

**COMMITTEE OF  
THE WHOLE**

**Monday, September 28, 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/82437576970>

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

***Webinar ID:*** 824 3757 6970

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](mailto:cassandra.suettinger@mcfarland.wi.us) to be included as part of the meeting.
4. APPROVAL OF MINUTES.
  - a. Discussion and action regarding the minutes for the meeting held on September 14, 2020.
5. BUSINESS.
  - a. Presentation and discussion regarding consulting services to aid in the planning process to develop 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](mailto:cassandra.suettinger@mcfarland.wi.us).

VILLAGE OF MCFARLAND  
**Committee of the Whole Minutes**

*Monday, September 14, 2020 - 5:30 PM*

**1. CALL TO ORDER.**

Village President Czebotar called the meeting of the Committee of the Whole to order at 5:50 pm in the Community Room of the McFarland Municipal Center.

**2. ATTENDANCE/ROLL CALL.**

Village Board members present: Village Trustee Eric Kryzenske, Village Trustee Carolyn Clow, Village President Brad Czebotar, Village Trustee Stephanie Brassington, Village Trustee Michael Flaherty, Village Trustee Clair Utter, Village Trustee Justin Rupert (arrived at 6:05 pm).

Village Board members not present: None.

Staff Present: Administrator Matt Schuenke.

**3. PUBLIC APPEARANCES.**

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None.

**4. APPROVAL OF MINUTES.**

*Discussion and action regarding the minutes of the meeting held March 23, 2020.*  
A motion was made by President Czebotar, seconded by Trustee Brassington, and unanimously carried by the Committee of the Whole to approve the minutes of the meeting held March 23, 2020. Motion carried 5 - 0 - 1 (Trustee Clow abstained).

**5. BUSINESS.**

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

The Village Administrator reviewed the 2017 Facilities Master Plan and discussed prior efforts to plan for a Community Center within that work as well as how it affected non-public safety departments. The Committee discussed and reviewed these elements further talking about next steps in the planning process and possible additional resources that might be needed to assist in this effort. It was discussed whether a consultant that specializes in recreational facility development would be beneficial to aid in this planning process. The Village Administrator will contact the consultant referenced to present at the next meeting.

**6. SCHEDULE NEXT MEETING DATE.**

- a. To be determined.

The next meeting of the Committee of the Whole will be held on Monday, September 28, 2020 at 5:30 pm.

**7. ADJOURNMENT.**

A motion was made by Trustee Flaherty, seconded by Trustee Rupert, and unanimously carried by the Village Board to adjourn the meeting at 6:55 pm. Motion carried 7 - 0.



**VILLAGE BOARD SUMMARY SHEET**

**MEETING DATE:** Monday, September 28, 2020

**SECTION:** Business

**DEPARTMENT:** Administration

**CONTACT:**

**AGENDA ITEM:** Presentation and discussion regarding consulting services to aid in the planning process to develop a Community Center.

**PREVIOUS ACTION:**

**ISSUE SUMMARY:**

We will be continuing our discussion regarding planning for a Community Center. The focus of this meeting is to meet with representatives from Ballard King regarding the work that they do to assist communities in the development of recreational facilities. If desirable, the Village could enter into a proposal with them to plan out how a community center could be developed from the format/organization of the operations to the planned improvements to the facility. Design work thereafter could be through an architect of our choosing.

Information as background regarding Ballard King can we found at their website: <https://ballardking.com/>

**FINANCIAL/BUDGET IMPACT:**

**VILLAGE PLAN REFERENCE:**

**ORDINANCE REFERENCE:**

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

**ATTACHMENTS:**

None