

FINANCE COMMITTEE

Tuesday, February 26, 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 January 23, 2019.
4. BUSINESS.
 - a. Discussion and action to make a recommendation to the Village Board regarding ordinance revisions to address and update various fees and charges for services contained within the Village Code of Ordinances.
 - b. Discussion and action to make a recommendation to the Village Board regarding the Capital Improvement Plan for 2019-2023.
 - c. Update on expanding utilization of GovPayNet to all Village Departments.
5. SCHEDULE NEXT MEETING DATE.
 - a. Wednesday, March 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
Wednesday, January 23, 2019 - 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: Mary Pat Lytle, Clifford Strelow, Curtis Calnin, Chuck Mulcahy, Carolyn Clow

Members not present: 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 of the regular meeting held December 6, 2018.

Motion by Village Trustee Carolyn Clow, second by Chuck Mulcahy, to approve minutes of the regular meeting held December 6, 2018. Motion carries 5 - 0 - 0 by acclamation.

4. BUSINESS.

a. Discussion regarding the Capital Improvement Plan for 2019-2023.

Administrator Schuenke presented the CIP for 2019-2023, including an updated handout with revised narrative and numbers. Staff will present the CIP to Carol Wirth of Wisconsin Public Finance Professionals for review, which will then be brought back to the Committee for discussion.

b. Update on implementation of new Chart of Accounts.

Administrator Schuenke provided an update on the newly implemented Chart of Accounts. The Chart of Accounts was changed from the previous version to the Wisconsin style chart. This change will provide more consistent coding amount various funds and accounts. Administrator Schuenke will work with Staff on creating a monthly summary along with the Financial Statements.

- 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.

Administrator Schuenke reviewed the changes to various fees in Appendix A. Trustee Clow asked to have Staff look into credit card payment options in order to expedite fee payment in some cases. The Committee requested follow-up on the fees and to bring the discussion back to a future meeting.

5. SCHEDULE NEXT MEETING DATE.

- a. Wednesday, February 27, 2019 at 6:30 pm.

The Committee set the next meeting Tuesday February 26th at 6:30pm.

6. ADJOURNMENT.

Motion by Clifford Strelow, second by Village Trustee Carolyn Clow, to adjourn at 7:37pm.

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: Tuesday, February 26, 2019

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and action to make a recommendation to the Village Board regarding ordinance revisions to address and update various fees and charges for services contained within the Village Code of Ordinances.

PREVIOUS ACTION:

The Finance Committee reviewed the general fee requests at its meeting on January 23, 2019.

ISSUE SUMMARY:

Enclosed within your packet is updated Appendix A of the our code that serves as our fee schedule. This was updated following review from last meeting of the fee changes that were presented. Two of the fees require additional consideration for changes to Village Ordinance which are included for review also. A short description again of what is proposed is below with the actual changes within the appendix highlighted in red:

- Amendment to the Comprehensive Plan Fee (Section 2-313(a)(3)) - The Village Attorney proposed a few additional changes to the code not related to fees but also added in the ability for the Village to charge a fee when an amendment to the plan is requested. Not having a fee might subject the plan to frequent changes while having a fee that's too high might preclude people from requesting necessary changes.
- Ambulance Fees (Section 17-59) - Essentially we are moving add on supply costs to the base fee coverage to ensure they get paid. This was recommended by the billing company that we use for this service as insurance companies are denying payment for certain supplies. Additional changes are highlighted as proposed by the Department.
- Fire Alarm and Suppression System Permit Fees (Section 26-118) - The Fire and Rescue Department proposes increasing our review fees for these types of requests and providing a separate schedule if we are simply signing off on a plan that has already been approved by the State along with a few other items highlighted.
- Request for Statement of Real Property Status (Section 23-74) - The code changes proposed create a regular service which provides for a response within 5 business days (\$35) and an expedited service (\$55) within 1 business day.



- Special Event Permit Fee (Section 36-16) - The Village Board is scheduled to approve a new ordinance outlining requirements for special event permits. Requests for a permit have a fee associated with them that needs to be established within Appendix A.
- Solid Waste Fee (Section 50-5) - This was updated to reflect approval granted in 2019 Budget.
- Tax Increment Financing Requests (Not Presently Codified) - It was recommended by the Village Attorney not to codify this and instead revised the application to include the fee. This will be considered by the CDA at their next meeting to set the fee through that process.

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. Fee Schedule (Appendix A) Proposed 02222019 mgs
2. Proposed Code Change s for Comp Plan Amendment Process, Fee
3. Proposed Changes to Assessment Letter Response, Fees

Appendix A - Fee Schedule

Section	Description	March 11, 2019
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CHAPTER 2—ADMINISTRATION

<u>2-313(a)(3)</u>	Application to the Plan Commission to amend the Comprehensive Plan.	\$500 plus actual costs.
<u>2-875(f)</u>	Public records per-page fee for copies, certified or otherwise, of any document	\$0.25

CHAPTER 5—ANIMALS

<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

CHAPTER 8—BUILDINGS AND BUILDING REGULATIONS

<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 Additional fee per truck	\$50.00 \$10.00
<u>8-341(a)</u>	Fee for permit to move building/structure along public ROW Additional fee for building remaining on public highway (per day)	\$50.00 \$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 \$1,000.00—\$25,000.00 over \$25,000.00	\$50.00 \$50.00 + \$11.00 per \$1,000.00 \$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	March 11, 2019
<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 Entry	\$150.00
	Early start permit	\$200.00

Appendix A - Fee Schedule

Section	Description	March 11, 2019
<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	March 11, 2019
<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	March 11, 2019
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CHAPTER 8—BUILDINGS AND BUILDING REGULATIONS (continued)

<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	March 11, 2019
<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	March 11, 2019
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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> <u>or 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	March 11, 2019
<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
<u>CHAPTER 17—EMERGENCY SERVICES</u>		
<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(d)</u>	Ambulance fees: Resident charge	\$775.00/BLS \$925.00/ALS
<u>17-59(e)</u>	Ambulance fees: Nonresident charge	\$875.00/BLS \$1,025.00/ALS
<u>17-59(f)</u>	Ambulance fees: Medical supplies and procedures	Included in Base Amb Fees.
<u>17-59(g)</u>	Ambulance fees: Loaded mileage fee (per mile)	\$15.75/Resident \$16.25/Nonresident
<u>17-59(h)</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(i)</u>	Ambulance fees: Advanced life support intercept	Actual Cost

Appendix A - Fee Schedule

Section	Description	March 11, 2019
<u>CHAPTER 20—ENVIRONMENT</u>		
<u>20-26(f)(1)a</u>	Cutting grass and weeds	Cost of mowing by PW and fine
<u>CHAPTER 23—FINANCE AND TAXATION</u>		
<u>23-74</u>	Request for statement of real property status:	
	Regular	\$35.00
	Expedited	\$55.00
<u>23-119(e)(4)</u>	Appeal filing fee	\$200.00
<u>CHAPTER 26—FIRE PREVENTION AND PROTECTION</u>		
<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 Supp Plan Review & Insp	
	Less than 2,500 sf	\$150.00
	2,501—5,000 sf	\$187.50
	5,001—10,000 sf	\$375.00
	10,001—20,000 sf	\$675.00
	20,001—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
	75,001—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
	Permit Fee: Fire Alarm and Supp Insp State Appr Sys	
	Less than 2,500 sf	\$75.00
	2,501—5,000 sf	\$112.50
	5,001—10,000 sf	\$187.50
	10,001—20,000 sf	\$300.00
	20,001—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
	75,001—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

