

TOWN OF WESTPORT  
PARK COMMITTEE MEETING  
Kennedy Administration Building  
5387 Mary Lake Road  
Waunakee, WI 53597

Minutes- April 3, 2024, 6:00pm

Present: Amy Freidig, Deanna Loewenhagen, Mary Manering Absent: Ben Buss, Michelle Wing, Mick Holm Public Present: Terri Hix, Jeremy Lange.

Meeting called to order 6:00 pm. March minutes approved by motion by Loewenhagen, second Manering.

Public Comment on Matters Not on the Agenda, none heard.

**Town Park Center:** No new business. Work to prepare new equipment continues as planned.

**Tree Planting Plan:** New tree planting along Hwy M will take place once the new road is in. Manering will contact Dane County Parks for possible donation of trees.

**General Park/Trail Maintenance and Development:** No action.

**Community of Bishops Bay Sam Jacobsen Park.** Jake Bunz representing the Bishops Bay Community updated the committee on Park Plan Modifications:

- Combined playground area
- Replaced pump track with an outdoor skating area.
- Delineated natural/prairie grass areas vs mowed grass areas.
- Added oak trees around the playground for shade.
- Added water bubbler for park users (and dogs)
- Added an outdoor ice-skating area berm.
- Added an option for a future court facility.
- Combined the community mailbox shelter with a park structure overhang.

Bunz presented the Phase I area via a power point presentation and provided a book showing the children play equipment in yellow and black “bumble bee” theme. He also provided a sample of the playground surface material and stated it has a 30-year life expectancy.

Phase 1 park improvements are set to be built in 2024-2025 and include paved pedestrian trails along both sides of Bishop Bay Parkway, a Hedra age 5-12 play structure in yellow and black, oak shade tree plantings around the park, parking lot, natural mowed paths and trails, invasive tree and underbrush clearing within the park’s wooded area, park shelter (on HOA land), and a sledding hill.

The committee asked for clarification on the proposed plan and thanked Mr. Bunz.

**Recommendations for items on the upcoming April 8, 2024, Town Plan Commission and Joint Plan Commission Meetings:**

The Parks Committee is supportive of the general concept regarding mown trails, natural grass areas, and mown grass areas. The Parks Committee recommends that the developer consult with Westport Public Works to better understand future maintenance capacity for the natural grass area, and research further on appropriate signage at the park, including when the park is open/closed, to ensure ADA compliance. The Parks Committee requests the developer work with town staff and playground designer to better understand the typical life of rubber playground surfacing and if another surfacing, like ADA wood chips, may be more appropriate for the long term.

The Parks Committee appreciates the addition of shade trees around the playground structure and recommends that not more than 25% of any single species be planted, per the 1013 Comprehensive Bicycle, Pedestrian, and Outdoor Recreation Plan.

The Parks Committee recommends the developer consider vehicle park access for all Bishops Bay residents on Home Stretch Drive for residents who may not be able to access that area of the park on foot.

The Parks Committee appreciates the current design's inclusion of a water bottle filling station but acknowledges long-term maintenance concerns may require this to be removed from the design.

If aspects of the potential ice rink are to be built (i.e. berms installed prior to planting) in Phase I, the Parks Committee requests more information on ice rink plans (water source etc.)

**Miscellaneous Business/Forthcoming Events:** Freidig thanked Michelle Wing for her many years on the park committee and welcomed Mary Manering. Freidig will update the committee about the memorial at the next meeting.

Motion to adjourn by Loewenhagen, second Manering.

The meeting adjourned at 7:03 pm.

Minutes submitted by  
Deanna Lowenhagen