

Monday, March 9, 2020

Village Board
7:00 PM

McFarland Municipal Center
Community Room

AGENDA

1. CALL TO ORDER.
2. ATTENDANCE/ROLL CALL.
3. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.
 - a. Public Announcements
 - 1) Spring Election - Absentee Voting - Monday March 16th through April 3rd
 - 2) Candidate Forum - March 11 at 11 a.m.
 - b. Public Communications
4. CONSENT AGENDA.
 - a. Motion to approve the minutes from the meeting held on February 24, 2020.
 - b. Motion to approve the minutes from the special meeting held on March 3, 2020.
 - c. Motion to approve pre-paid checks #76491-76501 in the amount of \$63,194.08 and current checks #76502-76596 in the amount of \$117,491.45.
 - d. Motion to approve the alcohol beverage operator's license for Sebastian Espino (Loeder Oil), Amber Paprocki (Loeder Oil), and Scott Zeitler (Spartan Lanes) for the period ending June 30, 2020
 - e. Motion to approve appointing Jim Mogden to serve on the Volunteer Committee for a term ending April 30, 2020.
5. PUBLIC APPEARANCES.
 - a. This is an opportunity for members of the public to address the Village Board. Members of the public who wish to address the board should fill out a public comment form and turn into the meeting chairperson. Members of the public may speak during public appearances or during their selected agenda item as they designate on the public comment form. Please adhere to the 3-minute time limit.
6. BUSINESS.
 - a. Committee of the Whole
 - 1) Discussion and action regarding the acceptance of the McFarland Strategic Plan 2020-2030.

- b. Committee of the Whole
Finance Committee (Trustees Lytle & Kryzenske)
 - 1) Discussion and action regarding acceptance of the Capital Improvement Plan for 2020-2024.
- c. Personnel Committee (President Czebotar & Trustee Utter)
 - 1) Discussion and action to revise Chapter 7 (Holidays) within the Compensation and Benefits Manual, and Chapter 16 (Compensation) within the Personnel Policy Manual regarding on-call pay.
 - 2) Discussion and action to conduct maintenance to the pay plan for all Village positions according to Section 3.05(2).
- d. Plan Commission (President Czebotar & Trustee Kolk)
 - 1) Discussion and action regarding Ordinance 2020-09: an ordinance authorizing the annexation of lands from the Town of Dunn to the Village of McFarland.
- e. Discussion and action regarding Simultaneous Exchange Agreement of land between the Village of McFarland and School District of McFarland.
- f. Authority, Board, Commission, and Committee agenda item requests, referrals, and updates.

7. 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

VOTING BY ABSENTEE BALLOT

Any qualified elector who is unable or unwilling to appear at the polling place on Election Day may request to vote an absentee ballot. A qualified elector is any U.S. citizen, who will be 18 years of age or older on Election Day, who has resided in the ward or municipality where he or she wishes to vote for at least 10 consecutive days before the election. The elector must also be registered in order to receive an absentee ballot. Proof of identification must be provided before an absentee ballot may be issued.

You must make a request for an absentee ballot in writing.

Contact your municipal clerk and request that an application for an absentee ballot be sent to you for the primary or election or both. You may also submit a written request in the form of a letter. Your written request must list your voting address within the municipality where you wish to vote, the address where the absentee ballot should be sent, if different, and your signature. You may make application for an absentee ballot by mail, email or in person.

Making application to receive an absentee ballot by mail

The deadline for making application to receive an absentee ballot by mail is:
5 pm on the fifth day before the election, April 2, 2020

Note: Special absentee voting application provisions apply to electors who are indefinitely confined to home or a care facility, in the military, hospitalized, or serving as a sequestered juror. If this applies to you, contact the municipal clerk regarding deadlines for requesting and submitting an absentee ballot.

Voting an absentee ballot in person

You may also request and vote an absentee ballot in the clerk's office or other specified location during the days and hours specified for casting an absentee ballot in person.

Cassandra Suettinger, 608-838-3153
5915 Milwaukee St., McFarland WI 53558
Monday-Friday, 8 a.m. to 4:30 p.m.
Friday, April 3, 8 a.m. to 5 p.m.
Saturday, April 4, 2020, 9 a.m. to 12 p.m.

The first day to vote an absentee ballot in the clerk's office is:
March 16, 2020

The last day to vote an absentee ballot in the clerk's office:
April 4, 2020 at 12 p.m.

No in-person absentee voting may occur on the day before the election.

The municipal clerk will deliver voted ballots returned on or before Election Day to the proper polling place or counting location before the polls close on April 7, 2020. Any ballots received after the polls close will not be counted.

**McFARLAND
COMMUNICATIONS
AND TECHNOLOGY
PRESENTS**

VILLAGE BOARD CANDIDATE FORUM

**SATURDAY, MARCH 14 | 11AM
McFARLAND MUNICIPAL CENTER**

**MEMBERS OF THE COMMUNITY ARE ENCOURAGED TO
ATTEND THIS FORUM TO GAIN FURTHER INSIGHT ABOUT
THE CANDIDATES RUNNING FOR VILLAGE BOARD.
AUDIENCE MEMBERS WILL ALSO BE GIVEN THE OPPORTUNITY
TO SUBMIT QUESTIONS TO THE CANDIDATES.**

WATCH LIVE ON YOUTUBE, CHARTER 982 & TDS 1009

VILLAGE OF MCFARLAND
MCFARLAND MUNICIPAL COURT
March, 2020

Monthly Court Docket

February 11, 2020 – Court Docket – Initial Appearances

25 cases scheduled for Initial appearances (36 citations)

- 4 No Contest or Guilty pleas – Citations adjudicated at Initial Appearance
- 6 Paid prior to Appearance
- 5 Not Guilty pleas - Citations adjudicated or Pretrial scheduled for February 25, 2020
- 10 Default appearances – Scheduled for April 14, 2020 Indigency Hearing
- 0 Rescheduled Court date to February 25, 2020

February 11, 2020 - Juvenile Court – Initial Appearances

7 case scheduled for Initial appearances (10 citations)

- 5 No Contest or Guilty pleas – Citations adjudicated at Initial Appearance
- 0 Paid prior to Appearance
- 1 Not Guilty pleas - Citations adjudicated or Pretrial scheduled for February 25, 2020
- 1 Default appearances – Scheduled for April 14, 2020 Indigency Hearing
- 0 Rescheduled Court date to February 25, 2020
- 0 Review - Monthly progress review

February 18, 2020 – Truancy Court – Initial Appearances

2 case scheduled for Initial appearances (2 citations)

- 2 No Contest or Guilty pleas – Citations adjudicated at Initial Appearance
- 0 Paid prior to Appearance
- 0 Not Guilty pleas - Citations adjudicated or Pretrial scheduled for February 25, 2020
- 2 Default appearances – Scheduled for April 28, 2020 Indigency Hearing
- 0 Rescheduled Court date to February 25, 2020
- 0 Reviews - Monthly progress review

February 25, 2020 – Court Docket – Initial Appearances

22 cases scheduled for Initial appearances (27 citations)

- 2 No Contest or Guilty pleas – Citations adjudicated at Initial Appearance
- 6 Paid prior to Appearance
- 3 Not Guilty pleas - Citations adjudicated or Pretrial scheduled for March 10, 2020
- 11 Default appearances – Scheduled for April 28, 2020 Indigency Hearing
- 0 Rescheduled Court date to March 10, 2020

February 25, 2020 - Juvenile Court – Initial Appearances

3 case scheduled for Initial appearances (8 citations)

- 2 No Contest or Guilty pleas – Citations adjudicated at Initial Appearance
- 0 Paid prior to Appearance
- 1 Not Guilty pleas - Citations adjudicated or Pretrial scheduled for March 10, 2020
- 0 Default appearances – Scheduled for April 28, 2020 Indigency Hearing
- 0 Rescheduled Court date to March 10, 2020
- 1 Review - Monthly progress review

Court Activities

Monthly Financial Report

The Municipal Court received 110 payments for the month of February, 2020. Total revenue received by the Court was \$11,972.11. The Municipality retained \$6,816.02 in Court revenue, \$1,836.86 was sent to Dane County and \$3,319.23 was sent to the State.

There were 28 credit card transactions for the month of February. The Court received a total of \$4,233.65 in payments from GPS on-line credit card payments.

As of February, 2020, the Municipal Court has received a total of \$1,482.37 in delinquent fines from the Department of Revenue Tax Intercept Program.

As of February, 2020, the Municipal Court has received a total of \$ \$5,057.51 in delinquent fines from the State Debt Collection.

Year to date, \$39,103.29, in forfeitures have been ordered from 235 citations adjudicated in the Municipal Court. Of that, \$3,870.00 has been converted to classroom education and/or community service hours for juveniles. A total of \$22,479.06 has been collected for 2020 and prior forfeitures.



McFarland Fire & Rescue Department

5915 Milwaukee Street • PO Box 110 • McFarland, WI 53558-0110
(608) 838-3278 • Fax: (608) 838-3619

Emergency: 911

March 2020 Fire & Rescue Department Report For February 2020 Activity

- **General**

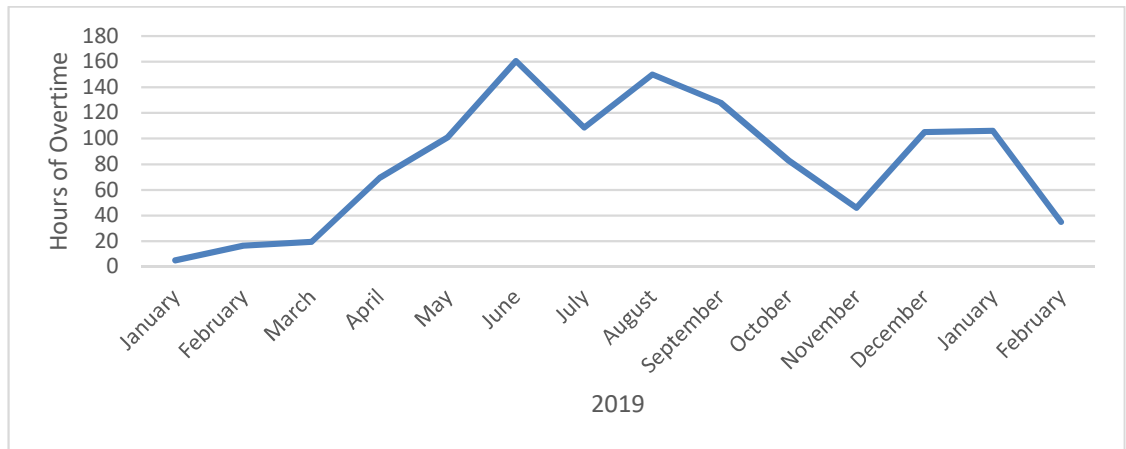
- The information available on PFAS has continued to evolve. Chief Dennis and Chief Reiter both have attended information sessions on the concerns with PFAS. The information that has been provided is Wisconsin is one of the few states beginning to address the concerns. A concern is developing with the firefighter turnout gear. The information provided is turnout gear manufacturers are developing alternative material, but it will be more than likely two years out. We are reviewing our policies and will most likely need to revise some procedures in reference to handling and using firefighter turnout gear. The information on the class B foam and in particular the AR-AFFF is the replacement non-PFAS has continued to be poor performing with alcohol based fires. The recommended course of action still for AR-AFFF is to maintain the PFAS containing foam and perform remediation. The cleanup process would be similar to other incidents and the disposal would be the considerable change. The issues with PFAS will continue to grow and more industries will become affected.
- We have been in the process of updating our infection control measures for the department and is timely with the recent concerns with COVID-19 (Coronavirus). We are nearing the completion of fit testing all staff with N-95 masks and selecting new infection control gowns. We weren't able to purchase our desired make and model, but did make a purchase before our suppliers sold out of a substitute. We have supplies on hand to address an increase number of patients with masks and gowns. We are monitoring availability of supplies from our vendors to bolster our stock further. We are also working with Administration to develop infection control procedures for the upcoming election.

- The McFarland Fire & Rescue Association hosted a certified ice rescue technician course at the end of February. Lieutenant Paul Vind lead the instruction for the course and other staff members assisted him. We had several of our new members attend and in total including other agencies there was about 40 students.
- Our medical direction team has drafted new protocols, and the State has approved them. The protocols went into effect on 2/15/20. In general, not many changes occurred outside of format. We did reduce some EMR scope of practice due to a change at the state level. The EMRs will no longer be able to place advanced airways. We did gain some analgesic medication with ibuprofen or acetaminophen at the over the counter strength. The effectiveness of the medications will be limited to more fever reduction as the dosage and route will not provide much pain relief during our short transports. We are however mandated now to provide one by the state scope of practice.

- **Staffing**

- Current Staffing Levels
 - Fulltime Fire Rescue Chief – 1
 - Administrative Captain – 1
 - Fulltime Fire Inspector/Public Education Specialist – 1
 - Fulltime EMTs – 5
 - Fulltime Confidential Administrative Assistant - 1
 - Paid-On-Call – 60 (12 EMTs(1 on military leave), 26 Firefighters (2 Active Retired), 9 EMR/Firefighter (1 on medical), & 13 EMT/Firefighters(1 on medical leave and 1 on military leave)
 - Total Staffing Level – 68
- The process of filling our 24 Hour EMT position has been delayed in the background process. We had one individual drop out of the process. We are hoping for a May 4th start. Part of the delay now will be Chief Dennis will be attending the National Fire Academy from April 20th through May 1st.
- We have completed filling our vacant officer positions for the time being. Sam Nepple will be promoted to Captain. We will have two vacant Lieutenant positions and we received limited response from individuals. We will be working to identify ways on engaging staff into the positions.
- We have one of our newest members on medical restrictions due to breaking a finger while training at Madison College. We are hoping the individual will be able to complete their entry-level firefighter training.

- The overtime has dropped off a significant amount. During the last two weeks of February we did have a career staff member on FLMLA for the birth of a child. We were able to maintain staffing easier with the additional 24 hour EMT that was added in January.



<u>Inspection/Prevention Activity</u>	<u>Completed</u>	<u>Year to Date Total</u>
Building Inspections	19	32
Fire Code Violations Identified	12	19
Re-Inspections Completed	2	5
Corrections Noted	7	9
Building Plan Reviews	0	1
Development Reviews	2	3
Acceptance Inspections/Test	1	3
AHA-CPR Classes	2	8
AHA-Attendance	2	85
Public Education	4	4
Public Education Attendance	125	125
Home Prevention Installations	0	2

- We assisted the school district with their annual “Know Your Numbers” event. We provided blood pressure screening to 125 staff members over four days.

- **Apparatus & Equipment**

- We are waiting for a lead-time estimate and engineering drawings for the utility truck.
- The 2005 Pumper (Engine 1) has the driver-side steering gearbox leaking and is being scheduled to be repaired. The large passenger side discharge and pump heater motor was replaced. The electrical control system had a malfunction and it is believed the connections under the cab of the truck had corrosion.
- The 2019 Ambulance was out of service for ten days due to an issue with the hydraulic suspension. The dealer had replaced the control unit for the hydraulic suspension due to an issue with it not having a delay off. A couple days later the unit wouldn't level and kept correcting itself. The hydraulic suspension manufacturer sent a technician from Indiana to replace a wiring harness after the local dealer was unable to locate the issue.
- The 1997 Aerial (Ladder 8) has wear pads on the downriggers that require replacement. We are working on scheduling a time to complete the work.
- The 2007 Bush Truck had a battery fail and was replaced by the Village Mechanic.

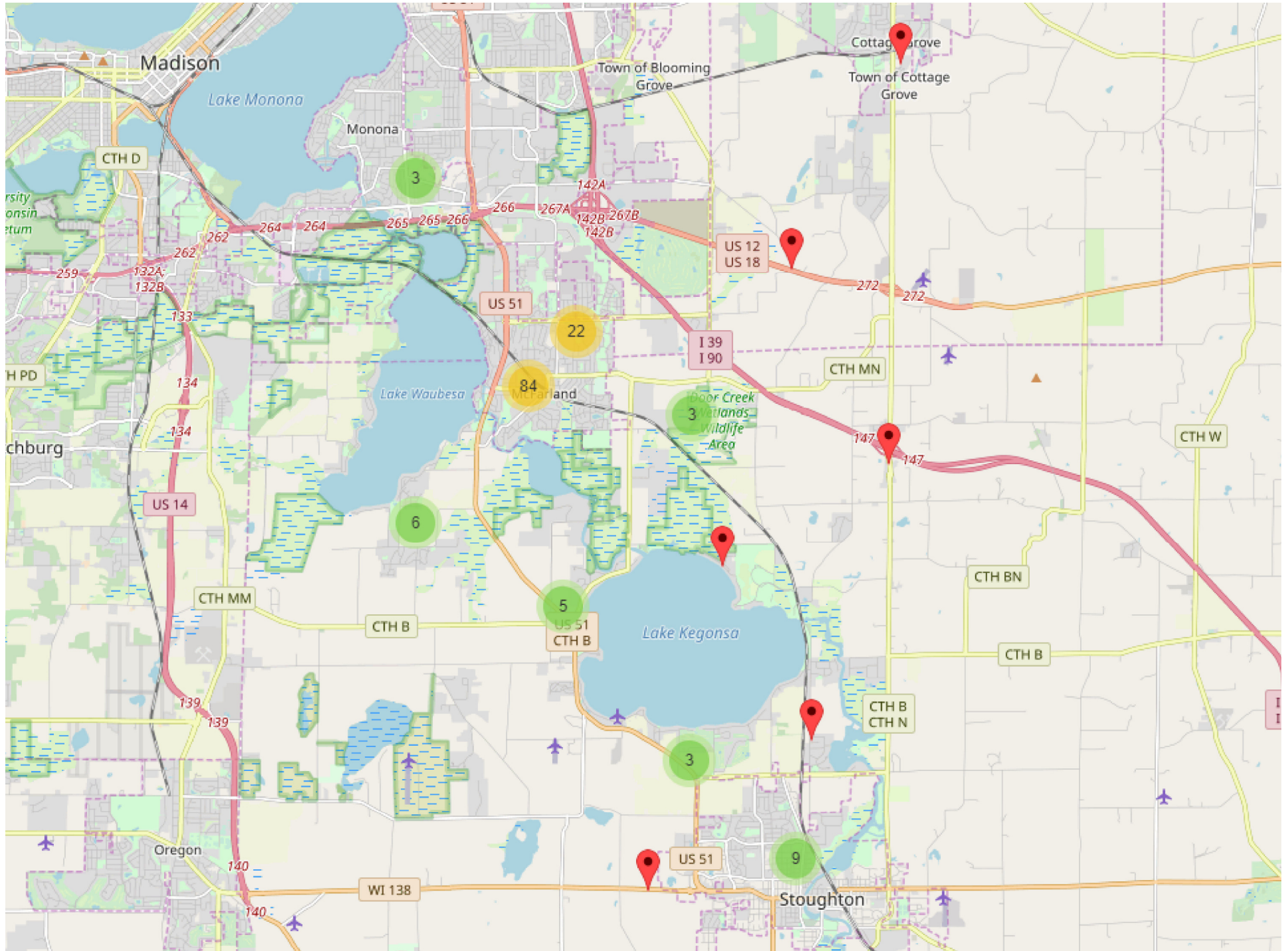
Ambulance Runs By Dispatch Reason

Incident Complaint Reported By Dispatch	02/01 - 02/29/2020		02/01 - 02/28/2019		02/01 - 02/28/2018	
Abdominal Pain/Problems	0	0.00%	2	3.17%	2	2.67%
Allergic Reaction/Stings	0	0.00%	0	0.00%	0	0.00%
Animal Bite	0	0.00%	0	0.00%	0	0.00%
Assault	1	1.45%	0	0.00%	0	0.00%
Back Pain (Non-Traumatic)	0	0.00%	1	1.59%	0	0.00%
Breathing Problem	10	14.49%	2	3.17%	2	2.67%
Burns/Explosion	0	0.00%	0	0.00%	0	0.00%
Carbon Monoxide/Hazmat/Inhalation/CBRN	0	0.00%	2	3.17%	2	2.67%
Cardiac Arrest/Death	1	1.45%	0	0.00%	1	1.33%
Chest Pain (Non-Traumatic)	3	4.35%	6	9.52%	2	2.67%
Choking	1	1.45%	2	3.17%	0	0.00%
Convulsions/Seizure	2	2.90%	0	0.00%	5	6.67%
Diabetic Problem	0	0.00%	2	3.17%	0	0.00%
Electrocution/Lightning	1	1.45%	0	0.00%	0	0.00%
Eye Problem/Injury	0	0.00%	0	0.00%	0	0.00%
Falls	12	17.39%	14	22.22%	13	17.33%
Fire	5	7.25%	2	3.17%	2	2.67%
Headache	0	0.00%	0	0.00%	0	0.00%
Heart Problems/AICD	3	4.35%	1	1.59%	3	4.00%
Heat/Cold Exposure	0	0.00%	0	0.00%	0	0.00%
Hemorrhage/Laceration	3	4.35%	2	3.17%	1	1.33%
Industrial Accident/Inaccessible Incident/Other Entrapments (Non-Vehicle)	0	0.00%	0	0.00%	0	0.00%
Medical Alarm	0	0.00%	0	0.00%	0	0.00%
No Other Appropriate Choice	0	0.00%	0	0.00%	0	0.00%
Overdose/Poisoning/Ingestion	1	1.45%	4	6.35%	2	2.67%
Pregnancy/Childbirth/Miscarriage	0	0.00%	0	0.00%	0	0.00%
Psychiatric Problem/Abnormal Behavior/Suicide Attempt	1	1.45%	0	0.00%	2	2.67%
Sick Person	13	18.84%	9	14.29%	8	10.67%
Stab/Gunshot Wound/Penetrating Trauma	0	0.00%	0	0.00%	0	0.00%
Standby	0	0.00%	0	0.00%	0	0.00%
Stroke/CVA	0	0.00%	2	3.17%	1	1.33%
Traffic/Transportation Incident	1	1.45%	10	15.87%	20	26.67%
Transfer/Interfacility/Palliative Care	0	0.00%	0	0.00%	0	0.00%
Traumatic Injury	1	1.45%	0	0.00%	0	0.00%
Unconscious/Fainting/Near-Fainting	10	14.49%	2	3.17%	8	10.67%
Unknown Problem/Person Down	0	0.00%	0	0.00%	1	1.33%
Total	69		63		75	

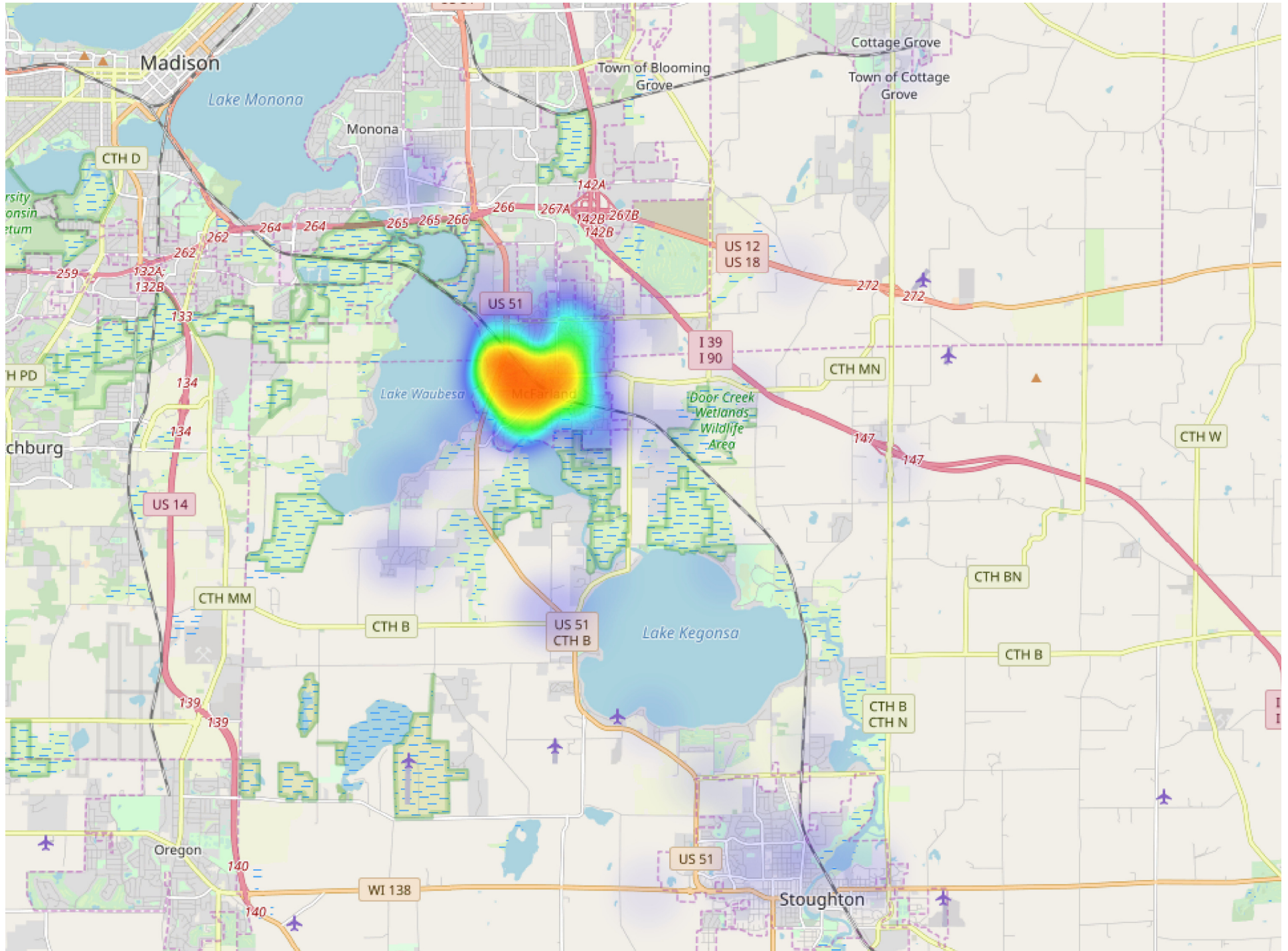
Ambulance Runs By Dispatch Reason

Incident Complaint Reported By Dispatch	01/01/20 - 1/31/20		01/01/19 - 1/31/19		01/01/18 - 1/31/18	
Abdominal Pain/Problems	8	4.88%	3	2.40%	3	1.82%
Allergic Reaction/Stings	0	0.00%	0	0.00%	2	1.21%
Animal Bite	0	0.00%	0	0.00%	0	0.00%
Assault	1	0.61%	0	0.00%	0	0.00%
Automated Crash Notification	0	0.00%	1	0.80%	1	0.61%
Back Pain (Non-Traumatic)	0	0.00%	11	8.80%	8	4.85%
Breathing Problem	19	11.59%	0	0.00%	0	0.00%
Burns/Explosion	0	0.00%	2	1.60%	2	1.21%
Carbon Monoxide/Hazmat/Inhalation/CBRN	0	0.00%	0	0.00%	1	0.61%
Cardiac Arrest/Death	2	1.22%	12	9.60%	3	1.82%
Chest Pain (Non-Traumatic)	6	3.66%	2	1.60%	0	0.00%
Choking	1	0.61%	0	0.00%	7	4.24%
Convulsions/Seizure	2	1.22%	3	2.40%	2	1.21%
Diabetic Problem	0	0.00%	0	0.00%	0	0.00%
Drowning/Diving/SCUBA Accident	0	0.00%	0	0.00%	0	0.00%
Electrocution/Lightning	1	0.61%	26	20.80%	34	20.61%
Eye Problem/Injury	0	0.00%	6	4.80%	7	4.24%
Falls	34	20.73%	0	0.00%	0	0.00%
Fire	8	4.88%	1	0.80%	5	3.03%
Headache	0	0.00%	1	0.80%	0	0.00%
Heart Problems/AICD	3	1.83%	3	2.40%	2	1.21%
Heat/Cold Exposure	0	0.00%	0	0.00%	0	0.00%
Hemorrhage/Laceration	5	3.05%		0.00%		0.00%
Industrial Accident/Inaccessible Incident/Other Entrapments (Non-Vehicle)	0	0.00%	0	0.00%	0	0.00%
Medical Alarm	0	0.00%	1	0.80%	1	0.61%
No Other Appropriate Choice	0	0.00%	6	4.80%	3	1.82%
Overdose/Poisoning/Ingestion	4	2.44%	0	0.00%	0	0.00%
Pregnancy/Childbirth/Miscarriage	1	0.61%	0	0.00%	2	1.21%
Psychiatric Problem/Abnormal Behavior/Suicide Attempt	3	1.83%		0.00%		0.00%
Sick Person	30	18.29%	18	14.40%	26	15.76%
Stab/Gunshot Wound/Penetrating Trauma	0	0.00%	0	0.00%	0	0.00%
Standby	0	0.00%	0	0.00%	0	0.00%
Stroke/CVA	2	1.22%	3	2.40%	3	1.82%
Traffic/Transportation Incident	9	5.49%	14	11.20%	32	19.39%
Transfer/Interfacility/Palliative Care	0	0.00%	0	0.00%	0	0.00%
Traumatic Injury	3	1.83%	4	3.20%	0	0.00%
Unconscious/Fainting/Near-Fainting	21	12.80%	8	6.40%	20	12.12%
Unknown Problem/Person Down	0	0.00%	0	1.07%	1	0.35%
Well Person Check	1	0.61%	0	0.00%	0	0.00%
Total	164		125		165	

