

VILLAGE OF MCFARLAND **School District/Village Board Joint** *NOTICE OF PUBLIC MEETING*
Planning Committee

Tuesday, November 14, 2023

4:30 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/86805685319>

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

Webinar ID: 868 0568 5319

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

1. CALL TO ORDER, ROLL CALL.

2. PUBLIC APPEARANCES.

- a. This is an opportunity for members of the public to address the School District/Village Board Joint Planning Committee 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 Committee 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 Committee 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 Committee 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.

3. APPROVAL OF MINUTES.

- a. Motion to approve the minutes of the May 31, 2023 meeting.

4. BUSINESS.

- a. Discussion and introduction of the School District Diversity, Equity, Inclusion, and Belonging Coordinator.
- b. Update regarding the recruitment for a Diversity, Equity, and Inclusion Strategist for the Village.
- c. Discussion regarding the joint development of an Inclusive Playground at Waubesa Intermediate School.
- d. Discussion regarding planning for a referendum by the School District.
- e. Discussion and update regarding the McFarland Municipal Center Master Plan.

- f. Discussion regarding the School District and Village working towards constructing a solar farm at or around 3454 Siggelkow Road (Parcel 0710-654-8341-1).
- g. Discussion regarding planning by Dane County regarding the Sustainability Campus and Landfill Development at Yahara Hills Golf Course in the City of Madison.
- h. Discussion of topics of mutual interest and updates of local initiatives to the School District of McFarland and Village of McFarland.

5. SCHEDULE NEXT MEETING DATE.

- a. Tuesday, January 9, 2024 at 4:00 pm.

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

School District/Village Board Joint Planning Committee Minutes

Wednesday, May 31, 2023 - 4:00 PM

1. CALL TO ORDER, ROLL CALL.

Carolyn Clow called the meeting of the School District/Village Board Joint Planning Committee to order at 4:00 PM in the Community Room of the McFarland Municipal Center.

Members present: School District: Meghan Fessler, Bruce Fischer, and Aaron Tarnutzer. Village: Carolyn Clow, Hilary Brandt, and Matt Schuenke

Members not present: None.

Staff Present: Jeff Mahoney, Director of Business.

2. PUBLIC APPEARANCES.

- This is an opportunity for members of the public to address the School District/Village Board Joint Planning Committee 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 Committee 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 Committee 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 Committee 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.

No comments provided.

3. APPROVAL OF MINUTES.

- Motion to approve the minutes of the January 10, 2023 meeting.*
A motion was made by Clow, seconded by Fischer, and unanimously approved by the Joint Planning Committee to approve the minutes of the January 10, 2023 meeting. Motion approved 5 - 0 - 1 (Brandt abstained).

4. BUSINESS.

- Discussion regarding the joint development of an Inclusive Playground at Waubesa Intermediate School.*
An update was provided on planning for an Inclusive Playground at Waubesa Intermediate School. Enclosed within the packet is a joint memorandum outlining a plan for its implementation. The Consultant helping to develop this work provided an overview of the site plan to date with Staff going over phases of implementation. Committee members discussed the project and asked questions about

its development and were supportive of it moving forward with our respective boards. No action was taken on this item.

b. Discussion and update regarding the McFarland Municipal Center Master Plan.

The Village recently finalized the Master Plan for the Municipal Center Campus area. Staff reviewed this plan with the Committee and answered questions about the various items contained within it. It was further discussed next steps in the project in order to bring it forward. No action was taken on this item.

c. Discussion of topics of mutual interest and updates of local initiatives to the School District of McFarland and Village of McFarland.

Members of the Committee discussed topics of mutual interest between the two organizations including progress on the development of the solar farm on Sigglekow Road. No action was taken on this item.

5. SCHEDULE NEXT MEETING DATE.

a. Tuesday, July 11, 2023 at 4:00 pm.

b. Tuesday, September 12, 2023 at 4:00 pm.

c. Tuesday, November 14, 2023 at 4:00 pm.

