

FINANCE COMMITTEE

**Wednesday, January 23,
2019**

6:30 PM

McFarland Municipal Center
Conference Room A

AGENDA

1. CALL TO ORDER, ROLL CALL.
2. PUBLIC APPEARANCES.
3. APPROVAL OF MINUTES.
 - a. Discussion and action regarding minutes of the regular meeting held December 6, 2018.
4. BUSINESS.
 - a. Discussion regarding the Capital Improvement Plan for 2019-2023.
 - b. Update on implementation of new Chart of Accounts.
 - c. Discussion and action to make a recommendation to the Village Board regarding a revision to various fees and charges for services contained within Appendix A of the Village Code of Ordinances.
5. SCHEDULE NEXT MEETING DATE.
 - a. Wednesday, February 27, 2019 at 6:30 pm.
6. 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
Finance Committee Minutes

Thursday, December 6, 2018 - 6:30 PM

1. CALL TO ORDER, ROLL CALL.

Trustee Mary Pat Lytle called the regular meeting of the Finance Committee to order at 6:30 PM in Conference Room A.

Members present: Village Trustee Mary Pat Lytle, Village Trustee Carolyn Clow, and Chuck Mulcahy.

Members not present: Clifford Strelow and Rod Clark.

Staff Present: Village Administrator Matt Schuenke and Accountant/Deputy Treasurer Jennifer Haried.

2. PUBLIC APPEARANCES.

None

3. APPROVAL OF MINUTES.

- a. Discussion and action regarding minutes from the regular meeting on October 17, 2018.

Motion by Village Trustee Mary Pat Lytle, second by Village Trustee Carolyn Clow, to approve minutes from the regular meeting on October 17, 2018 per the changes noted. Motion carries 3 - 0 - 0 by acclamation

4. BUSINESS.

- a. Discussion and action to make a recommendation to the Village Board regarding resolution 2018-19: a resolution authorizing year end transfers as planned within the 2019 Budget.

Motion by Lytle, second by Clow, to recommend approval to the Village Board regarding resolution 2018-19: a resolution authorizing year end transfers as planned within the 2019 Budget. Motion carries 3 - 0 - 0 by acclamation.

- b. Discussion and action to make a recommendation to the Village Board regarding revisions to the Purchasing Policy (Chapter 10) and the creation of a standard template for certain Village contractual agreements.

Clow stated that the agenda item and materials included are not consistent with the direction provided by the Village Board regarding the creation of a standard contract and to what extent the purchasing policy should be revised to accommodate its use.

Clow requested no action be taken on this item until such time that this inconsistency can be corrected. Lytle stated that she did not agree with that interpretation and felt what is presented is in line with the direction provided by the Village Board.

Following discussion, a motion was made by Lytle, seconded by Mulcahy, to recommend approval to the Village Board regarding revisions to the Purchasing Policy (Chapter 10) and the creation of a standard template for certain Village contractual agreements as presented. Motion carries 2 - 1 - 0, with Clow voting nay.

5. SCHEDULE NEXT MEETING DATE.

- a. Wednesday, January 23, 2019 at 6:30 pm.

6. ADJOURNMENT.

Motion by Village Trustee Mary Pat Lytle, second by Chuck Mulcahy, to adjourn at 6:56pm.

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,
Jennifer Haried
Accountant/Deputy Treasurer



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Wednesday, January 23, 2019

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion regarding the Capital Improvement Plan for 2019-2023.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

Enclosed within your packet is a draft of the next 5 year Capital Improvement Plan (CIP) from 2019-2023. A summary sheet is provided along with a funding sheet for each year organized by Department and by Fund. Staff is still working on updating the narrative and will provide as part of the meeting. The intent of our discussion on Wednesday is to introduce this draft plan and discuss some key pieces within it from a funding standpoint. Our next steps will be to provide to our Financial Adviser to run new projections to be reviewed at the next meeting. Additionally, if there are questions with what is proposed or other information needed as part of the review this is a good time to discuss those issues.

FINANCIAL/BUDGET IMPACT:

There is no cost to prepare the plan as Staff puts together the bulk of the document and the costs for the Adviser to run the projections are included within her role to conduct the annual borrowing. The CIP itself is financially based trying to project future expenses that are capital in nature. This helps to forecast borrowing needs and provide future planning for large projects as known within the next 5 years.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Presented for discussion only.

ATTACHMENTS:

1. 2019-2023 McFarland CIP - DRAFT - 01182019 mgs



5 Year
Capital Improvement Program

2019-2023

February 27, 2019
Finance Committee Review and Recommendation

March 11, 2019
Village Board Review and Approval

2019-2023 McFarland Capital Improvement Plan

Funding Summary

<i>By Department...</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2023</i>	<i>Total</i>
Administration	36,000	37,000	13,000	14,000	15,500	115,500
Facilities	425,000	675,000	151,000	976,000	151,000	2,378,000
Communications/Technology	23,000	15,000	15,000	15,000	5,000	73,000
Police	160,000	70,000	69,000	85,000	85,000	469,000
Fire and Rescue	341,500	762,250	1,486,250	116,500	160,500	2,867,000
Emergency Management	1,500	0	0	0	0	1,500
Public Works	2,025,500	4,030,000	5,875,000	3,399,000	1,425,500	16,755,000
Senior Outreach	10,000	0	0	0	0	10,000
Library	143,250	17,500	8,000	58,000	8,000	234,750
Parks	3,450,000	565,000	415,000	1,315,000	1,315,000	7,060,000
Community Development	54,000	154,000	54,000	29,000	4,000	295,000
Total	6,669,750	6,325,750	8,086,250	6,007,500	3,169,500	30,258,750

<i>By Fund...</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2023</i>	<i>Total</i>
General - Fund 100	364,500	29,500	29,500	29,500	29,500	482,500
Comm/Tech - Fund 200	8,000	15,000	15,000	15,000	5,000	58,000
TID #3 - Fund 305	-	-	-	-	-	-
TID #4 - Fund 310	99,250	-	-	-	-	99,250
TID #5 - Fund 315	-	100,000	-	-	-	100,000
Capital Projects - Fund 400	5,022,250	5,349,750	4,717,500	4,740,000	2,496,500	22,326,000
Parks - Fund 405	298,750	65,000	65,000	65,000	65,000	558,750
Utility - Fund 600	776,500	544,750	2,933,500	1,078,000	534,750	5,867,500
Stormwater - Fund 605	100,500	232,500	325,750	80,000	38,750	777,500
Total	6,669,750	6,336,500	8,086,250	6,007,500	3,169,500	30,269,500

<i>Within Fund 400...</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2023</i>	<i>Total</i>
Tax Levy	310,000	320,000	330,000	340,000	350,000	1,650,000
Grants	50,000	50,000	1,260,750	-	-	1,360,750
Intergovernmental	117,500	974,750	-	-	-	1,092,250
Borrowing	4,424,750	3,375,000	3,126,750	3,655,000	2,144,500	16,726,000
Reserves	120,000	630,000	-	745,000	2,000	1,497,000
Total	5,022,250	5,349,750	4,717,500	4,740,000	2,496,500	22,326,000

<i>Within Fund 600...</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2023</i>	<i>Total</i>
Water	718,000	478,750	1,628,250	1,019,500	517,250	4,361,750
Sewer	58,500	66,000	1,305,250	58,500	17,500	1,505,750
Total	776,500	544,750	2,933,500	1,078,000	534,750	5,867,500