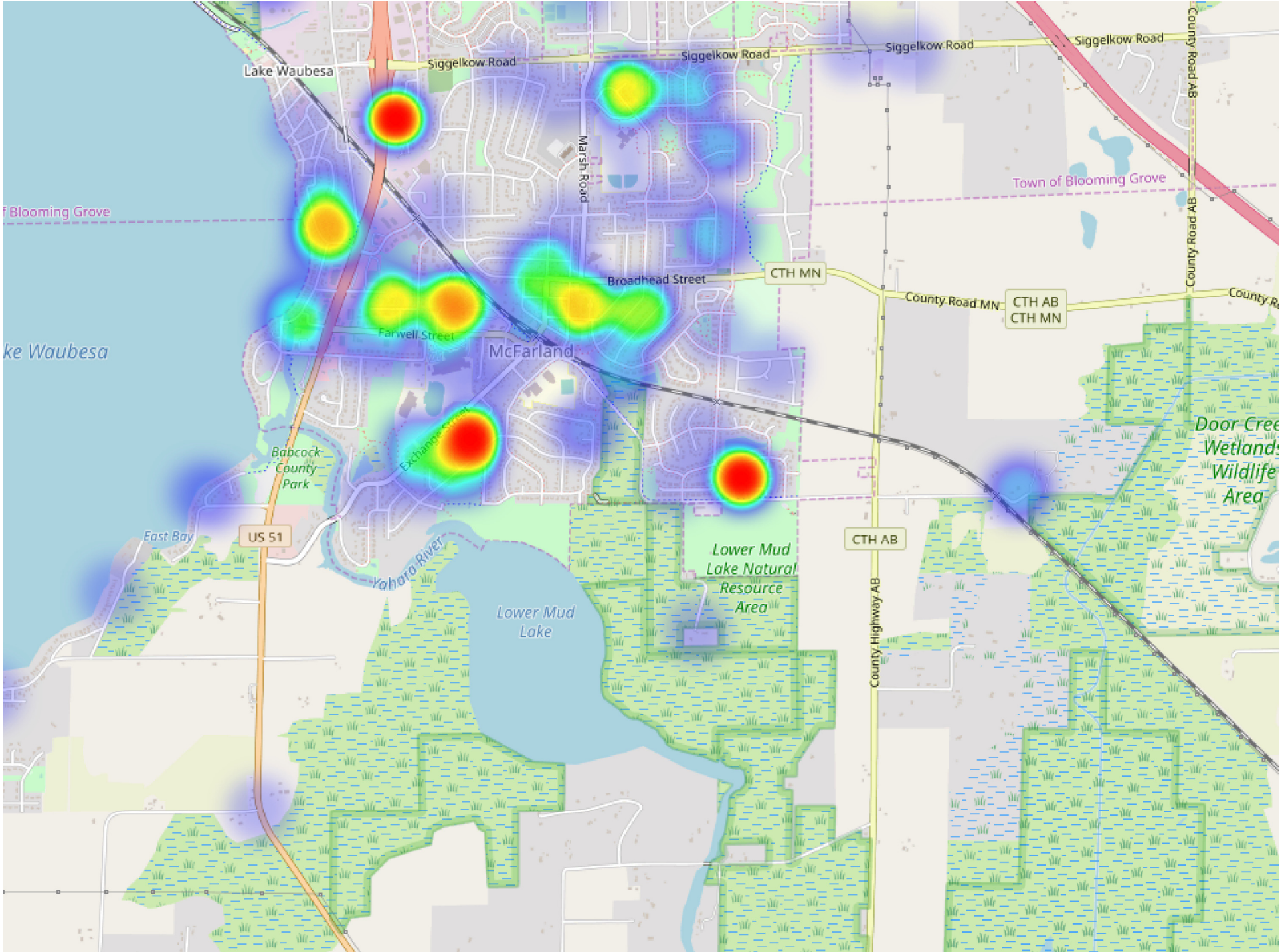
Medical Incidents YTD 2020



Medical Incidents YTD 2020



Medical Incidents YTD 2020



McFarland Fire & Rescue Dept.
Fire Incident Type Period Comparisons
Alarm Date Between {02/01/2020} and {02/29/2020}

Incident Type	02/01/2020 to 02/29/2020	02/01/2019 to 02/28/2019	02/01/2018 to 02/28/2018	02/01/2017 to 02/28/2017
111 Building fire	3	1	2	1
113 Cooking fire, confined to container	0	1	0	1
118 Trash or rubbish fire, contained	0	0	0	1
154 Dumpster or other outside trash receptacle fire	0	1	0	0
311 Medical assist, assist EMS crew	13	15	9	14
322 Motor vehicle accident with injuries	0	5	2	2
324 Motor Vehicle Accident with no injuries	0	0	2	2
412 Gas leak (natural gas or LPG)	0	0	1	0
413 Oil or other combustible liquid spill	0	1	0	0
424 Carbon monoxide incident	0	1	0	0
521 Water evacuation	0	1	0	0
522 Water or steam leak	1	1	1	0
542 Animal rescue	0	0	0	1
553 Public service	0	1	0	0
571 Cover assignment, standby, moveup	0	3	1	0
611 Dispatched & cancelled en route	8	2	3	6
622 No Incident found on arrival at dispatch address	3	1	0	0
651 Smoke scare, odor of smoke	0	0	2	0
700 False alarm or false call, Other	0	0	1	0
731 Sprinkler activation due to malfunction	0	1	0	0
733 Smoke detector activation due to malfunction	0	2	0	0
735 Alarm system sounded due to malfunction	2	0	0	0
736 CO detector activation due to malfunction	0	1	0	0
740 Unintentional transmission of alarm, Other	0	0	1	0
741 Sprinkler activation, no fire - unintentional	0	1	0	0
743 Smoke detector activation, no fire - unintentional	0	1	1	0
745 Alarm system activation, no fire - unintentional	0	1	0	0
746 Carbon monoxide detector activation, no CO	0	1	1	0
Totals	30	42	27	28

McFarland Fire & Rescue Dept.
Fire Incident Type Period Comparisons
Alarm Date Between {01/01/2020} and {02/29/2020}

Incident Type	01/01/2020 to 02/29/2020	01/01/2019 to 02/28/2019	01/01/2018 to 02/28/2018	01/01/2017 to 02/28/2017
111 Building fire	3	5	5	2
113 Cooking fire, confined to container	0	1	0	1
118 Trash or rubbish fire, contained	0	0	0	1
131 Passenger vehicle fire	1	0	0	0
151 Outside rubbish, trash or waste fire	0	1	0	0
154 Dumpster or other outside trash receptacle fire	0	1	0	0
311 Medical assist, assist EMS crew	30	23	17	23
322 Motor vehicle accident with injuries	2	7	5	4
324 Motor Vehicle Accident with no injuries	1	0	4	2
381 Rescue or EMS standby	0	0	0	1
411 Gasoline or other flammable liquid spill	2	1	0	1
412 Gas leak (natural gas or LPG)	0	2	1	1
413 Oil or other combustible liquid spill	0	1	0	0
424 Carbon monoxide incident	0	1	0	0
442 Overheated motor	1	0	0	0
463 Vehicle accident, general cleanup	0	1	0	0
521 Water evacuation	0	1	0	0
522 Water or steam leak	1	2	1	1
531 Smoke or odor removal	1	0	0	0
542 Animal rescue	0	0	0	1
553 Public service	1	1	0	0
555 Defective elevator, no occupants	1	0	0	0
571 Cover assignment, standby, moveup	0	4	1	0
611 Dispatched & cancelled en route	11	5	10	13
622 No Incident found on arrival at dispatch address	3	1	0	0
631 Authorized controlled burning	0	0	2	0
650 Steam, Other gas mistaken for smoke, Other	0	0	0	1
651 Smoke scare, odor of smoke	0	2	2	0
652 Steam, vapor, fog or dust thought to be smoke	0	0	0	1
661 EMS call, party transported by non-fire agency	0	0	0	1
671 HazMat release investigation w/no HazMat	0	1	1	1
700 False alarm or false call, Other	0	0	1	0
714 Central station, malicious false alarm	0	1	0	0
731 Sprinkler activation due to malfunction	0	2	1	0
733 Smoke detector activation due to malfunction	0	2	0	0
735 Alarm system sounded due to malfunction	2	2	1	1
736 CO detector activation due to malfunction	1	2	0	0
740 Unintentional transmission of alarm, Other	0	0	2	0
741 Sprinkler activation, no fire - unintentional	1	1	0	0
743 Smoke detector activation, no fire - unintentional	0	1	1	2
744 Detector activation, no fire - unintentional	0	0	1	0
745 Alarm system activation, no fire - unintentional	1	1	0	0

McFarland Fire & Rescue Dept.
Fire Incident Type Period Comparisons
Alarm Date Between {01/01/2020} and {02/29/2020}

Incident Type	01/01/2020 to 02/29/2020	01/01/2019 to 02/28/2019	01/01/2018 to 02/28/2018	01/01/2017 to 02/28/2017
746 Carbon monoxide detector activation, no CO	<u>1</u>	<u>2</u>	<u>3</u>	<u>1</u>
Totals	64	75	59	59

MCFARLAND POLICE DEPARTMENT



February 2020 Monthly Report

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FEBRUARY 2020 MONTHLY REPORT

Introductory Information

As observed on the attached Call Summary Report, the McFarland Police Department logged 647 cases in February. This is compared to 698 cases for the same time period in 2019. Cases of interest for the month were: six intoxicated drivers, seven domestic disturbances, three disturbances, five juvenile complaints, thirteen thefts, fourteen traffic accidents, and forty-six Fire/EMS assists. Officers also logged 209 traffic stops/complaints.

Cases of interest

02/07/2020 Officers were made aware there were two subjects, driving around the Village in a vehicle, that were stealing packages from the front porches of homes. Several officers began to look for the vehicle and subjects. Officers began to find empty boxes on several streets throughout the village. It appeared the suspects were taking the contents out of the box and throwing the it onto the street as they drove away from the victim's residence. A total of seven victims were identified in McFarland along with several in the City of Madison. A Madison Police Officer was able to locate the vehicle and the suspects were identified. The case was forwarded to the District Attorney's Office for charging.

02/22/2020 Officers were dispatched to the 5600 block of Peninsula Way for a domestic related disturbance. Officer arrived on scene and learned the male suspect had threatened the female victim with a knife. The male suspect had been arrested for another domestic situation on 12/16/2019 and was currently out on bail for that incident. The male was eventually arrested for domestic related disorderly conduct while armed and felony bail jumping. The suspect was transported to the Dane County Jail.

02/22/2020 Officers were dispatched to the 5200 block of Church Street for a domestic related disturbance. Officer arrived on scene and learned there was a verbal altercation between two adult brothers that turned physical at one point. During the altercation the victim was punched and strangled by the suspect. The altercation led to another victim being punched also. The suspect was arrested for domestic related disorderly conduct, battery, and strangulation. The suspect was transported to the Dane County Jail.

Staffing Report

- Our new Police Clerk III has now joined our staff and is in the training process now.
- We anticipate running one officer short for a short period of time in the near future due to a medical situation.

Equipment Report

- We are still awaiting the delivery of our three squad cars, with no new update available at this time.
- The video surveillance monitors in the dispatch area have been installed. We are awaiting the delivery of HDMI cords so that the squad room monitors can be replaced, and the new ones installed.
- We are taking inventory of our SET team equipment, as it is likely that our SET team will be one of many state-wide that will be called upon to assist with the upcoming Democratic National Convention. We will likely need to purchase a couple of ballistic visors for our team member's existing tactical helmets.

Budget Report

- Nothing to report at this time.

Training Report

- Chief Sherven, Lt. Redman, Sgt. Maurer, and Sgt. Job attended the Wisconsin Chiefs of Police Conference in the Wisconsin Dells.
- Sgt. Maurer and Officer Miller attended an Active Threat Conference in Oshkosh.
- Lt. Redman attended a two-day seminar for Public Safety Building Design and Construction.

Other Information

- In February, I met with practitioners from Healthy Minds, Inc. to discuss staff feedback received regarding to our first wellness check-ins. The intent of the meeting was to discuss ways to finetune the interactions to maximize their benefit to staff.
- We have now completed our soft interview room. A placard has been placed on the wall outside of the room to inform that the room is the result of a partnership between our department and NAMI of Dane County (National Alliance on Mental Illness), with the intent to utilize the room, amongst other uses, for the purposes of providing a much more relaxed environment for interviewing victims of sensitive crimes and/or mental trauma. We are making a second placard to replace the one currently hanging on the hallway wall that more obviously describes what the room is and its purpose. Once received, the one currently in the hallway will be moved inside the room itself.

- Our Ring Neighborhood Program has been beneficial so far, with video being provided by residents on a number of cases.



Incident Analysis Report Summary By Incident Type

McFarland Police Department
Official Case Report
Do Not Re-Release

Print Date/Time: 03/04/2020 13:29
Login ID: mcbgr
Incident Type: All
Call Source: All

From Date: 02/01/2020 00:00
To Date: 02/29/2020 23:59

McFarland Police Department
ORI Number: W0137300

Officer ID: All
Location: All

Incident Type	Number of Incidents
911 Abandoned Call	2
911 Call Playing w/Telephone	1
911 Call Silent	9
911 Call Unintentional	7
911 Disconnect	4
911 Misdialed Call	2
Accident Citizen Report	1
Accident Hit and Run	6
Accident MvDeer	1
Accident Property Damage	8
Adult Arrested Person	2
Alarm	12
Animal Stray	4
Assist Citizen	32
Assist Court	1
Assist EMS/Fire	48
Assist K9	1
Assist Police	25
Battery	1
Check Person	28
Check Property	167
Civil Dispute	1
Damage to Property	3
Disturbance	3
Domestic Disturbance	7
Drug Incident/Investigation	3
Follow-Up	5
Fraud	2
Information	20
Juvenile Arrest	3
Juvenile Complaint	2
Medical Examiner	1
Neighbor Trouble	4
OMV/M Arrest/Intoxicated Driver	5
Parking Complaint On Street	20
Phone	11
PNB/AED Response	1
Property Found	1

Page: 1 of 2



Incident Analysis Report Summary By Incident Type

McFarland Police Department
Official Case Report
Do Not Re-Release

Print Date/Time: 03/04/2020 13:29
Login ID: mcbgr
Incident Type: All
Call Source: All

From Date: 02/01/2020 00:00
To Date: 02/29/2020 23:59

McFarland Police Department
ORI Number: WI0137300
Officer ID: All
Location: All

Incident Type	Number of Incidents
Repo	1
Road Rage	1
Safety Hazard	7
Serving Legal Papers	1
Sexual Assault	1
Special Event	3
Suspicious Person	5
Suspicious Vehicle	8
Theft	11
Theft from Auto	1
Theft Retail	1
Threats Complaint	3
Traffic Arrest	1
Traffic Complaint/Investigation	23
Traffic Incident	1
Traffic Stop	184
Unknown	1
Weapons Offense	2
Total:	647

VILLAGE OF MCFARLAND

Village Board Minutes

Monday, February 24, 2020 - 7:00 PM

1. CALL TO ORDER.

Village President Czebotar called the regular meeting of the McFarland Village Board to order at 7:00 pm in the Community Room of the McFarland Municipal Center.

2. ATTENDANCE/ROLL CALL.

Village Board members present: Village Trustee Jerry Adrian, Village Trustee Stephanie Brassington, Village President Brad Czebotar, Village Trustee Dan Kolk, Village Trustee Eric Kryzenske, Village Trustee Clair Utter.

Village Board members not present: Village Trustee Mary Pat Lytle.

Staff Present: Administrator Matt Schuenke, Clerk/Treasurer Cassandra Suettinger, Police Chief Craig Sherven, Community and Economic Development Director Andrew Bremer, Public Works Director Jim Hessling and Fire/EMS Director Chris Dennis.

3. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.

a. Public Announcements

1) Spring Primary Results

b. Public Communications

President Czebotar reminded the Public about the final strategic plan workshop to be held on March 3rd at 7 p.m. in the Community Room.

4. CONSENT AGENDA.

a. Motion to approve the minutes from the meeting held on February 10, 2020.

b. Motion to approve pre-paid checks #76376-76392 in the amount of \$2,665,530.19 and current checks #76393-76490 in the amount of \$178,557.04.

c. Motion to approve appointing Pauline Beverley-Boness to serve as Election Inspector for the 2020-2021 term.

- d. Motion to approve an event permit Team 608 LLC. to hold the 608 Fox Trot Run on May 9, 2020 as recommended for approval by the Public Safety Committee.

Motion by President Brad Czebotar, second by Trustee Jerry Adrian, to approve item a of the consent agenda as amended. Motion carries 5 - 0 - 1 by acclamation with Trustee Eric Kryzenske abstaining.

Motion by President Brad Czebotar, second by Trustee Jerry Adrian, to approve items b - d of the consent agenda. Motion carries 6 - 0 - 0 by acclamation.

5. PUBLIC APPEARANCES.

- a. This is an opportunity for members of the public to address the Village Board. Members of the public who wish to address the board should fill out a public comment form and turn into the meeting chairperson. Members of the public may speak during public appearances or during their selected agenda item as they designate on the public comment form. Please adhere to the 3-minute time limit.

None.

6. BUSINESS.

- a. Parks, Recreation, and Natural Resources Committee (Trustees Kolk & Utter)

- 1) Discussion and action regarding a project to expand and regrade portions of the dog park.

Trustee Dan Kolk provided an overview of the request to expand and regrade portions of the dog park. He reported the Parks, Recreation and Natural Resources Committee recommended the item for approval.

Motion by Trustee Dan Kolk, second by President Brad Czebotar, to authorize the project to expand and regrade portions of the dog park from Moll Construction in the amount of \$38,277.50. Motion carries 4 - 2 - 0 by acclamation with Trustee Eric Kryzenske and Trustee Clair Utter voting nay.

- 2) Discussion and action regarding a proposal for Architectural Services in order to design and bid the construction of a shelter/bathroom facility at the Dog Park.

Trustee Kolk provided an overview of the item and request to construct a shelter/bathroom facility at the dog park. Additionally, he reported the Parks, Recreation and Natural Resources Committee recommended approval of the item.

Motion by Village Trustee Dan Kolk, second by Village Trustee Stephanie Brassington, to authorize a proposal for Architectural Services in order to design and bid the construction of a shelter/bathroom facility at the Dog Park. Motion carries 4 - 2 - 0 by acclamation with Trustee Eric Kryzenske and Trustee Clair Utter voting nay.

- 3) Discussion and action regarding a proposal for Architectural Services in order to design and bid the construction of the bathroom facility addition and second open air shelter at McDaniel Park.

Trustee Kolk reported that the proposal for a bathroom facility addition and second open air shelter at McDaniel park is a continuation of the improvements that were part of the master plan approved in 2017. He additionally reported that the Parks, Recreation and Natural Resource Committee recommended approval of the item.

Motion by Trustee Dan Kolk, second by Trustee Brassington, to authorize a proposal for Architectural Services in order to design and bid the construction of the bathroom facility addition and second open air shelter at McDaniel Park. Motion carries 4 - 2 - 0 by acclamation with Trustee Eric Kryzenske and Trustee Clair Utter voting nay.

- b. Parks, Recreation, and Natural Resources Committee (Trustee Kolk & Utter)
Plan Commission (President Czebotar & Trustee Kolk)

- 1) Discussion and action regarding Ordinance 2020-08: an ordinance to amend the municipal code concerning park impact fees, parkland dedication and fees in lieu of parkland dedication.

Motion by President Brad Czebotar, second by Trustee Dan Kolk, to adopt Ordinance 2020-08: an ordinance to amend the municipal code concerning park impact fees, parkland dedication and fees in lieu of parkland dedication. Motion carries 5 - 1 - 0 by acclamation with Trustee Clair Utter voting nay.

- c. Plan Commission (President Czebotar & Trustee Kolk)
Public Utilities Committee (Trustees Lytle & Kryzenske)

- 1) Discussion and action regarding an application to the Capital Area Regional Planning Commission to expand the Village's east side Urban Service Area Boundary.

President Czebotar reported on expansion of the east side Urban Service Area boundary and the Plan Commission's recommendation for approval. Trustee Eric Kryzenske reported the Public Utilities Committee recommended approval of the item as well.

Motion by Village President Brad Czebotar, second by Village Trustee Eric Kryzenske, to approve an application to the Capital Area Regional Planning Commission to expand the Village's east side Urban Service Area Boundary. Motion carries 5 - 0 - 1 by acclamation with Trustee Clair Utter abstaining.

- d. Public Safety Committee (Trustees Adrian & Brassington)

- 1) Discussion and action regarding Ordinance 2020-05: an ordinance to establish Section 38-38 of the Municipal Code prohibiting unlicensed massage therapy.

Trustee Jerry Adrian provided a report from the Public Safety Committee to recommend approval of ordinance 2020-05 regarding unlicensed massage therapy.

Motion by Village Trustee Jerry Adrian, second by Village Trustee Stephanie Brassington, to adopt Ordinance 2020-05: an ordinance to establish Section 38-38 of the Municipal Code prohibiting unlicensed massage therapy. Motion carries 5 - 1 - 0 by acclamation with Trustee Clair Utter voting nay.

- 2) Discussion and action regarding a Resolution 2020-05: a resolution adopting a bond schedule for violations of section 38-38 of the McFarland Municipal Code.

Motion by Village Trustee Jerry Adrian, second by Village Trustee Stephanie Brassington, to adopt Resolution 2020-05: a resolution adopting a bond schedule for violations of section 38-38 of the McFarland Municipal Code. Motion carries 5 - 1 - 0 by acclamation with Trustee Clair Utter voting nay.

- 3) Discussion and action regarding Ordinance 2020-10: An ordinance updating fees for direct seller's permits.

Motion by Trustee Jerry Adrian, second by Stephanie Brassington, to adopt Ordinance 2020-10: An ordinance updating fees for direct seller's permits. Motion carries 6 - 0 - 0 by acclamation.

- 4) Discussion and action to authorize the Police Department to make application to the COPS Hiring Grant.

Trustee Adrian provided a report from the Public Safety Committee. He reported while chances of getting the grant are slim, there is still potential to receive funds. The Public Safety Committee declined to make an official recommendation to the Village Board on the item. The Committee did not want application to the grant to commit the Village to funding the position.

Chief Sherven provided additional information on the COPS hiring grant and clarified that if the grant were awarded, the Village could decline the grant if it decided it did not want to fund the position.

Trustee Utter left the meeting at 7:40 p.m. and was not present for the vote on this item.

Motion by Trustee Jerry Adrian, second by Trustee Stephanie Brassington, to authorize the Police Department to make application to the COPS Hiring Grant. Motion carries 5 - 0 - 0 by acclamation.

- e. Public Utilities Committee (Trustees Lytle & Kryzenske)

- 1) Discussion and action regarding a proposal from the Village Engineer to design the east side interceptor within the Sanitary Sewer System.

Trustee Eric Kryzenske reported on the discussion from the Public Utilities Committee regarding designing the east side interceptor within the sanitary sewer system. The project is necessary to allow for growth on the east side of the Village. Work would be done likely Winter of 2020 to be place for further growth yet not disrupt wetlands.

Trustee Utter returned for discussion on this item.

Motion by Trustee Eric Kryzenske, second by Trustee Clair Utter, to accept a proposal from the Village Engineer to design the east side interceptor within the Sanitary Sewer System. Motion carries 5 - 0 - 1 by acclamation with Trustee Clair Utter abstain.

- 2) Discussion and action regarding a proposal to conduct maintenance at Well #4 located at Egner Park.

Motion by Trustee Eric Kryzenske, second by Trustee Clair Utter, to approve a proposal to conduct maintenance at Well #4 located at Egner Park in an amount not to exceed \$13,650. Motion carries 6 - 0 - 0 by acclamation.

- 3) Discussion and action regarding a lease amendment with US Cellular for their use of the Indian Mound Park Water Tower to mount cellular communications equipment.

Motion by Trustee Eric Kryzenske, second by Trustee Stephanie Brassington, to approve the lease amendment with US Cellular for their use of the Indian Mound Park Water Tower to mount cellular communications equipment. Motion carries 6 - 0 - 0 by acclamation.

- 4) Discussion and action regarding adjustments to sanitary sewer rates.

Village Administrator Schuenke reported Town & Country conducted a study on the sanitary sewer rates, and concluded that revenues are not trending high enough with expenses. A 22% increase is recommended to close the gap between revenues and expenses. Trustee Eric Kryzenske reported the Public Utilities Committee recommended approval of the sanitary sewer rate increase.

Motion by Trustee Eric Kryzenske, second by Trustee Stephanie Brassington, to approve an adjustment to sanitary sewer rates to 22% on variable and fixed charges and including replacement funds. Motion carries 6 - 0 - 0 by acclamation.

- f. Discussion and action regarding an Intergovernmental Agreement for the Madison Area Municipal Storm Water Partnership (MAMSWaP).

Village Administrator Schuenke provided an overview of the proposed intergovernmental agreement for MAMSWaP. He reported the partnership helps pool resources to meet requirements of the state storm water permit which includes education efforts.

Motion by President Brad Czebotar, second by Trustee Clair Utter, to approve an Intergovernmental Agreement for the Madison Area Municipal Storm Water Partnership (MAMSWaP). Motion carries 6 - 0 - 0 by acclamation.

- g. Authority, Board, Commission, and Committee agenda item requests, referrals, and updates.
None.

7. CLOSED SESSION.

- a. Discussion and action to convene into Closed Session in accordance with Wis. Stats. 19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, specifically regarding a filed lawsuit by the City of Madison against the Village of McFarland concerning lands previously annexed from the Town of Blooming Grove.

Motion by Village President Brad Czebotar, second by Village Trustee Dan Kolk, to convene into Closed Session in accordance with Wis. Stats. 19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, specifically regarding a filed lawsuit by the City of Madison against the Village of McFarland concerning lands previously annexed from the Town of Blooming Grove at 8:00 p.m. Motion carries 5 - 1 - 0 on a roll call vote: Adrian-aye, Brassington-aye, Czebotar-aye, Kolk-aye, Kryzenske-aye, and Utter-nay.

- b. Discussion and action to reconvene into Open Session.

Motion by Village Trustee Clair Utter, second by Village Trustee Dan Kolk, to reconvene into Open Session. Motion carries 6 - 0 - 0 by acclamation.

8. ADJOURNMENT.

Motion by Trustee Clair Utter, second by Trustee Jerry Adrian, to adjourn at 8:56 p.m.

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,
Cassandra Suettinger
Village Clerk/Treasurer

VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, March 3, 2020 - 7:00 PM

1. CALL TO ORDER.

Village President Czebotar called the special meeting of the McFarland Village Board to order at 7:00 pm in the Community Room of the McFarland Municipal Center.

2. ATTENDANCE/ROLL CALL.

Village Board members present: Village Trustee Jerry Adrian, Village Trustee Stephanie Brassington, Village President Brad Czebotar, Village Trustee Eric Kryzenske, Village Trustee Mary Pat Lytle, Village Trustee Clair Utter.

Village Board members not present: Village Trustee Dan Kolk.

Staff Present: Administrator Matt Schuenke, Clerk/Treasurer Cassandra Suettinger, and Communications & Technology Director Stephanie Miller.

3. BUSINESS.

a. Discussion and presentation of the draft Village of McFarland Strategic Plan.

President Czebotar provided opening remarks to introduce the draft 2020-2030 Village of McFarland Strategic Plan.