6. ADJOURNMENT.

Motion by Brandt, second by Fessler, to adjourn at 4:45 pm.

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

Respectfully submitted,
Matthew G. Schuenke
Village Administrator


McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, November 14, 2023

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and introduction of the School District Diversity, Equity, Inclusion, and Belonging Coordinator.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

Background shared by Superintendent Aaron Tarnutzer on May 12, 2023 regarding the hiring of their Diversity, Equity, Inclusion, and Belonging (DEIB) Coordinator:

"Hello McFarland School District!

I am excited to announce who I am recommending to the school board be hired as our Diversity, Equity, Inclusion, and Belonging (DEIB) Coordinator. The focus of this position is to create meaningful change in pursuit of our strategic plan. I am grateful to the students, staff, and community members that have provided guidance as we explored options for equity leadership in the District resulting in the job description and the posting of the position. Please note that this position replaces the current equity leadership roles/positions in the District as they were designed to be temporary. I am grateful to those that have formally provided leadership over the last two years.

We held interviews for this position on Tuesday, May 9, 2023. The candidates participated in three separate interviews with staff, students, and parents/guardians/community members. The feedback from all three groups was clear. Of the many qualified candidates, Brittany Brazzel emerged as the top candidate. I am pleased to share that she accepted the position this morning and I will recommend to the school board that she is hired at the June 5, 2023 board meeting.

Brittany has a very impressive and unique background including serving as a Social Studies Educator, Department Chair, Alternative Education Coordinator, Professional Development Specialist, and a Curriculum Associate. She was selected based on her proven ability to build strong and trusting relationships with students, families, community members, and staff, her instructional expertise, her ability to listen and bring people together, and her leadership skills.

I am so grateful for each person who was involved in this process. Your input was essential. I particularly want to thank the students, parents/guardians, community members, and staff that were involved in the interviews for their time, insights and wisdom. Your feedback was critical to



the process.

Thank you in advance for welcoming Brittany Brazzel to our school community.

Sincerely,

Aaron Tarnutzer, Superintendent"

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

No action needed on this item.

ATTACHMENTS:

None


VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, November 14, 2023

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Update regarding the recruitment for a Diversity, Equity, and Inclusion Strategist for the Village.

PREVIOUS ACTION:

The Village Board finalized approval for the position at its meeting on October 24, 2023 and authorized Staff to proceed with the recruitment.

ISSUE SUMMARY:

The Village is presently in the middle of recruiting to fill the new position of Diversity, Equity, and Inclusion (DEI) Strategist. The advertisement period will close on November 26th and we hope to have made a decision for hiring in December for that individual to begin in January of 2024. [Please click on this link for more information](#) on the position. They will report to the Village Administrator and generally follow a background in management helping to assist in a number of key areas of the Village related to diversity, equity, and inclusion.

[Here is a link to the full position advertisement.](#) Please share with anyone you feel that might be interested.

FINANCIAL/BUDGET IMPACT:

The 2023 Budget allocated about half the position cost with the remainder contained within the 2024 Budget.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Presented as an update. No action needed.

ATTACHMENTS:

None



McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, November 14, 2023

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion regarding the joint development of an Inclusive Playground at Waubesa Intermediate School.

PREVIOUS ACTION:

This project was introduced to the joint committee at its meeting on May 10, 2022.

An update was provided to the joint committee at its meeting on September 13, 2022.

Approvals regarding a joint memorandum for the project were adopted by both School and Village Board in the Summer of 2023.

ISSUE SUMMARY:

The Village and School District continue to advance improvements at Waubesa Intermediate School for the development of inclusive play elements and other support features. Phase 1 of this process is underway with construction of the shelter facility with restrooms and access.

Phase 2 is wrapping up planning in November in order to shift into final design for bidding early next year. [Please click on this link for the updated site plan for the project.](#) We are working towards completing Phase 1 in the Spring in time for softball season and beginning Phase 2 near the end of this School year for completion near the start of next.