Appendix A - Fee Schedule

Section	Description	March 11, 2019
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CHAPTER 26—FIRE PREVENTION AND PROTECTION (continued):

	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
	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	\$200.00
<u>26-145(c)</u>	Plan examination: 1st tank or component Each additional component	\$35.00 \$10.00
	Site inspection (first tank system or component) Each additional component	\$100.00 \$50.00
	Relining	\$65.00
	Self-service/key-card-code system	\$78.00
	Leak detection or protection: Plan examination Site inspection Revision of previously approved plan	\$22.00 \$43.00 \$22.00
<u>26-145(d)</u>	Plan review	\$50.00
	Site inspection: First tank Each additional tank	\$100.00 \$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 36 - EVENTS ON PUBLIC PROPERTY REQUIRING A PERMIT

<u>36-16</u>	Applicaton for Special Event Permit	\$100.00
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Appendix A - Fee Schedule

Section	Description	March 11, 2019
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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
<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

Appendix A - Fee Schedule

Section	Description	March 11, 2019
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CHAPTER 47—PUBLIC UTILITIES (continued):

<u>47-79(d)(2)</u>	Bimonthly customer charge - Sanitary sewer users	
	Size of meter	Bimonthly charge
	5/8-inch	\$28.05
	3/4-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
<u>47-79(d)(6)</u>	Category C users high strength surcharge:	
	BOD charge per pound in excess of 250	\$0.186
	Suspended solids charge per pound in excess	\$0.205
	TP charge per pound in excess of ten	\$0.035
	TKN charge per pound in excess of 40	\$0.777
<u>47-80</u>	Charge per quarter for each meter up to a one-inch meter	\$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	\$141.00
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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

Appendix A - Fee Schedule

Section	Description	March 11, 2019
<u>CHAPTER 56—SUBDIVISIONS</u>		
<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.
<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	\$400.00 plus 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	March 11, 2019
<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	March 11, 2019
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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

Sec. 2-313. - Powers and Duties.

(a) *The Village Comprehensive Plan.*

- (1) The Plan Commission shall make, adopt, and, as it deems necessary, amend, extend or add to the Village Comprehensive Plan, ~~subject to Village Board approval.~~ The Comprehensive Plan shall be a guide to the physical, social and economic development of the Village including areas outside of its boundaries which, in the Plan Commission's judgment, bear relation to the development of the Village. The Village Comprehensive Plan, with the accompanying maps, plats and descriptive and explanatory matter, shall show the Plan Commission's recommendations for such physical development, and may include, among other things without limitation because of enumeration: the general location, character and extent of streets, highways, freeways, street grades, roadways, walks, parking areas, public places and areas, parks, parkways, playgrounds, sites for public buildings and structures; the general location and extent of sewers, water conduits and other public utilities whether privately or publicly owned; the acceptance, widening, narrowing, extension, relocation, removal, vacation, abandonment or change of use of any of the foregoing public ways, grounds, places, spaces, buildings, properties, utilities, routes or terminals; the general location, character and extent of community centers and neighborhood units; and a comprehensive zoning plan. shall include all elements required under §66.1001, Wis. Stats.
- (2) ~~The Plan Commission may adopt the Village Comprehensive Plan as a whole by a single resolution, or, as the work of making the whole Village Comprehensive Plan progresses, may from time to time by resolution adopt a part thereof, any such part to correspond generally with one or more of the functional subdivisions of the subject matter of the Plan.~~ The adoption of the Plan or any part, amendment or addition thereto, shall be by resolution carried by the affirmative votes of not less than a majority of all the members of the Plan Commission following all procedural requirements of §66.1001(4), Wis. Stats., ~~subject to confirmation by the Village Board.~~ The resolution shall refer expressly to the maps, descriptive matter, and other matters intended by the Plan Commission to form the whole or any part of the Plan, and the action taken shall be recorded on the adopted Plan or part thereof by the identifying signature of the secretary of the Plan Commission, and a copy of the Plan or part thereof shall be certified to the Village Board. The Comprehensive Plan, and any amendment thereto, shall be effective only upon enactment by the Village Board of an ordinance adopting the recommended plan or amendment. The purpose and effect of the adoption and certifying of the Village Comprehensive Plan or part thereof shall be solely to aid the Plan Commission and the Village Board in the performance of their duties.

(3) The Plan Commission shall periodically review and update the Comprehensive Plan as it deems appropriate. Any person may apply to the Plan Commission for an amendment to the Comprehensive Plan at any other time provided, however, that any proposed amendment substantially similar to a proposal previously rejected by the Plan Commission or Village Board shall not be resubmitted for a period of 12 months following the previous vote. Applications shall be made on a form provided by the ~~Economic-Community~~ Development Department and shall be accompanied by the fee established by the Village Board from time to time and provided in Appendix A to this Code.

Sec. 23-74. - Statement of real property status.

The Village Clerk-Treasurer and designees are authorized to prepare a statement of real property status form to be used to provide information often requested for transfers of real property such as the amount of outstanding special assessments, deferred assessments, changes in assessments, amount of taxes, outstanding water and sewer bills, current water, sewer, and stormwater bills, contemplated improvements, outstanding citations on Building Code violations and similar information. Subject to any applicable legal restrictions prohibiting the release of any such information, the requested ~~Any such~~ information ~~sought~~ shall be provided to the person requesting it on said form within 5 business days. ~~Requests for statements of real property status shall be made to the Village Clerk-Treasurer a minimum of two business days in advance. A~~ The requesting party shall pay a fee as established by the Village Board from time to time and set forth in Appendix A to this Code ~~shall be charged for compiling this information.~~ A request for expedited service shall be fulfilled by the end of the next business day following receipt of the request, and shall be subject to the expedited service fee provided in Appendix A.

(Code 1998, § 3-1-11; Ord. No. 2002-02, § 1, 1-14-2002; Ord. No. 2003-02, § 42, 1-27-2002; Ord. No. 2017-12, § 128, 6-26-2017)



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Tuesday, February 26, 2019

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and action to make a recommendation to the Village Board regarding the Capital Improvement Plan for 2019-2023.

PREVIOUS ACTION:

This was introduced at the meeting on January 23, 2019.

ISSUE SUMMARY:

Enclosed within your packet is a complete draft of the next 5 year Capital Improvement Plan (CIP) from 2019-2023. Village Staff was given another opportunity for review (their additions or changes highlighted in yellow), and Carol Wirth provided her analysis of the debt service over the next 5 years. A summary sheet is provided along with a funding sheet for each year organized by Department and by Fund. Carol's analysis then follows each of the individual year sheets for the Capital Projects, Sewer, Water, and Stormwater. Most of the additions from our last meeting came from Public Works which required a closer look within the utilities and vehicle needs. Our objective in the meeting next week is to complete our review of the proposed CIP and consider a recommendation of acceptance to the Village Board.

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 and action to make a recommendation to the Village Board regarding its acceptance.