Village Administrator Schuenke presented the plan and capital and operational projections over the ten years. He provided information on the forecasted tax rate changes and projected property tax implications for the projects contained in the plan.

Questions from audience members were answered and additional information on how to make comments on the plan was provided.

4. ADJOURNMENT.

Motion by Village Trustee Clair Utter, second by Village Trustee Jerry Adrian, to adjourn at 8:13 p.m.

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,
Cassandra Suettinger
Village Clerk/Treasurer

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Amount
02/29/2020	PC	03/06/2020	76498	RENTZ, ERIN	193	1,410.70
02/29/2020	PC	03/06/2020	76499	LEONARD, ISIS	4052	89.21
02/29/2020	CDPT	03/06/2020	76500	WI AFSCME COUNCIL 32	7	40.57
02/29/2020	CDPT	03/06/2020	76500	WI AFSCME COUNCIL 32	7	85.00
02/29/2020	CDPT	03/06/2020	76501	WI SCTF	5	207.89

PAYROLL RELATED

\$1,793.17

Report Criteria:

Report type: GL detail

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
02/20	02/28/2020	76491	30	ALLIANT ENERGY/WP&L	PW FACILITY	022120	1	100-53000-220-000	1,172.01
02/20	02/28/2020	76491	30	ALLIANT ENERGY/WP&L	WATER TOWER - HOLSCHER	022120	2	600-53716-220-000	19.54
02/20	02/28/2020	76491	30	ALLIANT ENERGY/WP&L	WATER TOWER - BURMA	022120	3	600-53716-220-000	57.73
02/20	02/28/2020	76491	30	ALLIANT ENERGY/WP&L	WELL #1	022120	4	600-53716-220-000	408.07
02/20	02/28/2020	76491	30	ALLIANT ENERGY/WP&L	WELL #3	022120	5	600-53716-220-000	1,081.96
02/20	02/28/2020	76491	30	ALLIANT ENERGY/WP&L	WELL #1	022120	6	600-53716-340-000	63.50
02/20	02/28/2020	76491	30	ALLIANT ENERGY/WP&L	WELL #3	022120	7	600-53716-340-000	65.21
02/20	02/28/2020	76491	30	ALLIANT ENERGY/WP&L	WELL #4	022120	8	600-53716-340-000	57.19
02/20	02/28/2020	76491	30	ALLIANT ENERGY/WP&L	LIFT #1	022120	9	600-53615-220-000	169.31
02/20	02/28/2020	76491	30	ALLIANT ENERGY/WP&L	LIFT #2	022120	10	600-53615-220-000	139.65
02/20	02/28/2020	76491	30	ALLIANT ENERGY/WP&L	LIFT #3	022120	11	600-53615-220-000	62.97
02/20	02/28/2020	76491	30	ALLIANT ENERGY/WP&L	LIFT #5	022120	12	600-53615-220-000	185.98
02/20	02/28/2020	76491	30	ALLIANT ENERGY/WP&L	BRANDT PARK PAVILION	022120	13	100-55200-220-000	25.89
02/20	02/28/2020	76491	30	ALLIANT ENERGY/WP&L	LEWIS PARK SHELTER	022120	14	100-55200-220-000	234.48
02/20	02/28/2020	76491	30	ALLIANT ENERGY/WP&L	FLOWER CORNER	022120	15	100-55200-220-000	25.54
02/20	02/28/2020	76491	30	ALLIANT ENERGY/WP&L	GAZEBO	022120	16	100-55200-220-000	30.15
02/20	02/28/2020	76491	30	ALLIANT ENERGY/WP&L	MCDANIEL	022120	17	100-55200-220-000	20.13
02/20	02/28/2020	76491	30	ALLIANT ENERGY/WP&L	CEDAR GLADE AERATOR	022120	18	605-53440-242-000	14.73
02/20	02/28/2020	76491	30	ALLIANT ENERGY/WP&L	STREET LIGHTING (2)	022120	19	100-53000-291-000	330.56
02/20	02/28/2020	76491	30	ALLIANT ENERGY/WP&L	TRAFFIC FLASHERS - BASHFORD	022120	20	100-53000-291-000	17.04
02/20	02/28/2020	76491	30	ALLIANT ENERGY/WP&L	TRAFFIC FLASHERS - FARWELL 1	022120	21	100-53000-291-000	16.92
02/20	02/28/2020	76491	30	ALLIANT ENERGY/WP&L	TRAFFIC FLASHERS - FARWELL 2	022120	22	100-53000-291-000	16.70
02/20	02/28/2020	76491	30	ALLIANT ENERGY/WP&L	TRAFFIC FLASHERS - CREAMERY	022120	23	100-53000-291-000	17.16
02/20	02/28/2020	76491	30	ALLIANT ENERGY/WP&L	SIRENS	022120	24	100-51600-220-000	27.56
Total 76491:									4,259.98
02/20	02/28/2020	76492	16680	CARDMEMBER SERVICE	SCHUENKE	MSB021920	1	100-1624	159.58
02/20	02/28/2020	76492	16680	CARDMEMBER SERVICE	MILLER	MSB021920	2	100-1624	1,571.87
02/20	02/28/2020	76492	16680	CARDMEMBER SERVICE	DENNIS	MSB021920	3	100-1624	1,675.66
02/20	02/28/2020	76492	16680	CARDMEMBER SERVICE	REITER	MSB021920	4	100-1624	287.29
02/20	02/28/2020	76492	16680	CARDMEMBER SERVICE	COX	MSB021920	5	100-1624	2,916.26
02/20	02/28/2020	76492	16680	CARDMEMBER SERVICE	KENT	MSB021920	6	100-1624	431.67
02/20	02/28/2020	76492	16680	CARDMEMBER SERVICE	REDMAN	MSB021920	7	100-1624	212.15
02/20	02/28/2020	76492	16680	CARDMEMBER SERVICE	JACOBSEN	MSB021920	8	100-1624	93.83
02/20	02/28/2020	76492	16680	CARDMEMBER SERVICE	HESSLING	MSB021920	9	100-1624	90.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
02/20	02/28/2020	76492	16680	CARDMEMBER SERVICE	ANDERSEN	MSB021920	10	100-1624	1,522.75
02/20	02/28/2020	76492	16680	CARDMEMBER SERVICE	JOB	MSB021920	11	100-1624	411.00
02/20	02/28/2020	76492	16680	CARDMEMBER SERVICE	DAY	MSB021920	12	100-1624	55.00
02/20	02/28/2020	76492	16680	CARDMEMBER SERVICE	REIMER	MSB021920	13	100-1624	874.52
02/20	02/28/2020	76492	16680	CARDMEMBER SERVICE	SUETTINGER	MSB021920	14	100-1624	864.48
02/20	02/28/2020	76492	16680	CARDMEMBER SERVICE	MAURER	MSB021920	15	100-1624	190.98
02/20	02/28/2020	76492	16680	CARDMEMBER SERVICE	SHERVEN	MSB021920	16	100-1624	320.48
02/20	02/28/2020	76492	16680	CARDMEMBER SERVICE	SEYMOUR	MSB021920	17	100-1624	30.74
02/20	02/28/2020	76492	16680	CARDMEMBER SERVICE	IRWIN	MSB021920	18	100-1624	273.69
02/20	02/28/2020	76492	16680	CARDMEMBER SERVICE	BREMER	MSB021920	19	100-1624	2,720.00
02/20	02/28/2020	76492	16680	CARDMEMBER SERVICE	ENGLER	MSB021920	20	100-1624	634.22
02/20	02/28/2020	76492	16680	CARDMEMBER SERVICE	LARSON	MSB021920	21	100-1624	433.89
Total 76492:									15,770.06
02/20	02/28/2020	76493	1989	CORPORATE BUSINESS SYSTE	COPIER	26461099	1	205-55110-240-000	229.05
Total 76493:									229.05
02/20	02/28/2020	76494	1921	FRONTIER	PW PHONE	021620	1	600-53610-310-000	140.62
02/20	02/28/2020	76494	1921	FRONTIER	PW PHONE	021620	2	600-53710-310-000	140.62
02/20	02/28/2020	76494	1921	FRONTIER	PW PHONE	021620	3	605-53440-340-000	70.32
02/20	02/28/2020	76494	1921	FRONTIER	ADMIN PHONE	021620	4	100-51420-221-000	50.23
02/20	02/28/2020	76494	1921	FRONTIER	FIRE/EMS PHONE	021620	5	100-52200-221-000	50.23
02/20	02/28/2020	76494	1921	FRONTIER	OUTREACH PHONE	021620	6	100-54600-221-000	50.23
02/20	02/28/2020	76494	1921	FRONTIER	PW PHONE	021620	7	100-53000-221-000	50.23
02/20	02/28/2020	76494	1921	FRONTIER	CD PHONE	021620	8	100-52400-221-000	50.23
02/20	02/28/2020	76494	1921	FRONTIER	PD PHONE	021620	9	100-52100-221-000	50.23
02/20	02/28/2020	76494	1921	FRONTIER	COMM TECH PHONE	021620	10	200-55600-221-000	50.23
Total 76494:									703.17
02/20	02/28/2020	76495	1405	TAPCO	STREET SIGNS AND EQUIPMENT	SO635201A	1	400-57210-811-108	39,999.70
Total 76495:									39,999.70
02/20	02/28/2020	76496	212	CREATIVE SIGNS	VEHICLE DECALS	091219	1	100-53000-241-000	25.00

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 76496:									25.00
03/20	03/02/2020	76497	759	POSTMASTER	UTILITY BILLS	030220	1	605-53440-311-000	137.99
03/20	03/02/2020	76497	759	POSTMASTER	UTILITY BILLS	030220	2	600-53710-311-000	137.98
03/20	03/02/2020	76497	759	POSTMASTER	UTILITY BILLS	030220	3	600-53610-311-000	137.98
Total 76497:									413.95
03/20	03/06/2020	76502	1397	ALL COMFORT SERVICES	MC HVAC REPAIRS	607030	1	605-53440-242-000	216.73
03/20	03/06/2020	76502	1397	ALL COMFORT SERVICES	MC HVAC REPAIRS	607030	2	600-53616-242-000	216.73
03/20	03/06/2020	76502	1397	ALL COMFORT SERVICES	MC HVAC REPAIRS	607030	3	600-53716-242-000	216.73
03/20	03/06/2020	76502	1397	ALL COMFORT SERVICES	MC HVAC REPAIRS	607030	4	100-51600-242-000	794.68
Total 76502:									1,444.87
03/20	03/06/2020	76503	30	ALLIANT ENERGY/WP&L	STREET LIGHTING (1)	022720	1	100-53000-291-000	9,083.10
Total 76503:									9,083.10
03/20	03/06/2020	76504	17084	AMAZON CAPITAL SERVICES	OFFICE FAN	16YG-RDQT-	1	205-55110-242-000	372.62
Total 76504:									372.62
03/20	03/06/2020	76505	10	ARAMARK	MATS	1641001328	1	205-55110-242-000	41.65
03/20	03/06/2020	76505	10	ARAMARK	MATS	1641006672	1	205-55110-242-000	45.75
Total 76505:									87.40
03/20	03/06/2020	76506	1359	AUTO CLEAN LLC	SQUAD WASHES	3859	1	100-52100-241-000	100.00
Total 76506:									100.00
03/20	03/06/2020	76507	17187	B&H PHOTO	POLICE SECURITY CAMERA MONITOR PRO	168100713	1	400-57210-813-101	131.13
03/20	03/06/2020	76507	17187	B&H PHOTO	TECH SPECIALIST COMPUTER ACCESSORI	168288342	1	400-57150-811-101	51.84
03/20	03/06/2020	76507	17187	B&H PHOTO	MEETING ROOM UPGRADES	168541516	1	400-57140-825-103	1,329.22
Total 76507:									1,512.19

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
03/20	03/06/2020	76508	68	BADGER WELDING SUPP INC	BADGER WELDING - OXYGEN	3576167	1	100-52200-340-000	12.95
Total 76508:									12.95
03/20	03/06/2020	76509	17141	BADGERLAND DISPOSAL	PORTABLE RESTROOM RENTALS	0001017610	1	100-55200-340-000	360.00
Total 76509:									360.00
03/20	03/06/2020	76510	74	BAKER & TAYLOR BOOKS	ADULT BOOKS	2035107319	1	205-55110-344-000	535.85
03/20	03/06/2020	76510	74	BAKER & TAYLOR BOOKS	JUVENILE BOOKS	2035111598	1	205-55110-344-000	603.81
03/20	03/06/2020	76510	74	BAKER & TAYLOR BOOKS	ADULT BOOKS	2035111620	1	205-55110-344-000	461.16
03/20	03/06/2020	76510	74	BAKER & TAYLOR BOOKS	ADULT BOOKS	2035113930	1	205-55110-344-000	564.01
03/20	03/06/2020	76510	74	BAKER & TAYLOR BOOKS	ADULT BOOKS	2035116310	1	205-55110-344-000	468.79
03/20	03/06/2020	76510	74	BAKER & TAYLOR BOOKS	ADULT BOOKS	2035130453	1	205-55110-344-000	409.04
03/20	03/06/2020	76510	74	BAKER & TAYLOR BOOKS	JUVENILE BOOKS	2035134658	1	205-55110-344-000	55.08
03/20	03/06/2020	76510	74	BAKER & TAYLOR BOOKS	ADULT BOOKS	5016012365	1	205-55110-344-000	12.24
Total 76510:									3,109.98
03/20	03/06/2020	76511	17306	BEACH HOUSE PROPERTIES	CLOSE ESCROW ACCOUNT	021420	1	100-2640	1,742.45
Total 76511:									1,742.45
03/20	03/06/2020	76512	16386	BEAR GRAPHICS	ELECTION SUPPLIES	0841877	1	100-51440-340-000	899.90
Total 76512:									899.90
03/20	03/06/2020	76513	17312	BIAS, ELISHA	OVERPAYMENT ON CITATION	030420	1	100-45110-000	126.00
Total 76513:									126.00
03/20	03/06/2020	76514	17311	BIG RIVER ORGANICS	ADULT PROGRAM	302	1	205-55110-391-000	50.00
Total 76514:									50.00
03/20	03/06/2020	76515	1256	BOUND TREE MEDICAL, LLC	EMS - SUPPLIES	83510343	1	100-52200-340-000	33.58
03/20	03/06/2020	76515	1256	BOUND TREE MEDICAL, LLC	EMS - SUPPLIES	83511990	1	100-52200-391-000	106.32
03/20	03/06/2020	76515	1256	BOUND TREE MEDICAL, LLC	EMS - SUPPLIES	83513459	1	100-52200-340-000	106.46
03/20	03/06/2020	76515	1256	BOUND TREE MEDICAL, LLC	PW SHOP SUPPLIES	83514873	1	605-53440-340-000	60.54

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
03/20	03/06/2020	76515	1256	BOUND TREE MEDICAL, LLC	PW SHOP SUPPLIES	83514873	2	600-53616-340-000	60.54
03/20	03/06/2020	76515	1256	BOUND TREE MEDICAL, LLC	PW SHOP SUPPLIES	83514873	3	600-53716-340-000	60.54
03/20	03/06/2020	76515	1256	BOUND TREE MEDICAL, LLC	PW SHOP SUPPLIES	83514873	4	100-53000-340-000	221.98
03/20	03/06/2020	76515	1256	BOUND TREE MEDICAL, LLC	EMS - SUPPLIES	83516236	1	100-52200-340-000	129.43
03/20	03/06/2020	76515	1256	BOUND TREE MEDICAL, LLC	EMS - SUPPLIES	83517848	1	100-52200-340-000	112.86
Total 76515:									892.25
03/20	03/06/2020	76516	115	BRANDT, BRETT	PLOW MEALS	BB022920	1	100-53000-340-000	43.69
Total 76516:									43.69
03/20	03/06/2020	76517	17309	BROWN, AMIE	BOOTS REIMBURSEMENT - BROWN	AB022520	1	100-52200-142-000	141.49
Total 76517:									141.49
03/20	03/06/2020	76518	16860	BUDGET SIGNS & SPECIALTIES	WALL PLAQUE	33564	1	100-52100-340-000	68.40
Total 76518:									68.40
03/20	03/06/2020	76519	1909	CATERPILLAR FINANCIAL SERV	LOADER LEASE	20669827	1	400-57310-811-102	796.50
03/20	03/06/2020	76519	1909	CATERPILLAR FINANCIAL SERV	LOADER LEASE	20669827	2	600-53612-390-000	265.50
03/20	03/06/2020	76519	1909	CATERPILLAR FINANCIAL SERV	LOADER LEASE	20669827	3	600-53712-390-000	265.50
03/20	03/06/2020	76519	1909	CATERPILLAR FINANCIAL SERV	LOADER LEASE	20669827	4	605-53440-240-000	265.50
Total 76519:									1,593.00
03/20	03/06/2020	76520	150	CDW GOVERNMENT INC	PW SURFACE PURCHASE	WTH7412	1	400-57120-813-101	116.82
03/20	03/06/2020	76520	150	CDW GOVERNMENT INC	PW SURFACE PURCHASE	WTH7412	2	600-53610-310-000	116.82
03/20	03/06/2020	76520	150	CDW GOVERNMENT INC	PW SURFACE PURCHASE	WTH7412	3	600-53710-310-000	116.82
03/20	03/06/2020	76520	150	CDW GOVERNMENT INC	PW SURFACE PURCHASE	WTH7412	4	605-53440-310-000	116.82
03/20	03/06/2020	76520	150	CDW GOVERNMENT INC	PW SURFACE PURCHASE	WWP7276	1	605-53440-310-000	717.28
03/20	03/06/2020	76520	150	CDW GOVERNMENT INC	PW SURFACE PURCHASE	WWP7276	2	600-53710-310-000	717.28
03/20	03/06/2020	76520	150	CDW GOVERNMENT INC	PW SURFACE PURCHASE	WWP7276	3	600-53610-310-000	717.29
03/20	03/06/2020	76520	150	CDW GOVERNMENT INC	PW SURFACE PURCHASE	WWP7276	4	400-57120-813-101	717.29
Total 76520:									3,336.42
03/20	03/06/2020	76521	158	CHARTER COMMUNICATIONS	ADMIN INTERNET	00118250301	1	100-51420-221-000	147.97

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
03/20	03/06/2020	76521	158	CHARTER COMMUNICATIONS	CABLE INTERNET	00118250301	2	200-55600-221-000	144.38
03/20	03/06/2020	76521	158	CHARTER COMMUNICATIONS	FIRE/EMS INTERNET	00118250301	3	100-52200-221-000	117.00
03/20	03/06/2020	76521	158	CHARTER COMMUNICATIONS	PD INTERNET	00118250301	4	100-52100-221-000	36.00
Total 76521:									445.35
03/20	03/06/2020	76522	175	CIVIC SYSTEMS LLC	SERVER MIGRATION	CVC19000	1	600-53710-210-000	100.00
03/20	03/06/2020	76522	175	CIVIC SYSTEMS LLC	SERVER MIGRATION	CVC19000	2	600-53610-210-000	100.00
03/20	03/06/2020	76522	175	CIVIC SYSTEMS LLC	SERVER MIGRATION	CVC19000	3	605-53440-210-000	100.00
03/20	03/06/2020	76522	175	CIVIC SYSTEMS LLC	SERVER MIGRATION	CVC19000	4	100-51450-210-000	300.00
Total 76522:									600.00
03/20	03/06/2020	76523	1989	CORPORATE BUSINESS SYSTE	ADMIN COPIERS	26604292	1	100-51420-240-000	190.54
Total 76523:									190.54
03/20	03/06/2020	76524	16257	CORPORATE BUSINESS SYSTE	COPIER LEASE	276208	1	205-55110-240-000	12.43
03/20	03/06/2020	76524	16257	CORPORATE BUSINESS SYSTE	COPIER LEASE	276209	1	205-55110-240-000	105.49
03/20	03/06/2020	76524	16257	CORPORATE BUSINESS SYSTE	PW COLOR COPY OVERAGES	276233	1	600-53610-310-000	56.28
03/20	03/06/2020	76524	16257	CORPORATE BUSINESS SYSTE	PW COLOR COPY OVERAGES	276233	2	600-53710-310-000	56.28
03/20	03/06/2020	76524	16257	CORPORATE BUSINESS SYSTE	PW COLOR COPY OVERAGES	276233	3	605-53440-310-000	56.28
Total 76524:									286.76
03/20	03/06/2020	76525	212	CREATIVE SIGNS	VEHICLE DECALS	021720	1	100-53000-241-000	40.00
Total 76525:									40.00
03/20	03/06/2020	76526	234	DANE CO EMERGENCY MGMT	ANNUAL SUPPORT FEE-DANE ELITE	10040	1	100-52200-320-000	496.10
Total 76526:									496.10
03/20	03/06/2020	76527	247	DANE CO TREASURER	JAIL & SURCHARGES - FEB	154-030120	1	100-45110-000	1,836.86
Total 76527:									1,836.86
03/20	03/06/2020	76528	16319	DANE CO TREASURER	TAX BILL ENVELOPES	37406	1	610-53620-340-000	6.59
03/20	03/06/2020	76528	16319	DANE CO TREASURER	TAX BILL ENVELOPES	37406	2	305-51410-210-000	17.98

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
03/20	03/06/2020	76528	16319	DANE CO TREASURER	TAX BILL ENVELOPES	37406	3	310-51410-210-000	17.98
03/20	03/06/2020	76528	16319	DANE CO TREASURER	TAX BILL ENVELOPES	37406	4	315-51410-210-000	17.98
03/20	03/06/2020	76528	16319	DANE CO TREASURER	TAX BILL ENVELOPES	37406	5	600-53610-210-000	1.80
03/20	03/06/2020	76528	16319	DANE CO TREASURER	TAX BILL ENVELOPES	37406	6	600-53710-210-000	1.80
03/20	03/06/2020	76528	16319	DANE CO TREASURER	TAX BILL ENVELOPES	37406	7	605-53440-210-000	1.80
03/20	03/06/2020	76528	16319	DANE CO TREASURER	TAX BILL ENVELOPES	37406	8	100-51420-310-000	53.91
Total 76528:									119.84
03/20	03/06/2020	76529	17045	DETROIT SALT COMPANY	ROAD SALT	SI20-05629	1	100-53000-370-000	13,256.60
Total 76529:									13,256.60
03/20	03/06/2020	76530	16746	EMBASSY CONTROLS	FREEZE STAT	1006996	1	205-55110-242-000	920.00
Total 76530:									920.00
03/20	03/06/2020	76531	341	ENVIRONMENT CONTROL	JANITORIAL SERVICES	13195-613	1	205-55110-210-000	1,389.00
03/20	03/06/2020	76531	341	ENVIRONMENT CONTROL	MC CLEANING	13316-613	1	100-51600-210-000	1,457.00
Total 76531:									2,846.00
03/20	03/06/2020	76532	361	FIRST SUPPLY LLC MADISON	WATERMAIN PARTS	12100807-00	1	600-53718-822-101	132.00
Total 76532:									132.00
03/20	03/06/2020	76533	1921	FRONTIER	LIBRARY PHONE	022220	1	205-55110-221-000	78.81
Total 76533:									78.81
03/20	03/06/2020	76534	17195	GRADY, BRUCE	DRONE TEST REIMBURSEMENT	BG021720	1	100-52100-331-000	160.00
Total 76534:									160.00
03/20	03/06/2020	76535	1694	HEARTLAND LITHO	OUTLOOK PRINTING/MAILING	65513	1	100-51100-210-000	847.08
03/20	03/06/2020	76535	1694	HEARTLAND LITHO	OUTLOOK PRINTING/MAILING	65513	2	600-53610-321-000	84.71
03/20	03/06/2020	76535	1694	HEARTLAND LITHO	OUTLOOK PRINTING/MAILING	65513	3	600-53710-321-000	84.71
03/20	03/06/2020	76535	1694	HEARTLAND LITHO	OUTLOOK PRINTING/MAILING	65513	4	605-53440-321-000	338.83
03/20	03/06/2020	76535	1694	HEARTLAND LITHO	OUTLOOK PRINTING/MAILING	65513	5	610-53620-321-000	338.83

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
03/20	03/06/2020	76535	1694	HEARTLAND LITHO	UTILITY BILLS	65529	1	600-53711-311-000	68.91
03/20	03/06/2020	76535	1694	HEARTLAND LITHO	UTILITY BILLS	65529	2	600-53611-311-000	68.91
03/20	03/06/2020	76535	1694	HEARTLAND LITHO	UTILITY BILLS	65529	3	605-53440-311-000	68.92
Total 76535:									1,900.90
03/20	03/06/2020	76536	1904	HUMPHREY SERVICE PARTS IN	SHOP SUPPLIES	1205705	1	100-53000-340-000	8.19
03/20	03/06/2020	76536	1904	HUMPHREY SERVICE PARTS IN	SHOP SUPPLIES	1205705	2	600-53716-340-000	2.23
03/20	03/06/2020	76536	1904	HUMPHREY SERVICE PARTS IN	SHOP SUPPLIES	1205705	3	600-53616-340-000	2.23
03/20	03/06/2020	76536	1904	HUMPHREY SERVICE PARTS IN	SHOP SUPPLIES	1205705	4	605-53440-340-000	2.23
03/20	03/06/2020	76536	1904	HUMPHREY SERVICE PARTS IN	SHOP SUPPLIES	1205723	1	100-53000-340-000	32.15
03/20	03/06/2020	76536	1904	HUMPHREY SERVICE PARTS IN	SHOP SUPPLIES	1205723	2	600-53716-340-000	8.77
03/20	03/06/2020	76536	1904	HUMPHREY SERVICE PARTS IN	SHOP SUPPLIES	1205723	3	600-53616-340-000	8.77
03/20	03/06/2020	76536	1904	HUMPHREY SERVICE PARTS IN	SHOP SUPPLIES	1205723	4	605-53440-340-000	8.77
Total 76536:									73.34
03/20	03/06/2020	76537	452	HYDRITE CHEMICAL	WATER CHEMICALS	02335605	1	600-53717-340-000	717.81
Total 76537:									717.81
03/20	03/06/2020	76538	453	IACP	MEMBERSHIP DUES - REDMAN	0094094	1	100-52100-320-000	190.00
03/20	03/06/2020	76538	453	IACP	MEMBERSHIP DUES - SHERVEN	0100765	1	100-52100-320-000	190.00
Total 76538:									380.00
03/20	03/06/2020	76539	2219	INTOXIMETERS	INTOXIMETER SUPPLIES	651839	1	100-52100-240-000	110.00
Total 76539:									110.00
03/20	03/06/2020	76540	1452	JACOBSEN, NATE	TRAINING MEAL	NJ020920	1	100-52100-331-000	15.00
Total 76540:									15.00
03/20	03/06/2020	76541	476	JEFFERSON FIRE & SAFETY IN	SCOTT FACESEAL	IN115335	1	100-52200-343-000	300.18
03/20	03/06/2020	76541	476	JEFFERSON FIRE & SAFETY IN	PASSPORT	IN115680	1	100-52200-343-000	30.99
03/20	03/06/2020	76541	476	JEFFERSON FIRE & SAFETY IN	PATCH & REFLEX BRILLANCE	IN115814	1	100-52200-343-000	238.86
03/20	03/06/2020	76541	476	JEFFERSON FIRE & SAFETY IN	SCOTT FACESEAL	IN115876	1	100-52200-343-000	302.92

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 76541:									872.95
03/20	03/06/2020	76542	2248	KELLN, JACK	PLOW MEALS	JK022920	1	100-53000-340-000	39.54
Total 76542:									39.54
03/20	03/06/2020	76543	2070	KKS PROPERTY	COMMON AREA MAINT. FORMER LIB	2020-03	1	100-51600-242-000	400.00
Total 76543:									400.00
03/20	03/06/2020	76544	505	KLEMENTZ, MICHAEL	KLEMENTZ - CLOTHING REIMBURSEMENT	MK021520	1	100-52100-142-000	49.51
03/20	03/06/2020	76544	505	KLEMENTZ, MICHAEL	KLEMENTZ - CLOTHING REIMBURSEMENT	MK022320	1	100-52100-142-000	34.45
Total 76544:									83.96
03/20	03/06/2020	76545	17225	KREY, LINDSEY	PLOW MEALS	LK022920	1	100-53000-340-000	9.79
Total 76545:									9.79
03/20	03/06/2020	76546	17226	LARSON, SAYER	PLOW MEALS	SL022920	1	100-53000-340-000	7.29
Total 76546:									7.29
03/20	03/06/2020	76547	538	LAWSON PRODUCTS INC	SHOP SUPPLIES	9307403843	1	100-53000-340-000	122.13
03/20	03/06/2020	76547	538	LAWSON PRODUCTS INC	SHOP SUPPLIES	9307403843	2	600-53716-340-000	33.31
03/20	03/06/2020	76547	538	LAWSON PRODUCTS INC	SHOP SUPPLIES	9307403843	3	600-53616-340-000	33.31
03/20	03/06/2020	76547	538	LAWSON PRODUCTS INC	SHOP SUPPLIES	9307403843	4	605-53440-340-000	33.31
Total 76547:									222.06
03/20	03/06/2020	76548	16712	LIFE-ASSIST, INC	MED SUPPLIES	974669	1	100-52200-340-000	64.10
Total 76548:									64.10
03/20	03/06/2020	76549	16554	M&M OFFICE INTERIORS, INC	DEPOSIT FOR PROPOSAL MPD003	MPD003-1	1	100-52100-310-000	245.00
Total 76549:									245.00