FINANCIAL/BUDGET IMPACT:

Phase 1 cost estimates will be provided in the meeting. The design for those elements are coming together with pricing attached as the improvements are more known at this time. Pricing for Phase 2 will be provided within a range of estimates based on past planning for the improvements that remain. The last review of costs for the conceptual site plan suggested a total cost of \$2 million which has been our target to date. Cost proposals will be evaluated further within design beginning in December.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Presented for discussion.



ATTACHMENTS:

None


VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, November 14, 2023

SECTION: Business

DEPARTMENT: Administration

CONTACT:

AGENDA ITEM: Discussion regarding planning for a referendum by the School District.

PREVIOUS ACTION:

ISSUE SUMMARY:

The School District is planning an operating referendum in 2024. They will provide an update as to the process they are looking at as has been previously discussed with the School Board to date.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None



McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, November 14, 2023

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and update regarding the McFarland Municipal Center Master Plan.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

The Village has completed a new master plan for the McFarland Municipal Center Campus. Additionally the Village Board took action to move forward with Option #2 from that plan which intends to construct a second story on the Municipal Center. We are also continuing to work towards the inclusion of the Youth Center into the Facility. [Please click on this link to view the plan](#) and we will present its contents in the meeting.

The Village Board authorized an RFP to find an Owner's Rep for the project at its meeting on October 24th and at its meeting on November 14th will consider issuing an RFP to find an architect for the project as well. Design is slated to begin in February of 2024 with construction to begin sometime in the first quarter of 2025 for occupancy in 2026.

FINANCIAL/BUDGET IMPACT:

Cost implications are included within the draft report.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Presented as an update for discussion.

ATTACHMENTS:

None


VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, November 14, 2023

SECTION: Business

DEPARTMENT: Administration

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion regarding the School District and Village working towards constructing a solar farm at or around 3454 Siggelkow Road (Parcel 0710-654-8341-1).

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

The Village had previously finalized the purchase of this property earlier this year.

Additionally, the Village, School District, and Alliant Energy came to terms on lease agreements for the space to construct the solar farm on the property. Alliant is in the process of building the design and finding a contractor for the Project. We will provide an update in our meeting as we've transitioned from the leasing discussion to implementation.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

No action needed on this item. Provided as a brief update.




ATTACHMENTS:

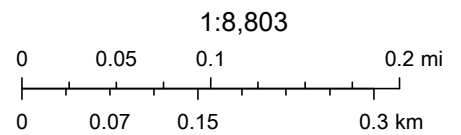
1. Siggelkow Property

Village of McFarland



7/12/2022, 8:05:09 PM

-  Village
-  Road Centerlines
-  Parcels




VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, November 14, 2023

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion regarding planning by Dane County regarding the Sustainability Campus and Landfill Development at Yahara Hills Golf Course in the City of Madison.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

Dane County is working on the development of a new Sustainability Campus and Landfill to replace the existing landfill located off USH 12/18. [Please click on this link to view more information on this project.](#)

The Village has inquired about having a seat as part of the Local Negotiating Committee which involves the City of Madison and Town of Cottage Grove working on the plan for development with Dane County. The City and Town can voluntarily admit the Village into the Committee to which the Town has approved and the City is in process for approving.

We are arranging for an update on their progress as those meetings have begun to start taking place.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

None.

ATTACHMENTS:

None


VILLAGE OF
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SUMMARY SHEET

MEETING DATE: Tuesday, November 14, 2023

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion of topics of mutual interest and updates of local initiatives to the School District of McFarland and Village of McFarland.

PREVIOUS ACTION:

This item has been a standing topic held at each of the last meetings.

ISSUE SUMMARY:

The main intent of these meetings is for the School District and Village to meet in a small group setting to talk about areas of overlap in which we can work together. Past meetings have outlined a number of topics where that might be possible.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

No action required on this item.

ATTACHMENTS:

None