ATTACHMENTS:

1. 2019-2023 McFarland CIP - DRAFT - 02212019 mgs
2. Description from Carol Wirth



5 Year
Capital Improvement Program

2019-2023

February 26, 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	28,000	14,000	15,500	130,500
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	176,500	160,500	2,927,000
Emergency Management	1,500	0	0	0	0	1,500
Public Works	2,070,500	4,940,000	5,340,000	3,189,000	2,625,500	18,165,000
Senior Outreach	10,000	0	2,500	0	0	12,500
Library	164,000	17,500	8,000	58,000	108,000	355,500
Parks	3,450,000	615,000	615,000	1,315,000	65,000	6,060,000
Community Development	54,000	154,000	54,000	29,000	4,000	295,000
Total	6,735,500	7,285,750	7,768,750	5,857,500	3,219,500	30,867,000

<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	5,043,000	6,169,000	4,255,000	4,713,750	1,346,500	21,527,250
Parks - Fund 405	298,750	65,000	115,000	65,000	65,000	608,750
Utility - Fund 600	781,500	674,750	3,003,500	995,500	1,734,750	7,190,000
Stormwater - Fund 605	140,500	232,500	350,750	38,750	38,750	801,250
Total	6,735,500	7,285,750	7,768,750	5,857,500	3,219,500	30,867,000

<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	4,169,250	2,629,250	3,613,750	994,500	15,831,500
Reserves	140,750	655,000	35,000	760,000	2,000	1,592,750
Total	5,043,000	6,169,000	4,255,000	4,713,750	1,346,500	21,527,250

<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	608,750	1,673,250	978,250	917,250	4,895,500
Sewer	63,500	66,000	1,330,250	17,250	817,500	2,294,500
Total	781,500	674,750	3,003,500	995,500	1,734,750	7,190,000

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: 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 Phase 2	DPW									25,000		25,000					25,000
Leased Equipment	DPW						10,000					10,000		3,500	3,500	3,000	20,000
Lift Station #2	DPW											-			5,000		5,000
Mower	DPW									70,000		70,000				20,000	90,000
Patrol Truck	DPW									40,250		40,250		40,250	40,250		161,000
Pickup Truck	DPW									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
Stormwater	DPW											-				40,000	40,000
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									17,000	17,000					37,000
Comp - Workstation	Library						16,250					16,250					16,250
Equip - Shelving	Library										10,000	10,000					10,000
Facility Improvements	Library										10,750	10,750					10,750
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	140,750	5,043,000	298,750	718,000	63,500	140,500	6,735,500

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	2,500										-				-
Equipment/Furniture	Admin											-				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											-				-
	C/T		15,000									-				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											-				-
Bucket Truck	DPW									155,000		155,000				155,000
County MN - Phase 4	DPW							924,750		744,250	328,000	1,997,000				1,997,000
Dredging	DPW					100,000		50,000			50,000	100,000			190,000	390,000
Exchange Bridge	DPW									25,000		25,000				25,000
Facility Improvements	DPW									500,000		500,000				500,000
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 - Small	DPW									3,750		3,750	3,750	3,750	3,750	15,000
Mower - Big	DPW									100,000		100,000				100,000
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										-				25,000
Utility Van	DPW											-	45,000	45,000		90,000
Well Maintenance	DPW											-	130,000			130,000
	Outreach											-				-
	Outreach											-				-
	Outreach											-				-
	Library											-				-
Comp - Workstation	Library						13,500					13,500				13,500
Site Improvements	Library						4,000					4,000				4,000
	Library											-				-
Community Park	Parks									50,000		50,000				50,000
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	4,169,250	655,000	6,169,000	65,000	608,750	66,000	7,285,750

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						Parks Fund 405	Utility - 600		Stormwater Fund 605	Total
							Tax Levy	Grants	Intergov	Borrow	Reserve	Total		Water	Sewer		
Comp/Class Study	Admin						15,000					15,000					15,000
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
Equipment Upgrade	C/T		15,000				-					-					-
	C/T						-					-					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						26,750		11,500			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									25,000		25,000					25,000
Leased Equipment	DPW						12,250					12,250		4,250	4,250	4,250	25,000
Patrol Truck	DPW								47,500	20,000		67,500		47,500	47,500	47,500	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								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											-		100,000			100,000
Outreach	Outreach											-					-
Tables	Outreach						2,500					2,500					2,500
	Outreach											-					-
Comp - Workstation	Library											-					-
	Library						8,000					8,000					8,000
	Library											-					-
Brandt Park	Parks								150,000			150,000	50,000				200,000
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	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	-	2,629,250	35,000	4,255,000	115,000	1,673,250	1,330,250	350,750	7,768,750

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: 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		
	Admin											-					-
Equipment/Furniture	Admin	2,500										-					2,500
Workstation Replace	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				2,000	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 Replacement	Fire/EMS										60,000	60,000					60,000
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 3	DPW									700,000		700,000					700,000
Leased Equipment	DPW						12,250					12,250		4,250	4,250	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									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											-					-
	Library											-					-
Comp - Workstation	Library						8,000					8,000					8,000
Parking Lot Repave	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	-	-	3,613,750	760,000	4,713,750	65,000	978,250	17,250	38,750	5,857,500

Capital Improvement Program

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Village of McFarland

Prior Plan Approval/Inclusion Year:

2016	2017	2018	2019	2020	2021	2022	2023
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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						Parks Fund 405	Utility - 600		Stormwater Fund 605	Total
							Tax Levy	Grants	Intergov	Borrow	Reserve	Total		Water	Sewer		
Equipment/Furniture	Admin						-					-					-
Workstation Replace	Admin	2,500					-					-					2,500
DEVELOPMENT	Admin						13,000					13,000					13,000
Land Acquisition	Facilities						-					-					-
Network Equip	Facilities						40,000					40,000					40,000
Sinking Fund	Facilities						5,000					5,000		2,000	2,000	2,000	11,000
	Facilities						100,000					100,000					100,000
Equipment Upgrade	C/T						-					-					-
	C/T		5,000				-					-					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
Lift Station #2	DPW						-					-		800,000			800,000
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
Tower Clean/Paint	DPW						-					-		400,000			400,000
	Outreach						-					-					-
	Outreach						-					-					-
	Outreach						-					-					-
	Library						-					-					-
Boiler Replacement	Library								100,000			100,000					100,000
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						-				-	-					-
	CD						-					-					-
Small Capital	CD	2,000					-					-					2,000
Sinking Fund	CD						2,000					2,000					2,000
Total Projects		29,500	5,000	-	-	-	350,000	-	-	994,500	2,000	1,346,500	65,000	917,250	817,500	38,750	3,219,500

Village of McFarland
2019 - 2023 Capital Improvement Program
Estimated Debt Service - Village Purposes

Year	Existing	2019	2020	2021	2022	2023	Combined	Est. Tax
<u>Due</u>	<u>Debt Service</u>	<u>\$4,425,000 Est.</u>	<u>\$4,180,000</u>	<u>\$2,630,000</u>	<u>\$3,655,000</u>	<u>\$995,000</u>	<u>Debt Service</u>	<u>Rate Increase*</u>
2017	\$1,293,569						\$1,293,569	
2018	1,362,827						1,362,827	\$0.07
2019	1,610,602						1,610,602	0.26
2020	1,420,181	438,063					1,858,244	0.26
2021	1,202,809	525,250	372,454				2,100,513	0.26
2022	1,233,298	513,250	345,000	255,404			2,346,952	0.26
2023	1,242,897	501,250	358,013	212,675	281,227		2,596,062	0.26
2024	1,247,198	489,250	390,375	283,300	284,425	149,335	2,843,883	0.26
2025	1,255,100	502,250	481,438	276,300	318,825	131,325	2,965,238	0.13
2026	1,250,850	514,500	544,250	269,300	361,825	142,825	3,083,550	0.13
2027	674,650	851,000	779,625	302,300	403,075	173,800	3,184,450	0.11
2028		927,000	931,875	378,900	592,575	178,550	3,008,900	(0.19)
2029			903,438	642,525	675,075	192,950	2,413,988	(0.63)
2030				636,525	824,075	196,650	1,657,250	(0.80)
2031					802,125		802,125	(0.91)
2032							0	(0.85)
2033							0	0.00
2034							0	0.00
2035							0	0.00
2036							0	0.00
2037							0	0.00
2038							0	0.00
2039							0	0.00
2040							0	0.00
2041							0	0.00
2042							0	0.00
	\$13,793,981	\$5,261,813	\$5,106,467	\$3,257,229	\$4,543,227	\$1,165,435	\$33,128,152	
Est. Int. Rate		3.00%	3.25%	3.50%	3.50%	3.50%		