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
03/20	03/06/2020	76550	2237	MADISON COLLEGE	TUITION AND FEES	CORP-00000	1	100-52200-290-000	877.20
Total 76550:									877.20
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91412	1	605-53440-241-000	69.19
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91412	2	600-53616-241-000	69.19
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91412	3	600-53718-241-000	69.19
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91412	4	100-53000-241-000	253.70
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91431	1	605-53440-241-000	29.22
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91431	2	600-53616-241-000	29.22
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91431	3	600-53718-241-000	29.22
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91431	4	100-53000-241-000	107.12
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91439	1	605-53440-241-000	5.08
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91439	2	600-53616-241-000	5.08
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91439	3	600-53718-241-000	5.08
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91439	4	100-53000-241-000	18.62
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91476	1	100-53000-241-000	12.92
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91476	2	600-53718-241-000	3.52
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91476	3	600-53616-241-000	3.52
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91476	4	605-53440-241-000	3.52
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91493	1	100-53000-241-000	32.12
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91493	2	600-53718-241-000	8.76
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91493	3	600-53616-241-000	8.76
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91493	4	605-53440-241-000	8.76
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91497	1	100-53000-241-000	71.15
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91497	2	600-53718-241-000	19.41
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91497	3	600-53616-241-000	19.41
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91497	4	605-53440-241-000	19.41
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91502	1	100-53000-241-000	123.35
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91502	2	600-53718-241-000	33.64
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91502	3	600-53616-241-000	33.64
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK MAINTENANCE	2-91502	4	605-53440-241-000	33.64
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK PARTS RETURN	2-91505	1	100-53000-241-000	16.20-
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK PARTS RETURN	2-91505	2	600-53718-241-000	4.42-
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK PARTS RETURN	2-91505	3	600-53616-241-000	4.42-
03/20	03/06/2020	76551	581	MADISON TRUCK EQUIPMENT I	TRUCK PARTS RETURN	2-91505	4	605-53440-241-000	4.42-
Total 76551:									1,095.98

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03/20	03/06/2020	76552	603	MCFARLAND CHAMBER OF CO	MEMBERSHIP DUES	3510	1	100-51100-320-000	510.00
Total 76552:									510.00
03/20	03/06/2020	76553	618	MCFARLAND TRUE VALUE	PD ITEMS	95094-02292	1	100-52100-340-000	26.31
03/20	03/06/2020	76553	618	MCFARLAND TRUE VALUE	CLEANING	95094-02292	2	100-52200-242-000	31.52
03/20	03/06/2020	76553	618	MCFARLAND TRUE VALUE	BATTERIES	95094-02292	3	100-52200-340-000	35.98
03/20	03/06/2020	76553	618	MCFARLAND TRUE VALUE	LOCKER LOCK	95094-02292	4	100-52200-242-000	8.54
03/20	03/06/2020	76553	618	MCFARLAND TRUE VALUE	PW ITEMS	95094-02292	5	100-51600-242-000	19.81
03/20	03/06/2020	76553	618	MCFARLAND TRUE VALUE	PW ITEMS	95094-02292	6	100-53000-241-000	58.16
03/20	03/06/2020	76553	618	MCFARLAND TRUE VALUE	PW ITEMS	95094-02292	7	100-53000-340-000	58.09
03/20	03/06/2020	76553	618	MCFARLAND TRUE VALUE	PW ITEMS	95094-02292	8	100-55200-210-000	52.90
03/20	03/06/2020	76553	618	MCFARLAND TRUE VALUE	PW ITEMS	95094-02292	9	100-55200-242-000	44.33
03/20	03/06/2020	76553	618	MCFARLAND TRUE VALUE	PW ITEMS	95094-02292	10	600-53616-241-000	15.87
03/20	03/06/2020	76553	618	MCFARLAND TRUE VALUE	PW ITEMS	95094-02292	11	600-53616-242-000	5.40
03/20	03/06/2020	76553	618	MCFARLAND TRUE VALUE	PW ITEMS	95094-02292	12	600-53616-340-000	15.85
03/20	03/06/2020	76553	618	MCFARLAND TRUE VALUE	PW ITEMS	95094-02292	13	600-53716-242-000	5.40
03/20	03/06/2020	76553	618	MCFARLAND TRUE VALUE	PW ITEMS	95094-02292	14	600-53716-340-000	15.85
03/20	03/06/2020	76553	618	MCFARLAND TRUE VALUE	PW ITEMS	95094-02292	15	600-53718-241-000	15.87
03/20	03/06/2020	76553	618	MCFARLAND TRUE VALUE	PW ITEMS	95094-02292	16	605-53440-241-000	15.85
03/20	03/06/2020	76553	618	MCFARLAND TRUE VALUE	PW ITEMS	95094-02292	17	605-53440-242-000	5.39
03/20	03/06/2020	76553	618	MCFARLAND TRUE VALUE	PW ITEMS	95094-02292	18	605-53440-340-000	15.82
03/20	03/06/2020	76553	618	MCFARLAND TRUE VALUE	LIBRARY	95094-02292	19	205-55110-242-000	5.39
03/20	03/06/2020	76553	618	MCFARLAND TRUE VALUE	PW ITEMS	95094-02292	20	100-55200-340-000	13.99
Total 76553:									466.32
03/20	03/06/2020	76554	634	MENARDS - MONONA	PW SHOP	87980	1	100-53000-340-000	33.86
03/20	03/06/2020	76554	634	MENARDS - MONONA	PW SHOP	87980	2	600-53716-340-000	9.23
03/20	03/06/2020	76554	634	MENARDS - MONONA	PW SHOP	87980	3	600-53616-340-000	9.23
03/20	03/06/2020	76554	634	MENARDS - MONONA	PW SHOP	87980	4	605-53440-340-000	9.23
03/20	03/06/2020	76554	634	MENARDS - MONONA	MUNICIPAL CENTER REPAIR-FIRE	88429	1	100-51600-242-000	4.98
03/20	03/06/2020	76554	634	MENARDS - MONONA	MUNICIPAL CENTER REPAIR-FIRE	88429	2	600-53716-242-000	1.35
03/20	03/06/2020	76554	634	MENARDS - MONONA	MUNICIPAL CENTER REPAIR-FIRE	88429	3	600-53616-242-000	1.35
03/20	03/06/2020	76554	634	MENARDS - MONONA	MUNICIPAL CENTER REPAIR-FIRE	88429	4	605-53440-242-000	1.35
Total 76554:									70.58
03/20	03/06/2020	76555	640	MGE	STREET LIGHTS	13010467-02	1	100-53000-291-000	30.11

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
03/20	03/06/2020	76555	640	MGE	STREET LIGHTS	14096945-02	1	100-53000-291-000	33.83
03/20	03/06/2020	76555	640	MGE	LIFT #4 ELECT	21056320-02	1	600-53615-220-000	43.56
03/20	03/06/2020	76555	640	MGE	LIFT #5 GAS	27667872-02	1	600-53615-220-000	85.34
03/20	03/06/2020	76555	640	MGE	STREET LIGHTS	29538501-02	1	100-53000-291-000	117.28
Total 76555:									310.12
03/20	03/06/2020	76556	1941	MIDWEST TRAILER SALES	VEHICLE MAINTENANCE	1102431-00	1	100-53000-241-000	47.30
03/20	03/06/2020	76556	1941	MIDWEST TRAILER SALES	VEHICLE MAINTENANCE	1102431-00	2	600-53718-241-000	12.90
03/20	03/06/2020	76556	1941	MIDWEST TRAILER SALES	VEHICLE MAINTENANCE	1102431-00	3	600-53616-241-000	12.90
03/20	03/06/2020	76556	1941	MIDWEST TRAILER SALES	VEHICLE MAINTENANCE	1102431-00	4	605-53440-241-000	12.90
Total 76556:									86.00
03/20	03/06/2020	76557	667	MINNESOTA LIFE INS CO	LIFE INSURANCE	002832L-AP	1	100-2157	1,331.89
Total 76557:									1,331.89
03/20	03/06/2020	76558	17308	MORALES, MARIA	OVERPAYMENT ON CITATION	022020	1	100-51200-390-000	219.05
Total 76558:									219.05
03/20	03/06/2020	76559	2185	MSA PROFESSIONAL SERVICE	4313 TRIANGLE STREET PROPERTY ACQUI	R09361016.0	1	305-56700-210-000	2,500.00
Total 76559:									2,500.00
03/20	03/06/2020	76560	1896	NAPA AUTO PARTS	VEHICLE PARTS	707788	1	605-53440-241-000	.96
03/20	03/06/2020	76560	1896	NAPA AUTO PARTS	VEHICLE PARTS	707788	2	600-53616-241-000	.96
03/20	03/06/2020	76560	1896	NAPA AUTO PARTS	VEHICLE PARTS	707788	3	600-53718-241-000	.96
03/20	03/06/2020	76560	1896	NAPA AUTO PARTS	VEHICLE PARTS	707788	4	100-53000-241-000	3.52
03/20	03/06/2020	76560	1896	NAPA AUTO PARTS	VEHICLE PARTS	707856	1	605-53440-241-000	.96
03/20	03/06/2020	76560	1896	NAPA AUTO PARTS	VEHICLE PARTS	707856	2	600-53616-241-000	.96
03/20	03/06/2020	76560	1896	NAPA AUTO PARTS	VEHICLE PARTS	707856	3	600-53718-241-000	.96
03/20	03/06/2020	76560	1896	NAPA AUTO PARTS	VEHICLE PARTS	707856	4	100-53000-241-000	3.52
Total 76560:									12.80
03/20	03/06/2020	76561	727	OVERHEAD DOOR CO OF MADI	MC FIRE DOOR REPAIR	23324	1	100-51600-242-000	1,850.00

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 76561:									1,850.00
03/20	03/06/2020	76562	9151	PAGE PRODUCTION	MARCH SENIOR NEWS	20-4	1	100-54600-321-000	565.00
Total 76562:									565.00
03/20	03/06/2020	76563	2066	PELLITTERI WASTE SYSTEMS	TRASH SERVICE	1064711	1	610-53620-212-000	20,721.60
03/20	03/06/2020	76563	2066	PELLITTERI WASTE SYSTEMS	RECYCLING SERVICE	1064711	2	610-53620-213-000	13,940.20
03/20	03/06/2020	76563	2066	PELLITTERI WASTE SYSTEMS	ADMIN SHRED	1064711	3	100-51420-310-000	40.35
03/20	03/06/2020	76563	2066	PELLITTERI WASTE SYSTEMS	LIBRARY SHRED	1064711	4	205-55110-310-000	39.18
Total 76563:									34,741.33
03/20	03/06/2020	76564	16398	POSPYHALLA, DAVID	PLOW MEALS	DP022920	1	100-53000-340-000	32.79
Total 76564:									32.79
03/20	03/06/2020	76565	764	PREMIER PAINT & WALLPAPER	LIBRARY PAINT SUPPLIES	56963	1	205-55110-242-000	235.94
03/20	03/06/2020	76565	764	PREMIER PAINT & WALLPAPER	LIBRARY PAINT SUPPLIES	57016	1	205-55110-242-000	44.79
Total 76565:									280.73
03/20	03/06/2020	76566	16357	PROTECTION TECHNOLOGIES	PW MONITORING SERVICE	21474	1	100-53000-340-000	198.00
03/20	03/06/2020	76566	16357	PROTECTION TECHNOLOGIES	PW MONITORING SERVICE	21474	2	600-53716-340-000	54.00
03/20	03/06/2020	76566	16357	PROTECTION TECHNOLOGIES	PW MONITORING SERVICE	21474	3	600-53616-340-000	54.00
03/20	03/06/2020	76566	16357	PROTECTION TECHNOLOGIES	PW MONITORING SERVICE	21474	4	605-53440-340-000	54.00
03/20	03/06/2020	76566	16357	PROTECTION TECHNOLOGIES	MC MONITORING	21479	1	100-51600-242-000	360.00
Total 76566:									720.00
03/20	03/06/2020	76567	800	RELIANT FIRE APPARATUS INC	BLOWER ASSEMBLY	CI001412	1	100-52200-241-000	182.38
Total 76567:									182.38
03/20	03/06/2020	76568	802	RENNERT'S FIRE EQUIP SRV IN	E1 REPAIRS	41891	1	100-52200-241-000	263.75
Total 76568:									263.75

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
03/20	03/06/2020	76569	9137	RICOH USA INC	COPIER FEE	33101769	1	100-52100-240-000	184.59
Total 76569:									184.59
03/20	03/06/2020	76570	2213	RIVISTAS LLC	MAG SUBSCRIPTIONS	10863	1	205-55110-344-000	3,888.49
Total 76570:									3,888.49
03/20	03/06/2020	76571	836	SCHILLING SUPPLY COMPANY	BATHROOM SUPPLIES	761597-00	1	205-55110-340-000	243.66
Total 76571:									243.66
03/20	03/06/2020	76572	16884	SCHULTE, MIKE	PLOW MEALS	MS022920	1	100-53000-340-000	27.83
Total 76572:									27.83
03/20	03/06/2020	76573	870	SLINDE TRUCKING	WATER MAIN GRAVEL	021920	1	600-53718-822-101	700.00
Total 76573:									700.00
03/20	03/06/2020	76574	17188	SSM HEALTH MEDICAL GROUP	SSM HEALTH PHYSICALS	2611475	1	100-52200-210-000	26.00
Total 76574:									26.00
03/20	03/06/2020	76575	1738	STATE OF WI TREASURER	MONTHLY COURT FEES - FEB	154-030120	1	100-45110-000	3,319.23
Total 76575:									3,319.23
03/20	03/06/2020	76576	17001	STATZ-PAYNER, JAMIE	ADULT PROGRAMS	301	1	205-55110-391-000	75.00
Total 76576:									75.00
03/20	03/06/2020	76577	1462	TASC	FSA ADMIN FEE	IN1712485	1	100-51540-514-000	131.58
Total 76577:									131.58
03/20	03/06/2020	76578	2032	TEN-41	UNIFORM ALLOW - REDMAN	829	1	100-52100-142-000	357.68

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 76578:									357.68
03/20	03/06/2020	76579	17205	THE MCFARLAND THISTLE	1 YR SUBSCRIPTION TO THISTLE	MNA-192419	1	100-51100-320-000	43.00
Total 76579:									43.00
03/20	03/06/2020	76580	957	TOM'S AUTO CENTER INC	VEHICLE MAINT	0046150	1	100-53000-241-000	299.91
03/20	03/06/2020	76580	957	TOM'S AUTO CENTER INC	VEHICLE MAINT	0046150	2	600-53718-241-000	81.80
03/20	03/06/2020	76580	957	TOM'S AUTO CENTER INC	VEHICLE MAINT	0046150	3	600-53616-241-000	81.80
03/20	03/06/2020	76580	957	TOM'S AUTO CENTER INC	VEHICLE MAINT	0046150	4	605-53440-241-000	81.80
03/20	03/06/2020	76580	957	TOM'S AUTO CENTER INC	M3 MAINTENANCE	0046238	1	100-52100-241-000	131.31
03/20	03/06/2020	76580	957	TOM'S AUTO CENTER INC	VEHICLE MAINT	0046375	1	100-52100-241-000	32.28
Total 76580:									708.90
03/20	03/06/2020	76581	16640	TOP PACK DEFENSE LLC	MAURER - UNIFORM ALLOWANCE	3680	1	100-52100-142-000	181.98
03/20	03/06/2020	76581	16640	TOP PACK DEFENSE LLC	MILLER - UNIFORM ALLOWANCE	3681	1	100-52100-142-000	41.82
03/20	03/06/2020	76581	16640	TOP PACK DEFENSE LLC	UNIFORM ALLOWANCE - WALLACE	3701	1	100-52100-142-000	119.98
Total 76581:									343.78
03/20	03/06/2020	76582	1246	TOTAL WATER TREATMENT SY	MC SOFTNER SALT	022720	1	605-53440-210-000	7.42
03/20	03/06/2020	76582	1246	TOTAL WATER TREATMENT SY	MC SOFTNER SALT	022720	2	600-53710-210-000	7.42
03/20	03/06/2020	76582	1246	TOTAL WATER TREATMENT SY	MC SOFTNER SALT	022720	3	600-53610-210-000	7.42
03/20	03/06/2020	76582	1246	TOTAL WATER TREATMENT SY	MC SOFTNER SALT	022720	4	100-51600-340-000	27.18
Total 76582:									49.44
03/20	03/06/2020	76583	17307	TROTT, TAYLOR	OVERPAYMENT ON CITATION	022020	1	100-51200-390-000	95.80
Total 76583:									95.80
03/20	03/06/2020	76584	17140	US BANK VOYAGER FLEET SYS	PD FUEL	8694160990	1	100-52100-341-000	1,379.57
03/20	03/06/2020	76584	17140	US BANK VOYAGER FLEET SYS	PARKS FUEL	8694160990	2	100-55200-341-000	64.80
03/20	03/06/2020	76584	17140	US BANK VOYAGER FLEET SYS	FIRE/EMS FUEL	8694160990	3	100-52200-341-000	949.93
03/20	03/06/2020	76584	17140	US BANK VOYAGER FLEET SYS	CD FUEL	8694160990	4	100-52400-341-000	47.06
03/20	03/06/2020	76584	17140	US BANK VOYAGER FLEET SYS	PW FUEL	8694160990	5	600-53615-341-000	122.20
03/20	03/06/2020	76584	17140	US BANK VOYAGER FLEET SYS	PW FUEL	8694160990	6	600-53710-341-000	244.40

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
03/20	03/06/2020	76584	17140	US BANK VOYAGER FLEET SYS	PW FUEL	8694160990	7	600-53616-341-000	244.40
03/20	03/06/2020	76584	17140	US BANK VOYAGER FLEET SYS	PW FUEL	8694160990	8	600-53718-341-000	122.20
03/20	03/06/2020	76584	17140	US BANK VOYAGER FLEET SYS	PW FUEL	8694160990	9	605-53440-341-000	366.61
03/20	03/06/2020	76584	17140	US BANK VOYAGER FLEET SYS	PW FUEL	8694160990	10	100-53000-341-000	1,344.23
Total 76584:									4,885.40
03/20	03/06/2020	76585	992	US CELLULAR	PD PHONE	0359082000	1	100-52100-221-000	618.62
03/20	03/06/2020	76585	992	US CELLULAR	FD/EMS PHONE	0359082000	2	100-52200-221-000	449.13
03/20	03/06/2020	76585	992	US CELLULAR	OUTREACH PHONE	0359082000	3	100-54600-221-000	38.50
03/20	03/06/2020	76585	992	US CELLULAR	CABLE/COMMTECH PHONE	0359082000	4	200-55600-221-000	45.49
03/20	03/06/2020	76585	992	US CELLULAR	INSPECTIONS PHONE	0359082000	5	100-52400-221-000	.50
03/20	03/06/2020	76585	992	US CELLULAR	EM MGT PHONE	0359082000	6	100-52500-340-000	38.50
03/20	03/06/2020	76585	992	US CELLULAR	PW PHONE	0359082000	7	100-53000-221-000	28.04
03/20	03/06/2020	76585	992	US CELLULAR	WATER PHONE	0359082000	8	600-53710-310-000	28.03
03/20	03/06/2020	76585	992	US CELLULAR	SEWER PHONE	0359082000	9	600-53610-310-000	28.03
Total 76585:									1,274.84
03/20	03/06/2020	76586	17051	UW HEALTH - EEC	HS AED CARDS	9136	1	100-52200-391-000	17.00
Total 76586:									17.00
03/20	03/06/2020	76587	17313	VASEN, SHANTAE	OVERPAYMENT ON CITATION	030420	1	100-45110-000	114.00
Total 76587:									114.00
03/20	03/06/2020	76588	1709	VON BRIESEN & ROPER S.C.	PERSONNEL ISSUES	313109	1	100-51300-210-103	1,140.00
Total 76588:									1,140.00
03/20	03/06/2020	76589	17310	VOSBERG, TERRENCE	PARK DEPOSIT REFUND - CANCELLED	012820	1	100-1624	200.00
Total 76589:									200.00
03/20	03/06/2020	76590	16267	WARREN, BRAD	PLOWING MEALS	BW022920	1	100-53000-340-000	51.60
Total 76590:									51.60

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
03/20	03/06/2020	76591	16686	WARRENBURG, SPENCER	PLOWING MEALS	SW022920	1	100-53000-340-000	19.58
Total 76591:									19.58
03/20	03/06/2020	76592	2100	WAUKESHA COUNTY TECHNIC	WHITE COLLAR CRIME COURSE-BARNIER &	S0711245	1	100-52100-331-000	127.20
Total 76592:									127.20
03/20	03/06/2020	76593	16236	WEBER, MARK	PLOW MEALS	MW022920	1	100-53000-340-000	46.62
Total 76593:									46.62
03/20	03/06/2020	76594	1049	WI CHIEFS OF POLICE ASSN	MEMBERSHIP DUES - C. SHERVEN	3466	1	100-52100-320-000	130.00
Total 76594:									130.00
03/20	03/06/2020	76595	1085	WI RURAL WATER ASSN	MEMBERSHIP RENEWAL	S3973	1	100-53000-320-000	286.00
03/20	03/06/2020	76595	1085	WI RURAL WATER ASSN	MEMBERSHIP RENEWAL	S3973	2	600-53710-320-000	78.00
03/20	03/06/2020	76595	1085	WI RURAL WATER ASSN	MEMBERSHIP RENEWAL	S3973	3	600-53610-320-000	78.00
03/20	03/06/2020	76595	1085	WI RURAL WATER ASSN	MEMBERSHIP RENEWAL	S3973	4	605-53440-320-000	78.00
Total 76595:									520.00
03/20	03/06/2020	76596	1093	WI STATE LABORATORY OF HY	WATER TESTING	628095	1	600-53717-340-000	1,127.00
Total 76596:									1,127.00
Grand Totals:									178,892.36

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
100-1624	15,970.06	.00	15,970.06
100-2120	16.20	73,227.50-	73,211.30-
100-2157	1,331.89	.00	1,331.89
100-2640	1,742.45	.00	1,742.45

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
100-45110-000	5,396.09	.00	5,396.09
100-51100-210-000	847.08	.00	847.08
100-51100-320-000	553.00	.00	553.00
100-51200-390-000	314.85	.00	314.85
100-51300-210-103	1,140.00	.00	1,140.00
100-51420-221-000	198.20	.00	198.20
100-51420-240-000	190.54	.00	190.54
100-51420-310-000	94.26	.00	94.26
100-51440-340-000	899.90	.00	899.90
100-51450-210-000	300.00	.00	300.00
100-51540-514-000	131.58	.00	131.58
100-51600-210-000	1,457.00	.00	1,457.00
100-51600-220-000	27.56	.00	27.56
100-51600-242-000	3,429.47	.00	3,429.47
100-51600-340-000	27.18	.00	27.18
100-52100-142-000	785.42	.00	785.42
100-52100-221-000	704.85	.00	704.85
100-52100-240-000	294.59	.00	294.59
100-52100-241-000	263.59	.00	263.59
100-52100-310-000	245.00	.00	245.00
100-52100-320-000	510.00	.00	510.00
100-52100-331-000	302.20	.00	302.20
100-52100-340-000	94.71	.00	94.71
100-52100-341-000	1,379.57	.00	1,379.57
100-52200-142-000	141.49	.00	141.49
100-52200-210-000	26.00	.00	26.00
100-52200-221-000	616.36	.00	616.36
100-52200-241-000	446.13	.00	446.13
100-52200-242-000	40.06	.00	40.06
100-52200-290-000	877.20	.00	877.20
100-52200-320-000	496.10	.00	496.10
100-52200-340-000	495.36	.00	495.36
100-52200-341-000	949.93	.00	949.93
100-52200-343-000	872.95	.00	872.95
100-52200-391-000	123.32	.00	123.32
100-52400-221-000	50.73	.00	50.73
100-52400-341-000	47.06	.00	47.06
100-52500-340-000	38.50	.00	38.50
100-53000-220-000	1,172.01	.00	1,172.01
100-53000-221-000	78.27	.00	78.27

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
100-53000-241-000	1,096.39	16.20-	1,080.19
100-53000-291-000	9,662.70	.00	9,662.70
100-53000-320-000	286.00	.00	286.00
100-53000-340-000	953.13	.00	953.13
100-53000-341-000	1,344.23	.00	1,344.23
100-53000-370-000	13,256.60	.00	13,256.60
100-54600-221-000	88.73	.00	88.73
100-54600-321-000	565.00	.00	565.00
100-55200-210-000	52.90	.00	52.90
100-55200-220-000	336.19	.00	336.19
100-55200-242-000	44.33	.00	44.33
100-55200-340-000	373.99	.00	373.99
100-55200-341-000	64.80	.00	64.80
200-2120	.00	240.10-	240.10-
200-55600-221-000	240.10	.00	240.10
205-2120	.00	10,887.23-	10,887.23-
205-55110-210-000	1,389.00	.00	1,389.00
205-55110-221-000	78.81	.00	78.81
205-55110-240-000	346.97	.00	346.97
205-55110-242-000	1,666.14	.00	1,666.14
205-55110-310-000	39.18	.00	39.18
205-55110-340-000	243.66	.00	243.66
205-55110-344-000	6,998.47	.00	6,998.47
205-55110-391-000	125.00	.00	125.00
305-2120	.00	2,517.98-	2,517.98-
305-51410-210-000	17.98	.00	17.98
305-56700-210-000	2,500.00	.00	2,500.00
310-2120	.00	17.98-	17.98-
310-51410-210-000	17.98	.00	17.98
315-2120	.00	17.98-	17.98-
315-51410-210-000	17.98	.00	17.98
400-2120	.00	43,142.50-	43,142.50-
400-57120-813-101	834.11	.00	834.11
400-57140-825-103	1,329.22	.00	1,329.22
400-57150-811-101	51.84	.00	51.84
400-57210-811-108	39,999.70	.00	39,999.70
400-57210-813-101	131.13	.00	131.13
400-57310-811-102	796.50	.00	796.50
600-2120	8.84	10,834.17-	10,825.33-
600-53610-210-000	109.22	.00	109.22

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
600-53610-310-000	1,059.04	.00	1,059.04
600-53610-311-000	137.98	.00	137.98
600-53610-320-000	78.00	.00	78.00
600-53610-321-000	84.71	.00	84.71
600-53611-311-000	68.91	.00	68.91
600-53612-390-000	265.50	.00	265.50
600-53615-220-000	686.81	.00	686.81
600-53615-341-000	122.20	.00	122.20
600-53616-241-000	281.31	4.42-	276.89
600-53616-242-000	223.48	.00	223.48
600-53616-340-000	183.93	.00	183.93
600-53616-341-000	244.40	.00	244.40
600-53710-210-000	109.22	.00	109.22
600-53710-310-000	1,059.03	.00	1,059.03
600-53710-311-000	137.98	.00	137.98
600-53710-320-000	78.00	.00	78.00
600-53710-321-000	84.71	.00	84.71
600-53710-341-000	244.40	.00	244.40
600-53711-311-000	68.91	.00	68.91
600-53712-390-000	265.50	.00	265.50
600-53716-220-000	1,567.30	.00	1,567.30
600-53716-242-000	223.48	.00	223.48
600-53716-340-000	369.83	.00	369.83
600-53717-340-000	1,844.81	.00	1,844.81
600-53718-241-000	281.31	4.42-	276.89
600-53718-341-000	122.20	.00	122.20
600-53718-822-101	832.00	.00	832.00
605-2120	4.42	3,029.16-	3,024.74-
605-53440-210-000	109.22	.00	109.22
605-53440-240-000	265.50	.00	265.50
605-53440-241-000	281.29	4.42-	276.87
605-53440-242-000	238.20	.00	238.20
605-53440-310-000	890.38	.00	890.38
605-53440-311-000	206.91	.00	206.91
605-53440-320-000	78.00	.00	78.00
605-53440-321-000	338.83	.00	338.83
605-53440-340-000	254.22	.00	254.22
605-53440-341-000	366.61	.00	366.61
610-2120	.00	35,007.22-	35,007.22-
610-53620-212-000	20,721.60	.00	20,721.60

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
610-53620-213-000	13,940.20	.00	13,940.20
610-53620-321-000	338.83	.00	338.83
610-53620-340-000	6.59	.00	6.59
Grand Totals:	<u>178,951.28</u>	<u>178,951.28-</u>	<u>.00</u>

Report Criteria:

Report type: GL detail



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, March 9, 2020

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and action regarding the acceptance of the McFarland Strategic Plan 2020-2030.

