

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

Minutes - March 6th, 2024, 6:00pm

Present: Amy Freidig, Michelle Wing, Deanna Loewenhagen, Ben Buss Absent: Mick Holm
Public Present: Terri Hix, David Hix

Meeting called to order 6:01 p.m. February minutes approved by motion by Loewenhagen, second Buss.

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.

General Park/Trail Maintenance and Development: Discussion around potential opportunities to have certain trails paved in the Yahara area.

Community of Bishops Bay Sam Jacobsen Memorial Park: Jake Bunz presented the park proposal. The size of the proposed park space is increasing from 10 acres to 14 acres. Phase 7 of development includes the first phase of the park build out. Park development will begin either this coming summer or in 2025. The park will continue to be built as more phases of development is completed. The following topics were discussed:

Park Maintenance: The Committee will inquire about the maintenance responsibilities for the developer, HOA and township. As future phases are being planned, maintenance of the park features should be a core consideration.

First Phase Park Layout: The initial draft of the park layout was built based on discussions between developer and realtors. There was an ask to ensure residents were able to provide more feedback on the park design. The public is encouraged to attend future committee meetings where the park layout is being discussed. The Committee encouraged that the play structures be located near each other to provide convenience for families with both young and older kids. The playground structures are not yet determined. Proposed structures will be presented at a future meeting. The Committee will provide the details of the structures going in at the new Town Park Center for reference. Providing shade around the playground areas should be taken into consideration when planning.

Tree Planting: The wooded area in the park will have the underbrush and any invasive species removed. The Committee suggested that there be a tree planting plan to review. The Committee will provide any criteria suggested as input to the tree planting plan (i.e. no more than 25% of each native species). Tree planting should be done around the play area to provide future shade.

Additional Discussion: Bathrooms and water stations are not currently planned. The Committee suggested looking into adding in water stations by the paved bike path. Bathrooms should also be considered, however there needs to be a discussion on maintenance, etc. There was discussion around extending the green space by the playground to ensure that kids have mowed grass to play on. A proposed green space should be shown in the revised plan.

Public comments included:

- A desire to have more solicitations from the neighbors to what goes into the park.
- A question about who maintains the walking trails to ensure there are no invasive species.
- HOA costs have significantly increased over the last two years, so there was concern that the HOA would need to cover the costs of maintaining the park.
- Who should build up and maintain the prairie area?

The Committee appreciated Jake bringing the plan forward and his openness to hearing feedback from the Committee and the Public.

Recommendations for items on the upcoming Town Plan Commission and Joint Plan Commission Meetings: The Committee recommends approving phase 7 of Sam Jacobsen Memorial Park, contingent upon a future review of a revised plan that included:

- Playground equipment and location
- Tree planting plan
- Plan for prairie grass vs. mowed grass near play structure area.

Miscellaneous Business/Forthcoming Events: The Committee is requesting an update on the status of refreshing the wood chips to ensure a safe surface at the Mary Lake Park. The Committee is requesting an update on the status of the teeter totter replacement at Mary Lake Park.

Motion to adjourn by Wing, second Loewenhagen.
Meeting adjourned at 7:17 p.m.
Minutes recorded and submitted by Buss.