*Based on Villages 2018 Assessed Valuation -

\$942,877,508

2/15/2019

Village of McFarland
2019 - 2023 Capital Improvement Program
Estimated Debt Service - Sewer Utility Purposes

Year	Existing	2019	2020	2021	2022	2023	Combined	Est. Tax
<u>Due</u>	<u>Debt Service</u>	<u>\$65,000 Est.</u>	<u>\$70,000</u>	<u>\$1,335,000</u>	<u>\$60,000</u>	<u>\$820,000</u>	<u>Debt Service</u>	<u>Rate Increase*</u>
2017	\$152,463						\$152,463	
2018	162,364						162,364	\$0.01
2019	187,750						187,750	0.03
2020	194,450	12,763					207,213	0.02
2021	195,863	11,650	13,223				220,736	0.01
2022	192,175	11,350	11,950	76,194			291,669	0.08
2023	193,663	11,050	11,625	71,375	12,975		300,688	0.01
2024	199,932	10,750	11,300	65,500	11,750	55,658	354,890	0.06
2025	40,800	15,450	15,975	214,800	11,400	53,175	351,600	(0.00)
2026			15,488	263,850	11,050	62,300	352,688	0.00
2027				240,975	20,700	91,075	352,750	0.00
2028				238,625		83,800	322,425	(0.03)
2029				241,100		81,700	322,800	0.00
2030				243,225		79,600	322,825	0.00
2031						267,500	267,500	(0.06)
2032						258,750	258,750	(0.01)
2033							0	(0.27)
2034							0	0.00
2035							0	0.00
2036							0	0.00
2037							0	0.00
2038							0	0.00
2039							0	0.00
2040							0	0.00
2041							0	0.00
2042							0	0.00
	\$1,519,460	\$73,013	\$79,560	\$1,655,644	\$67,875	\$1,033,558	\$4,429,110	
Est. Int. Rate		3.00%	3.25%	3.50%	3.50%	3.50%		

*Based on Villages 2018 Assessed Valuation -

\$942,877,508

2/15/2019

Village of McFarland
2019 - 2023 Capital Improvement Program
Estimated Debt Service - Water Utility Purposes

Year	Existing	2019	2020	2021	2022	2023	Combined
<u>Due</u>	<u>Debt Service</u>	<u>\$785,000 Est.</u>	<u>\$610,000</u>	<u>\$1,675,000</u>	<u>\$1,020,000</u>	<u>\$920,000</u>	<u>Debt Service</u>
2017	\$181,915						\$181,915
2018	270,386						270,386
2019	267,027						267,027
2020	267,328	113,363					380,691
2021	262,352	121,150	103,085				486,587
2022	262,378	108,150	82,388	148,052			600,968
2023	267,477	110,450	80,275	131,350	110,575		700,127
2024	272,377	97,600	73,163	113,725	93,600	55,617	706,081
2025	91,800	90,050	76,213	226,625	156,500	61,850	703,038
2026		92,650	79,100	250,500	152,125	130,800	705,175
2027		90,100	76,825	258,325	152,750	127,300	705,300
2028		87,550	74,550	255,625	148,200	138,800	704,725
2029			72,275	347,750	143,650	139,775	703,450
2030				336,375	139,100	155,575	631,050
2031					134,550	155,675	290,225
2032						165,600	165,600
2033							0
2034							0
2035							0
2036							0
2037							0
2038							0
2039							0
2040							0
2041							0
2042							
	\$2,143,040	\$911,063	\$717,873	\$2,068,327	\$1,231,050	\$1,130,992	\$8,202,344
Est. Int. Rate		3.00%	3.25%	3.50%	3.50%	3.50%	

Village of McFarland
2019 - 2023 Capital Improvement Program
Estimated Debt Service - Stormwater Utility Purposes

Year	Existing	2019	2020	2021	2022	2023	Combined	Est. Tax
<u>Due</u>	<u>Debt Service</u>	<u>\$145,000 Est.</u>	<u>\$235,000</u>	<u>\$355,000</u>	<u>\$80,000</u>	<u>\$40,000</u>	<u>Debt Service</u>	<u>Rate Increase*</u>
2017	\$165,177						\$165,177	
2018	167,415						167,415	\$0.00
2019	164,190						164,190	(0.00)
2020	166,100	16,163					182,263	0.02
2021	167,715	14,050	20,820				202,585	0.02
2022	69,040	33,750	42,313	57,602			202,705	0.00
2023	67,805	32,850	41,175	46,025	13,967		201,822	(0.00)
2024	71,505	26,950	40,038	39,800	12,450	11,983	202,726	0.00
2025		41,200	63,900	48,750	32,100	16,050	202,000	(0.00)
2026			61,950	77,350	31,050	15,525	185,875	(0.02)
2027				74,900			74,900	(0.12)
2028				72,450			72,450	(0.00)
2029							0	(0.08)
2030							0	0.00
2031							0	0.00
2032							0	0.00
2033							0	0.00
2034							0	0.00
2035							0	0.00
2036							0	0.00
2037							0	0.00
2038							0	0.00
2039							0	0.00
2040							0	0.00
2041							0	0.00
2042							0	0.00
	\$1,038,947	\$164,963	\$270,195	\$416,877	\$89,567	\$43,558	\$2,024,106	
Est. Int. Rate		3.00%	3.25%	3.50%	3.50%	3.50%		

*Based on Villages 2018 Assessed Valuation -

\$942,877,508

2/15/2019

McFarland Capital Improvement Program (CIP)

2019 – 2023

Administration

Planned Projects:

Accounting Update

- *Description* – Several advancements to the accounting software were made late in 2017 to help improve internal efficiency for accounts payable. Additional steps are desired for payroll and other modules of the software to improve the use of this software.
- *Year(s)* – 2019.
- *Funding* – Tax Levy within Capital Projects Fund (400).

Compensation and Classification Study

- *Description* – The Village’s compensation platform is based upon a Compensation and Classification Study that was completed on January 5, 2015 by Springsted Incorporated. Section 3.05(2) of the Village’s Compensation and Benefits Manual details the “Maintenance of the Pay Plan Integrity Over Time” in order to maintain internal equity and market competitiveness. Subsection B states that the Village should complete a comprehensive update every three to four years. Some positions and elements of the original study are being updated in 2019; while a complete update is proposed now in a couple years.
- *Year(s)* – 2021.
- *Funding* – Tax Levy within Capital Projects Fund (400).

Equipment/Furniture

- *Description* – Small capital contribution from the General Fund to purchase various small office, furniture, and other related needs.
- *Years* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Tax Levy within General Fund (100).