PREVIOUS ACTION:

The Committee of the Whole will be reviewing the plan and making its recommendation at their meeting on March 9, 2020.

ISSUE SUMMARY:

Enclosed is the final complete draft of the Strategic Plan with all attachments. The final workshop was held on March 3rd and included about 30 people that were present. A copy of the presentation is included also in your packet for reference. Also provided are additional comments received through the website as well as in person from the last workshop. All former updates and revisions are included to finalize the draft. Unless there are further points to discuss or issues to consider, then the plan should be considered as a recommendation of acceptance to the Village Board.

FINANCIAL/BUDGET IMPACT:

Costs are included within Attachment A of the plan which identifies cost implications for various goals and strategies as applicable.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Consideration for acceptance.

ATTACHMENTS:

1. McFarland Strategic Plan 03052020 mgs DRAFT (Full Plan)
2. McFarland Strategic Plan 03052020 mgs DRAFT
3. Attachment A - Implementation Action Plan 03052020 mgs
4. Attachment B - Workshop Materials 03052020 mgs



5. Attachment C - Community Survey Results 03052020 mgs
6. Attachment D - Environmental Scan 03052020 mgs
7. Strategic Plan Feedback Form (form) has been filled out on your site. 02232020 03
8. Strategic Plan Feedback Form (form) has been filled out on your site. 03032020 04
9. Strategic Plan Feedback Form (form) has been filled out on your site. 03032020 05
10. Strategic Plan Feedback Form (form) has been filled out on your site. 03052020 06
11. Strategic Planning Workshop Presentation 03032020 mgs

McFarland VILLAGE OF

Strategic Plan 2020 to 2030



March 2020

Prepared for the Village of McFarland by Management Partners



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BACKGROUND and METHODOLOGY



The McFarland Board of Trustees and Administrator, mindful of the key locational aspects of the Village, determined it necessary to develop a ten-year vision to guide the annual planning and budgeting. For several years, the Village has developed and tracked annual goals, objectives and action steps that are consistent with the McFarland vision and mission.

The purpose of the 2020 to 2030 strategic planning initiative is to provide a long-range framework for the future to guide the decisions of the Trustees and Village Boards and Commissions in a unified approach to planning and resource allocation. In the summer of 2019, the McFarland Board of Trustees and leadership began a process to engage the community in thinking about the future. The strategic planning process included interviews with the Village President, Board, coordinator and department heads, design and distribution of a community and employee survey, and analysis of local and regional data and financial trends to lend context and understanding to planning discussions between Village Trustees and the community. The elements of this strategic plan were crafted during two workshops that were convened in September and October and multiple community input sessions with the Board to review the draft plan in January and February.

The process resulted in this strategic plan, which emphasizes five goals and accompanying strategies. An action plan (Attachment A) will assure attention to progress through the tracking of success measures for each of the goals. Additionally, the following supporting materials are provided: workshop materials (Attachment B), community and employee survey results (Attachment C) and environmental scan (Attachment D).

McFarland Descriptors

8,500 Village
population 2017

7 Village trustees

4.18 Square miles
of land area

3 Boat launch access
points

12 Minutes south
of Madison

1856 Year founded



VISION



An aspirational statement of where Village leaders desire the community to be in the future.

The vision of McFarland is to create an inviting, dynamic, diverse community that offers a high quality of life and a supportive environment in which all citizens may practice their individual value choices. The community actively seeks to preserve its proud heritage, protect its abundant natural resources, plan for responsible and balanced residential and commercial growth, promote a viable economic base, support educational excellence, provide diverse leisure options, and foster a healthy social fabric.



MISSION



A statement of purpose that defines what the organization stands for and how it will operate and serve the Village.

With direction encouraged from an engaged citizenry, Village elected officials and employees will maintain and enhance the quality of life of the community by delivering quality services in an efficient and accountable manner and by providing an orderly, unbiased system of government that is transparent and accessible.



VALUES



The core operating principles of the Village.

To create and sustain a high level of confidence in Village government, we pledge to function with:

- *Professional integrity;*
- *Fiscal responsibility;*
- *Open communication;*
- *Environmental sustainability;*
- *Sensitivity to the values of each individual; and*
- *Full cooperation in achieving the priority goals determined by the community.*



Goal A: Develop a multi-generational community center to serve seniors, youth and families.



Goals describe a specific direction and the desired outcome(s) to be achieved.

Strategies are the actions to achieve the goal.

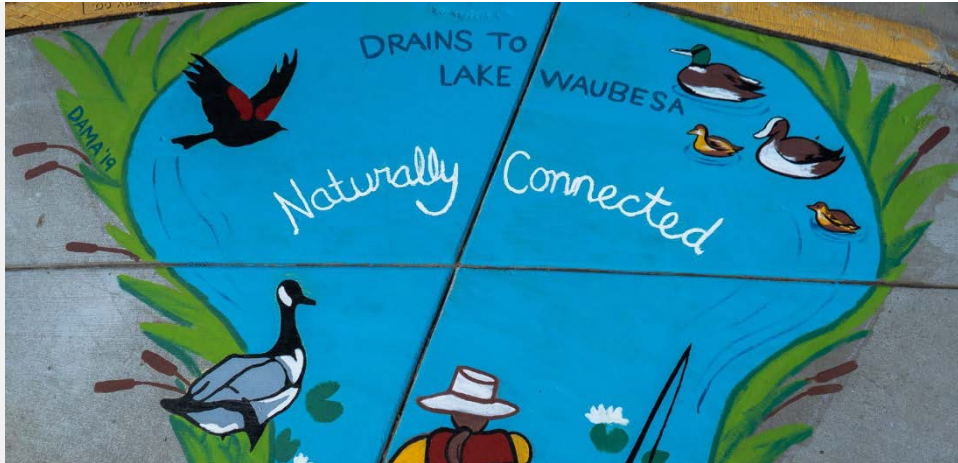
Success Measures

- Complete conceptual plan for the development of the community/senior center with capital and operating costs
- Analyze capital and operational costs for a community/senior center for analysis as part of the annual budget and capital improvement planning discussions
- Establish and commit to timeline for implementation of the conceptual plan for the community/senior center.

Strategies

1. Assess future community/senior center(s) space needs and design features and address indoor and outdoor activities and planned expansion areas.
2. Identify and engage a broad spectrum of residents, including seniors, youth, adults and community partners in all aspects of the community center planning process.
3. Identify operational issues, challenges and fiscal impacts associated with the development and construction of a community center.
4. Build the community/senior center.

Goal B: Plan for and align physical facilities and open space to support future service delivery, quality of life and infrastructure needs.



Success Measures

- Prepare a five-year Capital Improvement Plan for adoption by the Village Board and update annually
- Complete conceptual plan for a village plaza that connects the community/senior center with the Municipal Center and library

Strategies

1. Plan, design and construct a standalone public safety facility for fire, EMS, police and court services.
2. Improve current Village facilities, including maintenance enhancements, and identify new systems to promote sustainability.
3. Develop a long-range Facilities and Infrastructure Master Plan to support future growth with an implementation schedule and funding plan to address construction and maintenance costs.
4. Develop a central Village plaza to connect the Library with the planned community/senior center.
5. Partner with the Library Board to plan for and support future library facility improvements.

Goal C: Promote responsible growth, increase economic development and retain existing businesses.



Success Measures

- *Percent of commercial/retail space square footage added and/or renovated within General, Central, and Highway Commercial districts.*
- *Percent of Tax Increment Finance District Project Plans that adhere to objectives and approved project expenditures.*

Strategies

1. Enhance commercial and retail uses in the downtown area.
2. Improve the mix of commercial development along Highway 51.
3. Develop incentives for business growth, such as incubator programs and tax increment financing (TIF) districts.
4. Identify areas for expanding commercial and industrial development.
5. Improve business retention and recruitment efforts.
6. Promote Village history and heritage using statues, murals, music, special programming, etc.
7. Create a public art program that enriches the community and enhances the local quality of life.



Goal D: Improve the safety and wellbeing of Village residents, businesses and visitors.



Success Measures

- Prepare staffing plans that address service demands and operational needs within our Public Safety Departments.
- Assess funding for Community Groups that enhance the quality of life within the Village.

Strategies

1. Evaluate staffing models and organization structure to meet future public safety service delivery needs.
2. Prioritize community-based policing practices and identify areas for extended outreach and program development.
3. Enhance pedestrian safety for walkers and bicyclists throughout the community, including areas of Highway 51 that go through the Village.
4. Promote the concept of a healthy community in an integrated way; from policy to planning and development.

Goal E: Improve community connectivity along pedestrian and vehicular corridors.



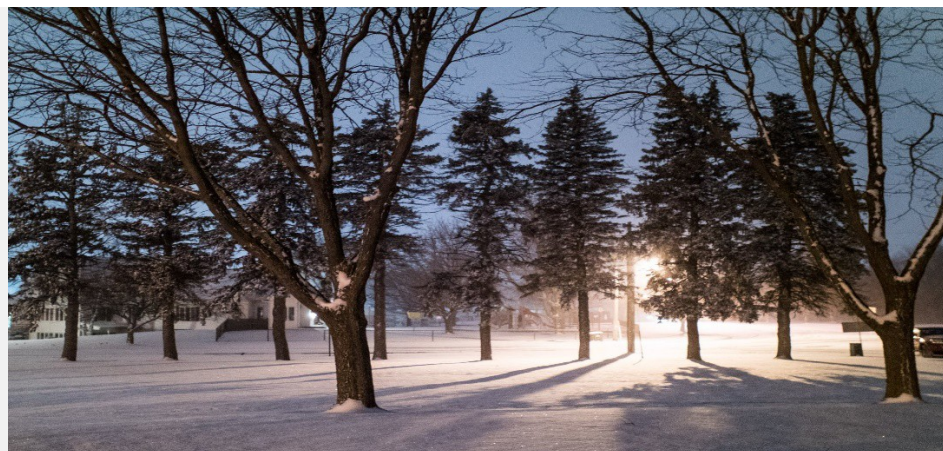
Success Measures

- Percent change (added and replaced) in lineal feet of pedestrian trails, pathways and connections.
- Percent change (added and replaced) in lineal feet of vehicular roadways.

Strategies

1. Improve, maintain and enhance bike/walking path connections throughout the Village and in cooperation with neighboring municipalities and government agencies.
2. Partner with neighboring municipalities to provide all forms of public transportation within and outside of the Village.
3. Enhance and increase access to the lakefront and waterways.

Goal F: Support the development of active and passive recreational amenities that appeal to all age groups and abilities.



Success Measures

- *Percent change in positive cash flow in the Parks operating budget.*
- *Percent change in positive cash flow in the Parks capital fund budget.*
- *Percent of residents rating parks and open spaces as good or excellent (per Parks and Open Spaces Plan survey).*

Strategies

1. Develop new and diverse park system amenities for indoor and outdoor use that are not currently offered in our community.
2. Dedicate resources to enhance existing parks and green spaces throughout the Village.
3. Evaluate the costs and benefits of an outdoor aquatic facility, including construction and operation.
4. Partner with the school district to expand recreational opportunities for families.
5. Develop individual park master plans that prioritize future developments, including a new community park.
6. Expand and develop programs to promote greater use of the lakefront, wetland conservancy and waterways.

CONCLUSION



The Village of McFarland strategic plan includes the input of Village leaders, members of the community and employees. As such, it provides both a broadly representative direction as well as a framework for the foreseeable future.

Over the next ten years, Village Trustees, staff and the public should use this document as a roadmap of next steps of things to accomplish. Through careful budgeting and work planning, staff will work to implement the goals and strategies in the plan and periodically provide progress updates to the Trustees and residents about what has been achieved.

Throughout the next ten years, other management tools and plans, such as the budget, capital improvement program, Comprehensive Plan, and other tactical documents, as appropriate, will be aligned with the Strategic Plan, to ensure all Village efforts are working toward common ends. The accompanying action plan will contain the details to accomplish the goals and strategies of this plan.

McFarland VILLAGE BOARD

Mr. Brad Czebotar
President

Mr. Jerry Adrian
Trustee

Ms. Stephanie Brassington
Trustee

Mr. Dan Kolk
Trustee

Mr. Eric Kryzenske
Trustee

Ms. Mary Pat Lytle
Trustee

Mr. Clair Utter
Trustee

Mr. Matt Schuenke
Village Administrator



Attachment A – Implementation Action Plan



Strategy No.	Strategy	Implementation Steps	Priority ¹	Cost	Timeline	Assignment
Goal A: Develop a multi-generational community center to serve seniors, youth and families.						
1	Assess future community/senior center(s) space needs and design features and address indoor and outdoor activities and planned expansion areas.	• Create a request for proposals (RFP) to hire a firm to plan and design a community/senior center. • Prepare RFP scope of services to address Strategies 1-3. • Solicit proposals and select consultant.	1	\$25,000 to \$100,000	2020 thru 2021	Senior Outreach Department Village Administrator
2	Identify and engage a broad spectrum of residents, including seniors, youth, adults and community partners in all aspects of the community center planning process.	• Ensure the RFP includes community engagement efforts by using a steering committee or a group of stakeholder representatives. • Study financial impact of capital and operating cost implications while identifying potential funding sources to build a community/senior center.				
3	Identify operational issues, challenges and fiscal impacts associated with the development and construction of a community center.	• Take final action as needed and decided at the discretion of the Village Board to accept the plan for construction.				
4	Build community/senior center	• Complete Design • Bid Project/Hire Contractor • Construct Facility	1	\$3,000,000 to \$5,000,000	2021 thru 2023	Senior Outreach Department Village Administrator

¹ Priority 1: Important to accomplish without delay and/or easy to accomplish.

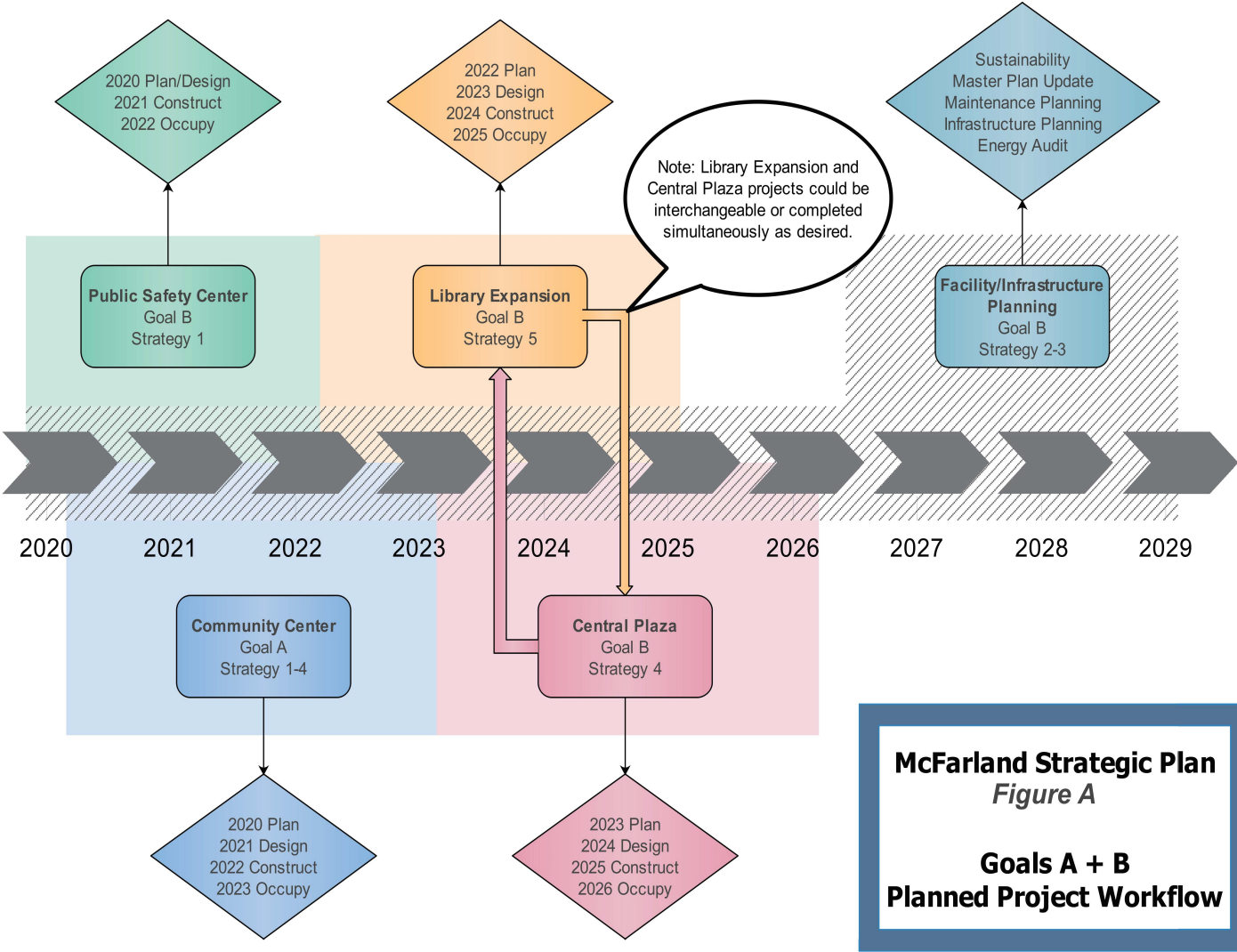
Priority 2: Second tier of importance to accomplish and/or may involve some complexity or time to complete.

Priority 3: Least urgent to complete and/or may take longer to set-up or to execute.

Strategy No.	Strategy	Implementation Steps	Priority ¹	Cost	Timeline	Assignment
Goal B: Plan for and align physical facilities and open space to support future service delivery, quality of life and infrastructure needs.						
1	Plan, design and construct a standalone public safety facility for fire, EMS, police and court services.	• Create an RFP to hire a firm to plan, design and bid a standalone public safety facility for fire, EMS, police and court services. • Solicit proposals and select consultant. • Study financial impact of capital and operating costs as it relates to service delivery within new facility. • Develop plan, complete design, and bid project. • Proceed to construction following award of contract.	1	\$9,000,000 to \$11,000,000	2020 thru 2022	Fire and Rescue Department Municipal Court Police Department Village Administrator
2	Improve current Village facilities, including maintenance enhancements, and identify new systems to promote sustainability.	• Update and continue to develop inventory of all village facilities indicating the state of building systems, interior, exterior and site conditions. • Evaluate maintenance needs for each inventoried facility and system. • Prioritize repair and maintenance needs focusing on prevention. • Research building systems that promote longevity and sustainability. • Identify potential funding sources for improving Village facilities, buildings and systems. • Incorporate the prioritized list of maintenance needs into the Capital Improvement Plan (CIP) and annually update CIP in 5-year increments.	3	To be determined.	Plan Duration	Public Works Department

Strategy No.	Strategy	Implementation Steps	Priority ¹	Cost	Timeline	Assignment
Goal B: Plan for and align physical facilities and open space to support future service delivery, quality of life and infrastructure needs (continued).						
3	Develop a long-range Facilities and Infrastructure Master Plan to support future growth with an implementation schedule and funding plan to address construction and maintenance costs.	• Develop an inventory of Village owned infrastructure that includes the current state of the infrastructure through GIS. • Use the Village comprehensive plan to determine the extent and location of future growth. • Determine the infrastructure enhancements needed to support future growth. • Estimate costs for implementing infrastructure enhancements. • Identify potential funding sources for infrastructure enhancements. • Incorporate the prioritized list of facilities and infrastructure needs into the current Capital Improvement Plan (CIP) and annually update CIP in 5-year increments.	3	To be determined.	Plan Duration	Public Works Department
4	Develop a central Village plaza to connect the Library with the planned community/ senior center.	• Include the planning for a central Village plaza as part of the planning regarding the Community Center and Library projects. • Design and incorporate into construction of either project as appropriate.	2	\$500,000 to \$1,000,000	2023 thru 2026	Village Administrator
5	Partner with the Library Board to plan for and support future Library facility improvements.	• Collaborate with the Library Board on their space needs planning. • Integrate Library space needs planning into community/ senior center planning. • Build proposed library improvements into CIP.	2	\$2,000,000 to \$4,000,000	2022 thru 2025	Village Administrator Library Director

Note: Please see on the next page Figure A. depicting the planning workflow for Goals A and B as the various large-scale facility projects interact with each other over the course of their implementation.



Strategy No.	Strategy	Implementation Steps	Priority ¹	Cost	Timeline	Assignment
Goal C: Promote responsible growth, increase economic development, and retain existing businesses.						
1	Enhance commercial and retail uses in the downtown area.	- Engage building owners and commercial realtors to upgrade retail uses and attract commercial and retail uses to the downtown area. - Develop a marketing plan to entice commercial and retail uses to the downtown area. - Determine property acquisition where appropriate.	1	Case by case subject to availability of funds and authorization granted in project plan.	Plan duration.	Community Development Department
2	Improve the mix of commercial development along Highway 51.	- Plan for the extension of TID #3 through the creation of TID #6. - Determine the type of commercial development that is needed along Highway 51. - Market the areas and specific sites to commercial developers. - Use available incentives to attract new development and encourage expansion.	1	\$50,000	2020 thru 2021	Community Development Department
3	Develop incentives for business growth, such as incubator programs and tax increment financing (TIF) districts.	- Research business and development incentives that can be used in McFarland. - Determine those incentives best suited for attracting businesses to McFarland. - Recommend a program and incentives for the Village.	2	Case by case subject to availability of funds and authorization granted in project plan.	Plan duration.	Community Development Department

Strategy No.	Strategy	Implementation Steps	Priority ¹	Cost	Timeline	Assignment
Goal C: Promote responsible growth, increase economic development, and retain existing businesses (continued).						
4	Identify areas for expanding commercial and industrial development.	• Inventory all vacant and under-used parcels in the Village. • Identify the parcels that are zoned for the commercial or industrial use. • Develop a marketing plan to promote these areas. • Determine property acquisition where appropriate.	3	To be determined.	Plan duration.	Community Development Department
5	Improve business retention and recruitment efforts.	• Research best practice business recruitment and retention programs. • Determine those best practices most suited for McFarland. • Develop a plan based on the needs of the Village to retain and recruit businesses to McFarland.	2	To be determined.	Plan duration.	Community Development Department
6	Promote Village history and heritage using statues, murals, music, special programming, etc.	• Consult with local historians, artists, and musicians, and arts organizations about Village history and heritage. • Serve as a liaison to the Landmarks Commission and McFarland Historical Society to create a program to promote McFarland history and heritage.	2	To be determined.	Plan duration.	Community Development Department
7	Create a public art program that enriches the community and enhances the local quality of life.	• Assess the benefits of creating a citizen driven Public Arts Board or Committee. • Partner with areas groups such as the School District, Chamber, and other Local Groups. • Collaborate with Dane County Art Programs and other regional groups. • Use these groups to inventory and attract local talent to the Public Arts Program.	2	To be determined.	Plan duration.	Community Development Department

Strategy No.	Strategy	Implementation Steps	Priority ¹	Cost	Timeline	Assignment
Goal D: Improve the safety and wellbeing of Village residents, businesses, and visitors.						
1	Evaluate staffing models and organization structure to meet future public safety service delivery needs.	- Review recommendations from the Public Safety Analysis. - Identify recommendations to advance and/or further study in more detail. - Create an RFP and scope of services as needed and applicable to further evaluate these recommendations and their impact on our public safety departments. - Solicit proposals and select consultant. - Select a firm to conduct the evaluation - Implement findings as feasible subject to the availability of funds.	3	\$20,000 to \$30,000 per study	2026 thru 2030	Fire and Rescue Department Police Department
2	Prioritize community-based policing practices and identify areas for extended outreach and program development.	- Research community-based policing best practices. - Work with the Police Department to advise those best practices most suited for McFarland. - Develop with the Police Department a community-based policing model and program using the identified best practices. - Train staff on the preferred community-based policing program.	2	To be determined.	Plan duration.	Police Department

Strategy No.	Strategy	Implementation Steps	Priority ¹	Cost	Timeline	Assignment
Goal D: Improve the safety and wellbeing of Village residents, businesses, and visitors (continued).						
3	Enhance pedestrian safety for walkers and bicyclists throughout the community, including areas of Highway 51 that go through the Village.	- Identify areas of the community best suited for increased pedestrian safety, bicycle infrastructure, and traffic calming measures. - Determine the pedestrian safety, bicycle infrastructure, and traffic calming measures to be implemented. - Evaluate planning and design improvements to USH 51 in order to partner with the Wisconsin Department of Transportation on safer crossings and more accessible non-vehicular alternatives. - Prepare cost estimates for the infrastructure improvements. - Identify potential funding sources. - Incorporate the projects into the Village capital plan.	1	\$25,000 annually within Capital Projects Fund Budget. Consider larger capital investments on a case by case basis.	Plan duration.	Police Department Public Works Department
4	Promote the concept of a healthy community in an integrated way; from policy to planning and development.	- Research best practices on how to integrate healthy living into policy, planning and development. - Document the best practices most suited for McFarland. - Draft healthy community policies for consideration by the Village Trustees. - Train staff in the use of healthy living best practices and policies.	2	To be determined.	Plan duration.	Community Development Department Senior Outreach Department

Strategy No.	Strategy	Implementation Steps	Priority ¹	Cost	Timeline	Assignment
Goal E: Improve community connectivity along pedestrian and vehicular corridors.						
1	Improve, maintain and enhance bike/walking path connections throughout the Village and in cooperation with neighboring municipalities and government agencies.	• Study new amenities and improvements to support regional trail network internal and external to the Village. • Create and plan for new trail connections internal and external to the Village. • Include funding to maintain existing pedestrian network and develop new opportunities as available.	1	\$100,000 annually within Capital Projects Fund Budget. Consider larger capital investments on a case by case basis.	Plan duration.	Public Works Department
2	Partner with neighboring municipalities to provide all forms of public transportation within and outside of the Village.	• Collaborate with neighboring municipalities to extend public transportation routes to serve McFarland residents. • Develop cost sharing and fare models. • Discuss options with the Village Board, Public, and Village Staff.	2	To be determined.	Plan duration.	Village Administrator
3	Enhance and increase access to the lakefront and waterways.	• Identify options to add access points to the lakefront and waterways through existing property ownership and new acquisition. • Estimate the costs of increasing access to the lakefront and waters. • Identify potential funding sources to increase access. • Develop a multi-year plan to fund and build additional access points to the lakefront and waterways.	3	Case by case basis as opportunities develop.	Plan duration.	Public Works Department

Strategy No.	Strategy	Implementation Steps	Priority ¹	Cost	Timeline	Assignment
Goal F: Support the development of active and passive recreational amenities that appeal to all age groups and abilities.						
1	Develop new and diverse park system amenities for indoor and outdoor use that are not currently offered in our community.	- Utilize the Parks and Open Space Plan to help guide in local development. - Survey Village residents about park system amenities that are desired. - Identify amenities not currently offered that would be best suited for McFarland parks. - Estimate the costs to add the identified amenities. - Develop a multi-year plan to fund the new amenities. - Study the viability of public-private partnerships within our Park System.	1	Project by project basis.	Plan duration.	Public Works Department
2	Dedicate resources to enhance existing parks and green spaces throughout the Village.	- Create comprehensive inventory of park system of all amenities including active and passive uses. - Prepare annual maintenance plans that address current levels of resources applied and make recommendations on future needs. - Collaborate with the Village Board, Committee, and Staff about funds and resources for enhancing existing parks and green spaces. - Create budget requests for high priority projects and recommendations from plan development.	2	To be determined.	Plan duration.	Public Works Department

Strategy No.	Strategy	Implementation Steps	Priority ¹	Cost	Timeline	Assignment
Goal F: Support the development of active and passive recreational amenities that appeal to all age groups and abilities (continued).						
3	Evaluate the costs and benefits of an outdoor aquatic facility, including construction and operation.	- Engage a firm to evaluate the costs and benefits of an outdoor aquatic facility, including the effects of construction and operation. - Evaluate options for finalizing a location. - Gather additional public input as a potential deciding factor as to the construction of the improvement. - Study financial impact of capital and operating cost implications while identifying potential funding sources. - Finalize plan, prepare design, and consider construction. - Take final action as needed and decided at the discretion of the Village Board.	1	\$25,000 Plan \$100,000 to \$250,000 Design \$1,000,000 to \$5,000,000 Construction	2020 thru 2024	Public Works Department Village Administrator
4	Partner with the school district to expand recreational opportunities for families.	- Research additional recreational, arts, and other adult education program opportunities to offer to families. - Inventory public and private recreational opportunities available within the Community. - Estimate the costs of providing the additional recreational activities. - Partner with the school district to fund and offer jointly supported recreational program and infrastructure opportunities.	3	To be determined.	Plan duration.	Public Works Department Village Administrator

Strategy No.	Strategy	Implementation Steps	Priority ¹	Cost	Timeline	Assignment
Goal F: Support the development of active and passive recreational amenities that appeal to all age groups and abilities (continued).						
5	Develop individual park master plans that prioritize future developments, including a new community park.	• Create an RFP to hire a firm to develop individual park master plans that prioritize future developments, including but not limited to William McFarland Park, new Community Park, and a Special Needs Park. • Solicit proposals and select a consultant. • Complete master plan and build recommended improvements and phasing into the CIP.	2	\$25,000 to \$50,000 per plan	Plan duration.	Public Works Department
6	Expand and develop programs to promote greater use of the lakefront, wetland conservancy, and waterways.	• Research new programs that will promote greater use of the lakefront and waters. • Determine those programs most suited for McFarland. • Estimate the costs of providing the new programming. • Study the viability of public-private partnerships within our natural water resources. • Identify funding for the new programs. • Market the new programs to the community.	3	To be determined.	Plan duration.	Public Works Department Village Administrator

Attachment B – Workshop Materials





Village Board Strategic Plan

Workshop 1

McFarland Municipal Center – Community Room

September 30, 2019, 5:00 p.m. to 8:00 p.m.