Capital Improvement Program

Village of McFarland

Prior Plan Approval/Inclusion Year: 2016 2017 2018 2019 2020 2021 2022 2023

Program Year: 2019

Funding by Project

Projects	Dept	General Fund 100	Comm/Tech Fund 200	TID #3 Fund 305	TID #4 Fund 310	TID #5 Fund 315	Capital Projects - Fund 400						Parks Fund 405	Utility - 600		Stormwater Fund 605	Total
							Tax Levy	Grants	Intergov	Borrow	Reserve	Total		Water	Sewer		
Accounting Updates	Admin	2,500					10,000					10,000					10,000
Equipment/Furniture	Admin											-					2,500
Impact Fee Study	Admin						15,000					15,000					15,000
Workstation Replace	Admin						8,500					8,500					8,500
Aquatics Study	Facilities	100,000									20,000	20,000					20,000
DEVELOPMENT	Facilities											-					100,000
Land Acquisition	Facilities						40,000					40,000					40,000
MC Upgrades	Facilities										10,000	10,000					10,000
Network Equip	Facilities									15,000		15,000		5,000	5,000	5,000	30,000
Security Upgrades	Facilities									125,000		125,000					125,000
Sinking Fund	Facilities						100,000					100,000					100,000
Video on Demand	CT		8,000				13,000				2,000	15,000					23,000
Equipment	Police	15,000										-					15,000
Patrol Vehicle (Lease)	Police						50,000					50,000					50,000
Radios	Police	75,000										-					75,000
Traffic Safety	Police									20,000		20,000					20,000
Ambulance Replace	Fire/EMS	100,000								168,000		168,000					268,000
Car 1 Sinking Fund	Fire/EMS						5,000					5,000					5,000
EMS Equipment	Fire/EMS						8,250					8,250					8,250
Facility	Fire/EMS						3,250					3,250					3,250
Fire Equipment	Fire/EMS						22,250					22,250					22,250
Technology	Fire/EMS	25,000								9,750		9,750					34,750
Aqua Dams	EM						1,500					1,500					1,500
County MN - Phase 4	DPW									125,000		125,000					125,000
Farwell Under Plan	DPW									25,000		25,000					25,000
Leased Equipment	DPW						10,000					10,000		3,500	3,500	3,000	20,000
Mower	DPW									70,000		70,000				20,000	90,000
Patrol Truck	DPW									40,250		40,250		40,250	40,250	40,250	161,000
Pickup Truck	DPW									8,750		8,750		8,750	8,750	8,750	35,000
Sidewalk Replace	DPW									80,000		80,000					80,000
Sinking Fund	DPW										1,000	1,000		1,000	1,000	1,000	4,000
Small Capital	DPW											-				2,500	2,500
Street Const	DPW				33,000					295,500		295,500		659,500			988,000
Street Maint	DPW									300,000		300,000					300,000
Street Resurfacing	DPW									150,000		150,000					150,000
Street Sweeper	DPW											-				20,000	20,000
Street Tree Planting	DPW	25,000										-					25,000
Furniture Replace	Outreach										5,000	5,000					5,000
Workstation Replace	Outreach						5,000					5,000					5,000
Bathroom Remodel	Library	20,000									7,000	7,000					27,000
Comp - Workstation	Library						16,250					16,250					16,250
Equip - Shelving	Library										10,000	10,000					10,000
Facility Reserve	Library							50,000				50,000					50,000
Remodel Work	Library										25,000	25,000					25,000
Security Upgrades	Library										15,000	15,000					15,000
General Improve	Parks											-	50,000				50,000
McDaniel Park	Parks									67,500		67,500	167,500				235,000
McFarland Park	Parks									25,000		25,000					25,000
Park Equipment	Parks											-	10,000				10,000
Park Signage	Parks											-	5,000				5,000
Property Acquisition	Parks				66,250				117,500	2,500,000	25,000	2,642,500	66,250				2,775,000
Urso/Schuetz Park	Parks									350,000		350,000					350,000
Branding - Phase 1	CD									50,000		50,000					50,000
Small Capital	CD	2,000										-					2,000
Sinking Fund	CD						2,000					2,000					2,000
Total Projects		364,500	8,000	-	99,250	-	310,000	50,000	117,500	4,424,750	120,000	5,022,250	298,750	718,000	58,500	100,500	6,669,750

Capital Improvement Program

Village of McFarland

Prior Plan Approval/Inclusion Year:

2016 2017 2018 2019 2020 2021 2022 2023

Program Year: 2020

Funding by Project

Projects	Dept	General Fund 100	Comm/Tech Fund 200	TID #3 Fund 305	TID #4 Fund 310	TID #5 Fund 315	Capital Projects - Fund 400					Parks Fund 405	Utility - 600		Stormwater Fund 605	Total
							Tax Levy	Grants	Intergov	Borrow	Reserve	Total	Water	Sewer		
Admin	Admin											-				-
Equipment/Furniture	Admin	2,500										-				2,500
File Storage	Admin									25,000		25,000				25,000
Workstation Replace	Admin						9,500					9,500				9,500
DEVELOPMENT	Facilities											-				-
Land Acquisition	Facilities						40,000					40,000				40,000
Network Equip	Facilities						4,000					4,000	2,000	2,000	2,000	10,000
Public Works Roof	Facilities								250,000	250,000		500,000				500,000
Sinking Fund	Facilities						100,000					100,000				100,000
Sustainability	Facilities								25,000			25,000				25,000
Equipment Upgrade	C/T		15,000									-				-
	C/T											-				15,000
	C/T											-				-
Equipment	Police						13,000			2,000		15,000				15,000
Patrol Vehicle (Lease)	Police						35,000					35,000				35,000
Traffic Safety	Police						14,250			5,750		20,000				20,000
Car 1 Sinking Fund	Fire/EMS						5,750					5,750				5,750
EMS Equipment	Fire/EMS						5,500					5,500				5,500
Fire Equipment	Fire/EMS						22,000					22,000				22,000
Foam Trailer	Fire/EMS									40,000		40,000				40,000
Technology	Fire/EMS						8,500					8,500				8,500
Radios	Fire/EMS								260,500			260,500				260,500
Stair Chair	Fire/EMS						6,000					6,000				6,000
Thermal Image Cameras	Fire/EMS						14,000					14,000				14,000
Utility (Squad)	Fire/EMS								400,000			400,000				400,000
	EM											-				-
	EM											-				-
	EM											-				-
County MN - Phase 4	DPW					100,000		924,750	744,250	328,000		1,997,000				1,997,000
Dredging	DPW							50,000		50,000		100,000			190,000	390,000
Farwell Under Phase 2	DPW								700,000			700,000				700,000
Leased Equipment	DPW						12,000					12,000	4,500	4,250	4,250	25,000
Mower	DPW								3,750			3,750	3,750	3,750	3,750	15,000
Pickup Truck	DPW								10,000			10,000	10,000	10,000	10,000	40,000
Sidewalk Replace	DPW						10,000					10,000				10,000
Sinking Fund	DPW						1,000					1,000	1,000	1,000		3,000
Small Capital	DPW											-			2,500	2,500
Street Constr	DPW								-			-	412,500			412,500
Street Maintenance	DPW								300,000			300,000				300,000
Street Sweeper	DPW											-			20,000	20,000
Street Tree Planting	DPW											-				25,000
Utility Van	DPW	25,000										-	45,000	45,000		90,000
	Outreach											-				-
	Outreach											-				-
	Outreach											-				-
	Library											-				-
Comp - Workstation	Library						13,500					13,500				13,500
Facility Improvements	Library								10,750			10,750				
Site Improvements	Library						4,000					4,000				4,000
General Improve	Parks											50,000				50,000
Park Equipment	Parks											10,000				10,000
Park Signage	Parks											5,000				5,000
Property Acquisition	Parks											-				-
Urso/Schuetz Park	Parks						50,000		450,000			500,000				500,000
Brand Development	CD								150,000			150,000				150,000
Small Capital	CD	2,000										-				2,000
Sinking Fund	CD						2,000					2,000				2,000
Total Projects		29,500	15,000	-	-	100,000	320,000	50,000	974,750	3,375,000	630,000	5,349,750	65,000	478,750	66,000	6,325,750

Capital Improvement Program

Village of McFarland

Prior Plan Approval/Inclusion Year:

2016	2017	2018	2019	2020	2021	2022	2023
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Program Year: 2021