File Storage

- *Description* – In an effort to continue paperless initiatives and be more efficient the intent of this project would be to convert the current paper method of storing documents to digital record keeping.
- *Years* – 2020.
- *Funding* – Tax Levy within General Fund (100).

Administration (continued)

Impact Fee Study

- *Description* – The last full comprehensive study that was done regarding the Village's impact fees was completed by Baker Tilley in 2004. Recent law changes and substantial collections due to growth indicates the need to revisit and update this study to properly manage collection of these funds.
- *Years* – 2019.
- *Funding* – Tax Levy within the Capital Projects Fund (400).

Workstation Replacement

- *Description* – The Village sets aside funds in order to replace computer workstations as they either fail or become obsolete. These funds are provided for through tax levy support within the Capital Fund and available for use within the organization.
- *Years* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Tax Levy within Capital Projects Fund (400).

McFarland Capital Improvement Program (CIP)

2019 – 2023

Facilities

Planned Projects:

Aquatics Study

- *Description* – The Village Board approved funding for a study to be conducted regarding the feasibility of constructing aquatics facilities. The project was awarded in 2018 and the work has carried over for completion into 2019.
- *Year(s)* – 2019.
- *Funding* – Reserves within the Capital Projects Fund (400).

Development

- *Description* – The Village Board is presently reviewing service needs within its Public Safety Departments as well as embarking on a Strategic Planning Process in 2019. The intent of this work is to help shape and assist in the decision making process regarding Facility Development within the organization and Community. Development is carried in each of the years without identifying costs other than what has initially been set aside to assist in the planning process as it might related to facilities. Future capital expenses associated with facility construction will be included as they become known and agreed on by the Village Board.
- *Year(s)* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Reserves within the General Fund (100) and Borrowed Money within the Capital Projects Fund (500).

Land Acquisition

- *Description* – This reserve account sets aside funds to be used by the Organization to fund land acquisitions as might be necessary for the Village. The reserve was created as an assignment for land acquisition and not earmarked for any specific use other than that general purpose.
- *Year(s)* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Tax levy within the Capital Projects Fund (400).

Facilities (continued)

Municipal Center Parking Lot

- *Description* – The parking lot for the Municipal Center was constructed in 2000 when the facility was completed. It will require repaving as annual maintenance is no longer sufficient.
- *Year(s)* – 2022.
- *Funding* – Combination of tax levy and borrowed money within the Capital Projects Fund (400).

Municipal Center Roof

- *Description* – The roof for the Municipal Center Facility is in need of replacement in 2022 according to an assessment that was completed in 2015.
- *Year(s)* – 2022.
- *Funding* – Reserves from the sinking fund setup for facility maintenance within the Capital Projects Fund (400).

Municipal Center Upgrades

- *Description* – Funds were set aside in the 2019 Budget to purchase a new board table that was more functional and compatible with the uses of the Community Room.
- *Year(s)* – 2019.
- *Funding* – Reserves within the Capital Projects Fund (400).

Network Equipment

- *Description* – Funds are set aside annually for the replacement and upgrading of network equipment to help maintain the Village's technology needs. Additional funds are included in 2019 to make improvements to the networks backup system.
- *Year(s)* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Tax Levy within the Capital Projects Fund (400) with equal shares from the Utility Fund (600) and Stormwater Utility Fund (605). Includes borrowed money within the Capital Projects Fund (400) for backup work planned in 2019.

Public Works Roof

- *Description* – The roof for the Public Works Facility is in need of replacement in 2020 according to an assessment that was completed in 2015.
- *Year(s)* – 2020.
- *Funding* – Combination of Borrowed Money and Reserves from the sinking fund setup for facility maintenance within the Capital Projects Fund (400).

Facilities (continued)

Security Upgrades

- *Description* – The first phase of this work was completed in 2018 at the Library and Public Works facility with some work at the Municipal Center. The second phase is to include security improvements to the Municipal Center.
- *Year(s)* – 2019.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

Sinking Fund

- *Description* – Savings set aside for the development, expansion, and/or maintenance of Village owned facilities.
- *Year(s)* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Tax Levy within the Capital Projects Fund (400).

Sustainability Assessment

- *Description* – Assess facilities for sustainability projects to improve energy efficiency.
- *Year(s)* – 2020.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

McFarland Capital Improvement Program (CIP)

2019 – 2023

Communications and Technology

Planned Projects:

Equipment/Technology Upgrade

- *Description* – Funding for equipment purchases, replacements, and general upgrades to support operations and service delivery. 2019 includes funding for new video on demand equipment.
- *Year(s)* – 2018, 2019, 2020, 2021, 2022.
- *Funding* – Most years, Reserves within Communications and Technology Fund (200) are utilized. 2019 includes the use of Tax Levy and Reserves from the Capital Projects Fund (400) as well.

McFarland Capital Improvement Program (CIP)

2019 – 2023

Police Department

Planned Projects:

Equipment

- *Description* – Several small equipment items are included within this item on a year to year basis including but not limited to Taser replacements, annual MDC replacements, evidence camera, helmets, vests, shields, radios, and other items of need as prioritized within the Department.
- *Year(s)* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Tax Levy and Reserves within the Capital Projects Fund (400).

Patrol Vehicle (Leases)

- *Description* – This includes the annual lease payments for the Department's vehicles through the conversion of the vehicle from cars to SUV's.
- *Year(s)* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Tax Levy within the Capital Projects Fund (500).

Radios

- *Description* – There are currently 18 portable radios within the Department that beginning in 2019 will no longer be supported by the manufacturer. The intent of which is to replace each radio as one project and assign to an individual officer as a means to better align with the new DaneCom technology.
- *Year(s)* – 2019.
- *Funding* – Reserves within the General Fund (100).

Traffic Safety

- *Description* – Annual allocation for the Department to implement various traffic safety measures including speed boards, RRFB's, flashing signs, and other related improvements.
- *Year(s)* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Combination of Tax Levy and Borrowed Money as detailed within the Capital Projects Fund (500).

McFarland Capital Improvement Program (CIP)

2019 – 2023

Fire and Rescue

Planned Projects:

ATV Replacement

- *Description* – This vehicle was first acquired in 2004 by the Firefighter’s Association and assists the Department in responding to grass/marsh fire, ice rescues, remote rescues, and personnel transports to larger scenes.
- *Year(s)* – 2022.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

Ambulance Replacement

- *Description* – Replacement of the secondary ambulance that was acquired in 2008. Current primary ambulance was acquired in 2015 and would rotate to secondary as part of this transition.
- *Year(s)* – 2019.
- *Funding* – Combination of Reserves from General Fund (100) and Borrowed Money within the Capital Projects Fund (400).

Car 1 Replacement

- *Description* – The replacement of Car 1 which is the suburban style emergency response vehicle used as the main incident command response vehicle. There is a sinking fund setup as a vehicle replacement assignment that will be used to pay for the cost of this item.
- *Year(s)* – 2022.
- *Funding* – Reserves within the Capital Projects Fund (400).

Car 1 Sinking Fund

- *Description* – Annual savings set aside for the replacement of Car 1 which is the suburban style used as the main incident command response vehicle.
- *Year(s)* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Tax Levy within the Capital Projects Fund (400).

EMS Equipment

- *Description* – Provides annual funding for small equipment needs, turnout gear as is needed from year to year, and other general items needed to support this service.
- *Year(s)* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Tax Levy within the Capital Projects Fund (400).