Agenda

(Please bring your worksheets for use during the session)

Purpose and Outcomes

Identify the elements of a desired future for the Village of McFarland for the next five to seven years. The results of two strategic planning sessions will guide the future allocation of resources and department work planning to achieve the priorities established by the Village Trustees. The Board President will convene a second strategic planning workshop on October 1.

The focus of the first workshop is to create a vision statement and mission statement and identify core values for the organization. The focus of the second workshop will be on identifying priority goals and strategies to accomplish the vision.

5:00 p.m.	Arrive
	Welcome and Agenda Review
	Present and Discuss Environmental Scan (presented by the Village Administrator)
	Present and Discuss Summary of Community and Employee Survey themes (presented by Management Partners)
6:00 to 6:30	Break for Dinner
6:30	Discuss McFarland Vision, Mission and Values
7:00	Identify and Prioritize Goals for the Future
7:55 p.m.	Wrap Up and Next Steps





Village Board Strategic Plan Workshop 2

McFarland Village Hall - Training Center

October 1, 2019, 9:00 a.m. to Noon

Agenda

(Please bring your worksheets for use during the session)

Purpose and Outcomes

Review and confirm the strategic plan elements (vision, mission and values) developed during the first workshop. During this workshop Village Board members will identify goals and strategies to achieve the vision and identify success measures based on the priorities. The goals, strategies and success factors identified during this session will guide the allocation of resources and departmental work planning for the future.

- | | |
|------------|---|
| 9:00 a.m. | Welcome and Agenda Review |
| | Confirm Vision, Mission and Values |
| 9:15 | Identify and Prioritize Goals (continued) |
| 10:00 | Develop Strategies for Priority Goals |
| 11:15 | Identify Success Measures for Each Goal |
| 11:50 a.m. | Wrap Up and Next Steps |



McFarland Strategic Planning Worksheet

Please Bring Your Completed Worksheet to the Workshops

Instructions

The worksheet is divided into four sections: A) vision, B) mission, C) values, and D) goals and strategies. Each section of the worksheet is supplemented by information obtained from responses to the community and employee surveys. Survey responses were received from 433 community stakeholders and 65 Village of McFarland employees.

A. Vision

A **vision** is an aspirational statement of where Village leaders want the Village to be in the future. Setting a vision is a fundamental element of the strategic planning process.

Survey respondents were asked if the current Village vision should be changed and had the option to provide suggested revisions. The current vision is:

The vision of McFarland is to create an inviting, dynamic, diverse community that offers a high quality of life and a supportive environment in which all citizens may practice their individual value choices. The community actively seeks to preserve its proud heritage, protect its abundant natural resources, plan for responsible and balanced residential and commercial growth, promote a viable economic base, support educational excellence, provide diverse leisure options, and foster a healthy social fabric.

Table 1 indicates that a majority of community and employee survey respondents believe the current vision statement does not need to be changed.

Table 1. Do you think the vision statement should be changed?

	Community Response	Employee Response
Yes	65 (19%)	17 (26%)
No	284 (81%)	48 (74%)
Answered Question	349	65

Some community survey respondents included suggestions to improve the current vision statement, these are provided in Table 2. Of the respondents that thought it should be changed, both community and employee respondents suggested simplifying the vision statement.

Table 2. Suggestions for Changes to the Current Vision

Response Theme	Examples From Community Responses	Examples From Employee Responses
Remove words or phrases	Choice value Commercial growth Diverse leisure options Viable economic base	None provided



Response Theme	Examples From Community Responses	Examples From Employee Responses
Refine/Reword	Change “citizens may practice” to “citizens participate” Define choice value and natural resources Simplify vision statement Statement is too vague Vision statement does not reflect village	Proud heritage Simplify vision statement
Add	Be an inviting and dynamic community Be mindful of environment Create a diverse population through housing Create a community that is diverse socially, culturally, economically, and in its land use that fulfills value choices of the populace to enhance community Fiscal responsibility Keep Lake Waubesa clean and safe for our community Providing housing opportunities and atmosphere for all facets of economic class Reducing economic barriers	All done at a reasonable cost to residents Be inviting to businesses Forward thinking Provide a safe community
Words or Phrases to Keep	All citizens Recreational options current and future growth Support educational excellence Responsible and balanced growth	Commercial growth

VISION STATEMENT EXAMPLES

Roswell, Georgia: *To be a vibrant riverside community connecting strong neighborhoods, preserving our rich history, celebrating the arts and culture and cultivating entrepreneurial spirit.*

Reno, Nevada: *We are a vibrant university town known for our outdoor activities, special events, arts and culture, and innovative industries.*

Please provide any suggestions you have for changing or modifying the vision statement below.



B. Mission

A **mission statement** provides the purpose of the organization and guides the prioritization of opportunities. The mission defines what the Village stands for and what it will do.

The current mission statement for the Village reads:

With direction encouraged from an engaged citizenry, Village elected officials and employees will maintain and enhance the quality of life of the community by delivering quality services in an efficient and accountable manner and by providing an orderly, unbiased system of government that is transparent and accessible. To create and sustain a high level of confidence in Village government, we pledge to function with: professional integrity; fiscal responsibility; open communications; environmental sustainability; sensitivity to the values of each individual; and full cooperation in achieving the priority goals determined by the community.

As shown in Table 3, a majority of survey respondents believe the current mission statement should not be changed.

Table 3. Do you think the mission statement should be changed?

Answer	Community Response	Employee Response
Yes	38 (11%)	14 (22%)
No	308 (89%)	50 (78%)
Answered Question	346	64

Suggested themes for modifying the current mission statement submitted by the survey respondents is included in Table 4. Similar to the vision statement, some community and employee survey respondents indicated the Village mission should be simplified.

Table 4. Suggestions for Changes to the Current Mission

Response Theme	Examples From Community Responses	Examples From Employee Responses
Refine/Reword	Clarify how quality of life is improved Community instead of citizenry Define quality services Simplify mission statement	Full cooperation in achieving priority goals Simplify mission statement
Add	The vision of McFarland is to facilitate a safe, environmentally conscious community where individuals can live, thrive, and pursue their best lives Lake community Modernize Prioritize affordable housing Sustainability Seek economic growth, including commercial development	Control tax burden Fiscal accountability



Response Theme	Examples From Community Responses	Examples From Employee Responses
Words or Phrases to Keep	Professional integrity Quality of life	Accountable Engaged citizenry Responsible

MISSION STATEMENT EXAMPLES

West Palm Beach, Florida: *In partnership with our communities, West Palm Beach delivers exceptional customer service that enhances quality of life.*

Boulder City, Nevada: *Deliver outstanding services to enhance the quality of life within our community, our economic vitality, and the safety of those who reside, work in, visit, or travel through our community.*

Please provide any suggestions you have for changing or modifying the mission statement below.

C. Core Values

Values are the core operating principles of an organization. They govern the actions and behaviors of policy makers and employees to effectuate the Village's mission and vision.

The current mission statement for McFarland includes the following core values:

- *Professional integrity*
- *Fiscal responsibility*
- *Open communications*
- *Environmental sustainability*
- *Sensitivity to the values of each individual*
- *Full cooperation in achieving the priority goals determined by the community*

Table 5 indicates that a majority of survey respondents believe that the current core values should not be changed.

Table 5. Should any of the values be changed?

Response	Community Response	Employee Response
Yes	51 (15%)	11 (17%)
No	290 (85%)	54 (83%)
Answered Question	341	0

Table 6 provides a summary of suggested values submitted by community and employee survey respondents. Survey respondents could submit up to three values.

Table 6. Suggestions for Changes to the Current Values

Response	Community Response	Employee Response
Add or Keep	Commitment to the safety and well-being of residents Decrease barriers (economic, social) Diversity Education Environment Responsibility Equity Financial/Fiscal Responsibility Inclusion Learning Openness Preparation Professional Integrity Responsiveness Sensitivity Transparency	Accountability Kindness Opportunity Progressiveness Quality of life Respect Trust
Remove	Full cooperation Values of each individual	None provided

Use the space below to record your preferred list of values for discussion during the workshop.

1. _____
2. _____
3. _____
4. _____
5. _____



D. Goals and Strategies

Goal: A statement of specific direction and the desired outcome(s) to be achieved.

Sample Goal Statement: Create local, regional and state partnerships to promote economic development and tourism and strategically leverage city assets.

Strategy: An action to be taken to achieve a goal.

Sample Strategy: Expand the use of technology and media to promote economic growth and tourism.

Priorities to Consider as You Identify Goals and Strategies for the Strategic Plan

Survey respondents were provided a list of potential priorities for the future and were asked to indicate their top three priorities. Respondents could also add up to three priorities.

There were 353 (81%) community responses and 64 (98%) employee responses to this question. Both community and employee respondents agreed that *increasing retail offerings in the Village* and *improving the mix of commercial and industrial development along Highway 51* should be future priorities.

Top priorities identified by community respondents

- *Develop an outdoor swimming pool*
- *Increase retail offerings in the Village*
- *Promote greater public use of frontage along Lake Waubesa*
- *Improve the mix of commercial and industrial development along Highway 51*
- *Expand recreation offerings*

Top priorities identified by employee respondents

- *Address facility needs of Village departments*
- *Pursue commercial and industrial development opportunities east of the Village*
- *Develop a multi-purpose community center*
- *Improve the mix of commercial and industrial development along Highway 51*
- *Increase retail offerings in the Village*

On the following two pages identify up to four goal areas you think should be considered for inclusion in the strategic plan and indicate why they are important. We will discuss your proposed goal areas during the workshops.

Goal Area 1:

Strategies to Support the Goal – What strategies (actions or projects) should be considered?

1. _____
2. _____
3. _____

Goal Area 2:

Strategies to Support the Goal – What strategies (actions or projects) should be considered?

1. _____
2. _____
3. _____

Goal Area 3:

Strategies to Support the Goal – What strategies (actions or projects) should be considered?

1. _____
2. _____
3. _____

Goal Area 4:

Strategies to Support the Goal – What strategies (actions or projects) should be considered?

1. _____
2. _____
3. _____



Attachment C – Community Survey Results



Attachment C – McFarland Community and Employee Survey Results

Introduction

Village of McFarland leaders have undertaken a strategic planning effort to review the current vision and mission and formulate goals, strategies and an action plan with the objective of achieving consensus about new initiatives. Developing a strategic plan will ensure that staff members are working to support the Board of Trustees' goals. The new plan will reflect the current priorities of the Trustees with input from community stakeholders and Village staff through the year 2025.

An initial activity included surveying community stakeholders and Village employees to solicit input for the strategic plan. The survey was used to gather opinions about Village strengths, weaknesses, opportunities, challenges, vision, and the organization's mission, values and priorities. A summary of the results and themes from the survey are presented below.

Survey Results

The survey was available online to the community using the Village of McFarland website. The survey link was also shared with local organizations such as the Chamber of Commerce and the McFarland Historical Society. Paper copies of the survey were made available at the Ed Locke Public Library and the Village Administration Building. When paper copies were completed, the Village Administrator mailed the survey directly to Management Partners.

Village employees were emailed a link to the online survey, which was available from July 2 through 19, 2019. A total of 433 responses were received from community stakeholders and 65 responses were received from Village employees.

Strengths, Weaknesses, Opportunities, and Challenges of the Village

Survey respondents were asked to review a list of statements and indicate if they strongly agree, agree, disagree or strongly disagree with each statement. Following each list of statements, respondents had the opportunity to identify additional strengths, weaknesses, opportunities and challenges in an open-ended format. Responses submitted by the community and those submitted by employees are shown separately. Statements are listed from the greatest to least by the percent of respondents who agreed or strongly agreed.

Table 7 shows the community responses related to statements about the strengths of the Village. At least 94% of respondents agreed or strongly agreed that the following statements are strengths of the Village:

- Proximity to the City of Madison,
- Good library system,
- A safe community, and
- Small town feel.



In the open-ended response, an additional 142 strengths were submitted by community respondents. Of these, 39 (27%) comments identified the school system as a strength, 19 (13%) comments identified Lake Waubesa as a strength, and 17 (11%) identified the community as a strength. Other themes include recreation opportunities, sense of safety in the community, historic and unique properties, and Village events and services.

Table 7. Community Survey Responses – Village of McFarland Strengths

Survey Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Did Not Respond
	Strongly Agree/Agree		Strongly Disagree/Disagree		
a. Proximity to the City of Madison	301 (70%)	122 (28%)	7 (2%)	1 (0%)	2 (0%)
	423 (98%)		8 (2%)		
b. Good library services	271 (64%)	146 (34%)	4 (1%)	3 (1%)	9 (2%)
	417 (98%)		7 (2%)		
c. A safe community	170 (40%)	244 (57%)	14 (3%)	1 (0%)	4 (1%)
	414 (97%)		15 (3%)		
d. Small town feel	162 (38%)	243 (56%)	21 (5%)	5 (1%)	2 (0%)
	405 (94%)		26 (6%)		
e. Well maintained parks	128 (30%)	260 (61%)	35 (8%)	5 (1%)	5 (1%)
	388 (91%)		40 (9%)		
f. Financially stable	62 (15%)	307 (76%)	33 (8%)	4 (1%)	27 (6%)
	369 (91%)		37 (9%)		
g. Abundance of parks and open space	142 (33%)	241 (56%)	36 (9%)	9 (2%)	5 (1%)
	383 (89%)		45 (11%)		
h. Well maintained streets	85 (20%)	287 (67%)	49 (12%)	5 (1%)	7 (2%)
	372 (87%)		54 (13%)		
i. Village Hall's service delivery	55 (14%)	282 (70%)	60 (15%)	4 (1%)	32 (7%)
	337 (84%)		64 (16%)		
j. Well run Village Hall	69 (16%)	275 (66%)	64 (15%)	11 (3%)	14 (3%)
	344 (82%)		75 (18%)		
k. Commitment to volunteerism by residents	64 (15%)	268 (66%)	63 (16%)	13 (3%)	25 (6%)
	332 (81%)		76 (19%)		
l. Fiscally responsible with budgeting and expenditures	52 (13%)	250 (61%)	83 (20%)	22 (6%)	26 (6%)
	302 (74%)		105 (26%)		
m. Communication from the Village to residents and stakeholders is good	45 (11%)	248 (61%)	93 (23%)	22 (5%)	25 (6%)
	293 (72%)		115 (28%)		
n. Village leaders listen to the public	45 (11%)	213 (52%)	117 (28%)	35 (9%)	23 (5%)
	258 (63%)		152 (37%)		
o. Land available for future development	27 (7%)	219 (55%)	125 (32%)	25 (6%)	37 (9%)
	246 (62%)		150 (38%)		



Table 8 shows the employee responses to statements on Village strengths. Similar to the community response, 90% or more of respondents indicate that they agreed or strongly agreed with Village strengths as follows:

- Proximity to the City of Madison,
- Good library system,
- A safe community, and
- Well maintained parks.

In the open-ended responses, 16 additional strengths were submitted by employee respondents. Of these, four (25%) comments mentioned the school system as a strength, and three comments identified natural areas (e.g., Lake Waubesa, greenspace and wildlife) as a strength.

Table 8. Employee Survey Responses – Village of McFarland Strengths

Survey Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Did not respond
	Strongly Agree/Agree		Strongly Disagree/Disagree		
a. Proximity to the City of Madison	42 (64%)	22 (34%)	1 (2%)	0 (0%)	0 (0%)
	64 (98%)		1 (2%)		
b. Good library services	37 (57%)	26 (40%)	2 (3%)	0 (0%)	0 (0%)
	63 (97%)		2 (3%)		
c. A safe community	27 (42%)	35 (55%)	1 (2%)	1 (2%)	1 (2%)
	62 (97%)		2 (3%)		
d. Well maintained parks	27 (41%)	35 (54%)	3 (5%)	0 (0%)	0 (0%)
	62 (95%)		3 (5%)		
e. Well maintained streets	16 (25%)	42 (66%)	5 (8%)	1 (2%)	1 (2%)
	58 (91%)		6 (9%)		
f. Financially stable	22 (36%)	32 (53%)	5 (8%)	2 (3%)	4 (6%)
	54 (89%)		7 (11%)		
g. Abundance of parks and open space	30 (46%)	26 (40%)	9 (14%)	0 (0%)	0 (0%)
	56 (86%)		9 (14%)		
h. Village Hall's service delivery	15 (24%)	38 (60%)	7 (11%)	3 (5%)	2 (3%)
	53 (84%)		10 (16%)		
i. Small town feel	23 (35%)	29 (45%)	10 (15%)	3 (5%)	0 (0%)
	52 (80%)		13 (20%)		
j. Well run Village Hall	14 (22%)	37 (58%)	8 (13%)	5 (7%)	1 (2%)
	51 (80%)		13 (20%)		
k. Fiscally responsible with budgeting and expenditures	20 (32%)	27 (43%)	10 (16%)	6 (9%)	2 (3%)
	47 (75%)		16 (25%)		



Survey Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Did not respond
	Strongly Agree/Agree		Strongly Disagree/Disagree		
l. Commitment to volunteerism by residents	9 (14%)	37 (58%)	16 (25%)	2 (3%)	1 (2%)
	46 (72%)		18 (28%)		
m. Communication from the Village to residents and stakeholders is good	10 (15%)	36 (56%)	18 (28%)	1 (2%)	0 (0%)
	46 (71%)		19 (29%)		
n. Village leaders listen to the public	9 (14%)	33 (51%)	13 (20%)	10 (15%)	0 (0%)
	42 (65%)		23 (35%)		
o. Land available for future development	4 (6%)	36 (55%)	16 (25%)	9 (14%)	0 (0%)
	40 (61%)		25 (39%)		

Table 9 shows community responses to statements about Village weaknesses. There was not a strong consensus on what constituted a weakness for the Village. The weaknesses from 60% or more of respondents are:

- Rising housing costs,
- Lack of clear priorities for the future, and
- Lack of commercial development.

The top weaknesses identified by community respondents are further borne out in the open-ended responses. Community survey respondents submitted 245 weaknesses. Reflecting general agreement that *rising housing costs* is a weakness, 12 (5%) comments identified lack of housing options and 11 (4%) referred to uncontrolled growth as weaknesses.

A lack of economic and commercial development emerged as major theme of the open-ended responses with 41 (17%) mentions. Related to development, 14 (6%) comments identified the underutilization of Lake Waubesa, and ten (5%) comments identified an underdeveloped downtown. Another theme from 18 (7%) of respondents identified lack of communication, follow through, and leadership from Village administration.

Table 9. Community Survey Responses – Village of McFarland Weaknesses

Survey Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Did Not Respond
	Strongly Agree/Agree		Strongly Disagree/Disagree		
a. Rising housing costs	154 (40%)	150 (38%)	77 (19%)	10 (3%)	42 (10%)
	304 (78%)		87 (22%)		
b. Lack of clear priorities for the future	89 (24%)	159 (43%)	116 (31%)	6 (2%)	63 (15%)
	248 (67%)		122 (33%)		
c. Lack of commercial development	105 (27%)	142 (36%)	126 (32%)	18 (5%)	42 (10%)
	247 (63%)		144 (37%)		



Survey Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Did Not Respond
	Strongly Agree/Agree		Strongly Disagree/Disagree		
d. Limited housing for seniors	67 (18%)	156 (42%)	137 (37%)	15 (4%)	58 (13%)
	223 (59%)		152 (41%)		
e. Limited recreation programming	72 (19%)	144 (38%)	139 (37%)	23 (6%)	55 (13%)
	216 (57%)		162 (43%)		
f. Limited meeting space in the community	50 (13%)	160 (43%)	151 (41%)	12 (3%)	60 (14%)
	210 (56%)		163 (44%)		
g. Lack of village identity	45 (12%)	124 (32%)	198 (51%)	20 (5%)	46 (11%)
	169 (44%)		218 (56%)		

Table 10 displays employee responses to statements on Village weaknesses, with similar results as the community response. Statements that had at least 60% of respondents indicate that they agreed or strongly agreed are:

- Rising housing costs,
- Lack of clear priorities for the future,
- Lack of commercial development, and
- Limited recreation programming.

Of the 18 weaknesses submitted by employee respondents, six (33%) identified Village services with four of the responses specifically identifying limited transportation service. Another five comments identified the lack of community facilities (e.g., community center and pool) as a weakness.

Table 10. Employee Survey Responses – Village of McFarland Weaknesses

Survey Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Did not respond
	Strongly Agree/Agree		Strongly Disagree/Disagree		
a. Rising housing costs	24 (38%)	22 (35%)	16 (25%)	1 (2%)	2 (3%)
	46 (73%)		17 (27%)		
b. Lack of clear priorities for the future	19 (29%)	28 (43%)	17 (26%)	1 (2%)	0 (0%)
	47 (72%)		18 (28%)		
c. Lack of commercial development	21 (33%)	19 (30%)	21 (33%)	2 (3%)	2 (3%)
	40 (63%)		23 (37%)		
d. Limited recreation programming	19 (30%)	19 (30%)	22 (34%)	4 (6%)	1 (2%)
	38 (60%)		26 (40%)		
e. Limited meeting space in the community	13 (21%)	24 (38%)	20 (31%)	6 (10%)	2 (3%)
	37 (59%)		26 (41%)		
f. Limited housing for seniors	11 (17%)	26 (41%)	23 (36%)	4 (6%)	1 (2%)
	37 (58%)		27 (42%)		
g. Lack of village identity	8 (12%)	18 (28%)	29 (45%)	10 (15%)	0 (0%)
	26 (40%)		39 (60%)		



Table 11 shows community responses to statements about opportunities for the Village. Statements from 86% or more respondents indicate they view the following as opportunities:

- Making residents more aware of services provided by the Village,
- Expanding recreation offerings,
- Increasing collaboration and partnerships with civic organizations and other public agencies, and
- Providing Village services in more innovative ways.

Community survey respondents submitted 149 open-ended responses about opportunities. Economic development was a major theme, with 29 (19%) respondents suggesting it as an opportunity. Developing programs and activities for all ages in the community was another opportunity identified in 25 (17%) of the comments, and 21 (14%) of respondents suggested adding either a pool, splash pad, or aquatic center as an opportunity.

Table 11. Community Survey Responses – Village of McFarland Opportunities

Survey Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Did Not Respond
	Strongly Agree/Agree		Strongly Disagree/Disagree		
a. Making residents more aware of services provided by the Village	129 (34%)	213 (56%)	38 (10%)	0 (0%)	53 (12%)
	342 (90%)		38 (10%)		
b. Expanding recreation offerings	153 (40%)	172 (45%)	44 (12%)	10 (3%)	54 (12%)
	325 (85%)		54 (15%)		
c. Increasing collaboration and partnerships with civic organizations and other public agencies	88 (23%)	235 (64%)	47 (13%)	0 (0%)	63 (15%)
	323 (87%)		47 (13%)		
d. Providing Village services in more innovative ways	99 (27%)	218 (59%)	50 (13%)	2 (1%)	64 (15%)
	317 (86%)		52 (14%)		
e. Improving communication between the Village and residents	113 (30%)	202 (54%)	55 (15%)	2 (1%)	61 (14%)
	315 (84%)		57 (16%)		
f. Promoting greater public use of frontage along Lake Waubesa	191 (50%)	130 (34%)	49 (13%)	11 (3%)	52 (12%)
	321 (84%)		60 (16%)		
g. Improving the mix of commercial and industrial development along HWY 51	112 (29%)	197 (52%)	62 (16%)	10 (3%)	52 (12%)
	309 (81%)		72 (19%)		
h. Expanding senior services and programming	91 (24%)	179 (49%)	94 (25%)	8 (2%)	61 (14%)
	270 (73%)		102 (27%)		
i. Pursuing commercial and industrial development opportunities east of the Village	85 (23%)	134 (36%)	117 (31%)	36 (10%)	61 (14%)
	219 (59%)		153 (41%)		

Table 12 displays employee responses to statements about Village opportunities. Statements from 84% or more of respondents indicate they think the following are opportunities:



- Improving the mix of commercial and industrial development along highway 51,
- Promoting greater public use of frontage along Lake Waubesa,
- Increasing collaboration and partnerships with civic organizations and other public agencies, and
- Improving communication between the Village and residents.

Employee respondents submitted 21 suggestions about opportunities in the open-ended responses. Some prevalent themes included increasing recreation opportunities, creating a strong Village center, and innovation from Village administration.

Table 12. Employee Survey Responses – Village of McFarland Opportunities

Survey Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Did not respond
	Strongly Agree/Agree		Strongly Disagree/Disagree		
a. Improving the mix of commercial and industrial development along highway 51	29 (45%)	28 (44%)	5 (8%)	2 (3%)	1 (2%)
	57 (89%)		7 (11%)		
b. Promoting greater public use of frontage along Lake Waubesa	34 (53%)	23 (35%)	8 (12%)	0 (0%)	0 (0%)
	57 (88%)		8 (12%)		
c. Increasing collaboration and partnerships with civic organizations and other public agencies	12 (19%)	42 (67%)	9 (14%)	0 (0%)	2 (3%)
	54 (86%)		9 (14%)		
d. Improving communication between the Village and residents	21 (32%)	33 (52%)	9 (14%)	1 (2%)	1 (2%)
	54 (84%)		10 (16%)		
e. Making residents more aware of services provided by the Village	29 (45%)	24 (38%)	10 (16%)	1 (2%)	1 (2%)
	53 (83%)		11 (17%)		
f. Providing Village services in more innovative ways	19 (30%)	33 (51%)	10 (16%)	2 (3%)	1 (2%)
	52 (81%)		12 (19%)		
g. Pursuing commercial and industrial development opportunities east of the Village	27 (42%)	23 (36%)	13 (20%)	1 (2%)	1 (2%)
	50 (78%)		14 (22%)		
h. Expanding recreation offerings	19 (30%)	27 (42%)	13 (20%)	5 (8%)	1 (2%)
	46 (72%)		18 (28%)		
i. Expanding senior services and programming	19 (30%)	27 (42%)	10 (16%)	8 (12%)	1 (2%)
	46 (72%)		18 (28%)		

Table 13 displays community responses to statements about challenges the Village may face. Statements with 84% or more indicate the following challenges:

- Determining the impacts of further growth on Village service delivery,
- Achieving greater community engagement and participation,
- Financing future needs of the Village, and
- Reducing flooding and storm water runoff.



