

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: August 1, 2019

Re: Bi-Monthly Village Administrator Staff Report

Recent Meetings Held

- July 16th – Public Utilities Committee
- July 18th – Parks, Recreation, and Natural Resources
- July 22nd – Village Board
- July 23rd – Communications and Technology Committee
- July 25th – Senior Outreach Services Committee
- July 25th – Emergency Management Committee
- August 1st – Volunteer Committee

Current Events

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

- Recruitment Update –
 - *Librarian(s)* – The Library is in the process of interviewing candidates for the vacant Adult Services Librarian. This position has been open since July 17th and will likely be filled sometime this Fall. A new Youth Services Librarian has been selected and will begin their new job on Monday, August 12th. More information on that individual will be released by the Library in the near future.

- *Public Works Streets/Utilities Superintendent* – The advertisement period for this reopened position closed on August 2nd at which time Staff will begin to evaluate applications and decide next steps.

 - *Public Works Parks Superintendent* – This recruitment is complete and the Village has hired Sayer Larson into this role. Mr. Larson formerly worked for Dane County as a Parks Ranger and prior to that with the City of Madison in a similar capacity. He has a bachelor of science from UW-Stevens Point in Wildlife Ecology and Management. He has a great deal of experience in land management, park development, and wildlife ecology that will be a tremendous asset to the Village. Sayer is set to begin his new role with the Village on August 19th.

 - *Community and Economic Development Director* – Andrew Bremer has been appointed by the Village Board as its next Community and Economic Development Director. This is a Department Head level position that will replace former Director Pauline Boness who retired recently following more than two decades of service. He was selected from a pool of 24 applicants that included individuals from across the nation. Andrew has been a Senior Planner with MSA Professional Services for over 13 years providing contracted planning, zoning, and economic development services to many different Communities in Wisconsin. He has an undergraduate degree from UW-Madison in Natural Resources in Forest Science, Masters in Urban Planning from UW-Milwaukee with a certificate in Geographic Information Systems. He is also recognized through the American Institute of Certified Planner (AICP) through that professional designation. We are very pleased to bring someone in with such a wealth of experience and knowledge with both Community and Economic Development as it helps reaffirm our objectives when we approved the position to be filled. Andrew specifically has been contracted by the Village within his role at MSA since 2015 to assist in the project plan development for all of our Tax Increment Districts, specific project development review of Tax Increment Financing applications, environmental assessments, and other special projects from time to time. He already has a lot of direct knowledge of many of our current projects enabling him to hit the ground running when he begins. Andrew is scheduled to begin this role on August 12th.
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- *Fire and Rescue Administrative Captain* – The Police and Fire Commission has concluded its work to establish a hiring pool for the Fire Chief. The Chief is in the process of finalizing a selection and entering that individual into a background check process for the position. A final/formal announcement is expected in August.
- Equalized Value – Draft equalized values were released today for all Wisconsin municipalities and McFarland, as anticipated, is showing a sizeable increase. Assessed Value will be determined in the Fall once the manufacturing assessment is complete but equalized value is usually a good indicator as to where we will end up. The total equalized value for McFarland is presently estimated at \$1,056,153,600 which is an increase of just over \$120 million or approximately 13% from the previous year. This is the first time the Village has eclipsed the billion dollar threshold which does reflect positively in financial assessments and other rating agencies. Of that increase, 5.53% is attributed to net new construction which is the second highest of all cities, villages, and towns in Dane County (largest was DeForest at 6.56%). What both of these numbers would suggest is that the real estate values for the Village based on sales remain strong and that we continue to add new value through a variety of project with a net new construction number of almost half our total value increase. These draft numbers will be finalized by August 15th.
- Changes in Tax Increment Districts – Around this time of year the State also releases changes in equalized value for Tax Increment Districts. The following is reported on our districts:
 - *TID #3* – There was \$547,700 in value added to this district which is about a 1% increase from the prior year. There was an adjust by the DOR from the prior year regarding manufacturing personal property otherwise this increase would have been closer to \$1 million.
 - *TID #4* – This district saw a small decrease of \$29,200 which is less than half a percent in change. Essentially this is no change in value for the district which is ok since we did not see any private improvements last year.
 - *TID #5* – This is the first year collecting increment for the district and it is starting out well with a increase of \$833,600 or 5%. This is due to some anticipated projects being completed in 2018 and realizing the full value as of the first of this year.