Fire and Rescue (continued)

EKG Monitors

- *Description* – The monitors used on the ambulance to obtain vital signs, 12-Lead defibrillation and capnography. Current units were purchased in 2013.
- *Year(s)* – 2023.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

Extrication Equipment Replacement

- *Description* – This equipment is used to extract individuals who are trapped typically within vehicles as a result of car accidents.
- *Year(s)* – 2021.
- *Funding* – Combination of tax levy and borrowed money within the Capital Projects Fund (400).

Facility

- *Description* – Some funding is provided for minor improvements to the Training Room within the Fire and Rescue Department.
- *Year(s)* – 2019.
- *Funding* – Tax Levy within the Capital Projects Fund (400).

Fire Equipment Replacement

- *Description* – Provides annual funding for small equipment needs, turnout gear as is needed from year to year, and other general items needed to support this service.
- *Year(s)* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Tax Levy within the Capital Projects Fund (400).

Foam Trailer

- *Description* – The trailer would provide additional foam for protection of flammable gas fires. The Department is working on an agreement with Deforest-Windsor Fire Department to have each Department provided a trailer to meet foam needs for the hazards each entity might encounter from flammable liquid facilities.
- *Year(s)* – 2020
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

Ladder Truck

- *Description* – The largest truck in the fleet and is used as part of elevated fire and rescue operations within the coverage area. Additionally, the truck may act as an engine and provides the required pump capacity that is required for the Village. Acquired in 2007 as a used truck and was originally manufactured in 1997. The current amount is based on a new truck and a used truck may be investigated. Used vehicle will require additional expenses to locate, inspect, repair, and place into service above the purchase price.
- *Year(s)* – 2021.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

Fire and Rescue (continued)

Patient Cots

- *Description* – There are currently two of these cots in use within each ambulance. They were purchased separately in 2013 and 2015. They are specialized pieces of equipment that assist in the lifting and transportation of patients into and out of the ambulance helping to save on worker's compensation claims.
- *Year(s)* – 2022.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

Radios

- *Description* – Replacement of the equipment & system used for our radio network within vehicles and handheld units utilized by members. Equipment acquired in 2011 and 2012.
- *Year(s)* – 2020.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

Stair Chairs Replacement

- *Description* – Used by EMS members to transport a patient up or down a set of stairs when responding to emergency calls for service. Acquired in 2000.
- *Year(s)* – 2020.
- *Funding* – Tax Levy within the Capital Projects Fund (400).

Technology

- *Description* – Annual replacement for mobile computers located within fleet vehicles. The computers provide information from dispatch and department pre-plan data for facilities. The funding provides for one replacement per year. This line also assists with other Department specific technology needs as they arise.
- *Year(s)* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Tax Levy within the Capital Projects Fund (400).

Thermal Imaging Cameras Replacement

- *Description* – Used by Fire members on fire emergency calls for service to locate individuals that may be trapped within an active fire and to locate hidden fires. Acquired in 2015.
- *Year(s)* – 2020.
- *Funding* – Tax Levy within the Capital Projects Fund (400).

Utility (Squad) Replacement

- *Description* – This vehicle is the primary vehicle for carrying extrication equipment and general support. Also carries necessary equipment for vehicular accidents, water/ice rescues, rehab supplies for structure fires. Acquired in 2000. The replacement vehicle is intended to be a reduction in size and equipment carried. Equipment is being shifted to the Engine and Ladder Trucks.
- *Year(s)* – 2020.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

McFarland Capital Improvement Program (CIP)

2019 – 2023

Emergency Management

Planned Projects:

Aqua Dams

- *Description* – Portable dams that can be inflated with water that help to control water flow in flood like conditions. Alternative use for similar function provided by sand bags.
- *Year(s)* – 2019.
- *Funding* – Tax Levy within the Capital Projects Fund (400).

McFarland Capital Improvement Program (CIP)

2019 – 2023

Department of Public Works

Planned Projects:

Bucket Truck

- *Description* – Replacement of the main vehicle used for tree trimming, street light maintenance as appropriate, and other high-level access.
- *Years* – 2020.
- *Funding* – Road construction costs split with Dane County and Village share paid for through Borrowed Money within the Capital Projects Fund (400). Adjoining property owners on the two developed sites will also contribute to the project.

County MN Phasing

- *Description* – Phase 1, 2, and 3 of the County MN project have been completed in 2016, 2017, and 2018, respectively. A fourth phase is contemplated for design in 2019 and construction in 2020 on Broadhead Street from Holscher Road to County Highway AB.
- *Years* – 2019 and 2020.
- *Funding* – Road construction costs split with Dane County and Village share paid for through Borrowed Money within the Capital Projects Fund (400). Adjoining property owners on the two developed sites will also contribute to the project.

Dredging

- *Description* – Includes the possibility of dredging two different areas to clean out sedimentation. The first being the Country Walk Detention Basin located at the corner of Holscher and Elvehjem. The second is the lagoon located at USH 51 and Severson.
- *Year(s)* – 2020.
- *Funding* – Charges for Public Services collected within the Stormwater Utility Fund (605). Cleaning out the lagoon area will be the larger of the two projects and likely require funding from TID #5 Fund (315), Dane County, and Special Assessments.

Exchange Street

- *Description* – This project will be a complete reconstruction (street, curb/gutter, sidewalk, utilities, etc.) from Farwell to the Yahara River. The Village is in the process of apply for Federal funding through the Madison Area Transportation Planning Board within their 2019-2023 Transportation Improvement Program. This would allow the Village to access Federal money set aside for smaller communities within this regional transportation area.
- *Years* – 2021
- *Funding* – Combination of Grants and Borrowed Money within the Capital Projects Fund (400) as well as from the Utilities Fund (600) and Stormwater Utility Fund (605).

Department of Public Works (continued)

Exchange Street Bridge

- *Description* – Staff has met with the Town of Dunn recently to review a bridge inspection report for the shared responsibility bridge on Exchange Street over the Yahara River. Engineers are currently studying the matter further to see if the damage was caused by 2018 Flooding which could be reimbursed. Most of it is attributed to maintenance; however, and will be shared with the town.
- *Years* – 2020
- *Funding* – Fund balance within the Capital Projects Fund (400).

Facility Improvements

- *Description* – This same year the roof has already been approved within this plan for replacement and additional funds are recommended to address further facility advancement. The two main themes are to convert a cold storage building to climate controlled, and renovating/constructing new office space to accommodate expanding positions within the leadership of the Department.
- *Years* – 2020
- *Funding* – Borrowed money within the Capital Projects Fund (400).

Farwell Utility Undergrounding

- *Description* – The first phase to underground certain utilities on Farwell Street is approximately 1,000 lineal feet and runs from USH 51 to 4725 Farwell Street. This was completed in 2018. There remains approximately 3,000 more lineal feet to underground through Exchange Street within the core of the Village. Two additional phases are anticipated with study for the second phase in 2019 and implementation in 2020. The final phase, if needed, would be studied in 2021, and implemented in 2022.
- *Year(s)* – 2019, 2020, 2021, and 2022.
- *Funding* – The first phase was paid through borrowed money within the Capital Projects Fund (400), but will be reimbursed by TID #5 Fund (315).

Leased Equipment

- *Description* – Includes annual charges for the use of the skid steer and front end loader.
- *Year(s)* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Tax Levy within the Capital Projects Fund (400) plus equal shares from Utility Fund (600) and Stormwater Utility (605).