Community survey respondents submitted 47 comments identifying Village challenges. One major theme mentioned by ten (21%) respondents regarded Village operations and leadership as a challenge (e.g., political pressures, planning, and attracting diverse populations and businesses to the Village). Additional challenges included eight (17%) comments about providing community programs and services for all ages and needs, and an additional eight (17%) mentioned economic development.

Table 13. Community Survey Responses – Village of McFarland Challenges

Survey Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Did not respond
	Strongly Agree/Agree		Strongly Disagree/Disagree		
a. Determining the impacts of further growth on Village service delivery	80 (23%)	228 (65%)	43 (12%)	1 (0%)	81 (19%)
	308 (88%)		44 (12%)		
b. Achieving greater community engagement and participation	114 (32%)	194 (55%)	43 (12%)	3 (1%)	79 (18%)
	308 (87%)		46 (13%)		
c. Financing future needs of the Village	76 (21%)	228 (64%)	45 (13%)	6 (2%)	78 (18%)
	304 (86%)		51 (14%)		
d. Reducing flooding and storm water runoff	108 (30%)	195 (54%)	55 (15%)	2 (1%)	73 (17%)
	303 (84%)		57 (16%)		
e. Increasing retail offerings in the Village	135 (36%)	164 (44%)	56 (15%)	15 (4%)	63 (15%)
	299 (81%)		71 (19%)		
f. Addressing the facility needs of Village departments	69 (20%)	211 (60%)	61 (18%)	9 (2%)	83 (19%)
	280 (80%)		70 (20%)		
g. Understanding and working with special needs populations	82 (23%)	189 (54%)	74 (21%)	7 (2%)	81 (19%)
	271 (77%)		81 (23%)		
h. Determining the role of the Village in providing social services	68 (19%)	193 (55%)	84 (3%)	5 (1%)	83 (19%)
	261 (75%)		89 (25%)		
i. Developing affordable housing in the Village	78 (21%)	144 (39%)	113 (31%)	34 (9%)	64 (15%)
	222 (60%)		147 (40%)		

Table 14 displays the employee responses to statements about challenges the Village may face. Statements agreed on by at least 84% of respondents follow:

- Achieving greater community engagement and participation,
- Addressing the facility needs of Village departments, and
- Financing future needs of the Village.

Employee survey respondents submitted 17 comments identifying Village challenges. Of these, five (29%) identified transportation as a challenge, specifically mentioning public transit access,



and improving safety and walkability in the community. Other themes include economic development, providing sufficient public services, and updating Village buildings and facilities.

Table 14. Employee Survey Responses – Village of McFarland Challenges

Survey Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Did not respond
	Strongly Agree/Agree		Strongly Disagree/Disagree		
a. Achieving greater community engagement and participation	18 (28%)	36 (56%)	9 (14%)	1 (2%)	1 (2%)
	54 (84%)		10 (16%)		
b. Addressing the facility needs of Village departments	30 (48%)	23 (36%)	9 (14%)	1 (2%)	2 (3%)
	53 (84%)		10 (16%)		
c. Financing future needs of the Village	24 (39%)	28 (45%)	9 (14%)	1 (2%)	3 (5%)
	52 (84%)		10 (16%)		
d. Understanding and working with special needs populations	13 (21%)	38 (60%)	9 (14%)	3 (5%)	2 (3%)
	51 (81%)		12 (19%)		
e. Determining the impacts of further growth on Village service delivery	18 (30%)	31 (51%)	10 (16%)	2 (3%)	4 (6%)
	49 (81%)		12 (19%)		
f. Increasing retail offerings in the Village	29 (45%)	22 (35%)	10 (16%)	3 (4%)	1 (2%)
	51 (80%)		13 (20%)		
g. Reducing flooding and storm water runoff	21 (33%)	25 (39%)	13 (20%)	5 (8%)	1 (2%)
	46 (72%)		18 (28%)		
h. Determining the role of the Village in providing social services	13 (21%)	31 (51%)	14 (23%)	3 (5%)	4 (6%)
	44 (72%)		17 (28%)		
i. Developing affordable housing in the Village	16 (25%)	28 (45%)	13 (20%)	6 (10%)	2 (3%)
	44 (70%)		19 (30%)		

Village of McFarland Vision, Mission and Values

Survey respondents were asked if the current vision, mission, and values should be changed. They were also given the opportunity to provide suggested changes for each.

A vision is an aspirational statement of a future desired state. Survey respondents were asked if the current Village vision should be changed and had the option to provide suggested revisions. The current McFarland vision is:

The vision of McFarland is to create an inviting, dynamic, diverse community that offers a high quality of life and a supportive environment in which all citizens may practice their individual value choices. The community actively seeks to preserve its proud heritage, protect its abundant natural resources, plan for responsible and balanced residential and commercial growth, promote a viable economic base, support educational excellence, provide diverse leisure options, and foster a healthy social fabric.



Suggested themes submitted by survey respondents are provided in Table 15. Both community and employee survey respondents suggested simplifying the vision statement.

Table 15. Suggestions for Changes to the Current Vision

Response Theme	Examples From Community Responses	Examples From Employee Responses
Remove words or phrases	Choice value Commercial growth Diverse leisure options Viable economic base	
Refine/Reword	Change “citizens may practice” to “citizens participate” Define choice value and natural resources Simplify vision statement Statement is too vague Vision statement does not reflect village	Proud heritage Simplify vision statement
Add	Be an inviting and dynamic community Be mindful of environment Create a diverse population through housing Create a community that is diverse socially, culturally, economically, and in its land use that fulfills value choices of the populace to enhance community Fiscal responsibility Keep Lake Waubesa clean and safe for our community Providing housing opportunities and atmosphere for all facets of economic class Reducing economic barriers	All done at a reasonable cost to residents Be inviting to businesses Forward thinking Provide a safe community
Words or Phrases to Keep	All citizens Recreational options current and future growth Support educational excellence Responsible and balanced growth	Commercial growth

The current mission statement for the Village reads:

With direction encouraged from an engaged citizenry, Village elected officials and employees will maintain and enhance the quality of life of the community by delivering quality services in an efficient and accountable manner and by providing an orderly, unbiased system of government that is transparent and accessible. To create and sustain a high level of confidence in Village government, we pledge to function with: professional integrity; fiscal responsibility; open communications; environmental sustainability;



sensitivity to the values of each individual; and full cooperation in achieving the priority goals determined by the community.

Suggested themes submitted by survey respondents are provided in Table 18. Similar to suggestions for the vision statement, some community and employee survey respondents indicated the mission statement should be simplified.

Table 16. Suggestions for Changes to the Current Mission

Response Theme	Examples From Community Responses	Examples From Employee Responses
Refine/Reword	Clarify how is quality of life is improved Community instead of citizenry Define quality services Simplify mission statement	Full cooperation in achieving priority goals Simplify mission statement
Add	The vision of McFarland is to facilitate a safe, environmentally conscious community where individuals can live, thrive, and pursue their best lives Lake community Modernize Prioritize affordable housing Sustainability Seek economic growth, including commercial development	Control tax burden Fiscal accountability
Words or Phrases to Keep	Professional integrity Quality of life	Accountable Engaged citizenry Responsible

Values are the core operating principles of an organization. They govern the actions and behaviors of policy makers and employees to effectuate the Village's mission and vision.

The current mission statement for McFarland includes the following core values:

- *Professional integrity*
- *Fiscal responsibility*
- *Open communications*
- *Environmental sustainability*
- *Sensitivity to the values of each individual*
- *Full cooperation in achieving the priority goals determined by the community*

Table 17 shows that a majority of survey respondents believe that the current core values do not need to be changed.



Table 17. *Should any of the values be changed?*

Response	Community Response	Employee Response
Yes	51 (15%)	11 (17%)
No	290 (85%)	54 (83%)
Answered Question	341	0

Table 18 provides a summary of suggested values submitted by community and employee survey respondents. Survey respondents could submit up to three values.

Table 18. *Suggestions for Changes to the Current Values*

Response	Community Response	Employee Response
Add or Keep	Commitment to the safety and well-being of residents Decrease barriers (economic, social) Diversity Education Environment Responsibility Equity Financial/Fiscal Responsibility Inclusion Learning Openness Preparation Professional Integrity Responsiveness Sensitivity Transparency	Accountability Kindness Opportunity Progressiveness Quality of life Respect Trust
Remove	Full cooperation Values of each individual	

Village of McFarland Community Priorities of the Future

Survey respondents were given a list of priorities for McFarland to focus on for the future and were asked to indicate their top three priorities. Respondents could add up to three priorities as well. There were 353 (81%) community responses and 64 (98%) employee responses to this question.

Table 19 identifies the priorities survey respondents thought Village leaders should focus on for the future. Responses from community and employee survey respondents are separated, and the top five priorities of each respondent group have been highlighted. Both community and employee respondents agreed that *increasing retail offerings in the Village* and *improving the mix of commercial and industrial development along Highway 51* should be priorities.

Top priorities identified by community respondents are provided below.



- *Developing an outdoor swimming pool,*
- *Increasing retail offerings in the Village,*
- *Promoting greater public use of frontage along Lake Waubesa,*
- *Improving the mix of commercial and industrial development along Highway 51, and*
- *Increasing retail offerings.*

Top priorities identified by employee respondents are provided below.

- *Addressing the facility needs of Village departments,*
- *Pursuing commercial and industrial development opportunities east of the Village,*
- *Developing a multi-purpose community center,*
- *Improving the mix of commercial and industrial development along Highway 51, and*
- *Increasing retail offerings.*

While 27% of employee respondents indicated *addressing the facility needs of Village departments* as a high priority, only 5% of community respondents thought it should be. Should the Village move forward with addressing facilities needs as a top priority, communicating the importance of this to the community may be needed.

Table 19. Priorities for the Village of McFarland

Priority	Community Response	Employee Response
a. Developing an outdoor swimming pool	113 (31%)	8 (13%)
b. Increasing retail offerings in the Village	102 (29%)	12 (19%)
c. Promoting greater public use of frontage along Lake Waubesa	95 (27%)	11 (17%)
d. Improving the mix of commercial and industrial development along Highway 51	73 (20%)	13 (20%)
e. Expanding recreation offerings	70 (20%)	5 (8%)
f. Developing a splash pad	56 (15%)	4 (6%)
g. Pursuing commercial and industrial development opportunities east of the Village	49 (14%)	15 (23%)
h. Developing affordable housing in the Village	44 (12%)	9 (14%)
i. Developing a multi-purpose community center	43 (12%)	14 (22%)
j. Reducing flooding and storm water runoff	39 (10%)	5 (8%)
k. Providing public transportation to Madison	35 (10%)	9 (14%)
l. Adding sidewalks and walking paths	31 (8%)	3 (5%)
m. Improving communication between the Village and residents	29 (8%)	7 (11%)
n. Determining the impacts of further growth on Village service delivery	29 (8%)	9 (14%)
o. Financing the future needs of the Village	29 (8%)	6 (9%)
p. Expanding senior services and programming	28 (7%)	8 (13%)
q. Developing bike paths	28 (7%)	6 (9%)
r. Adding park amenities	26 (7%)	4 (6%)



Priority	Community Response	Employee Response
s. Improving sustainability initiatives	25 (7%)	3 (5%)
t. Addressing the facility needs of Village departments	21 (5%)	17 (27%)
u. Achieving greater community engagement and participation	21 (5%)	7 (11%)
v. Increasing collaboration and partnerships with civic organizations and other public agencies	20 (5%)	1 (2%)
w. Developing a senior center	19 (5%)	4 (6%)
x. Making residents more aware of services provided by the Village	18 (5%)	7 (11%)
y. Developing a youth center	17 (4%)	2 (3%)
z. Understanding and working with special needs populations	16 (4%)	2 (3%)
aa. Providing Village services in more innovative ways	14 (3%)	2 (3%)
bb. Determining the role of the Village in providing social services	11 (3%)	1 (2%)
cc. Developing a dog park	10 (2%)	1 (2%)
Answered Question	353	64

Demographic Information

Community survey respondents were asked their gender, with responses displayed in Table 20. Over half (55%) of the respondents are female.

Table 20. Gender (community response)

Gender	Responses
Female	221 (55%)
Male	98 (24%)
Did not respond	84 (21%)

Community survey respondents were also asked to indicate their age group, as shown in Table 21. The largest group at 30% was from respondents ages 36 to 45, followed by the 46 to 55-year old individuals, accounting for 15% of respondents. A total of 13% of respondents reported being in the 26 to 35 age group.

Table 21. Age Group (community response)

Age Group	Responses
18 to 25	4 (1%)
26 to 35	58 (13%)
36 to 45	131 (30%)
46 to 55	63 (15%)
56 to 65	39 (9%)
Over 65 years old	28 (6%)
Did not respond	110 (25%)



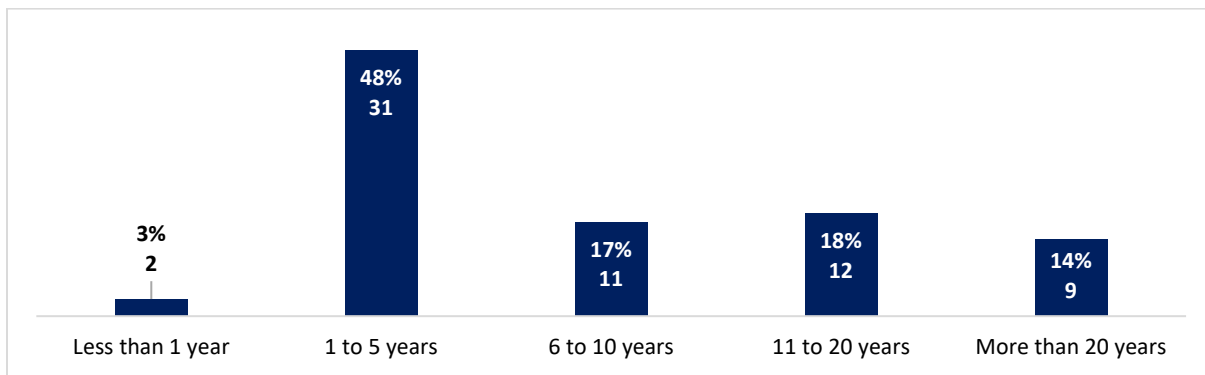
Table 22 shows the relationship community survey respondents have with the Village of McFarland. The 326 (75%) respondents to this question could indicate multiple relationships. The majority (91%) of community respondents are residents of the Village of McFarland.

Table 22. Relationship to the Village of McFarland (community response)

Relationship to Village of McFarland	Responses
a. Resident of the Village of McFarland	308 (91%)
b. Business owner in the Village of McFarland	11 (3%)
c. Member of a Board or Committee	6 (2%)
d. Past Resident	4 (1%)
e. Works in the Village	3 (1%)
f. Resident of Neighboring Community	2 (1%)
g. Children attend McFarland Schools	2 (1%)
h. Visits Village Frequently	2 (1%)
Answered Question	326

Figure 1 show employee respondents' tenure with the Village. Every employee answered this question. Nearly half (48%) have worked for the Village between one and five years. The next largest respondent group at 18% have been employed with the Village for up to 20 years.

Figure 1. Years of Employment in the Village of McFarland (employee response)



Employee survey respondents were also asked to describe their current role with the Village, as shown in Table 25. A total of 55 (85%) employees responded to this question and ten employee respondents did not answer. The largest respondent group (42%) work in a frontline/crew position, almost a quarter (22%) work in a middle manager/administrative/technical position, 12% work in a department head position, and 9% work in a supervisor position.



Table 23. Current Organization Role (employee response)

Organization Role	Responses
a. Frontline/Crew	27 (42%)
b. Department head	8 (12%)
c. Middle Manager/Administrative/Technical	14 (22%)
d. Supervisor	6 (9%)
e. Did Not Respond	10 (15%)

Conclusion

Both community and employee survey respondents indicated Village strengths include proximity to the City of Madison, having a good library system, being a safe community, having a small-town feel, well maintained parks, and the school district.

There were reoccurring themes from respondents throughout the open-ended responses about strengths, weaknesses, opportunities, and challenges. Both community and employee respondents indicated recreation options in the Village as a strength, but also as a weakness, identifying a lack of options available for all ages. Developing recreation options and activities in the Village was seen as an opportunity and a challenge.

Economic development was another reoccurring theme in responses about Village weaknesses, opportunities and challenges. Community and employee respondents indicated a need for downtown, commercial and industrial development. Many see opportunity for Lake Waubesa to be better utilized for public recreation and commercial development (e.g., lakeside restaurants and shopping) but also identified the need for greater efforts to preserve the natural resource.

Services to accommodate seniors and those with disabilities, affordable housing options, transportation and Village administration were also reoccurring themes in weaknesses, opportunities and challenges. For transportation, community respondents indicated needing better access to transit and wanting to improve walkability around the Village. In regard to Village administration, community respondents indicated wanting to see more follow through, communication and engagement with community members, and collaboration with local agencies.

Regarding McFarland's priorities for the future, both community and employee respondents indicated a desire for more recreation options and activities, as well as commercial and industrial development that would result in more jobs, retail stores and restaurants. Community respondents indicated developing an outdoor swimming pool and promoting greater public use of frontage along Lake Waubesa as top priorities. Employee respondents' top priorities include addressing facility needs of Village departments and developing a multi-purpose community center.



Attachment D – Environmental Scan



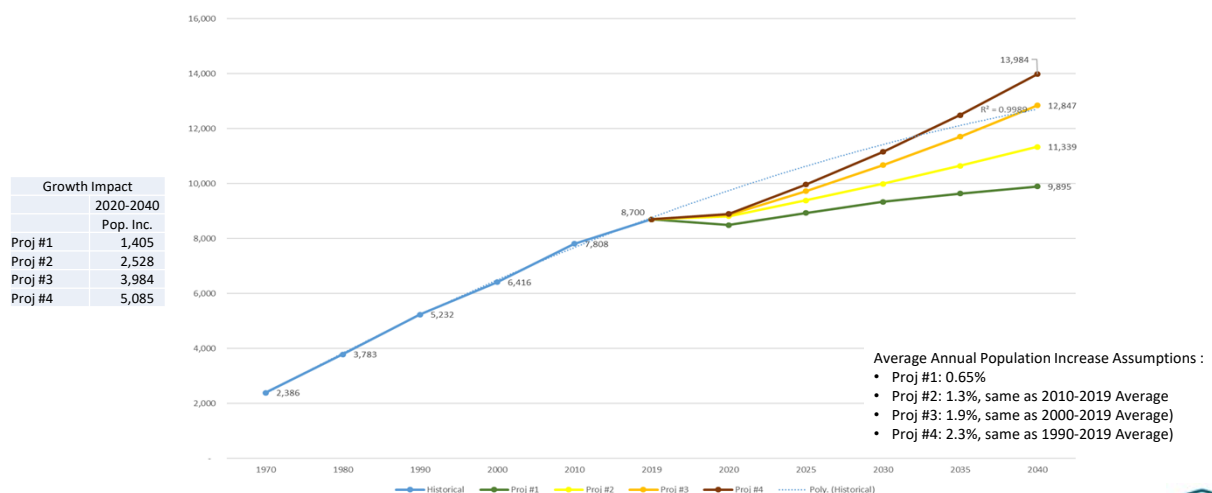


Environmental Scan



1

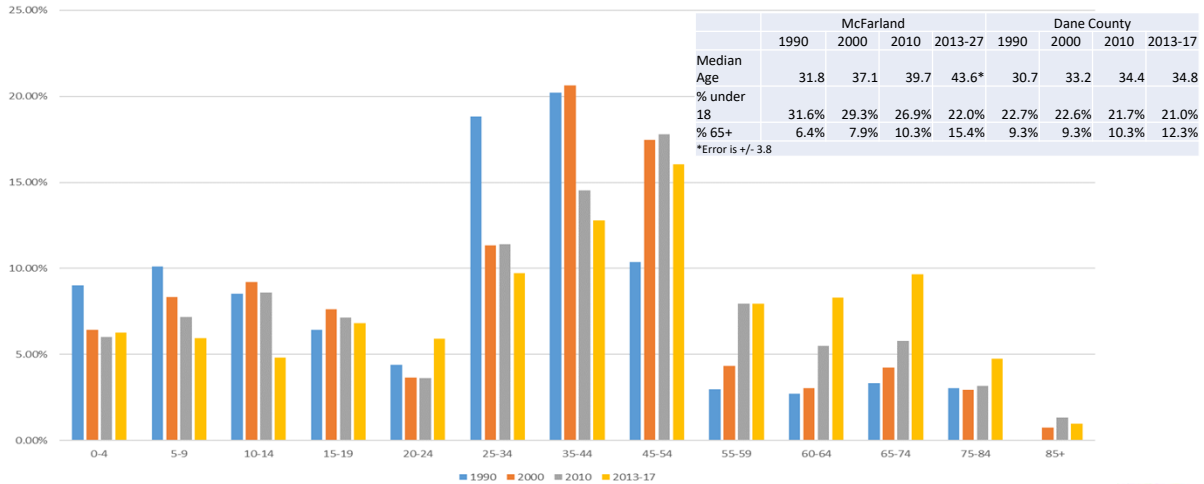
Population Trend and Projections 1970 to 2040



2

2

Population by Age Cohort 1990 to 2017



Management Partners

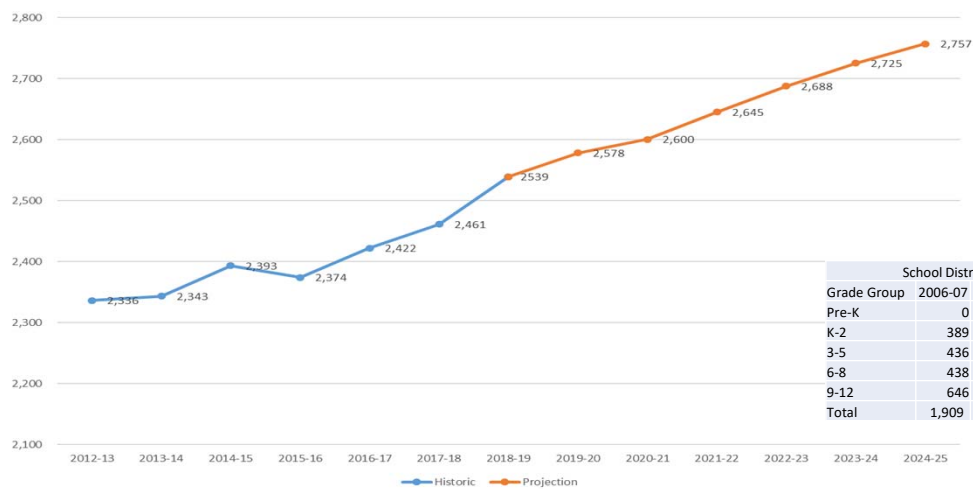
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Source: US Census

3

School District Enrollment and Projections



1.43%
Estimated Annual
Increase in District
Enrollment 2018/19
to 2024/25

School District Enrollment				
Grade Group	2006-07	2012-13	2018-19	2024-25
Pre-K	0	142	176	164
K-2	389	504	506	562
3-5	436	506	553	622
6-8	438	481	568	605
9-12	646	703	736	804
Total	1,909	2,336	2,539	2,757

Management Partners

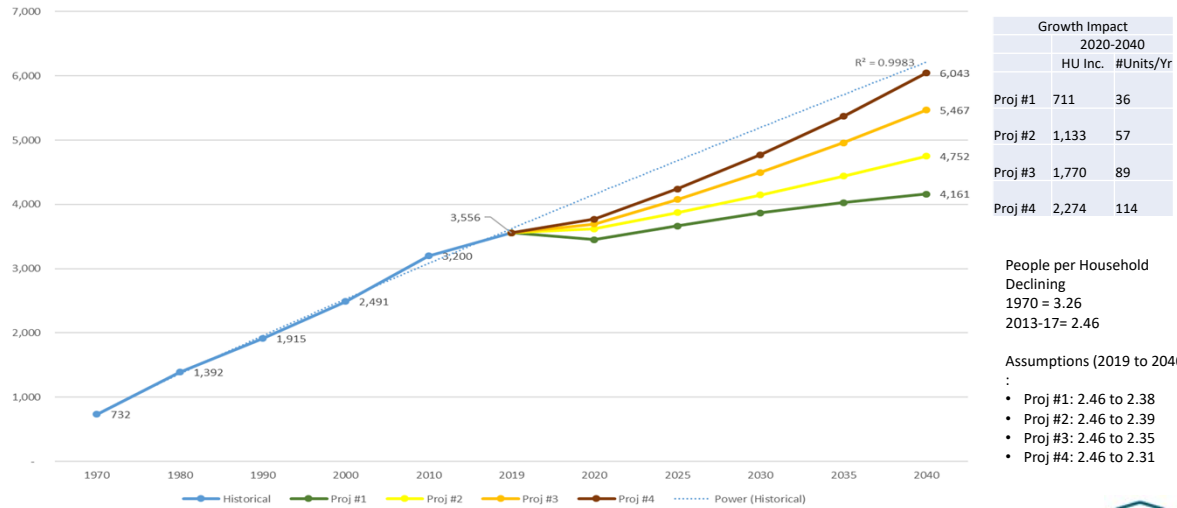
4



Source: McFarland School District

4

Housing Units Trend and Projections 1970 to 2040



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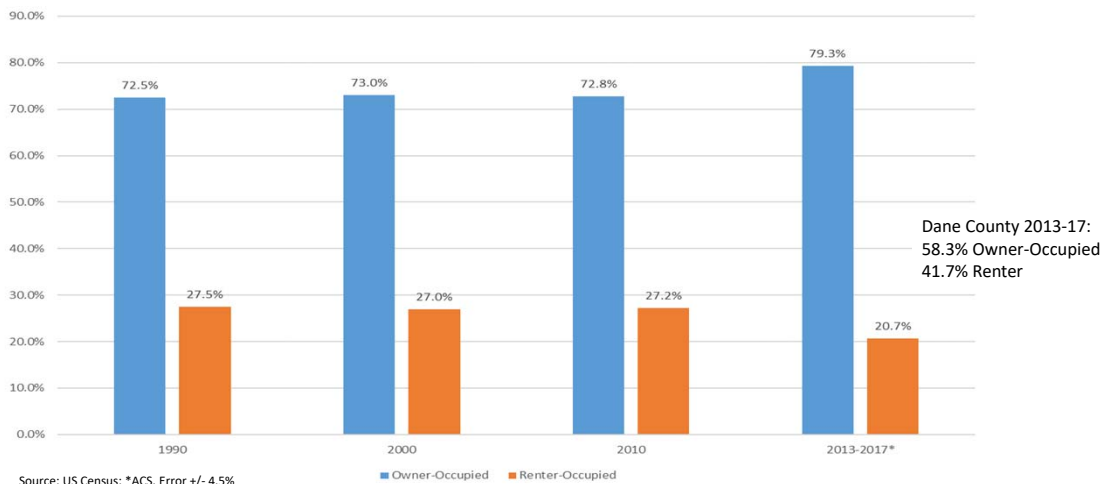
Sources:
• Historical US Census
• Proj #1, WIDOA, 2013
• Proj #2-4, Village, 2019

5



5

Housing Occupancy 1990 to 2017



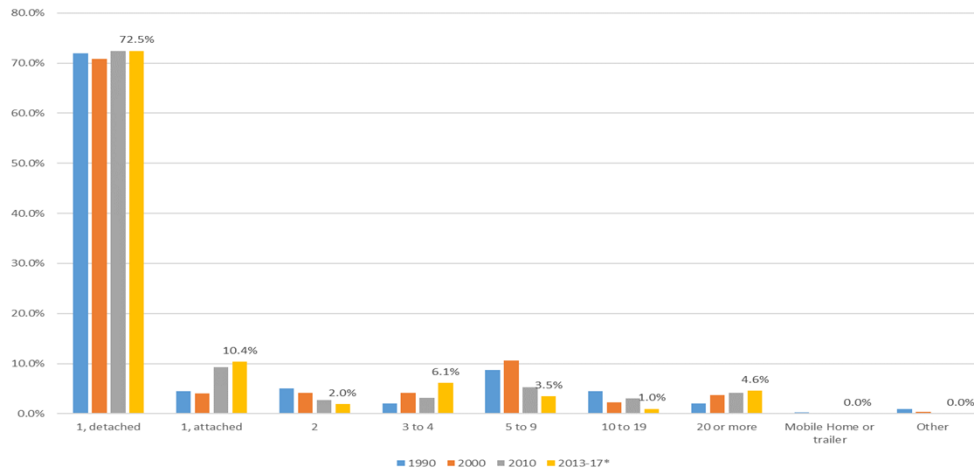
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6