Funding by Project

Projects	Dept	General Fund 100	Comm/Tech Fund 200	TID #3 Fund 305	TID #4 Fund 310	TID #5 Fund 315	Capital Projects - Fund 400					Total	Parks Fund 405	Utility - 600		Stormwater Fund 605	Total
							Tax Levy	Grants	Intergov	Borrow	Reserve			Water	Sewer		
	Admin											-					-
Equipment/Furniture	Admin	2,500										-					2,500
Workstation Replace	Admin						10,500					10,500					10,500
DEVELOPMENT	Facilities											-					-
Land Acquisition	Facilities						40,000					40,000					40,000
Network Equip	Facilities						5,000					5,000		2,000	2,000	2,000	11,000
Sinking Fund	Facilities						100,000					100,000					100,000
	C/T											-					-
Equipment Upgrade	C/T		15,000									-					15,000
	C/T											-					-
Equipment	Police						15,000					15,000					15,000
Patrol Vehicle (Lease)	Police						34,000					34,000					34,000
Traffic Safety	Police						20,000					20,000					20,000
Car 1 Sinking Fund	Fire/EMS						5,750					5,750					5,750
EMS Equipment	Fire/EMS						7,000					7,000					7,000
Extrication Equip	Fire/EMS						29,250			9,000		38,250					38,250
Fire Equipment	Fire/EMS						23,250					23,250					23,250
Ladder Truck	Fire/EMS									1,405,000		1,405,000					1,405,000
Technology	Fire/EMS						7,000					7,000					7,000
	EM											-					-
	EM											-					-
	EM											-					-
Exchange Street	DPW							1,260,750		156,000		1,416,750		1,176,250	1,265,500	264,500	4,123,000
Farwell Under Phase 3	DPW									700,000		700,000					700,000
Leased Equipment	DPW						12,250					12,250		4,250	4,250	4,250	25,000
Mower	DPW									22,500		22,500		22,500	22,500	22,500	90,000
Pickup Truck	DPW									10,000		10,000		10,000	10,000	10,000	40,000
Sidewalk Replace	DPW						10,000					10,000					10,000
Sinking Fund	DPW						1,000					1,000		1,000	1,000		3,000
Small Capital	DPW											-				2,500	2,500
Street Constr	DPW									124,250		124,250		332,250			456,500
Street Maintenance	DPW									300,000		300,000					300,000
Street Sweeper	DPW											-				20,000	20,000
Street Tree Planting	DPW	25,000										-					25,000
Water Valve Turner	DPW											-		80,000			80,000
	Outreach											-					-
	Outreach											-					-
	Outreach											-					-
	Library											-					-
Comp - Workstation	Library						8,000					8,000					8,000
	Library											-					-
General Improve	Parks											-	50,000				50,000
Park Equipment	Parks											-	10,000				10,000
Park Signage	Parks											-	5,000				5,000
Property Acquisition	Parks									-		-					-
Urso/Schuetz	Parks									350,000		350,000					350,000
Brand Development	CD									50,000		50,000					50,000
Small Capital	CD	2,000										-					2,000
Sinking Fund	CD						2,000					2,000					2,000
Total Projects		29,500	15,000	-	-	-	330,000	1,260,750	-	3,126,750	-	4,717,500	65,000	1,628,250	1,305,250	325,750	8,086,250

Capital Improvement Program

Village of McFarland

Prior Plan Approval/Inclusion Year:

2016	2017	2018	2019	2020	2021	2022	2023
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Program Year: 2022

Funding by Project

Projects	Dept	General Fund 100	Comm/Tech Fund 200	TID #3 Fund 305	TID #4 Fund 310	TID #5 Fund 315	Capital Projects - Fund 400					Total	Parks Fund 405	Utility - 600		Stormwater Fund 605	Total
Tax Levy	Grants	Intergov	Borrow	Reserve										Water	Sewer		
Equipment/Furniture	Admin											-					-
Workstation Replace	Admin	2,500										-					2,500
	Admin						11,500					11,500					11,500
DEVELOPMENT	Facilities											-					-
Land Acquisition	Facilities						40,000					40,000					40,000
Muni Center ParkLot	Facilities						18,000		107,000			125,000					125,000
Muni Center Roof	Facilities									700,000		700,000					700,000
Network Equip	Facilities						5,000					5,000		2,000	2,000	2,000	11,000
Sinking Fund	Facilities						100,000					100,000					100,000
Equipment Upgrade	C/T		15,000									-					-
												-					15,000
												-					-
Equipment	Police						15,000					15,000					15,000
Patrol Vehicle (Lease)	Police						50,000					50,000					50,000
Traffic Safety	Police						20,000					20,000					20,000
ATV Replace	Fire/EMS								27,000			27,000					27,000
Car 1 Sinking Fund	Fire/EMS						6,000					6,000					6,000
EMS Equipment	Fire/EMS						7,500					7,500					7,500
Fire Equipment	Fire/EMS						24,250					24,250					24,250
Patient Cots	Fire/EMS								42,250			42,250					42,250
Technology	Fire/EMS						9,500					9,500					9,500
	EM											-					-
	EM											-					-
	EM											-					-
Farwell Under Phase 4	DPW								700,000			700,000					700,000
Leased Equipment	DPW						12,250					12,250		4,250	4,250	4,250	25,000
Patrol Truck	DPW								41,250	45,000		86,250		41,250	41,250	41,250	210,000
Pickup Truck	DPW								10,000			10,000		10,000	10,000	10,000	40,000
Sidewalk Replace	DPW						10,000					10,000					10,000
Sinking Fund	DPW						1,000					1,000		1,000	1,000		3,000
Small Capital	DPW											-				2,500	2,500
Street Constr	DPW								1,102,500			1,102,500		961,000			2,063,500
Street Maintenance	DPW								300,000			300,000					300,000
Street Sweeper	DPW											-				20,000	20,000
Street Tree Planting	DPW	25,000										-					25,000
	Outreach											-					-
	Outreach											-					-
	Outreach											-					-
Comp - Workstation	Library											-					-
Parking Lot Repave	Library						8,000					8,000					8,000
	Library								50,000			50,000					50,000
	Library											-					-
General Improve	Parks											-	50,000				50,000
Park Equipment	Parks											-	10,000				10,000
Park Signage	Parks											-	5,000				5,000
Property Acquisition	Parks											-					-
Urso/Schuetz	Parks								1,250,000			1,250,000					1,250,000
Brand Development	CD								25,000			25,000					25,000
Small Capital	CD	2,000										-					2,000
Sinking Fund	CD						2,000					2,000					2,000
Total Projects		29,500	15,000	-	-	-	340,000	-	-	3,655,000	745,000	4,740,000	65,000	1,019,500	58,500	80,000	6,007,500

Capital Improvement Program

Village of McFarland

Prior Plan Approval/Inclusion Year:

2016

2017

2018

2019

2020

2021

2022

2023

Program Year: 2023

Funding by Project

Projects	Dept	General Fund 100	Comm/Tech Fund 200	TID #3 Fund 305	TID #4 Fund 310	TID #5 Fund 315	Capital Projects - Fund 400					Total	Parks Fund 405	Utility - 600		Stormwater Fund 605	Total
							Tax Levy	Grants	Intergov	Borrow	Reserve			Water	Sewer		
Equipment/Furniture	Admin	2,500					-					-					-
Workstation Replace	Admin						13,000					13,000					2,500
DEVELOPMENT	Facilities											-					-
Land Acquisition	Facilities						40,000					40,000					40,000
Network Equip	Facilities						5,000					5,000		2,000	2,000	2,000	11,000
Sinking Fund	Facilities						100,000					100,000					100,000
Equipment Upgrade	C/T		5,000				-					-					-
	C/T						-					-					5,000
	C/T						-					-					-
Equipment	Police						15,000					15,000					15,000
Patrol Vehicle (Lease)	Police						50,000					50,000					50,000
Traffic Safety	Police						18,000				2,000	20,000					20,000
Car 1 Sinking Fund	Fire/EMS						6,000					6,000					6,000
EKG Monitors	Fire/EMS									84,500		84,500					84,500
EMS Equipment	Fire/EMS						12,000					12,000					12,000
Fire Equipment	Fire/EMS						48,250					48,250					48,250
Technology	Fire/EMS						9,750					9,750					9,750
	EM						-					-					-
	EM						-					-					-
	EM						-					-					-
Leased Equipment	DPW						12,000					12,000		4,250	4,500	4,250	25,000
Pickup Truck	DPW									10,000		10,000		10,000	10,000	10,000	40,000
Sidewalk Replace	DPW						10,000					10,000					10,000
Sinking Fund	DPW						1,000					1,000		1,000	1,000		3,000
Small Capital	DPW											-				2,500	2,500
Street Constr	DPW									500,000		500,000		500,000			1,000,000
Street Maintenance	DPW									300,000		300,000					300,000
Street Sweeper	DPW											-				20,000	20,000
Street Tree Planting	DPW	25,000										-					25,000
	Outreach						-					-					-
	Outreach						-					-					-
	Outreach						-					-					-
Comp - Workstation	Library						-					-					-
	Library						8,000					8,000					8,000
	Library						-					-					-
General Improve	Parks						-					-	50,000				50,000
Park Equipment	Parks						-					-	10,000				10,000
Park Signage	Parks						-					-	5,000				5,000
Property Acquisition	Parks						-					-					-
Urso/Schuetz	Parks									1,250,000		1,250,000					1,250,000
							-					-					-
Small Capital	CD	2,000					-					-					2,000
Sinking Fund	CD						2,000					2,000					2,000
Total Projects		29,500	5,000	-	-	-	350,000	-	-	2,144,500	2,000	2,496,500	65,000	517,250	17,500	38,750	3,169,500



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Wednesday, January 23, 2019

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Update on implementation of new Chart of Accounts.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

The Village migrated to a new chart of accounts as of January 1, 2019 that was approved based on the format approved for the 2019 Budget. In doing do this update makes the Village consistent with the State of Wisconsin whereas before for many years we were following a different State. Staff will review the process to date and talk about its benefits as part of the meeting.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

This is simply informational and provided as an update.

