

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: October 14, 2020

Re: Bi-Monthly Village Administrator Staff Report

Recent Meetings Held

- September 21st – Plan Commission
- September 22nd – Communications and Technology Committee
- September 24th – Parks, Recreation, and Natural Resources Committee
- September 28th – Committee of the Whole
- September 28th – Village Board
- October 1st – Volunteer Committee
- October 5th – Library Board
- October 5th – Personnel Committee
- October 6th – Ad-Hoc Sustainability Committee
- October 8th – Village Board (Budget Review #1)
- October 12th – Committee of the Whole
- October 12th – Village Board (Budget Review #2)
- October 13th – Public Works Committee
- October 14th – Public Safety Committee

Current Events

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

- CF Investments Development – At the September Plan Commission meeting, a Conditional Use Permit was approved for Lots 57 & 58 within the Prairie Place Subdivision on Holscher Road. This allowed for a 30-unit market rate condominium project on the site to be contained within six buildings that contain dwellings with a mix of 2 and 3 bedroom units. The project had been proposed originally in June for 32 rental units and shifted to the lower number as well as owner occupied for the September approval. This is an allowable action within the existing R-3 zoning for the property and did not require a rezone. The project has made application for early start on footings and foundation which is typically customary for such projects as it takes some time for all State plans to be approved. Erosion control has been installed and survey work beginning which will lead to construction beginning later this Fall.
- 2021 Budget Review – The review process for the 2021 Budget is well underway. The proposed budget was transmitted to the Village Board at its meeting on September 28th. Two review meetings have been held thus far on October 8th and 12th with a third and fourth review meeting scheduled for October 15th and 26th, respectively. The Village Board upon completion of its review will submit its changes for review and consideration as part of their fifth review meeting on November 5th. The budget as proposed may be viewed in its entirety at www.mcfarland.wi.us/budget. Village Staff is also now working on the 2021-2025 Capital Improvement Plan. This will be introduced by the Finance Committee in either November or December based on their schedule to be determined. From there they will work to make a recommendation to the Village Board for their consideration.
- November 3rd General Election – The Fall General Election is fast approaching. Absentee voting by mail has been in process now for several weeks with over 3,000 requests thus far. Presidential Elections always have a high turnout and combined with the pandemic we would expect this to be very high for our absentee voters this election. In person absentee voting will begin on October 20th with a wide range of hours helping to provide for additional opportunities. Please consult www.mcfarland.wi.us/elections for more information on what times there is availability. Additionally, the website has information on other questions you might have but if more is needed please call the Village Clerk at (608) 838-3153.

- Diversity, Equity, and Inclusion Subcommittee – On September 14th, the Village Board adopted a resolution to create a Diversity, Equity, and Inclusion (DEI) Subcommittee. This group is tasked with working on diversity, equity, and inclusion initiatives within the Village including the organization and Community. Individuals wishing to serve are asked to submit a letter of interest to village.administration@mcfarland.wi.us by October 16th. The Village President will be making appointments which are subject to confirmation by the Village Board. The soonest the board would take up appointments will be on October 26th. The first meeting of the group is likely to be held in November depending on the availability of members.

Upcoming Schedule

Please note the following schedule of upcoming meetings:

- October 15th at 6:00 pm – Village Board (Budget Review #3)
- October 19th at 4:30 pm – Board of Zoning Appeals
- October 19th at 7:00 pm – Plan Commission
- October 20th at 6:00 pm – Public Utilities Committee
- October 21st at 6:30 pm – Finance Committee
- October 22nd at 6:30 pm – Parks, Recreation, and Natural Resources Committee
- October 26th at 7:00 pm – Village Board (Budget Review #4)
- October 27th at 6:00 pm – Communications and Technology Committee