



Memorandum

To: Village Board of Trustees

From: Matthew G. Schuenke, Village Administrator
matt.schuenke@mcfarland.wi.us
(608) 838-3153

Cc: Department Heads
Residents of McFarland

Date: August 2, 2018

Re: Bi-Monthly Village Administrator Staff Report

Executive Summary

Welcome to the first transmittal of the bi-monthly Staff Report for the Village Administrator. This report is meant to be a summary of key issues, special projects, and other current events that happen throughout the Village. The "Schuenke Snapshot" in the Outlook newsletter had been filling this role to some extent and that will continue. This offers another avenue for a consistent message to be provided in between newsletter distributions. The intent is to prepare one report around the beginning of the month and a second around the middle of the month. This way it will be able to set up the month's meetings that are scheduled to start the month and recap other things that have happened as we begin to work through the month. The report will be emailed direct to the Village Board and Department Heads once complete as well as posted on the Village Website for residents to access as they are interested. As always, anyone should feel free to contact me at their convenience with any questions they might have regarding the topics presented or anything else for that matter that might be relevant to the Village.

Current Events

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

- 4719 Farwell Street – The Village acquired this property on July 27th and the two adjacent vacant parcels in order to redevelop this site as a mixed use facility. This was a targeted objective of the CDA to spur growth in this area within the recently created TID #5. The CDA approved a Request for Proposals (RFP) at its meeting on August 1st requesting the Village Board to issue the RFP in order for proposals to be solicited from prospective Developers to improve the property with both commercial and residential uses.

- Farwell Utility Undergrounding Project – Alliant Energy and the Village are working to underground overhead utilities on Farwell Street from USH 51 to where the current Lift Store is located. This work was originally scheduled to begin around August 1st but is not quite ready to proceed yet. Nearly all of the work will happen outside of the newly constructed roadway so as not to conflict with this construction. This work will be completed this Fall as intended and will not require any road closures. This will bring with it the removal of the poles that are there and installation of a new decorative street lighting system helping to improve the aesthetic appeal of the area.
- TDS Construction – As many know, TDS is entering the local market in McFarland with their residential and commercial data, voice, and television products. They have been marketing these products for several months now and will begin construction very soon on the main line that will run through the center of the Village. From this main line the designated neighborhoods will be connected as people continue to sign up. Questions/concerns regarding construction should be directed to TDS at (608) 316-6185.
- Urso/Schuetz Park – The Parks Committee will be continuing to plan future improvements of the Urso/Schuetz Park at its next meeting on August 16th at 7:00 pm. A master plan for this park was completed in 2017 and the Village has been working on starting to bring some early improvements together for the park. Topics for discussion will include woodland restoration, Frisbee golf improvement, dog park expansion alternatives, and trail development.
- Downtown Parking Lot – The gravel lot at the corner of Exchange and Bashford (near “Flower Corner”) is currently under construction to improve it to a paved surface. This work should be completed by the end of the month and will help to serve the businesses in the area with improved parking.

Upcoming Schedule

Please note the following schedule of upcoming meetings:

- August 1st at 7:00 pm – Community Development Authority
- August 6th at 5:15 pm – Library Board
- August 6th at 6:30 pm – Personnel Committee
- August 8th at 6:30 pm – Public Safety Committee
- August 13th at 5:00 pm – Committee of the Whole
- August 13th at 7:00 pm – Village Board
- August 14th at 6:00 pm – Public Works Committee
- August 16th at 7:00 pm – Parks, Recreation, and Natural Resources Committee

It should be noted that this is not the official posting of meetings. The schedule of meetings including their dates and times are subject to change depending on the availability of their members and agenda items. Please go to www.mcfarland.wi.us/agendas for the most current listing of meetings including agendas, packets, and minutes as they are available. You can also consider signing up with the Village’s agenda management software called CivicClerk to receive notifications when new information is posted.