ATTACHMENTS:

None



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Wednesday, January 23, 2019

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and action to make a recommendation to the Village Board regarding a revision to various fees and charges for services contained within Appendix A of the Village Code of Ordinances.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

Enclosed within your packet is the current fee schedule that is effective as of January 1, 2018. At least annually or as the need arises, this is considered for changes or revisions to meet the revenue demand for services that are charged for. Appendix A is established within our Code of Ordinances so that all of the fees are consolidated into one location. Each section of the code that requires a fee then references back to this document. The following are changes that Village Staff wishes to bring forth for discussion in order to bring forward to the Village Board as an ordinance change to revise the appendix:

- Amendment to the Comprehensive Plan Fee (Section 2-313) - Staff is proposing a fee be charged to individuals requesting an amendment to the Comprehensive Plan. Our current plan was adopted in 2017, but is subject to changes from time to time. Most changes requested by the general public come from development interests of private property owners who want to develop property that is not consistent with the future land use map. Municipalities will charge for this service and as such code language would need to be added to this section to create this fee. It is suggested the fee be set at \$500.
- Ambulance Fees (Section 17-59) - Enclosed is a description of the proposed changes from the Fire and Rescue Department. We were recommended by our billing company to remove supplies and add those expenses to the base charge. Insurance companies are no longer covering supplies as a separate expense as much as they have in the past, and building those costs into the base charge for transport will help to recoup those expenses.
- Fire Alarm and Suppression System Permit Fees (Section 26-118) - The Fire and Rescue Department is proposing to add an inspection only fee for plans that come to the Department for review that have already been approved by the State. This was recommended by the State to eliminate duplication. Additionally there are other fees proposed for revision based on a review of our comparable communities and what they



charge for similar services.

- Request for Statement of Real Property Status (Section 23-74) - These are letters from the title company when a property is to be sold where they request current assessments, tax information, etc. We have a prepaid and a billed option; however, we only process prepaid as in the past the billed option is not completed once they receive the information. Instead it is suggested to remove the billed option and create a standard option at \$30 per request that will be responded to within 3-5 business days. We would also suggest a rushed option that could be provided within 24 hours for a higher fee. This is common in many other communities. The rush request would have a fee of \$55 per occurrence.
- Solid Waste Fee (Section 50-5) - This has already been approved by ordinance via approval of the 2019 Budget. Action to revise this item is simply an update to the appendix to align with that approval. The former fee was \$116.16 for the year and that increased to \$141.00 on an annual basis. The increase is attributed to a change to weekly recycling collection that was approved for implementation in 2018.
- Tax Increment Financing Requests (Not Presently Codified) - The Village approved a new policy for requests for tax increment financing. The manual that was established refers the fee structure both for application and escrow back to its appendix. Staff is reviewing with the Village Attorney whether or not the appendix should include this charge or it should be built into the policy. There would be no link to the code (or we would need to create one) if it were to be included within the appendix. Regardless of how it is memorialized, the initial application fee is proposed at \$250 and the initial escrow at \$2,500 as needed.

FINANCIAL/BUDGET IMPACT:

The appropriate increase in fees helps to lower the burden on the tax levy in some cases. Revenue that is not taxes helps to also hold those who want something outside of the normal course of service delivery remain accountable by paying for that service. Not all services provided uniformly benefit everyone and in specialized circumstances fees as are included are appropriate.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended for approval to the Village Board.

ATTACHMENTS:

1. Exhibit A - Fee Schedule (2018)



2. 2019 Proposed Fee Changes - Fire and Rescue Department (Ambulance Section 17-59)
3. 2019 Proposed Fee Changes - Fire and Rescue Department (Permits 26-118)

Appendix A - Fee Schedule

Section	Description	January 1, 2018
<u>CHAPTER 2—ADMINISTRATION</u>		
<u>2-875(f)</u>	Public records per-page fee for copies, certified or otherwise, of any document	\$0.25
<u>CHAPTER 5—ANIMALS</u>		
<u>5-43</u>	Dog and cat licenses:	
	Neutered male dog or cat/spayed female dog or cat	\$13.00
	Unneutered male dog or cat/unspayed female dog or cat	\$18.00
<u>5-48(a)</u>	Kennel license (per year)	\$100.00 (up to 12) plus \$3.00 each additional animal over 12
<u>5-49</u>	Late fee	\$5.00
<u>CHAPTER 8—BUILDINGS AND BUILDING REGULATIONS</u>		
<u>8-208</u>	Permit for razing buildings	\$100.00/Residential; \$150.00/Commercial
<u>8-281</u>	Application for a permit to transfer, place or dump solid fill	\$50.00
	Additional fee per truck	\$10.00
<u>8-341(a)</u>	Fee for permit to move building/structure along public ROW	\$50.00
	Additional fee for building remaining on public highway (per day)	\$10.00
<u>8-368(a)</u>	Permit to construct a fence	\$50.00
<u>8-401</u>	Building permit fee to construct, erect, or alter a swimming pool—based on value:	
	\$0.00—\$1,000.00	\$50.00
	\$1,000.00—\$25,000.00	\$50.00 + \$11.00 per \$1,000.00
	over \$25,000.00	\$325.00 + \$5.00 per \$1,000.00 over \$25,000.00
<u>8-463(b)</u>	Public water impact fee (size of meter):	
	5/8-inch	\$650.00
	3/4-inch	\$650.00
	1-inch	\$1,625.00
	1¼-inch	\$2,405.00
	1½-inch	\$3,251.00
	2-inch	\$5,201.00
	3-inch	\$9,752.00
	4-inch	\$16,253.00
	6-inch and above	\$32,507.00

Appendix A - Fee Schedule

Section	Description	January 1, 2018
<u>CHAPTER 8—BUILDINGS AND BUILDING REGULATIONS (continued)</u>		
<u>8-463(c)</u>	Public water impact fee, April 1, 1998—September 30, 1998:	
	Size of meter	
	5/8-inch	\$175.00
	3/4-inch	\$175.00
	1-inch	\$438.00
	1¼-inch	\$648.00
	1½-inch	\$875.00
	2-inch	\$1,400.00
	3-inch	\$2,625.00
	4-inch	\$4,375.00
	6-inch and above	\$8,750.00
<u>8-463(c)</u>	Public water impact fee, October 1, 1998—March 31, 1999:	
	Size of meter	
	5/8-inch	\$350.00
	3/4-inch	\$350.00
	1-inch	\$875.00
	1¼-inch	\$1,296.00
	1½-inch	\$1,750.00
	2-inch	\$2,800.00
	3-inch	\$5,250.00
	4-inch	\$8,750.00
	6-inch and above	\$17,500.00
<u>8-464(b)</u>	Park improvement impact fee:	
	Type of development	
	Single-family	\$731.47
	Multifamily	\$443.93
<u>8-465(b)</u>	Public library impact fee:	
	Type of development:	
	Single-family	\$710.00
	Two-family, multifamily	\$431.00
<u>8-487(b)(1)</u>	Sign permit fee	\$50.00 + \$2.00/sq. ft.
<u>8-522</u>	Building permit fees:	
	New buildings—residential:	
	Per square foot of building	\$0.15, min \$125.00
	Electronic Municipal Plan	\$150.00
	Entry	\$200.00
	Early start permit	\$200.00