Lift Station #2

- *Description* – Additional maintenance is proposed in 2019 to clean, paint, and maintain the storage container used to convey stormwater to help prolong its useful life. Full replacement is recommended to put on the back end of the plan in 2023 but may be delayed further and is contingent upon new development requiring it to be sized larger.
- *Year(s)* – 2019 and 2023.
- *Funding* – Funding provided through Utility Fund (600).

Department of Public Works (continued)

Mower Replacement

- *Description* – A large format mower is scheduled for acquisition in 2019 followed by a smaller format in 2020. The larger format was previously programmed in 2021.
- *Year(s)* – 2019 and 2020.
- *Funding* – Cost split between the Capital Projects Fund (400), Utilities Fund (600), and Stormwater Utility Fund (605).

Patrol Truck Replacement

- *Description* – Includes the full replacement with trade in of a Patrol Truck (Snow Plow) with associated equipment for both listed years.
- *Year(s)* – 2019 and 2021.
- *Funding* – Trade-in value deducted from gross cost of the vehicle. Remaining expense split equally between Capital Projects Fund (400), Utility Fund (600), and Stormwater Utility Fund (605).

Pickup Truck Replacement

- *Description* – Replacement of a pickup truck for general service responsibilities.
- *Year(s)* – 2019, 2020, 2021 2022, and 2023.
- *Funding* – Cost split equally between the Capital Projects Fund (400), Utilities Fund (600), and Stormwater Utility Fund (605).

Sidewalks/Paths

- *Description* – Annual funds to repair and replace sidewalks as well as additional funds in 2018 for bike path restoration.
- *Year(s)* – 2019, 2020, 2021 2022, and 2023.
- *Funding* – Borrowed Money and/or Tax Levy as applicable within the Capital Projects Fund (400).

Sinking Fund

- *Description* – Annual savings set aside for the replacement of the Director's vehicle.
- *Year(s)* – 2019, 2020, 2021 2022, and 2023.
- *Funding* – Tax Levy within the Capital Projects Fund (400) plus Utility Fund (600).

Small Capital

- *Description* – The Stormwater Utility is provided funds for small capital items for its administration including equipment, materials, and other supplies as needed.
- *Year(s)* – 2019, 2020, 2021 2022, and 2023.
- *Funding* – Charges for Public Services collected within the Stormwater Utility Fund (605).

Department of Public Works (continued)

Stormwater

- *Description* – Additional improvements within the stormwater system to improve conveyance where appropriate.
- *Year(s)* – 2019.
- *Funding* – Funding provided through Stormwater Utility Fund (605).

Street Construction

- *Description* – The work in 2019 will include Main Street and Timber Lane followed by Burma Road in 2020. Paulson Road would be worked on in 2021 and a portion of Marsh Road in 2022.
- *Year(s)* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Borrowed Money within the Capital Projects Fund (400) with corresponding contribution from the Utility Fund (600).

Street Maintenance

- *Description* – Includes street repairs needed on an annual basis that have a longer than one year useful life including chip sealing, crack filling, and various areas for patch work.
- *Year(s)* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

Street Resurfacing

- *Description* – Several streets are planned for a basic resurfacing included but not limited to Osborn, Scott, Tina, Hankins, Eighthmy, and Smith Ridge.
- *Year(s)* – 2019.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

Street Sweeper

- *Description* – Annual savings set aside for the future replacement of the street sweeper.
- *Year(s)* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Charges for Public Services collected within the Stormwater Utility Fund (605).

Street Tree Planting

- *Description* – Implementation of a program to address the Ash Tree population as a response to the Emerald Ash Borer.
- *Year(s)* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Fund Balance within the General Fund (100).

Department of Public Works (continued)

Tower Clean/Pain

- *Description* – Consideration for cleaning and repainting the water towers to keep up with their exterior maintenance requirements.
- *Year(s)* – 2023.
- *Funding* – Cost is paid for by water funding within the Utilities Fund (600).

Utility Van

- *Description* – This vehicle is used within the utilities specifically to address maintenance and service needs of the sewer and water system.
- *Year(s)* – 2020.
- *Funding* – Cost is split between sewer and water funding within the Utilities Fund (600).

Water Valve Turner

- *Description* – This piece of equipment within the water utility will improve the efficiency of exercising water valves for general maintenance and during main breaks as needed. It takes what is currently an invasive manual function into a controlled mechanical operation which is good for the worker and the infrastructure.
- *Year(s)* – 2021.
- *Funding* – Cost is paid for by water funding within the Utilities Fund (600).

Well Maintenance

- *Description* – Every so often the water wells need to be removed from service for general maintenance, cleaning, and repair in order to prolong their useful life.
- *Year(s)* – 2020.
- *Funding* – Cost is paid for by water funding within the Utilities Fund (600).

McFarland Capital Improvement Program (CIP) 2019 – 2023

Senior Outreach

Planned Projects:

Equipment/Furniture Replacement

- *Description* – New furnishings within the Department to support operations and replacement of refrigerators for meal program.
- *Year(s)* – 2019.
- *Funding* – Reserves within the Capital Projects Fund (400).

Tables

- *Description* – Replacement of tables and related furnishings that support the meal program.
- *Year(s)* – 2021.
- *Funding* – Tax Levy within the Capital Projects Fund (400).

Workstation Replacement

- *Description* – In conjunction with the new furniture in the same year, it is proposed to replace the computers and other supporting technology within the Department.
- *Year(s)* – 2019.
- *Funding* – Tax Levy within the Capital Projects Fund (400).

McFarland Capital Improvement Program (CIP)

2019 – 2023

Library

Planned Projects:

Bathroom Remodel

- *Description* – Funding provided to remodel and improve the accessibility of the men’s and women’s restrooms that serve the facility.
- *Year(s)* – 2019.
- *Funding* – Combination of Reserves within the General Fund (100) and Capital Projects Fund (400).

Boiler Replacement

- *Description* – The boiler will have exceeded its useful life by this point and could be evaluated for replacement based upon projected maintenance needs.
- *Year(s)* – 2023.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

Computer – Workstation(s)

- *Description* – Includes funds to replace both computers used by the public for either adults, teens, or children and those used by Staff on an annual basis.
- *Year(s)* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Tax Levy within the Capital Projects Fund (400).

Facility Improvements

- *Description* – Funds are proposed within the facility to replace the drinking fountain and improve exterior accessibility into the facility.
- *Year(s)* – 2019.
- *Funding* – Fund balance collected within the Capital Projects Fund (400).

Facility Reserve

- *Description* – Annually the Village collects an Impact Fee for the development of the Library. This had previously been applied to Debt Service to help pay for the cost of the current facility that was construction about 15 years ago. The money is now collected to fund reserves to support future improvements to the facility.
- *Year(s)* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Impact Fees collected within the Capital Projects Fund (400).

Library (continued)

Parking Lot Replacement

- *Description* – This parking lot was completed shortly after the building was complete in the early 2000's and is proposed for replacement in line with the Municipal Center.
- *Year(s)* – 2022.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

Remodel Work

- *Description* – Remodeling of the story time room is proposed in order to better accommodate users after the usage frequency and volume has increased significantly whereby the room cannot be used for its intended purpose.
- *Year(s)* – 2019.
- *Funding* – Reserves within the Capital Projects Fund (400).

Security Upgrades

- *Description* – Additional opportunities for cameras and door access were discovered after the first phase of this project in 2018.
- *Year(s)* – 2019.
- *Funding* – Reserves within the Capital Projects Fund (400).

