



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: September 26, 2018

Re: Bi-Monthly Village Administrator Staff Report

Recent Meetings Held

- September 17th – Personnel Committee
- September 17th – Plan Commission
- September 20th – Parks, Recreation, and Natural Resources Committee
- September 24th – Committee of the Whole
- September 24th – Village Board
- September 26th – Finance Committee

Current Events

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

- Absentee Voting – In person absentee voting began in the Clerk’s Office on Monday, September 24th at the McFarland Municipal Center located at 5915 Milwaukee Street. It will continue Monday through Friday between the hours of 8:00 am and 4:30 pm Friday, November 2nd. Information about absentee voting is [available on the Village Website by clicking this link](#). The Fall General Election is scheduled for Tuesday, November 6th.
- 2019 Budget Submitted – The Staff Submittal of the 2019 Budget has officially been transmitted to the Village Board. A full copy of this document can be viewed at www.mcfarland.wi.us/budget where there is an electronic copy for review. Hard copies are also available at the Municipal Center for review in the Administration Department and at the Public Library. The review by the Village Board will begin on October 8th and continued on October 11th, 29th, and November 8th. The entire process culminates on November 26th with a public hearing and final action.

- Recent Announced Retirements – Recently two long term employees for the Village have announced their retirement before the end of the year:
 - Allan Coville has worked as Public Works Director for the Village since January 22, 2002 and has been instrumental in the development of the condition of our transportation network, water, sewer, and stormwater utilities. Also overseen exemplary service provided to residents during this time including snow removal, park maintenance, utility service delivery, and many more.
 - Marty Pilger has worked as the Building Inspector for the Village since June 1, 1998. He has worked through and inspected many of the new homes that have sprung up in abundance during several of the larger growth periods of the Village. He was also shared with the City of Monona for a period of time pulling double duty in both communities.

We wish both luck in their future endeavors and an enjoyable, prosperous future in retirement.

- A Greater Madison Vision – Please consider [following this link to participate is a survey](#) being conducted by the Capital Area Regional Planning Commission. This survey is meant to capture perspectives from residents young and old regarding the future vision for this region. The results of which will hopefully help all communities with policy making decisions well into the future.
- Current Projects – Here are few things being worked on right now...
 - *Aquatics Study* – Staff held a kick off meeting with the consultant recently and work is progressing to bring this study to conclusion over the winter. Public input will be solicited on these improvements in the near future and future discussion at the Parks Committee regarding this topic.
 - *PARC Grant Application* – The Village will be submitted a Partners for Recreation and Conservation with an emphasis on bike trail development. The funds, if received, will be used to expand the Lower Yahara Trail into Orchard Hill Park which will also improve access to this developing public area. A decision will be known over the Winter which will lead to the project next Summer.
 - *Public Safety Analysis* – RW Management Group has been hired to work with the Village Board and our Public Safety Departments to bring forward a study regarding the future delivery of these services. The data collection period is underway on the front end with a study to be delivered at least in draft form in February of next year.

Upcoming Schedule

Please note the following schedule of upcoming meetings:

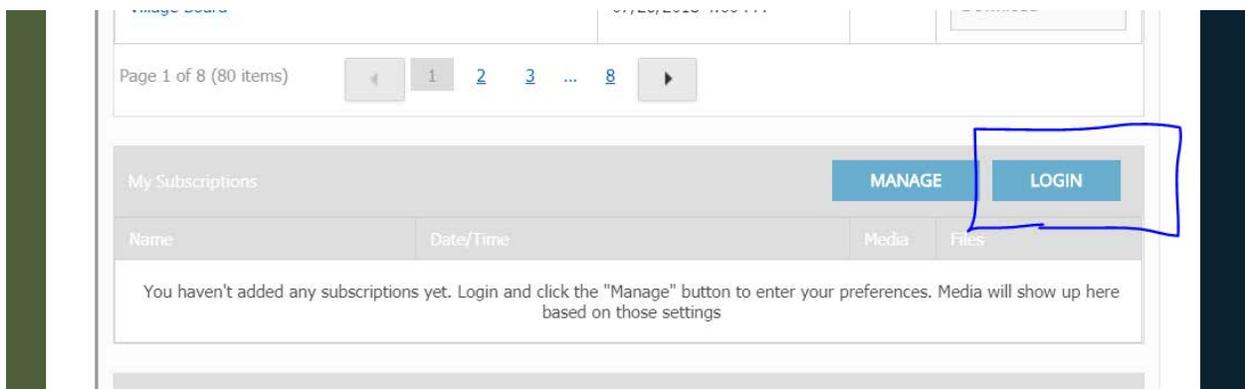
- September 27th at 8:30 am – Senior Outreach Committee
- September 28th at 2:00 pm – Emergency Management Committee
- October 1st at 5:15 pm – Library Board
- October 1st at 6:30 pm – Personnel Committee
- October 3rd at 7:00 pm – Community Development Authority
- October 4th at 6:00 pm – Volunteer Committee
- October 8th at 5:30 pm – Committee of the Whole
- October 8th at 7:00 pm – Village Board
- October 9th at 6:00 pm – Public Works Committee
- October 10th at 6:30 pm – Public Safety Committee
- October 11th at 7:00 pm – Village Board

TWO WAYS YOU CAN STAY INFORMED ON VILLAGE HAPPENINGS...

1. **GENERAL COMMUNICATIONS** – You can consider signing up through the Village’s website at www.mcfarland.wi.us/emails for a variety of different general information.

...or...

2. **MEETINGS** – Information on all meetings can be found at www.mcfarland.wi.us/agendas and you can sign up through Civic Clerk to be notified when new meetings are posted. To get signed up, follow these steps:
 - a. **Step 1** – Click on
 - b. **Step 2** – Scroll Down to find and click on “Login” button

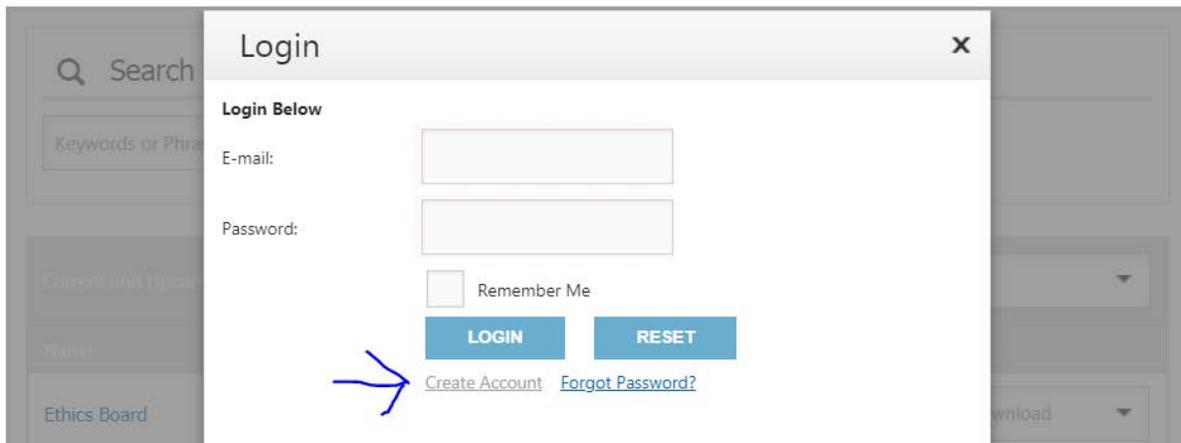


- c. **Step 3** – Find and click on “Create Account” button.

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.



- d. **Step 4** – Fill in your information to create account. Login in to new account and manage your subscriptions.