Upcoming Schedule

Please note the following schedule of upcoming meetings:

- August 5th at 5:15 pm – Library Board
- August 5th at 6:30 pm – Personnel Committee
- August 12th at 7:00 pm – Village Board
- August 13th at 6:00 pm – Public Works Committee
- August 14th at 6:30 pm – Public Safety Committee
- August 15th at 8:30 am – Senior Outreach Committee
- August 15th at 7:00 pm – Parks, Recreation, and Natural Resources Committee

There Are Two New Ways You Can Stay Informed on Village Happenings!

1. General Communications

You can consider signing up through the Village's website at mcfarland.wi.us/emails for a variety of general information.

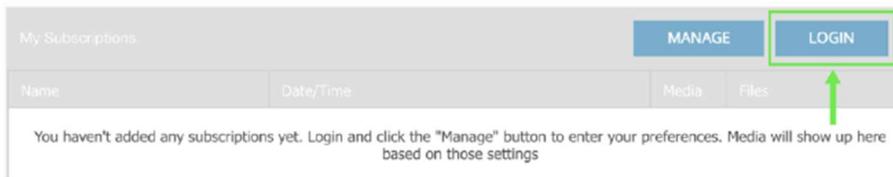
...OR...

2. Meetings

Information on all meetings can be found at mcfarland.wi.us/agendas. You can sign up through our new agenda management software, CivicClerk, to be notified when new meetings are posted. To sign up, follow these steps below...

Step 1 – Go to mcfarland.wi.us/agendas.

Step 2 – Scroll down to find and click on the *login* button.



Step 3 – After clicking on the login button, click on the *Create Account* link in the login window.

Agendas, Minutes, & Packets

For past agendas, minutes, and packets please visit the [Past Agendas & Minutes](#) section.

*Agenda and packets will appear in the portal once complete.

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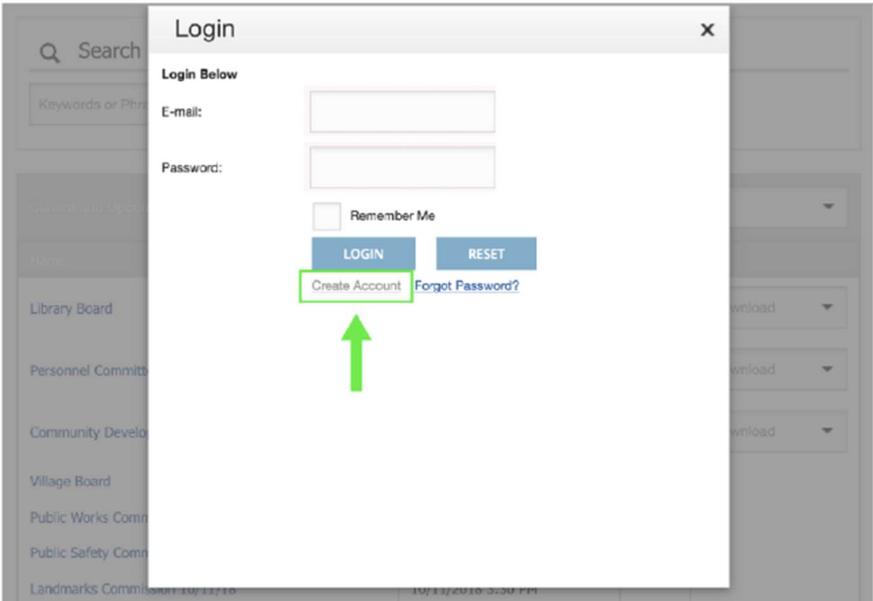
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CIVICCLERK

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