Shelving – Children and Teens

- *Description* – Desire to replace certain shelving units that are presently obsolete and non-user friendly.
- *Year(s)* – 2019.
- *Funding* – Reserves within the Capital Projects Fund (400).

Site Improvements

- *Description* – Externally it is proposed to add bike racks and replace existing benches.
- *Year(s)* – 2020.
- *Funding* – Tax levy within the Capital Projects Fund (400).

McFarland Capital Improvement Program (CIP)

2019 – 2023

Parks

Planned Projects:

Brandt Parking Lot

- *Description* – Provide funding to construct a parking lot in an area to be determined within Brandt Park. Originally considered in 2019 but deferred to 2021 to allow more time to assess need.
- *Year(s)* – 2021.
- *Funding* – Borrowed Money within the Capital Projects Fund (400) as well as a contribution from the Parks Fund (405).

Community Park

- *Description* – Funding is proposed to conduct a master planning effort surrounding property purchased for a Community Park should an acquisition be completed.
- *Year(s)* – 2020.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

General Improvements

- *Description* – Money set aside annually to be used for general park improvements through the use of fees collected within new developments.
- *Year(s)* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Impact Fees collected within Parks Fund (405).

McDaniel Park

- *Description* – Projects to add another small shelter, internal network of paved paths, new canoe/kayak stand, gateway signage, and facility expansion.
- *Year(s)* – 2019.
- *Funding* – Impact Fees collected within Parks Fund (405) plus borrowed money contribution from Capital Projects Fund (400).

McFarland Park

- *Description* – It is proposed a new master plan be developed for this park to help guide the Village in making future decision on land use as the variety of needs continue to grow.
- *Year(s)* – 2019.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

Parks (continued)

Park Equipment

- *Description* – Annually the Village looks to replace and/or repair certain park amenities and play structures.
- *Year(s)* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Impact Fees collected within Parks Fund (405).

Park Signage

- *Description* – Annually, some signage is needed for replacement or restoration in order to maintain the signage displays within the parks.
- *Year(s)* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Impact Fees collected within Parks Fund (405).

Property Acquisition

- *Description* – Land acquisition in 2019 includes the possible purchase of a property on Bashford to support future trail development. Additionally for next year it would include the acquisition of land to develop an East Side Community Park. Future years it remains as a placeholder within the plan with no allocation unless opportunities arise or as directed. Further purpose requires definition to allocate funding but is recognized that future acquisition may be desirable.
- *Year(s)* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Borrowed Money within the Capital Projects Fund (400) as well as a contribution from the Parks Fund (405).

Urso/Schuetz Park

- *Description* – Several years of improvements with this park are planned following the update of the master plan for the area that was completed as a 10 year update in 2017. The recommendations from that plan can then be implemented over a multi-year period as a means to improve this area. The first phase was completed in 2018 which included a new parking lot and woodland restoration work. The second phase continues to study the addition of a disc golf course, dog park expansion, and further woodland restoration. Future phases will look at trail development, facility improvements, and further restoration work.
- *Year(s)* – 2018, 2019, 2020, 2021, and 2022.
- *Funding* – Borrowed Money within the Capital Projects Fund (400) plus various contributions from the Parks Fund (405) as detailed within the plan.

McFarland Park

- *Description* – The Village is working on a facility development partnership with the Soccer Association to develop a facility at McFarland Park similar to how a facility was developed at Brandt Park with softball. The Village would borrow for a portion of the funding and paid back from the soccer association over time.
- *Year(s)* – 2018.
- *Funding* – Borrowed Money within the Capital Projects Fund (500).

McFarland Capital Improvement Program (CIP)

2019 – 2023

Community Development

Planned Projects:

Branding Initiative

- *Description* – The rebranding study was completed in 2018 and funding in future years is put into phases to support this effort through new signage, vehicle identification, personal items, and other organization materials containing the brand.
- *Year(s)* – 2019, 2020, 2021, and 2022.
- *Funding* – Borrowed money within Capital Projects Fund (400).

Small Capital

- *Description* – The Department is provided funds for small capital items within the office including furniture, equipment, and other supplies as needed.
- *Years* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Tax Levy within the General Fund (100).

Sinking Fund

- *Description* – Annual contribution towards savings for the future replacement of the Building Inspector's vehicle.
- *Years* – 2019, 2020, 2021, 2022, and 2023.
- *Funding* – Tax Levy within the Capital Projects Fund (400).

From: [Carol Wirth](#)
To: [Matt Schuenke](#)
Cc: [Cody Baldus](#)
Date: Friday, February 15, 2019 3:38:00 PM
Attachments: [CIP - 2019-2023.xlsx](#)
[CIP Debt Service Schedules.pdf](#)

Hi Matt,

Attached is a schedule reflecting 2019 through 2023 CIP borrowings and estimated annual tax rate increase based on the Village's current 2018 assessed valuation of \$942,877,508. Also attached are the individual amortization schedules for each borrowing.

The goal of this option is to amortize the debt within the 10 year limitation of a general obligation promissory note; and, to achieve a tax rate increase each year of 26 cents per \$1,000 of assessed valuation, with no annual growth projected. If growth was projected, the 2020 and thereafter schedules would reflect larger principal amortization payments in the first half of the schedules. These CIP borrowings do not reflect the impact of a community building/facility borrowing.

Please let me know if you would like to have different options prepared reflecting different goals.

Best regards,

Carol Ann Wirth
President

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VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Tuesday, February 26, 2019

SECTION: Business

DEPARTMENT: Administration

CONTACT:

AGENDA ITEM: Update on expanding utilization of GovPayNet to all Village Departments.

PREVIOUS ACTION:

The Village has had a contract with GovPayNet to offer online payments for several years now. At that time however, the online payment option was only rolled out to Municipal Court, and no other departments accepted online payments.

ISSUE SUMMARY:

During the 2018/2019 goal setting process, the Village Board had identified the goal of researching online payment options. Additionally, the Finance Committee had expressed a desire to offer a more convenient payment method.

Village staff has schedule follow-up meetings with GovPayNet to expand the Village's utilization of online payment options. As part of the expansion the following would be expanded:

1. Each department can get their own credit card machine to take payments at the window.
2. The Village will expand the ability to pay online for additional licensing and permitting for each department along with property tax payments.

Currently the Village contract with GovPayNet provides that a convenience fee for all credit cards shall be 2.65%. The cost of the fee is currently structured to be bore by the end user. Some municipalities do not pass the fee onto the end user; however, that discussion is generally controversial. With a convenience of this nature, there is no direct offsetting expense. So if the cost were bore by the Village, we would have to evaluate whether or not that fee could potentially be absorbed without having to raise fees to compensate.

Staff does not recommend consideration of absorbing this fee free property tax collection.

FINANCIAL/BUDGET IMPACT:

No financial impact if the convenience fee is bore by the end user. Unknown financial impact if the Village were to absorb the cost of the convenience fee.



VILLAGE PLAN REFERENCE:

N/A

ORDINANCE REFERENCE:

There are no specific regulations that allow or prohibit the Village from charging back fees the Village incurs for service. However, like all fees, the fee we charge must reasonably approximate the cost of providing the service. In this case the proposed charge is a direct pass through of charges, with no additional fees proposed.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Staff recommends approval of the expansion of payment options to include online credit card and bank transfer payments.

ATTACHMENTS:

None