Appendix A - Fee Schedule

Section	Description	January 1, 2018
<u>CHAPTER 8—BUILDINGS AND BUILDING REGULATIONS (continued)</u>		
<u>8-522</u>	Building permit fees (continued):	
	New buildings—commercial:	
	Per square foot of building	\$0.18 min, \$125.00
	Certified municipal plan review: Building plan	\$100.00
	Plan entry fee	\$100.00 + sq. ft. fee below
	Less than 2,500 sf	\$250.00
	2,501—5,000 sf	\$300.00
	5,001—10,000 sf	\$500.00
	10,001—20,000 sf	\$700.00
	20,001—30,000 sf	\$1,100.00
	30,001—40,000 sf	\$1,400.00
	40,001—50,000 sf	\$1,900.00
	50,001—75,000 sf	\$2,600.00
	75,001—100,000 sf	\$3,300.00
	100,001—200,000 sf	\$5,400.00
	200,001—300,000 sf	\$9,500.00
	300,001—400,000 sf	\$14,000.00
	400,001—500,000 sf	\$16,700.00
	Over 500,000 sf	\$18,000.00
	Certified municipal plan review: HVAC plan	
	Plan entry fee	\$100.00 + sq. ft. fee below
	Less than 2,500 sf	\$150.00
	2,501—5,000 sf	\$200.00
	5,001—10,000 sf	\$300.00
	10,001—20,000 sf	\$400.00
	20,001—30,000 sf	\$500.00
	30,001—40,000 sf	\$800.00
	40,001—50,000 sf	\$1,100.00
	50,001—75,000 sf	\$1,400.00
	75,001—100,000 sf	\$2,000.00
	100,001—200,000 sf	\$2,600.00
	200,001—300,000 sf	\$6,100.00
	300,001—400,000 sf	\$8,800.00
	400,001—500,000 sf	\$10,800.00
	Over 500,000 sf	\$12,100.00
	Early start permit	\$250.00

Appendix A - Fee Schedule

Section	Description	January 1, 2018
<u>CHAPTER 8—BUILDINGS AND BUILDING REGULATIONS (continued)</u>		
<u>8-522</u>	Building permit fees (continued):	
	Repair work, additions or alterations to	
	\$0.00 to \$1,000.00	\$50.00
	\$1,000.00—\$25,000.00	\$50.00 + \$11.00 per \$1,000.00
	over \$25,000.00	\$325.00 + \$5.00 per \$1,000.00 over \$25,000.00
	Fire escapes	\$50.00
	Reroofing, re-siding and windows:	
	First \$500.00 or less	\$50.00
	Additional fee per \$1,000.00 of value or	\$5.00
	Installation of elevator	\$50.00
	New, replacement or relocation of fuel oil and gasoline storage	
	550 gallons or less	\$50.00
	551 gallons to 10,050 gallon capacity	\$10.00
	Above 10,051 gallon capacity	\$10.00
	Plus per additional 1,000 gallon capacity or	\$0.05
	Canopies, per square foot of surface:	\$0.10
	Minimum fee	\$50.00
	Awnings, for each individually supported	\$50.00
	Reinspection permit	\$50.00
	New construction UDC seal	\$50.00
<u>8-581</u>	Plumbing permit fee—Residential	\$50.00
	Plus per square foot of	\$0.05
	Sewer and water laterals (per lateral) & Storm water pipe:	\$60.00
	Commercial	\$50. + \$0.10/ft. of pipe
	Plumbing permit fee—commercial	\$50.00
	Per Square Ft.	
	Group I building	\$0.05
	Group II building	\$0.08
	Group III building	\$0.10
	Group IV building	\$0.04
	Addition or replacement of plumbing fixtures to existing	\$50.00
	Plus per fixture	\$7.00
	Red tag or reinspection fee	\$50.00

Appendix A - Fee Schedule

Section	Description	January 1, 2018
<u>CHAPTER 8—BUILDINGS AND BUILDING REGULATIONS (continued)</u>		
<u>8-616</u>	HVAC permit fee—Basic HVAC permit	\$50.00
	HVAC permit fee—Fireplace or wood stove	\$50.00
	Plus per square foot—Residential	\$0.05
	Building class fee (per square foot)—Commercial:	
	Group I building	\$0.05
	Group II building	\$0.08
	Group III building	\$0.10
	Group IV building	\$0.04
	Replacement of air conditioning—Commercial	\$75.00
	Replacement of furnace—Commercial	\$75.00
	Replacement of air conditioning—Residential	\$50.00
	Replacement of furnace—Residential	\$50.00
	Addition of A/C to existing structure	\$75.00
	Alterations/additions	\$50.00 + \$5.00 per \$1,000.00
	Red tag or reinspection fee	\$50.00
	All fees doubled if work commenced prior to permit	
<u>8-645(c)</u>	Fee for an electrical contractor, firm, person or corporation	\$50.00
<u>8-647</u>	New construction - Electrical:	
	Residential buildings; 1—2 family (per square foot)	\$0.05
	Commercial buildings (per square foot):	
	Group I building	\$0.05
	Group II building	\$0.08
	Group III building	\$0.10
	Group IV building	\$0.04
	Electrical permit	\$50.00/Residential; \$80.00/Commercial
	Temporary service	\$50.00/Residential; \$80.00/Commercial
	Panel/service entrance, 100 amp	\$70.00/Residential; \$110.00/Commercial
	Each additional 100 amp	\$10.00

Appendix A - Fee Schedule

Section	Description	January 1, 2018
<u>CHAPTER 8—BUILDINGS AND BUILDING REGULATIONS (continued)</u>		
<u>8-647</u>	New construction - Electrical (continued):	
	Additions, alterations, and repairs permit fee	\$50.00 + openings/Residential; \$80.00 + openings/Commercial
	1—5 openings	\$20.00
	6—10 openings	\$30.00
	11—15 openings	\$40.00
	16—20 openings	\$45.00
	21—25 openings	\$50.00
	26—30 openings	\$55.00
	31—35 openings	\$60.00
	36—40 openings	\$65.00
	41—45 openings	\$70.00
	46—50 openings	\$75.00
	51—60 openings	\$80.00
	61—70 openings	\$85.00
	71—80 openings	\$90.00
	81—90 openings	\$95.00
	91—100 openings	\$105.00
	101 + openings	+ \$1.00 per opening
<u>8-848(a)</u>	Fees established in lieu of on-site stormwater management practices—Residential (2009)	
	Construction cost per acre	\$1,223.00
	Land cost per acre	\$550.00
	Total cost per acre	\$1,773.00
	Fees established in lieu of on-site stormwater management practices—Commercial & Industrial (2009)	
	Construction cost per acre	\$2,255.00
	Land cost per acre	\$1,388.00
	Total cost per acre	\$3,643.00
<u>8-909(a)</u>	Fees for erosion control plans	
<u>8-909(a)(1)</u>	Simplified plan checklists	\$350.00
<u>8-909(a)(2)</u>	Sites larger than 20,000 square feet in area	\$500.00
<u>8-909(a)(3)</u>	Sites larger than two acres in area and five acres or less in area	\$750.00
<u>8-909(a)(4)</u>	Sites larger than five acres in area	\$1,000 deposit plus actual cost

Appendix A - Fee Schedule

Section	Description	January 1, 2018
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CHAPTER 8—BUILDINGS AND BUILDING REGULATIONS (continued)

<u>8-909(b)</u>	Fees for stormwater management plans	
<u>8-909(b)(1)</u>	Stormwater management plan without detention plan	Fee equal to actual cost billed to the Village by Consultants
<u>8-909(b)(2)</u>	Stormwater management plan with detention plan	Fee equal to actual cost billed to the Village by Consultants

