VILLAGE OF MCFARLAND **Village Board** *NOTICE OF PUBLIC MEETING*

Thursday, October 26, 2023 **6:00 PM** **McFarland Municipal Center**
Community Room

AGENDA

You are invited to this meeting through a Zoom webinar. The public may attend in-person or remotely through the webinar or telephone options listed below.

PLEASE CLICK THE LINK BELOW TO JOIN THE ZOOM WEBINAR:

https://us02web.zoom.us/j/89299227226

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

Webinar ID: 892 9922 7226

Press *9 to raise/lower hand. Press *6 to mute/unmute.

1. CALL TO ORDER.

2. ROLL CALL.

3. PUBLIC APPEARANCES.

   a. This is an opportunity for members of the public to address the Village Board for items that are not on the agenda. Please remember this is a hybrid meeting conducted in person and through the Zoom online meeting platform. Meeting attendees wishing to address the Board about items not on the agenda may do so at this time. Zoom attendees should type their name and address in the Question and Answer feature within the Zoom online meeting platform at this time. 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. When you are called upon to speak, state your name, address, and provide your comments to the Board for their consideration. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to village.clerk@mcfarland.wi.us to be included as part of the meeting.

   Members of the public may also speak during their selected agenda item as they designate on the public comment form or in the Question and Answer feature on Zoom.

4. BUSINESS.

   a. Discussion on proposed changes to the 2024 Budget presented by Village Board members.

5. SCHEDULE NEXT MEETING DATE.

   a. November 2, 2023 - 6:00 p.m. Special Village Board (Budget Review)

   b. November 9, 2023 - 6:00 p.m. Special Village Board (Budget Review) (If needed).

   c. November 14, 2023 - 7:00 p.m. - Village Board

6. ADJOURNMENT.

Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format should contact the McFarland Municipal Center at (608)838-3153, 5915 Milwaukee Street, McFarland, Wisconsin, or village.clerk@mcfarland.wi.us by 2:00 p.m. at least 5 business days prior to the meeting so that any necessary arrangements can be made to accommodate each request. If the meeting or request is less than 5 business days from the meeting, requests for accommodations may still be made and reasonable efforts will be made to accommodate each request.

VILLAGE OF
McFarland

SUMMARY SHEET

MEETING DATE: **Thursday, October 26, 2023**

SECTION: **Business**

DEPARTMENT: **Administration**

CONTACT: **Matt Schuenke, Village Administrator**

AGENDA ITEM: **Discussion on proposed changes to the 2024 Budget presented by Village Board members.**

PREVIOUS ACTION:
September 26, 2023 - Draft 2024 Budget transmitted to Village Board for review.

October 5, 2023 - Budget Review Meeting #1

October 10, 2022 - Budget Review Meeting #2 (No items were presented this night, was just on the schedule)

October 12, 2023 - Budget Review Meeting #3

October 24, 2023 - Budget Review Meeting #4

October 26, 2023 - Discuss Budget Changes (Meeting #5)

November 2, 2023 - Action on Budget Changes (Meeting #6)

November 9, 2023 - Budget Review Meeting #7 (Optional, As Needed)

November 14, 2023 - Budget Public Hearing (Meeting #8)

November 28, 2023 - Budget Adoption

ISSUE SUMMARY:
The Village Board is in the process of reviewing the 2024 Budget as has been drafted thus far by Village Staff. Village Board members have submitted changes they would like to discuss within this meeting. Please find enclosed the changes submitted for discussion within the meeting.
The following process will be followed to discuss the changes submitted by board members:

- **Introduction** - Each Member that submitted a change will be allowed time to present their change and why they submitted the request for discussion. Some items have been combined as they overlapped and each member will be provided an opportunity to present their viewpoint within that item.
- **Staff Response** - Based on the information provided, Staff will provide a response on

the budget impact of the requested discussion item. Some items have operating implications, capital implications, or both. There could also be a question of where the money would come from to fund the requests. Through this item Staff can provide some perspective on how to address these issues in response to the information provided.

- **Board Review** - Members can then ask questions of their fellow board members on the item and also Staff as might be appropriate. This will be the time for discussion amongst the board as to what's been requested and the issues surrounding its ability to be included in the budget document.
- **Consensus** - Board members need to reach voluntary consensus on what should move forward for action and what should not. We are not seeking formal action with this final step but more asking the question..."does this item move on?" once the steps above have been completed. If the answer is unanimously "no", then the item does not move on to the next meeting. If the answer is yes or maybe, then the item would move onto the next meeting for action. Maybe would be defined as some people feel yes and some people feel no. Staff will then work to prepare items for action at the next meeting based on what's decided to move on based on the information provided.

Remember, this process is meant to be flexible so that all members can be heard in the discussion within the changes that have been submitted. The remainder of the budget as presented is presumed to be acceptable for adoption later next month. The next meeting is scheduled for November 2nd at 6:00 pm to make final decisions on what changes move forward and what do not within the final approval for the 2024 Budget. Additionally, November 9th or 14th will be utilized as needed for final review of these issues.

