

Memorandum

To: Village Board of Trustees

From: Matthew G. Schuenke, Village Administrator
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(608) 838-3153

Cc: Department Heads
Residents of McFarland

Date: July 10, 2020

Re: Bi-Monthly Village Administrator Staff Report

Recent Meetings Held

- June 29th – Village Board (Retreat)
- June 30th – Village Board (Retreat)
- July 1st – Community Development Authority
- July 6th – Library Board
- July 7th – Sustainable McFarland Ad-Hoc Committee
- July 8th – Public Safety Committee
- July 9th – Parks, Recreation, and Natural Resources Committee

Current Events

The following is a list of issues, projects, or activities that have transpired recently:

- Community Restorative Court – On June 22nd, the Village Board adopted Resolution #2020-14 which is to advance racial equity, social justice, diversity, and inclusion within the Village of McFarland. One of the actionable items from this resolution is to engage the Village Board, Municipal Court, and Police Department to partner and join in Dane County’s Community Restorative Court program. Also, to develop policies as applicable to refer all eligible cases to the program. To that end, a meeting was scheduled with the Community Restorative Court (CRC) to discuss how we can advance this item. On July 8th, members of the CRC met with the Police Chief, Village Prosecuting Attorney, Municipal Judge, and Court Clerk to discuss the program. We are in receipt of the Memorandum of Understanding

needed to be adopted to join the program. Additionally, the Police Department is preparing necessary Departmental Policies that would address the referral process for eligible cases. We hope to bring forward the MOU for the Village Board's consideration at their meeting on Monday, July 27th to continue advance this action step as support for this move was universal within the meeting.

- Urban Service Area Expansion – Earlier this year, the Village applied to the Capital Area Regional Planning Commission (CARPC) to expand its Urban Service Area on the east side to bring in several properties within the boundary by which we can provide municipal sewer. This spanned property north of County Highway MN to south of Elvehjem Road generally along County Highway AB. The expansion allows for growth to continue within the east side area already planned for this purpose and also affords the Village the opportunity to complete the Eastside Sanitary Sewer Interceptor to serve these areas into the future. A public hearing was held by CARPC on June 11th and action was considered on our application on July 9th. Following review and discussion, our application was approved by the CARPC Board in line with DNR Standards meant to address regulations on water quality. DNR issues the final approval but uses the work of CARPC to review such applications. We expect final determination from the DNR within a month.
- 2021 Budget Process – Staff will begin to prepare the next year's budget process beginning in July. Much of the initial phases of this work revolves around gathering data, making some assumptions, setting up formulas, etc. in order to turn over to Staff to begin to fill in the information for the coming year. The Staff Submittal of this document will be turned over to the Village Board on September 28th to begin your review with public hearing and final action scheduled for November 23rd. At the July 27th Village Board meeting we will go over the June data as a result of the pandemic as well as talk about the budget planning memo that is customary this time of year.

Upcoming Schedule

Please note the following schedule of upcoming meetings:

- July 13th at 7:00 pm – Village Board
 - July 14th at 6:00 pm – Public Works Committee
 - July 16th at 8:30 am – Senior Outreach Services Committee
 - July 20th at 7:00 pm – Plan Commission
 - July 21st at 6:00 pm – Public Utilities Committee
 - July 22nd at 6:30 pm – Finance Committee
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