CHAPTER 11—BUSINESSES

<u>11-54</u>	Alcohol beverages:	
	License fees:	
<u>11-54(a)(1)</u>	Class "A" fermented malt beverages retailer's	\$200.00
<u>11-54(a)(2)</u>	Class "B" fermented malt beverage license (per	\$100.00
<u>11-54(a)(3)</u> or <u>11-49(b)</u>	Temporary class "B" fermented malt beverage license (per event)	\$10.00
<u>11-54(a)(4)</u>	Temporary "class B" wine license (per event)	\$10.00
<u>11-54(a)(5)</u>	Fermented malt beverage wholesaler's license	\$25.00
<u>11-54(a)(6)</u>	"Class A" intoxicating liquor retailer's license	\$500.00
<u>11-54(a)(7)</u>	"Class B" intoxicating liquor retailer's license	\$500.00
<u>11-54(a)(8)</u>	"Class C" wine license (per year)	\$100.00
<u>11-54(a)(9)</u>	Reserve "class B" intoxicating liquor license:	
	Fee for initial issuance	\$10,000.00
	Renewal fee (annual)	\$500.00
<u>11-54(a)(10)</u>	"Class B" license for full-service restaurants	
	Fee for initial issuance	\$10,000.00
	Renewal fee (annual)	\$500.00
<u>11-61(a)</u>	License transfer fee	\$10.00
<u>11-61(b)</u>	Change of agent	\$10.00
<u>11-69(d)</u>	Outdoor sports activities with "class B" licenses event application review fee	\$50.00
<u>11-73(a)</u>	Operator's license fee	\$35.00
<u>11-73(b)</u>	Temporary operator's license	\$15.00
<u>11-73(c)</u>	Provisional operator's license	\$15.00
<u>11-99</u>	Cigarette license	\$100.00
<u>11-132(c)</u>	Direct seller application filing fee (annual)	\$100.00
<u>11-155(a)(1)</u>	License to operate amusement devices	\$15.00
<u>11-155(a)(2)</u>	Video game of chance license	
<u>11-155(b)(1)</u>	Minor arcade license (per year)	\$100.00
<u>11-155(c)(1)</u>	Major arcade license (per year)	\$300.00
<u>11-157(b)</u>	Minor arcade license transfer fee	

Appendix A - Fee Schedule

Section	Description	January 1, 2018
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CHAPTER 11—BUSINESSES (continued)

<u>11-220</u>	Nonmetallic mining permit fee	\$100.00
<u>11-251</u>	Blasting and rock crushing:	
	Permit fee, quarries	\$50.00
	Permit fee, gravel crushing operations	\$50.00

CHAPTER 17—EMERGENCY SERVICES

<u>17-26(c)(1)</u>	False alarms:	
	Responded to by Police Department:	
	First two false alarms for a location	No charge
	Third false alarm per location	\$50.00
	Fourth false alarm per location	\$75.00
	Fifth false alarm per location	\$100.00
	Sixth and subsequent false alarm per location	\$125.00
	Responded to by Police and Fire Department:	
	First two false alarms for a location	No charge
	Third and subsequent false alarm per location	\$150.00
<u>17-59(a)</u>	Ambulance fees: Resident charge	\$625.00/Basic \$675.00/ALS 1 \$750.00/ALS 2
<u>17-59(b)</u>	Ambulance fees: Nonresident charge	\$725.00/Basic \$800.00/ALS 1 \$850.00/ALS 2
<u>17-59(c)</u>	Ambulance fees: Medical supplies and procedures	Cost
<u>17-59(d)</u>	Ambulance fees: Loaded mileage fee (per mile)	\$15.00/Resident \$15.50/Nonresident
<u>17-59(e)</u>	Ambulance fees: No transport—resident	\$100.00/Basic \$300.00/ALS
	Ambulance fees: No transport—nonresident	\$275.00/Basic \$375.00/ALS
<u>17-59(f)</u>	Ambulance fees: Advanced life support intercept	Cost

Appendix A - Fee Schedule

Section	Description	January 1, 2018
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CHAPTER 20—ENVIRONMENT

<u>20-26(f)(1)a</u>	Cutting grass and weeds	Cost of mowing by PW and fine
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CHAPTER 23—FINANCE AND TAXATION

<u>23-74</u>	Request for statement of real property status:	
	Prepaid	\$30.00
	Billed	\$35.00
<u>23-119(e)(4)</u>	Appeal filing fee	\$200.00

CHAPTER 26—FIRE PREVENTION AND PROTECTION

<u>26-81(b)</u>	Reimbursement of response costs for any fire call on any public highway for any emergency response	\$500.00
<u>26-118</u>	Permit Fee: Fire alarm and fire suppression systems:	
	Less than 2,500 sf	\$125.00
	2,501—5,000 sf	\$150.00
	5,001—10,000 sf	\$300.00
	10,001—20,000 sf	\$600.00
	20,001—30,000 sf	\$900.00
	30,001—40,000 sf	\$1,200.00
	40,001—50,000 sf	\$1,500.00
	50,001—75,000 sf	\$1,800.00
	75,001—100,000 sf	\$2,100.00
	100,001—200,000 sf	\$2,400.00
	200,001—300,000 sf	\$2,700.00
	300,001—400,000 sf	\$3,000.00
	400,001—500,000 sf	\$3,300.00
	Over 500,000 sf	\$3,600.00
	Re-submittal of approved plan	\$50.00
	Re-submittal of denied plan	\$125.00
	Occupancy permit	\$30.00
	Alteration to existing systems: Up to 20 sprinklers or 3 devices (larger systems considered new)	\$50.00
	Shell building tenant build-out	50% of normal fee based on size of tenant space
	Additional identical buildings	Higher of 125.00 or 25% of full fee for additional buildings
	Private service (mains/hydrants)	\$125.00
	Misc. devices (DACT, kitchen hood, dry chemical systems, deluge systems alarm dialers, fire door activators, clean agent	\$125.00

Appendix A - Fee Schedule

Section	Description	January 1, 2018
<u>CHAPTER 26—FIRE PREVENTION AND PROTECTION (continued):</u>		
<u>26-145(c)</u>	Plan examination:	
	1st tank or component	\$35.00
	Each additional component	\$10.00
	Site inspection (first tank system or component)	\$100.00
	Each additional component	\$50.00
	Relining	\$65.00
	Self-service/key-card-code system	\$78.00
	Leak detection or protection:	
	Plan examination	\$22.00
	Site inspection	\$43.00
	Revision of previously approved plan	\$22.00
<u>26-145(d)</u>	Plan review	\$50.00
	Site inspection:	
	First tank	\$100.00
	Each additional tank	\$50.00

CHAPTER 35—MOTOR VEHICLES AND TRAFFIC

<u>35-248(c)(4)d</u>	Processing fee, notice to appear in court for nonmoving traffic	\$15.00
<u>35-283(c)</u>	Bicycle identification tag	\$5.00
<u>35-311(e)</u>	Fee for bail deposits	\$3.00
<u>35-444</u>	Parade and procession permit fee	Any amounts under 35-446

CHAPTER 44—PARKS AND RECREATION

<u>44-24(d)</u>	Park shelter rental:	
	Diamond reservation - Lewis Park (NonResident)	\$25.00
	Diamond Reservation - Wm McFarland Park (NonResident)	\$25.00
	Soccer Field Reserv. - Wm McFarland Park (NonResident)	\$25.00
	Temporary Structure Fee	Based on Actual Cost
	Park rental fees (no fields):	
	Limited Basic Parks (Gazebo & Small Parks)	\$10.00
	McDaniel - Shelter (Resident)	\$50.00
	McDaniel - Shelter (NonResident)	\$75.00
	McDaniel - Shelter Local business group	\$75.00
	McDaniel - Shelter Nonlocal business group	\$140.00
	Lewis & Brandt - Shelter Only (Resident)	\$100.00
	Lewis & Brandt - Shelter Only (NonResident)	\$150.00
	Lewis & Brandt - Local business group	\$150.00
	Lewis & Brandt - Nonlocal business group	\$300.00

Appendix A - Fee Schedule

Section	Description	January 1, 2018
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CHAPTER 44—PARKS AND RECREATION (continued):

<u>44-24(d)</u>	Park shelter rental:	
	Special Event Application Fee (non-refundable)	\$100.00
	Special Event Fee per Day	\$200.00
	Brandt Park - Shelter & Softball Fields (Local)	\$200.00
	Brandt Park - Shelter & Softball Fields (Nonresident)	\$300.00
	Vendor Fee	\$100.00
<u>44-24(e)</u>	Refundable Security Deposit - Facility Rental	\$100.00
	Lewis Park Shelter Refundable Deposit	\$200.00
	Special Event Security Deposit	\$250.00
<u>44-26(4)(d)</u>	Dog park permit:	
	Resident:	\$15.00 annual
	Seniors 55 and older	\$10.00
	Additional dog annual	\$6.00
	Daily permit	\$3.00
	Nonresident:	\$25.00 annual
	Seniors 55 and older	N/A
	Additional dog annual	\$6.00
	Daily permit	\$4.00

