

VILLAGE OF MCFARLAND

**Parks and Recreation Committee Minutes**

*Tuesday, November 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 6:31 PM in the Community Room of the Municipal Center. This meeting was also held via Zoom webinar.

Members present: Trustee Fessler, Trustee Leamy (arrived at 6:38 PM), Anita Iwanski, Sarah Kuba, Anna Bartz

Members not present: Tanya Lancaster, Lori Wisnicky

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.**

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](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.*

None.

**3. APPROVAL OF MINUTES.**

a. *Motion to approve the minutes of the October 23, 2025, Parks & Recreation Committee meeting.*

Motion by Trustee Fessler, seconded by Kuba, to approve the minutes with the correction of a committee member's last name for the October 23, 2025, Parks & Recreation Committee meeting. Motion carries 4 - 0 - 0.

**4. BUSINESS.**

a. *Presentation by McFarland Youth Baseball Organization.*

Arick Ecker of McFarland Youth Baseball Organization provided a presentation regarding the organization, current operations, and future outlook.

- Kuba asked what needs the organization would have at William McFarland Park.

Ecker stated that the organization would benefit from two small fields and one large field.

- Kuba asked what needs beyond fields the organization would like to have. Ecker responded that additional items would include backstops, outfield fences, dugouts, shed or storage space, and some type of scoreboard.
- Bartz asked if the organization would desire bleachers at future fields. Ecker explained that smaller set of bleachers may be beneficial, but most attendees bring their own lawn chairs for seating.

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

Parkitecture shared that the current shelter at William McFarland Park is 4,000 square feet while the proposed new shelter at Community Park is 5,800 square feet.

Igl provided an overview of the Community Park including the scope of Phase 2 of the project. Igl summarized the bid tabulation results in which McKee Associates was the low bidder.

Schuenke explained the use agreements with McFarland Soccer and McFarland School District which will allow for a diverse use of the park and shelter.

- Trustee Leamy asked for clarification regarding the parking lot on the northeast of the park. Igl explained that the lot would be gravel and not paved as part of this phase of the project.

Motion by Trustee Fessler, seconded by Trustee Leamy, to make a recommendation to the Village Board to accept McKee Associates base bid and the alternate bid deduction A1 for a total cost of \$2,773,200 and a total project cost of \$3,335,000. Motion carries 5 - 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 the Community Park.

Motion by Trustee Fessler, seconded by Bartz, to recommend approval to the Village Board regarding a use agreement at Community Park with the McFarland Soccer Club. Motion carries 5 - 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 the Community Park. The agreement includes the possibility of the park being utilized as the district's home course for cross country and their dedicated use of the shelter.

- Bartz asked if there were concerns about cross country damaging the park. Igl responded that the course would not be on the soccer fields, but the course would require some maintenance from time to time.

Motion by Trustee Fessler, seconded by Trustee Leamy, to recommend approval to the Village Board regarding a use agreement at Community Park with the School District of McFarland. Motion carries 5 - 0 - 0.

- e. Discussion and action to make a recommendation to the Village Board regarding updates to Appendix A of the Village's ordinance.

Igl explained the proposed changes to Chapter 44 — Appendix A related to park fees.

- Trustee Fessler asked if fees were compared to other communities. Igl stated that fees were reviewed and compared to other communities.

Motion by Trustee Fessler, seconded by Trustee Leamy, to recommend approval to the Village Board for recommended changes to Chapter 44, including Appendix A, as presented to be effective January 1, 2026. Motion carries 5 - 0 - 0.

**5. SCHEDULE NEXT MEETING DATE.**

- a. Tuesday, December 2, 2025 at 6:30 p.m.

**6. ADJOURNMENT.**

Motion by Trustee Fessler, seconded by Trustee Leamy, to adjourn. By unanimous consent, the meeting was adjourned at 7:21 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