FINANCIAL/BUDGET IMPACT:
The changes and their financial impact are included within the attachments.

VILLAGE PLAN REFERENCE:
None.

ORDINANCE REFERENCE:
None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:
Presented for discussion only. No action listed as part of this item.

ATTACHMENTS:
1. 10.26.2023 - 2024 Budget Changes Discussion REVISED

2024 Budget Review

Village Board Member Budget Changes Discussion Items

Index	Elected Official	Sponsors	Item	Fund	Department	Amount	Type	Source	Describe Request
1	Fessler	Clow	Equipment Acquisition	400	Community Development	5,000	Capital	Borrowing	Please increase equipment acquisition from $20K to $25K. We are looking to partner with the McFarland School District to install signs commemorating the McFarland Land Acknowledgement at all four schools and all four village properties (Municipal Center, Public Safety Center, Library, Public Works). The school is responsible for the 4 signs at the school district-owned properties and this $5K increase is asked to cover the 4 signs on Village-owned properties.
2	Flaherty	None	DEI Funding	100, 305, 310, 315, 600, 605, 610	Administrator	100,000	Operating	This is a transfer of funds within the proposed budget which calls for a new quasi-department to the communications department and to the village parks budget.	Eliminate special use funding for the new DEI position as special funds are designated for specific areas of village spending supported by their own revenues. Eliminate the General Revenue budget for the position and transfer $20,000 to the new communications department to recruit and hire minority community outreach, partnering, message building and event planning on a contract basis. Utilize the remaining funds ($30,000?) to begin major work on implementation of the conservancy plans (removing trees) etc.
3	Flaherty	None	Supplies for Volunteer Day	100	Village Board	300	Operating	General fund/savings from transitioning DEI to a contract position.	Funding for supplies for the village's annual volunteer day. The added funds will help seed the pot for added private donations for supplies and assorted costs for volunteer day.
4	Flaherty	None	New funding to begin implementation of the Village's conservancy plan	100	Parks	20,000	Operating	By shifting the DEI position from a new village employee to a contracted service should save $20,000 to $30,000 in general fund expenditures (along with roughly $50,000 in savings in special use fund expenditures.	Implement the conservancy maintenance program is an expensive venture that will entail removal of many trees. This proposal offers funding to start removing trees to ensure that the funds needed for this project doesn't reduce funding for tree removal budget in or parks, corridors and rights of way. (The tree planting budget is now separate, so should not be impacted in any case.)
5	Clow	None	Add Funding for East Side Business Park Planning	400	Community Development	75,000	Capital	Borrowing	Add $75,000 to the funding for the east side business park planning account for consultant fees. [Currently proposed at $50,000 and this would increase the total allocation to $125,000.]
6	Clow	None	Cares Program Grant Match	100	Fire and Rescue	50,000	Operating	Fund Balance	The County Executive has announced a grant program for the CARES Program. This request allocates $50,000 of fund balance to a fund to allow the Village to apply for the County's grant program to expand this crucial service to residents of the Village. If the Village is unsuccessful in securing the grant, the funds will return to the fund balance.
7	Clow	None	Increase rate of pay for municipal judge	100	Municipal Court	2,500	Operating	Tax Levy, GPR	The Village Board increased the rate of pay for the board members and village president beginning in April 2023. There had not been an increase in almost two decades. The rate of pay for the municipal judge has also not increased for many years. This request helps to keep the reimbursement rate for the Village's municipal judge to help make the position competitive for professional attorneys who are likely to serve in this role. [Currently proposed at $9,500 and this would increase the total allocation to $12,000.]
8	Flaherty	None	DEI/communications budget	100, 200	Admin / communications	100,000	Operating	As of this week, the funding has already been approved — though I mentioned in a previous budget that unless the DEI person has management responsibilities in departments (such as economic development), then the funding should come entirely from general revenue, not economic development dollars or water/waste/sewer/trash fees that fund efforts that have little or nothing to do with inclusion and engagement. (Hiring and employee management is the domain of our professional HR administrator.)	This amendment proposes to merge DEI with communications as they're both outreach, relationship building and engagement positions. It makes sense to double the power of the communications department in terms of building platforms, tools, leveraging group communications (such as the Chamber newsletter) and minority group/LGBT community conversations. This will also give us one more resource to help recruit "voices'' to help the village build relationships with the community.
9	Schuenke	None	Benefits	600	Water Service	251,250	Utility	Expense Reduction, Revenue Offset	Within individual lines 130-135 of accounts 53716-53718 we need to zero out those amounts as their costs are accounted for within the group line presented. The individual lines are a duplication and the formula needs to be updated to reduce costs. The lower cost will reduce the expected revenue needed to gain next year to balance the budget.

Total Proposed Operating Cost Adjustments	2,800	50,000	Fund Balance Utilization
Levy Limit Capacity	(2,137)	80,000	Total Proposed Capital Cost Adjustments
Operating Variance (Over/Under Levy Limit Capacity)	***663***	471,250	Other (TBD)

MGS
10/26/2023