CHAPTER 47—PUBLIC UTILITIES

<u>47-45</u>	Processing fee, private well operation permit application	\$75.00
<u>47-20</u>	New construction water use fee	\$50.00
<u>47-79(d)(2)</u>	Bimonthly customer charge - Sanitary sewer users	
	Size of meter	Bimonthly charge
	⅝-inch	\$28.05
	¾-inch	\$28.05
	1-inch	\$40.71
	1¼-inch	\$49.11
	1½-inch	\$61.01
	2-inch	\$86.11
	3-inch	\$142.98
	4-inch	\$224.78
	6-inch	\$430.48
<u>47-79(d)(3)</u>	Charge for each 1,000 gallons of normal domestic strength	\$3.14
<u>47-79(d)(4)</u>	Category A users service charge	Customer charge plus the volume charge for each applicable billing cycle
<u>47-79(d)(5)</u>	Category B users discharging normal domestic strength	\$67.26
	Additional charge for more than 12,500 gallons	\$3.14

Appendix A - Fee Schedule

Section	Description	January 1, 2018
<u>CHAPTER 47—PUBLIC UTILITIES (continued):</u>		
<u>47-79(d)(6)</u>	Category C users high strength surcharge:	
	BOD charge per pound in excess of 250 milligrams per liter	\$0.186
	Suspended solids charge per pound in excess of 250 milligrams per liter	\$0.205
	TP charge per pound in excess of ten milligrams per liter	\$0.035
	TKN charge per pound in excess of 40 milligrams per liter	\$0.777
<u>47-80</u>	Charge per quarter for each meter up to a one-inch meter installed to measure water not discharged to sewer	\$0.92
<u>47-159(b)</u>	Utility connection charges	
	Sewer hookup and lateral for new buildings	\$450.00
<u>47-271(b)</u>	Stormwater utility fee per ERU per year	\$88.98
<u>47-272(h)</u>	Credit application fee	\$50.00
	Notice of appeal fee	\$50.00

CHAPTER 50 - SOLID WASTE

50-5	Solid Waste Collection Charge, per residential unit. Residential Unit - Btw. 1 - 4 dwelling units	\$116.16
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CHAPTER 53—STREETS, SIDEWALKS AND OTHER PUBLIC PLACES

<u>53-126</u>	Excavations of streets, alleys, public ways and	\$10.00
<u>53-127(b)</u>	Street opening permit	\$25.00
<u>53-241</u>	Street privilege permit	\$10.00
<u>53-306</u>	Removal of snow and ice by Village after notice	Cost, minimum \$35.00
<u>53-482</u>	Application for driveway permit	\$50.00

CHAPTER 56—SUBDIVISIONS

<u>56-176</u>	Fees in lieu of parkland dedication	\$4,115.00 per dwelling unit
<u>56-238(b)</u>	Engineering fee	Engineering fee shall be equal to actual cost as billed to Village including inspections.

Appendix A - Fee Schedule

Section	Description	January 1, 2018
<u>CHAPTER 56—SUBDIVISIONS (continued):</u>		
<u>56-238(c)(1)a.</u>	Preliminary Plat review:	
	Preliminary Plat review fee	\$500.00, plus actual legal, financial and engineering costs, including publication and notification charges
	Additional fee, per lot \$50.00	\$50.00, plus actual legal & engineering costs, incl publi & notification charges
<u>56-238(c)(1)b.</u>	Preliminary Plat Reapplication fee if submitted within 36 months of original preliminary plat.	\$500.00, plus actual legal, financial and engineering costs, including publication and notification charges
<u>56-238(c)(2)a.</u>	Final Plat review:	
	Final Plat review fee.	\$500.00, plus actual legal, financial and engineering costs incurred by the Village
	Additional fee, per lot \$50.00	\$50.00, plus actual legal and engineering costs incurred by the Village
<u>56-238(c)(2)b.</u>	Final Plat Reapplication fee if submitted within 36 months of original final plat.	\$400.00, plus actual legal, financial and engineering costs.
<u>56-238(c)(2)c.</u>	Review of the development agreement <i>including addendums</i> for each phase of a plat	\$400.00plus actual legal, financial and engineering costs incurred by the Village
<u>56-238(c)(3)</u>	Certified Survey Map review fee	\$300.00, plus actual legal, financial and engineering costs, including publication and notification charge.
<u>56-238(d)</u>	Condominium development review:	
	Condominium review fee	\$300.00, plus actual legal, financial and engineering costs, including publication and notification charges.
	Additional fee, per unit shown on a condominium plat, less \$20.00 for each lot shown on a Preliminary Plat or CSM for the same project	\$40.00, per lot plus publication and notification charges
<u>56-238(f)</u>	Digitizing the mapping of the approved land division, plat or condominium	Cost
<u>56-238(g)(1)</u>	Escrow deposits for plats	\$5,000.00

Appendix A - Fee Schedule

Section	Description	January 1, 2018
<u>CHAPTER 59—VEGETATION</u>		
<u>59-24(a)</u>	Permit for planting, maint and removal of trees and shrubs	\$5.00
<u>CHAPTER 62—ZONING</u>		
<u>62-17</u>	Escrow deposits:	
	R-E, R-3 General Residence and PD Planned Development Districts up to 50 acres	\$5,000.00
	R-E, R-3 General Residence and PD Planned Development Districts greater than 50 acres	\$10,000.00
	Site/design review for new buildings/additions totaling 5,000 square feet or more and requiring site/design review under Section 62-310(b). For all other projects requiring site/design review under Section 62-310(b), no escrow deposit shall be required; however, applicants shall be responsible for reimbursing the Village for consulting time	\$2,000.00
	Staff and consultant review costs	Consultant costs shall be the actual costs as billed
<u>62-64</u>	Where no previous fee has been collected (fees in lieu of parkland dedication)	\$4,115.00 per dwelling unit
<u>62-69(d)</u>	Chickens Annual Permit Fee	\$20.00
<u>62-108(a)(5)</u>	Conditional use permit application <i>and issuance</i> fee	\$275.00, plus actual legal and engineering costs, including publication and notification charges incurred by the Village
<u>62-117(d)(2)d.</u>	Permit application fee for bed & breakfast establishments	\$100.00
<u>62-206(d)</u>	Application for signal receiving antenna permit where a conditional use permit is required.	Same as fee for conditional use permit and site design plus actual legal and engineering cost by a Telecommunications and safety consultant.
<u>62-309(b)(5)</u>	Occupancy permit fees: One-family residences All other uses Multifamily residences (per dwelling unit)	 \$50.00 \$75.00 \$50.00
<u>62-310(g)</u>	Site/design review	\$400.00 plus actual legal and engineering costs

Appendix A - Fee Schedule

Section	Description	January 1, 2018
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CHAPTER 62—ZONING (continued):

<u>62-343(d)</u>	Fee for processing a petition for a zoning change or Text amendment Map amendment	\$250.00 plus actual legal costs, including publication and notification charges. \$250.00 plus publication and notification charges.
<u>62-363(e)</u>	Application for hearing before Board of Zoning Appeals	250.00, plus actual legal and engineering costs, including publication and notification charges incurred by the Village
<u>62-676(b)</u>	Fee for issuance of certificate of compliance	Fee included with occupancy permit

Appendix A - Fee Schedule

Section	Description	January 1, 2018
<u>CHAPTER 11—BUSINESSES (continued)</u>		
<u>11-220</u>	Nonmetallic mining permit fee	\$100.00
<u>11-251</u>	Blasting and rock crushing:	
	Permit fee, quarries	\$50.00
	Permit fee, gravel crushing operations	\$50.00

