

VILLAGE OF MCFARLAND
Finance Committee Minutes
Thursday, March 20, 2025 - 7:00 PM

1. CALL TO ORDER, ROLL CALL.

Village Trustee Stephanie Brassington called the Finance Committee meeting to order at 7:00 p.m. in the Community Room of the McFarland Municipal Center.

Members present: Stephanie Brassington, Miguel Peña

Members not present: Hilary Brandt

Staff Present: Village Administrator Matt Schuenke, Finance Manager/Treasurer Lisa Skar

2. PUBLIC APPEARANCES.

- a. *This is an opportunity for members of the public to address the Finance 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 finance@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.

Kathy Annen, residing at 5011 Falling Leaves Ln, spoke in support of the creation of an ordinance requiring a referendum vote of the electors before certain public construction projects can be commenced. She discussed concerns and suggestions related to budgeting and debt.

Laurie Morris, residing at 6070 Shooting Star Ct., also spoke in support of the referendum ordinance and discussed her concerns related to transparency and fiscal responsibility.

3. APPROVAL OF MINUTES.

- a. *Motion to approve the minutes of the February 20, 2025 meeting.*

Motion by Village Trustee Stephanie Brassington, second by Village Trustee Miguel Peña, to approve the minutes of the February 20, 2025 Finance Committee

meeting. Motion carries 2 - 0 - 0 by acclamation.

4. BUSINESS.

- a. Discussion and action to make a recommendation to the Village Board regarding a Community Grant Application from the McFarland Bird Festival

Shawn Miller, representing the McFarland Bird Festival, was in attendance to provide information and answer questions related to the Community Grant application to purchase a new interpretive sign to pair with the existing Purple Martin houses at Lewis Park.

Motion by Village Trustee Stephanie Brassington, second by Village Trustee Miguel Peña, to recommend approval to the Village Board of the Community Grant Application in the amount of \$1,300.00 from the McFarland Bird Festival. Motion carries 2 - 0 - 0 by acclamation.

- b. Discussion regarding the creation of an ordinance requiring a referendum vote of the electors before certain public construction projects can be commenced.

Village Administrator Matt Schuenke presented and discussed graphs depicting McFarland's historical debt utilization.

Village Trustee Stephanie Brassington requested further clarity on operational costs involved with future construction projects. She also asked that Village Administrator Schuenke provide a comparison between Village Trustee Peña's proposal and Administrator Schuenke's data. Village Trustee Peña requested a deeper dive into capital project projections to find a middle ground on debt utilization percentage.

This agenda item will be discussed further at the next Finance Committee meeting.

- c. Discussion regarding updates to Chapter 3 (Debt Management Policy) of the Fiscal Policy Manual.

This agenda item was incorporated in the discussion for agenda item b.

- d. Discussion regarding updates to Chapter 2 (Budget Development Policy) of the Fiscal Policy Manual.

The Finance Committee will review the budget process against the GFOA's budget standards at the next Finance Committee meeting.

- e. Discussion regarding updates to Chapter 11 (Revenues Policy) of the Fiscal Policy Manual.

Village Administrator Matt Schuenke provided a brief overview of the Chapter 11

Revenues Policy. He suggested incorporating this into the Budget Policy, which will be discussed further at the next Finance Committee meeting.

5. SCHEDULE NEXT MEETING DATE.

- a. Thursday, April 17, 2025 at 7:00 pm - Planned for cancelation.

The April 17, 2025 Finance Committee meeting is canceled due to the new Village Trustees coming on board.

- b. Thursday, May 15, 2025 at 7:00 pm.

The next Finance Committee meeting is scheduled for May 15, 2025 at 7:00 p.m.

6. ADJOURNMENT.

Motion by Village Trustee Miguel Peña, second by Village Trustee Stephanie Brassington, to adjourn at 8:30 p.m. Motion carries 2 - 0 - 0 by acclamation.

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,
Lisa Skar
Finance Manager/Treasurer