park for their home cross-country course along with their use of the shelter for informal recreational programming.

- Trustee Fessler asked for clarification regarding the agreement for the needs of the home cross-country course. Schuenke explained the agreement would not need to be approved now as the district would not utilize the park for their course until 2027.

Motion by Trustee Fessler, seconded by Trustee Leamy, to table the business item of a use agreement for Community Park with McFarland School District to a future Parks and Recreation Committee meeting. Motion carries 6 - 0 - 0.

## 5. SCHEDULE NEXT MEETING DATE.

- a. Tuesday, November 4, 2025 at 6:30 p.m.

**6. ADJOURNMENT.**

Motion by Trustee Fessler, seconded by Trustee Leamy, to adjourn at 7:12 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