CHAPTER 17—EMERGENCY SERVICES

<u>17-26(c)(1)</u>	False alarms:	
	Responded to by Police Department:	
	First two false alarms for a location	No charge
	Third false alarm per location	\$50.00
	Fourth false alarm per location	\$75.00
	Fifth false alarm per location	\$100.00
	Sixth and subsequent false alarm per location	\$125.00
	Responded to by Police and Fire Department:	
	First two false alarms for a location	No charge
	Third and subsequent false alarm per location	\$150.00
<u>17-59(a)</u>	Ambulance fees: Resident charge	\$625.00/Basic \$675.00/ALS 1 \$750.00/ALS 2
<u>17-59(b)</u>	Ambulance fees: Nonresident charge	\$725.00/Basic \$800.00/ALS 1 \$850.00/ALS 2
<u>17-59(c)</u>	Ambulance fees: Medical supplies and procedures	Cost
<u>17-59(d)</u>	Ambulance fees: Loaded mileage fee (per mile)	\$15.00/Resident \$15.50/Nonresident
<u>17-59(e)</u>	Ambulance fees: No transport—resident	\$100.00/Basic \$300.00/ALS
	Ambulance fees: No transport—nonresident	\$275.00/Basic \$375.00/ALS
<u>17-59(f)</u>	Ambulance fees: Advanced life support intercept	Cost

See Attached

Chapter 17 Emergency Services

Section	Description	
17-26(c)(1)	False Alarms - No Changes	
17.59(d)	Ambulance Fee: Resident Charge	\$775.00 / BLS \$925.00 / ALS,ALS2
17.59(e)	Ambulance Fee: Nonresident Charge	\$875.00 / BLS \$1,025.00 / ALS,ALS2
17.59(f)	Ambulance Fee: Medical Supplies	Included in Base
	Ambulance Fee: Loaded mileage fee (per mile)	\$15.75/Resident
17.59(g)		\$16.25/Nonresident
	Ambulance Fee: No Transport with Care - Resident	\$100.00/BLS
17.59(h)		\$300.00/ALS
	Ambulance Fee: No Transport with Care - Resident	\$275.00/BLS
17.59(h)		\$375.00/ALS
17.59(i)	Ambulance fees: Paramedic Intercept	Cost

Appendix A - Fee Schedule

Section	Description	January 1, 2018
<u>CHAPTER 11—BUSINESSES (continued)</u>		
<u>11-220</u>	Nonmetallic mining permit fee	\$100.00
<u>11-251</u>	Blasting and rock crushing:	
	Permit fee, quarries	\$50.00
	Permit fee, gravel crushing operations	\$50.00

CHAPTER 17—EMERGENCY SERVICES

<u>17-26(c)(1)</u>	False alarms:	
	Responded to by Police Department:	
	First two false alarms for a location	No charge
	Third false alarm per location	\$50.00
	Fourth false alarm per location	\$75.00
	Fifth false alarm per location	\$100.00
	Sixth and subsequent false alarm per location	\$125.00
	Responded to by Police and Fire Department:	
	First two false alarms for a location	No charge
	Third and subsequent false alarm per location	\$150.00
<u>17-59(a)</u>	Ambulance fees: Resident charge	\$625.00/Basic \$675.00/ALS 1 \$750.00/ALS 2
<u>17-59(b)</u>	Ambulance fees: Nonresident charge	\$725.00/Basic \$800.00/ALS 1 \$850.00/ALS 2
<u>17-59(c)</u>	Ambulance fees: Medical supplies and procedures	Cost
<u>17-59(d)</u>	Ambulance fees: Loaded mileage fee (per mile)	\$15.00/Resident \$15.50/Nonresident
<u>17-59(e)</u>	Ambulance fees: No transport—resident	\$100.00/Basic \$300.00/ALS
	Ambulance fees: No transport—nonresident	\$275.00/Basic \$375.00/ALS
<u>17-59(f)</u>	Ambulance fees: Advanced life support intercept	Cost

See Attached

Chapter 17 Emergency Services

Section	Description	
17-26(c)(1)	False Alarms - No Changes	
17.59(d)	Ambulance Fee: Resident Charge	\$775.00 / BLS \$925.00 / ALS,ALS2
17.59(e)	Ambulance Fee: Nonresident Charge	\$875.00 / BLS \$1,025.00 / ALS,ALS2
17.59(f)	Ambulance Fee: Medical Supplies	Included in Base
	Ambulance Fee: Loaded mileage fee (per mile)	\$15.75/Resident
17.59(g)		\$16.25/Nonresident
	Ambulance Fee: No Transport with Care - Resident	\$100.00/BLS
17.59(h)		\$300.00/ALS
	Ambulance Fee: No Transport with Care - Resident	\$275.00/BLS
17.59(h)		\$375.00/ALS
17.59(i)	Ambulance fees: Paramedic Intercept	Cost

Appendix A - Fee Schedule

Section	Description	January 1, 2018
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CHAPTER 20—ENVIRONMENT

<u>20-26(f)(1)a</u>	Cutting grass and weeds	Cost of mowing by PW and fine
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CHAPTER 23—FINANCE AND TAXATION

<u>23-74</u>	Request for statement of real property status:	
	Prepaid	\$30.00
	Billed	\$35.00
<u>23-119(e)(4)</u>	Appeal filing fee	\$200.00

CHAPTER 26—FIRE PREVENTION AND PROTECTION

<u>26-81(b)</u>	Reimbursement of response costs for any fire call on any public highway for any emergency response	\$500.00
<u>26-118</u>	Permit Fee: Fire alarm and fire suppression systems:	
	Less than 2,500 sf	\$125.00
	2,501—5,000 sf	\$150.00
	5,001—10,000 sf	\$300.00
	10,001—20,000 sf	\$600.00
	20,001—30,000 sf	\$900.00
	30,001—40,000 sf	\$1,200.00
	40,001—50,000 sf	\$1,500.00
	50,001—75,000 sf	\$1,800.00
	75,001—100,000 sf	\$2,100.00
	100,001—200,000 sf	\$2,400.00
	200,001—300,000 sf	\$2,700.00
	300,001—400,000 sf	\$3,000.00
	400,001—500,000 sf	\$3,300.00
	Over 500,000 sf	\$3,600.00
	Re-submittal of approved plan	\$50.00
	Re-submittal of denied plan	\$125.00
	Occupancy permit	\$30.00
	Alteration to existing systems: Up to 20 sprinklers or 3 devices (larger systems considered new)	\$50.00
	Shell building tenant build-out	50% of normal fee based on size of tenant space
	Additional identical buildings	Higher of 125.00 or 25% of full fee for additional buildings
	Private service (mains/hydrants)	\$125.00
	Misc. devices (DACT, kitchen hood, dry chemical systems, deluge systems alarm dialers, fire door activators, clean agent	\$125.00

See Attached

Chapter 26 - Fire Prevention and Protection

26-81(b) No Change - Currently don't bill though?

26-118 Fire Alarm and Fire Suppression Plan Review & Inspection

Less than 2,500 sf	\$	150.00
2,501 - 5,000 sf	\$	187.50
5,001 - 10,000 sf	\$	375.00
10,000 - 20,000 sf	\$	675.00
20,000 - 30,000 sf	\$	1,050.00
30,001 - 40,000 sf	\$	1,350.00
40,001 - 50,000 sf	\$	1,650.00
50,001 - 75,000 sf	\$	1,950.00
75,000 - 100,000 sf	\$	2,250.00
100,001 - 200,000 sf	\$	2,550.00
200,001 - 300,000 sf	\$	2,850.00
300,001 - 400,000 sf	\$	3,300.00
400,001 - 500,000 sf	\$	3,600.00
Over 500,000 sf	\$	3,900.00

Fire Alarm and Fire Suppression Inspection of State Approved Systems

Less than 2,500 sf	\$	75.00
2,501 - 5,000 sf	\$	112.50
5,001 - 10,000 sf	\$	187.50
10,000 - 20,000 sf	\$	300.00
20,000 - 30,000 sf	\$	450.00
30,001 - 40,000 sf	\$	600.00
40,001 - 50,000 sf	\$	750.00
50,001 - 75,000 sf	\$	975.00
75,000 - 100,000 sf	\$	1,125.00
100,001 - 200,000 sf	\$	1,275.00
200,001 - 300,000 sf	\$	1,500.00
300,001 - 400,000 sf	\$	1,575.00
400,001 - 500,000 sf	\$	1,725.00
Over 500,000 sf	\$	1,875.00

Re-Submittal of approved plan \$125.00

Re-Submittal of Denied Plan Higher of 50% or \$200.00

Occupancy permit \$ 35.00

Alteration to existing systems: Up to 20 sprinklers or 3 devices (Larger systems considered new) \$125.00

Additional Identical Buildings Inspection Area Fee

Private service (mains/hydrants) \$125.00

Misc. devices (DACT, kitchen hood, dry chemical systems, deluge systems alarm dialers, fire door activators, clean agent \$200.00