

**COMMITTEE OF
THE WHOLE**

Monday, September 14, 2020

5:30 PM

**McFarland Municipal Center
Community Room**

AGENDA

You are invited to this meeting through a Zoom webinar. The Public is strongly encouraged to watch and participate in these meetings remotely through either the webinar or telephone options listed below.

PLEASE CLICK THE LINK BELOW TO JOIN THE ZOOM WEBINAR:

<https://us02web.zoom.us/j/84074445469>

Or by Telephone: +1 (312) 626-6799

Webinar ID: 840 7444 5469

1. CALL TO ORDER.
2. ATTENDANCE/ROLL CALL.
3. PUBLIC APPEARANCES.
 - a. This is an opportunity for members of the public to address the Village Board. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the board may do so using the Question and Answer feature within the Zoom online meeting platform. You may state your name, address, and provide your comments to the board for their consideration. Members of the public who are present in person and wish to address the board should fill out a public comment form and turn into the meeting chairperson. Members of the public may speak during public appearances or during their selected agenda item as they designate on the public comment form. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to cassandra.suettinger@mcfarland.wi.us to be included as part of the meeting.
4. APPROVAL OF MINUTES.
 - a. Discussion and action regarding the minutes of the meeting held March 23, 2020.
5. BUSINESS.
 - a. Discussion regarding review of the Facilities Master Plan and preparation of further definition as to the development of a Community Center.

6. SCHEDULE NEXT MEETING DATE.

- a. To be determined.

7. ADJOURNMENT.

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related to Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the McFarland Municipal Center at (608) 838-3153 or cassandra.suettinger@mcfarland.wi.us.

VILLAGE OF MCFARLAND
Committee of the Whole Minutes

Monday, March 23, 2020 - 5:30 PM

1. CALL TO ORDER.

Village President Czebotar called the regular meeting of the McFarland Committee of the Whole to order at 5:30 pm in the Community Room of the McFarland Municipal Center.

2. ATTENDANCE/ROLL CALL.

Village Board members present: Village President Brad Czebotar; Village Trustee Jerry Adrian, Stephanie Brassington, Dan Kolk, Eric Kryzenske, Mary Pat Lytle, and Clair Utter.

Village Board members not present: None.

Staff Present: Administrator Matt Schuenke.

3. PUBLIC APPEARANCES.

None.

4. BUSINESS.

a. Discussion and action to make a recommendation to the Village Board regarding acceptance of the Capital Improvement Plan for 2020-2024.

The Committee reviewed the changes from their last meeting and the impact they have on the financial projections for the next five years. Following discussion, the Committee agreed to move the item to the Village Board for its consideration.

b. Discussion regarding format and organization of standing committees.

The Committee was presented an overview of Article II (Village Government), Article III (General Procedures), and Article V (Standing Committees) from the Village Code of Ordinances. The Committee discussed general issues with respect to the code and how our committee structure presently operates. Four general issues were discussed as possible revisions to consider as follows:

- Change Section 2-163(c) to align the meeting agenda with what is listed in the code for the order of business (or vice versa).
- Review organization of Standing Committees on how their meetings are organized, how frequently they are meeting, and whether or not changes to the format conflicts with ordinance or not.
- Consider revision to Section 2-183(b) as to whether or not a minimum of one trustee should be required to be appointed to Standing Committees versus the current requirement of two. Also consider Residents for Chairperson positions as opposed to Trustees currently.
- Consider adding more definition and/or responsibility to the Committee of the Whole. Whether or not responsibilities of groups like Finance and Personnel could be consolidated with the Committee of the Whole, and/or possibly other examples.

These items as well as other issues were discussed by the Committee. No action was taken on this agenda item, further discussion of this item would take place at a future meeting.

5. SCHEDULE NEXT MEETING DATE.

a. To be determined.

The next meeting of the Committee of the Whole would be held on Monday, April 13, 2020 at 5:30 pm.

6. ADJOURNMENT.

Motion by Village Trustee Clair Utter, second by Village Trustee Mary Pat Lytle, to adjourn at 6:49 pm. Motion carried 7 - 0.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,
Matthew G. Schuenke
Village Administrator



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, September 14, 2020

SECTION: Business

DEPARTMENT: Administration

CONTACT:

AGENDA ITEM: Discussion regarding review of the Facilities Master Plan and preparation of further definition as to the development of a Community Center.

PREVIOUS ACTION:

ISSUE SUMMARY:

It was discussed by the board that we begin anew on our discussion regarding the Community Center by looking first at the Facilities Master Plan from 2017 and discussing amongst the board regarding what the definition of a Community Center is for the Village. In time, based on this work, it can lead to potentially an RFP process for the Village to engage a consultant to help plan/design said improvement once we have better defined it.

[Please click on this link to view the 2017 Facilities Master Plan.](#) This information contains the prior study of the Municipal Center which looked at the space needs for all Village Departments including Library, Public Works, and the Youth Center (even though it was a non-Village Department). It also introduced some ideas on what a Community Center could be in the Village as well as projected a few alternatives for the Village to consider. Staff will prepare an overview of this study as part of our discussion.

The remainder of the time can be devoted to talking about how we begin to work on defining a Community Center in McFarland and how it relates to the space we will have to work with.

No action is desired for Monday as we begin the process to study this issue again and start to chart next steps through this meeting.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:



BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None