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## Memorandum

To: Village Board of Trustees

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

Cc: Department Heads  
Residents of McFarland

Date: September 4, 2020

**Re: Bi-Monthly Village Administrator Staff Report**

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### Recent Meetings Held

- August 6<sup>th</sup> – Landmarks Commission
- August 6<sup>th</sup> – Volunteer Committee
- August 10<sup>th</sup> – Joint Public Utilities and Works Committee
- August 10<sup>th</sup> – Village Board
- August 11<sup>th</sup> – Public Works Committee
- August 12<sup>th</sup> – Public Safety Committee
- August 17<sup>th</sup> – Plan Commission
- August 18<sup>th</sup> – Public Utilities Committee
- August 20<sup>th</sup> – Senior Outreach Committee
- August 20<sup>th</sup> – Village Board (Retreat)
- August 24<sup>th</sup> – Village Board
- August 26<sup>th</sup> – Finance Committee
- August 27<sup>th</sup> – Parks, Recreation, and Natural Resources Committee
- September 1<sup>st</sup> – Sustainable McFarland Ad-Hoc Committee
- September 2<sup>nd</sup> – Community Development Authority
- September 3<sup>rd</sup> – Volunteer Committee

## Current Events

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

- Online Forums – Earlier in August the Village hosted an online forum to gather public input on the Special Needs Park planning (August 4<sup>th</sup>) and Public Works Projects (August 31<sup>st</sup>). WE now have two additional online forums scheduled in September as well for the following:
  - *Public Safety Center* – This is scheduled for 6:00 pm on Thursday, September 10<sup>th</sup>. Following the retreat, we have scheduled an online forum to give the public an opportunity to learn more about the new Public Safety Center to house our Court, Fire/Rescue, and Police services. This is to be located at the southeast corner of County Highway MN (Broadhead) and Holscher Road. The Village Board received an update at its meeting on August 20<sup>th</sup> and the same information on site plan, costs, and timeline will be presented at this meeting. Additionally, Village Staff from each of the Departments will provide more details about the impact the building has on their services as well as a review of the financial implications. We will also provide an opportunity for people to ask questions and receive answers to the extent we are able. This meeting will be held as a Zoom webinar with information about it linked to our website at [www.mcfarland.wi.us/news](http://www.mcfarland.wi.us/news).
  - *Parks Master Planning* – This is scheduled for Thursday, September 17<sup>th</sup> as follows:
    - *McFarland Park* – Scheduled to go first at 6:00 pm. We began studying future improvements and planning for use expansion at this park earlier this year. This is an opportunity to for the public to participate in this discussion by providing input on those uses within McFarland Park. The consultant will review the park and various areas for opportunity. We will also present a survey that will go live after the event, and finally individuals will have a chance to ask questions in order to receive answers to the extent we are able to.
    - *Community Park* – Scheduled to go second at 7:00 pm. Using the same format as the previous forum, we will be providing a slightly different presentation on the future use of this park. The land slated for these improvements is currently undeveloped which is the

opposite issue of McFarland Park. This discussion will talk about spatial comparison to understand the size and scope of future improvement in addition to a discussion on a survey and question/answer session.

- 2021 Budget – Just a friendly reminder that next year’s budget document will be transmitted to the Village Board as part of your September 24<sup>th</sup> meeting. We will be in touch soon on your desired format to receive this document. As a reminder, our meetings to review this document are as follows this Fall:
  - October 8<sup>th</sup> at 6:00 pm (Special Meeting)
  - October 12<sup>th</sup> at 7:00 pm (Regular Meeting)
  - October 26<sup>th</sup> at 7:00 pm (Regular Meeting)
  - November 5<sup>th</sup> at 6:00 pm (Special Meeting)
  - November 9<sup>th</sup> at 7:00 pm (Regular Meeting, if needed)
  - November 23<sup>rd</sup> at 7:00 pm (Public Hearing and Adoption)
  
- Pickleball Development – The Parks, Recreation, and Natural Resources Committee has been discussing the development of dedicated pickleball courts in 2021. They discussed options for this at their last meeting and will do so again at their meeting on September 24<sup>th</sup>. Stay tuned for more information on these plans being added to the website. Staff is in the process of sending notices to neighbors of these plans and inviting their input at the next meeting to gather more feedback on the project. All interest is welcome on the project if you wish to review the plans once they are posted at [www.mcfarland.wi.us.news](http://www.mcfarland.wi.us.news) or by attending the next meeting.

### **Upcoming Schedule**

Please note the following schedule of upcoming meetings:

- September 8<sup>th</sup> at 4:00pm – Library Board
- September 8<sup>th</sup> at 6:00 pm – Public Works Committee
- September 9<sup>th</sup> at 6:30 pm – Public Safety Committee
- September 14<sup>th</sup> at 4:30 pm – Zoning Board of Appeals
- September 14<sup>th</sup> at 5:30 pm – Committee of the Whole
- September 14<sup>th</sup> at 7:00 pm – Village Board
- September 15<sup>th</sup> at 6:00 pm – Public Utilities Committee
- September 17<sup>th</sup> at 8:30 am – Senior Outreach Committee