6

Housing Units by Type 1990 to 2017



Sources: Historical US Census, *American Community Survey



7



7

Trends in Income and Housing Cost 1990 to 2017

INCOMES						
Median Household Income		1990	2000	2006-09*	2013-17*	% Change 1990-17 % Change 2009-17
McFarland		\$ 41,090	\$ 62,969	\$ 73,814	\$ 79,152	92.6% 7.2%
Dane County		\$ 32,703	\$ 49,223	\$ 60,519	\$ 67,631	106.8% 11.8%
Median Renter Occupied Household Income						
McFarland		NA	NA	\$ 39,855	\$ 40,187	NA 0.8%
Dane County		NA	NA	\$ 33,961	\$ 39,413	NA 16.1%
Percent of Family with Income Below Poverty Level						
McFarland		3.6%	1.2%	2.0%	0.9%	-2.7% -1.1%
Dane County		4.8%	4.0%	5.5%	5.9%	0.9% 0.4%
Percent of Individual with Income Below Poverty Level						
McFarland		4.6%	3.0%	3.8%	2.5%	-2.1% -1.3%
Dane County		10.5%	9.4%	11.6%	12.4%	1.9% 0.8%
HOUSING COSTS						
Median Rent		1990	2000	2006-09*	2013-17*	% Change 1990-17 % Change 2009-17
McFarland		\$ 441	\$ 641	\$ 779	\$ 939	112.9% 20.5%
Dane County		\$ 423	\$ 641	\$ 832	\$ 983	132.4% 18.1%
Median Homeowner Cost w/ Mortgage						
McFarland		\$ 818	\$ 1,313	\$ 1,631	\$ 1,820	122.5% 11.6%
Dane County		\$ 805	\$ 1,257	\$ 1,510	\$ 1,732	115.2% 14.7%
Median Home Value						
McFarland		\$ 82,700	\$ 153,400	\$ 230,000	\$ 242,600	193.3% 5.5%
Dane County		\$ 78,400	\$ 146,900	\$ 231,400	\$ 242,700	209.6% 4.9%
Housing Costs as a % of Income - Renter						
McFarland		24.5%	23.1%	23.5%	28.0%	3.5% 4.5%
Dane County		26.0%	25.8%	29.4%	29.9%	3.9% 0.5%
Housing Costs as a % of Income - Homeowner						
McFarland		22.3%	22.4%	23.2%	22.8%	0.5% -0.4%
Dane County		20.9%	22.2%	21.6%	22.0%	1.1% 0.4%

Source: US Census
*American Community Survey (this data can include significant margins of error)



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Fulltime Employees by Department/Function 2014 to 2018

	2014	2015	2016	2017	2018
Function/Program:					
General Government	9.70	10.14	10.56	9.26	10.45
Public Safety/Emergency communications	19.18	21.71	22.76	23.78	25.35
Public Works	11.43	12.45	12.72	12.87	12.90
Public Health	0.00	0.00	0.00	0.00	0.00
Libraries	7.78	8.19	9.06	9.21	9.29
Social Services (outreach)	3.09	3.01	3.04	3.11	3.02
Beach and Recreation	0.00	0.00	0.00	0.00	0.00
Education	0.00	0.00	0.00	0.00	0.00
Total	51.18	55.50	58.14	58.23	61.01

Statement of Revenues, Expenditures, and Change in Fund Balances 2009 to 2020

GENERAL FUND												
Revenues	Annual Audit (Baker Tilley)										Projected	Budget
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Taxes	2,931,594	3,099,532	3,234,583	3,318,278	3,348,360	3,340,021	3,389,061	3,425,157	3,506,305	3,609,583	3,623,500	3,745,325
Intergovernmental	749,460	780,390	771,598	685,081	679,896	696,520	774,197	685,011	685,294	600,519	609,978	756,175
Licenses and Permits	62,512	60,906	89,531	91,210	112,054	98,733	129,919	258,763	626,718	526,649	618,891	506,250
Fines, Forfeitures, and Penalties	82,904	71,505	70,772	71,609	64,358	75,449	74,339	80,702	94,570	94,987	119,952	102,000
Public Charges for Services	261,064	211,694	193,026	250,028	229,882	202,691	274,968	274,254	308,440	322,124	407,840	435,000
Intergovernmental Charges for Services	233,328	187,259	188,280	205,209	207,448	213,324	190,343	216,392	225,764	247,232	327,250	364,000
Investment Income	32,683	12,526	8,064	8,521	6,700	5,983	11,134	23,162	38,335	76,139	129,922	100,000
Miscellaneous Revenues	121,360	242,524	226,016	361,572	221,707	264,617	235,318	201,234	155,152	172,398	505,116	361,000
Total Revenues	4,474,905	4,666,336	4,781,870	4,991,508	4,870,405	4,897,338	5,079,279	5,164,675	5,640,578	5,649,631	6,342,449	6,369,750
Expenditures	Annual Audit (Baker Tilley)										Projected	Budget
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
General Government	707,071	752,225	776,984	832,518	758,717	952,166	955,732	857,051	819,545	885,300	804,513	806,750
Public Safety	2,536,118	2,662,548	2,796,166	2,837,712	2,826,965	2,822,789	2,996,933	2,950,275	3,133,449	3,521,058	3,217,745	3,646,500
Health and Social Services	189,161	186,397	187,046	183,752	185,496	192,526	183,332	187,334	213,315	217,708	213,296	253,250
Public Works	945,901	942,473	932,869	972,312	933,519	806,248	731,892	716,867	783,813	817,987	973,671	1,026,000
Leisure Activities	211,533	209,345	202,529	219,605	214,385	199,094	250,116	267,754	262,837	277,086	208,563	410,750
Conservation and Development	77,711	76,889	76,463	74,151	74,417	77,272	79,245	82,687	86,813	7,925	495,490	226,500
Capital Outlay	0	0	0	0	0	0	0	0	0	0	0	0
Debt Service - Principal Retirement	0	0	0	0	0	0	0	0	0	0	0	0
Debt Service - Interest Charges	0	0	0	0	0	0	0	0	0	0	0	0
Total Expenditures	4,667,495	4,829,877	4,972,057	5,120,050	4,993,499	5,050,095	5,197,250	5,061,968	5,299,772	5,727,064	5,913,278	6,369,750
Other Financing Sources (Uses)	Annual Audit (Baker Tilley)										Projected	Budget
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Capital Lease Proceeds	0	0	0	74,888	0	76,174	0	0	0	0	0	0
Debt Issued	0	0	0	0	200,000	0	0	0	0	0	0	0
Debt Premium	0	0	0	0	0	0	0	0	0	0	0	0
Sale of Capital Assets	0	0	0	0	0	0	0	0	0	0	0	0
Transfers In	184,622	198,309	211,574	223,408	230,185	220,638	210,764	229,359	297,003	289,394	(310,000)	0
Transfers Out	0	0	0	0	0	(44,000)	0	(70,000)	(636,859)	(165,679)	(310,000)	0
Total Other Financing Sources (Uses)	184,622	198,309	211,574	223,408	230,185	220,638	210,764	159,359	(1,232)	123,715	(310,000)	0
Net Change in Fund Balances	(7,968)	34,768	21,387	169,754	307,091	100,055	92,793	262,066	339,574	46,282	119,171	0
Fund Balances - Beginning of Year	1,563,546	1,555,578	1,590,346	1,611,733	1,781,487	2,088,578	2,188,633	2,281,426	2,543,492	2,883,066	2,929,348	3,048,519
Fund Balances - End of Year	1,555,578	1,590,346	1,611,733	1,781,487	2,088,578	2,188,633	2,281,426	2,543,492	2,883,066	2,929,348	3,048,519	3,048,519
Fund Balance	Annual Audit (Baker Tilley)										Projected	Budget
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Assigned	540,156	627,430	528,947	482,954	805,050	607,297	724,068	638,417	570,308	570,214	570,214	570,214
Unassigned	1,015,422	962,916	1,082,786	1,298,533	1,283,528	1,581,336	1,557,358	1,905,075	2,312,758	2,358,134	2,358,134	2,358,134
Total Fund Balance	1,555,578	1,590,346	1,611,733	1,781,487	2,088,578	2,188,633	2,281,426	2,543,492	2,883,066	2,929,348	2,929,348	2,929,348
Unassigned Percentage of Total	65%	61%	67%	73%	61%	72%	68%	75%	80%	81%	81%	81%
Unassigned Percentage of Expenditures	22%	20%	22%	25%	26%	31%	30%	38%	44%	41%	41%	41%
Property Tax Levy	4,860,700	4,896,300	4,957,000	5,006,300	5,034,743	5,255,971	5,358,054	5,486,200	5,672,559	5,871,500	6,091,750	6,421,825
Property Tax Rate	6.19	6.19	6.28	6.36	6.42	6.67	7.01	7.22	7.22	7.09	6.77	6.55

Statement of Revenues, Expenditures, and Change in Fund Balances 2009 to 2020

DEBT SERVICE												
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	Projected 2019	Budget 2020
Revenues												
Taxes	1,178,687	1,196,888	1,181,184	1,192,909	1,183,259	1,242,982	1,288,533	1,308,941	1,273,330	1,332,500	1,414,750	1,557,500
Intergovernmental	0	0	0	0	0	0	0	0	0	0	0	0
Licenses and Permits	0	0	0	0	0	0	0	0	0	0	0	0
Fines, Forfeitures, and Penalties	0	0	0	0	0	0	0	0	0	0	0	0
Public Charges for Services	2,840	4,564	8,874	9,280	13,996	6,136	21,400	48,784	59,460	72,949	0	0
Intergovernmental Charges for Services	0	0	0	0	0	0	0	0	0	0	0	0
Investment Income	182	348	112	134	54	41	79	305	628	1,422	42,000	45,000
Miscellaneous Revenues	167,296	50,588	35,795	48,239	80,775	57,968	118,237	0	0	0	153,853	105,000
Total Revenues	1,349,005	1,254,388	1,225,965	1,250,562	1,278,084	1,307,127	1,428,249	1,358,030	1,333,408	1,406,871	1,610,603	1,707,500
Expenditures												
General Government	0	0	0	0	0	0	0	0	0	0	0	0
Public Safety	0	0	0	0	0	0	0	0	0	0	0	0
Health and Social Services	0	0	0	0	0	0	0	0	0	0	0	0
Public Works	0	0	0	0	0	0	0	0	0	0	0	0
Leisure Activities	0	0	0	0	0	0	0	0	0	0	0	0
Conservation and Development	0	0	0	0	0	0	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0	0	0	0	0	0	0
Debt Service - Principal Retirement	1,700,321	873,584	886,992	995,445	1,059,700	1,305,203	1,213,255	2,835,000	1,180,000	1,180,000	1,325,000	1,440,000
Debt Service - Interest Charges	454,391	393,099	400,295	270,507	250,257	209,754	174,502	237,776	114,569	240,676	321,755	267,500
Total Expenditures	2,154,712	1,266,683	1,287,287	1,265,952	1,309,957	1,514,957	1,387,757	3,072,776	1,294,569	1,420,676	1,646,755	1,707,500
Other Financing Sources (Uses)												
Debt Issued	0	0	2,890,000	0	0	0	0	1,710,000	0	0	0	0
Payment to Escrow Agent	0	0	(2,927,831)	0	0	0	0	0	0	0	0	0
Debt Premium	0	0	83,576	0	0	0	0	41,750	0	103,042	93,864	0
Sale of Capital Assets	0	0	0	0	0	0	0	0	0	0	0	0
Transfers In	26,477	25,737	24,803	23,869	22,934	0	0	0	184,280	165,679	0	0
Transfers Out	0	0	0	0	0	0	0	0	0	0	0	0
Total Other Financing Sources (Uses)	26,477	25,737	70,548	23,869	22,934	0	0	1,751,750	184,280	268,721	93,864	0
Net Change in Fund Balances	(779,230)	13,442	9,226	8,479	(8,939)	(207,830)	40,492	37,004	223,119	254,916	57,712	0
Fund Balances - Beginning of Year	1,247,090	467,860	481,302	490,528	499,007	490,068	282,238	322,730	359,734	582,853	837,769	895,481
Fund Balances - End of Year	467,860	481,302	490,528	499,007	490,068	282,238	322,730	359,734	582,853	837,769	895,481	895,481
Legal Debt Margin	-2.34%	0.74%	-5.03%	-2.52%	5.26%	3.15%	2.65%	8.37%	5.92%	12.84%	2.90%	
Equalized Value	803,199,500	784,433,300	790,262,600	750,545,100	731,654,200	770,175,400	794,452,100	815,493,100	883,717,700	936,011,100	1,056,153,600	1,086,833,261
Debt Limit - 5% of Equalized Value	40,159,975	39,221,665	39,513,130	37,527,255	36,582,710	38,508,770	39,722,605	40,774,655	44,185,885	46,800,555	52,807,680	54,341,663
Outstanding Debt - Total	14,029,179	12,830,595	13,448,603	11,983,158	10,638,458	8,868,255	12,165,000	10,245,000	13,100,000	15,855,000	17,545,000	21,066,250
Outstanding Debt - Percentage	35%	33%	34%	32%	29%	23%	31%	25%	30%	34%	33%	39%
Debt Capacity - Total	26,130,796	26,391,070	26,064,527	25,544,097	25,944,252	29,640,515	27,557,605	30,529,655	31,085,885	30,945,555	35,262,680	33,275,413
Debt Capacity - Percentage	65%	67%	66%	68%	71%	77%	69%	75%	70%	66%	67%	63%

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Statement of Revenues, Expenditures, and Change in Fund Balances 2009 to 2020

CAPITAL PROJECTS												
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	Projected 2019	Budget 2020
Revenues												
Taxes	205,000	101,303	46,961	0	0	301,900	300,000	262,835	287,738	300,000	310,000	320,000
Intergovernmental	0	41,750	116,929	92,046	31,272	271,537	16,137	431,525	195,808	932,191	0	38,000
Licenses and Permits	0	0	0	0	0	0	0	0	0	0	0	0
Fines, Forfeitures, and Penalties	0	0	0	0	0	0	0	0	0	0	0	0
Public Charges for Services	0	0	0	0	0	0	0	0	0	0	60,000	60,000
Intergovernmental Charges for Services	0	0	0	0	0	0	0	0	0	0	0	0
Investment Income	5,691	1,798	1,530	2,653	995	733	1,337	22,587	56,663	67,435	50,000	50,000
Miscellaneous Revenues	539,286	4,499	2,785	18,225	2,298	83,160	54,209	138,650	0	63,296	1,106,000	520,000
Total Revenues	749,977	149,350	168,205	112,924	34,565	657,330	371,683	855,597	540,209	1,362,922	1,526,000	988,000
Expenditures												
General Government	0	0	0	0	0	0	0	0	0	0	0	0
Public Safety	0	0	0	0	0	0	0	0	0	0	0	0
Health and Social Services	0	0	0	0	0	0	0	0	0	0	0	0
Public Works	0	0	0	0	0	0	11,547	8,734	0	0	0	0
Leisure Activities	0	0	0	0	0	0	0	0	0	0	0	0
Conservation and Development	0	0	0	0	0	0	0	0	0	0	0	0
Capital Outlay	94,730	291,051	420,866	182,824	56,994	710,600	1,252,079	2,034,104	2,793,834	5,698,664	3,812,569	5,467,250
Debt Service - Principal Retirement	0	0	0	0	0	0	0	0	0	0	0	0
Debt Service - Interest Charges	0	0	0	0	0	0	25,042	0	44,264	0	0	0
Total Expenditures	94,730	291,051	420,866	182,824	56,994	710,600	1,286,668	2,042,838	2,838,098	5,698,664	3,812,569	5,467,250
Other Financing Sources (Uses)												
Capital Lease Proceeds	0	0	0	0	0	0	0	80,195	66,577	0	0	0
Debt Issued	0	0	810,000	0	0	0	2,005,000	0	3,345,000	3,550,000	1,690,000	3,521,250
Debt Premium	0	0	0	0	0	0	25,190	0	43,884	0	0	0
Sale of Capital Assets	0	0	0	0	0	0	0	0	1,769	22,943	0	0
Transfers In	19,915	0	35,076	0	0	82,251	0	0	356,546	274,675	872,250	958,000
Transfers Out	(128,907)	0	0	0	0	(80,150)	0	0	0	0	0	0
Total Other Financing Sources (Uses)	(108,992)	0	845,076	0	0	2,101	2,030,190	80,195	3,813,776	3,847,618	2,562,250	4,479,250
Net Change in Fund Balances	546,255	(141,701)	592,415	(69,900)	(22,429)	(51,169)	1,113,205	(1,107,046)	1,515,887	(488,124)	275,681	0
Fund Balances - Beginning of Year	(451,362)	94,893	(46,808)	545,607	475,707	453,278	402,109	1,515,314	408,268	1,924,155	1,436,031	1,711,712
Fund Balances - End of Year	94,893	(46,808)	545,607	475,707	453,278	402,109	1,515,314	408,268	1,924,155	1,436,031	1,711,712	1,711,712

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Annual Assessment 2011 to 2019

Real Estate Value Classes	2011	2012	2013	2014	2015	2016	2017	2018	2019 (est.)
Residential	619,356,600	618,739,600	620,336,700	596,793,700	625,991,700	651,630,900	692,046,900	769,308,708	842,013,995
Commercial	153,789,200	151,331,500	151,603,200	151,622,500	152,392,300	155,535,500	160,476,900	162,590,800	169,771,900
Manufacturing	3,559,300	4,595,100	5,439,700	5,014,900	5,049,200	5,204,700	5,261,900	5,178,300	5,178,300
Agricultural	3,500	3,500	21,900	21,600	21,800	11,100	26,300	79,000	99,600
Undeveloped	368,100	368,100	27,600	31,000	31,000	31,100	31,000	173,800	178,200
Agricultural Forest	0	0	0	0	0	0	0	56,900	62,700
Forest Lands	0	0	0	0	0	0	0	108,400	108,400
Other	0	0	0	0	0	0	0	0	473,900
Personal Property - General	9,667,837	8,772,460	9,426,600	10,112,500	9,748,500	9,035,900	9,309,400	5,042,800	5,326,900
Personal Property - Manufacturing	423,200	532,200	621,300	520,800	439,900	426,500	249,500	338,800	338,800
Total	787,167,737	784,342,460	787,477,000	764,117,000	793,674,400	821,875,700	867,401,900	942,877,508	1,023,552,695
		(2,825,277)	3,134,540	(23,360,000)	29,557,400	28,201,300	45,526,200	75,475,608	80,675,187
		-0.36%	0.40%	-2.97%	3.87%	3.55%	5.54%	8.70%	8.56%

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Workload by Department 2014 to 2018

<i>Planning and Development</i>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Building permits issued	389	374	467	426	589
Building Department Fees	64459.18	77074.05	133134.1	226.167.83	282893.82
Value of Building Permits	\$4,735,000.00	\$10,475,000.00	\$22,379,468.00	\$24,010,723.00	\$50,821,705.00
<i>Public Safety</i>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
<i>Part I crimes</i>	136	107	98	105	91
Motor Vehicle accidents	160	184	157	159	174
Fire Calls	263	261	282	398	383
Medical Calls	626	647	705	829	830
Motor Vehicle enforcement	3198	2360	1685	1851	1881
Alarm Responses	71	81	77	69	107
Total Incidents	6468	5655	5020	5428	5484

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Workload by Department 2014 to 2018

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
<i>Facility Management</i>					
Miles of Road Maintained		38.4	38.6	40.1	41.1
<i>Public Libraries</i>					
Volumes in Collection	75235	76534	72944	74431	71382
Items circulated	203333	200178	200813	196537	187918
Attendance	5617	5375	10102	13823	17053
Events	199	170	341	474	567
<i>Recreation</i>					
Park Reservations	142	190	223	306	298
<i>Human Services</i>					
Dial-a-ride passengers	28	28	40	35	42
Dial-a-ride traveled miles	3064	5362	5539	6273	7431



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Workload/Descriptors by Department 2014 to 2018

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
<i>Public Works</i>					
Miles of Village Roads		38.4	38.6	40.1	41.1
Miles of sidewalks		23.8	24.3	27.2	29.2
Storm Sewers		15.3	15.9	16.4	17.1
<i>Parks and Recreation</i>					
Acreage	476.7	485.6	485.6	495.7	495.7
Playgrounds	12	12	12	12	13
Tennis Courts	8	8	8	8	8
Baseball/Softball fields	8	8	8	8	8
Basketball Courts	6	6	6	6	6
Beaches	0	0	0	0	0
Community Gardens	1	1	1	1	1
Bocce Courts	4	4	4	4	4
Shelter	3	4	4	4	5



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McFarland VILLAGE OF

Strategic Plan 2020 to 2030



March 2020

Prepared for the Village of McFarland by Management Partners



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BACKGROUND and METHODOLOGY



The McFarland Board of Trustees and Administrator, mindful of the key locational aspects of the Village, determined it necessary to develop a ten-year vision to guide the annual planning and budgeting. For several years, the Village has developed and tracked annual goals, objectives and action steps that are consistent with the McFarland vision and mission.

The purpose of the 2020 to 2030 strategic planning initiative is to provide a long-range framework for the future to guide the decisions of the Trustees and Village Boards and Commissions in a unified approach to planning and resource allocation. In the summer of 2019, the McFarland Board of Trustees and leadership began a process to engage the community in thinking about the future. The strategic planning process included interviews with the Village President, Board, coordinator and department heads, design and distribution of a community and employee survey, and analysis of local and regional data and financial trends to lend context and understanding to planning discussions between Village Trustees and the community. The elements of this strategic plan were crafted during two workshops that were convened in September and October and multiple community input sessions with the Board to review the draft plan in January and February.

The process resulted in this strategic plan, which emphasizes five goals and accompanying strategies. An action plan (Attachment A) will assure attention to progress through the tracking of success measures for each of the goals. Additionally, the following supporting materials are provided: workshop materials (Attachment B), community and employee survey results (Attachment C) and environmental scan (Attachment D).

McFarland Descriptors

8,500 Village
population 2017

7 Village trustees

4.18 Square miles
of land area

3 Boat launch access
points

12 Minutes south
of Madison

1856 Year founded



VISION



An aspirational statement of where Village leaders desire the community to be in the future.

The vision of McFarland is to create an inviting, dynamic, diverse community that offers a high quality of life and a supportive environment in which all citizens may practice their individual value choices. The community actively seeks to preserve its proud heritage, protect its abundant natural resources, plan for responsible and balanced residential and commercial growth, promote a viable economic base, support educational excellence, provide diverse leisure options, and foster a healthy social fabric.



MISSION



A statement of purpose that defines what the organization stands for and how it will operate and serve the Village.

With direction encouraged from an engaged citizenry, Village elected officials and employees will maintain and enhance the quality of life of the community by delivering quality services in an efficient and accountable manner and by providing an orderly, unbiased system of government that is transparent and accessible.



VALUES



The core operating principles of the Village.

To create and sustain a high level of confidence in Village government, we pledge to function with:

- *Professional integrity;*
- *Fiscal responsibility;*
- *Open communication;*
- *Environmental sustainability;*
- *Sensitivity to the values of each individual; and*
- *Full cooperation in achieving the priority goals determined by the community.*



Goal A: Develop a multi-generational community center to serve seniors, youth and families.



Goals describe a specific direction and the desired outcome(s) to be achieved.

Strategies are the actions to achieve the goal.

Success Measures

- Complete conceptual plan for the development of the community/senior center with capital and operating costs
- Analyze capital and operational costs for a community/senior center for analysis as part of the annual budget and capital improvement planning discussions
- Establish and commit to timeline for implementation of the conceptual plan for the community/senior center.

Strategies

1. Assess future community/senior center(s) space needs and design features and address indoor and outdoor activities and planned expansion areas.
2. Identify and engage a broad spectrum of residents, including seniors, youth, adults and community partners in all aspects of the community center planning process.
3. Identify operational issues, challenges and fiscal impacts associated with the development and construction of a community center.
4. Build the community/senior center.

Goal B: Plan for and align physical facilities and open space to support future service delivery, quality of life and infrastructure needs.



Success Measures

- Prepare a five-year Capital Improvement Plan for adoption by the Village Board and update annually
- Complete conceptual plan for a village plaza that connects the community/senior center with the Municipal Center and library

Strategies

1. Plan, design and construct a standalone public safety facility for fire, EMS, police and court services.
2. Improve current Village facilities, including maintenance enhancements, and identify new systems to promote sustainability.
3. Develop a long-range Facilities and Infrastructure Master Plan to support future growth with an implementation schedule and funding plan to address construction and maintenance costs.
4. Develop a central Village plaza to connect the Library with the planned community/senior center.
5. Partner with the Library Board to plan for and support future library facility improvements.

Goal C: Promote responsible growth, increase economic development and retain existing businesses.



Success Measures

- *Percent of commercial/retail space square footage added and/or renovated within General, Central, and Highway Commercial districts.*
- *Percent of Tax Increment Finance District Project Plans that adhere to objectives and approved project expenditures.*

Strategies

1. Enhance commercial and retail uses in the downtown area.
2. Improve the mix of commercial development along Highway 51.
3. Develop incentives for business growth, such as incubator programs and tax increment financing (TIF) districts.
4. Identify areas for expanding commercial and industrial development.
5. Improve business retention and recruitment efforts.
6. Promote Village history and heritage using statues, murals, music, special programming, etc.
7. Create a public art program that enriches the community and enhances the local quality of life.

Goal D: Improve the safety and wellbeing of Village residents, businesses and visitors.



Success Measures

- Prepare staffing plans that address service demands and operational needs within our Public Safety Departments.
- Assess funding for Community Groups that enhance the quality of life within the Village.

Strategies

1. Evaluate staffing models and organization structure to meet future public safety service delivery needs.
2. Prioritize community-based policing practices and identify areas for extended outreach and program development.
3. Enhance pedestrian safety for walkers and bicyclists throughout the community, including areas of Highway 51 that go through the Village.
4. Promote the concept of a healthy community in an integrated way; from policy to planning and development.

Goal E: Improve community connectivity along pedestrian and vehicular corridors.



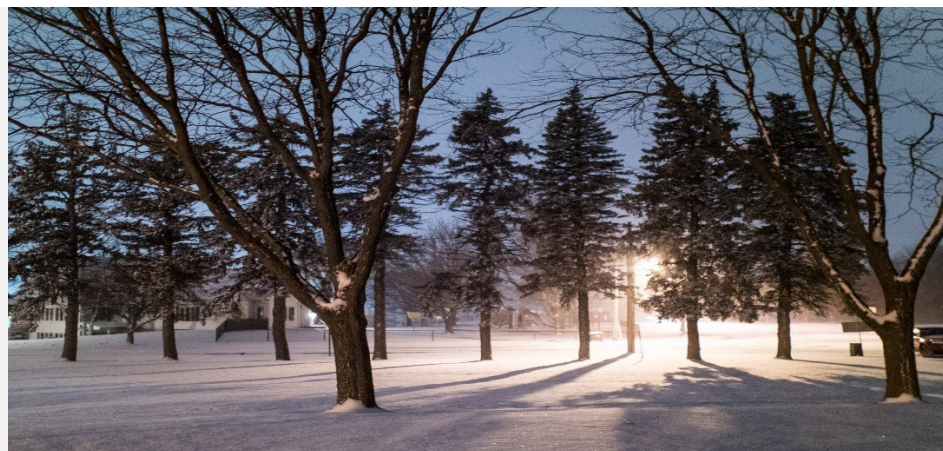
Success Measures

- Percent change (added and replaced) in lineal feet of pedestrian trails, pathways and connections.
- Percent change (added and replaced) in lineal feet of vehicular roadways.

Strategies

1. Improve, maintain and enhance bike/walking path connections throughout the Village and in cooperation with neighboring municipalities and government agencies.
2. Partner with neighboring municipalities to provide all forms of public transportation within and outside of the Village.
3. Enhance and increase access to the lakefront and waterways.

Goal F: Support the development of active and passive recreational amenities that appeal to all age groups and abilities.



Success Measures

- *Percent change in positive cash flow in the Parks operating budget.*
- *Percent change in positive cash flow in the Parks capital fund budget.*
- *Percent of residents rating parks and open spaces as good or excellent (per Parks and Open Spaces Plan survey).*

Strategies

1. Develop new and diverse park system amenities for indoor and outdoor use that are not currently offered in our community.
2. Dedicate resources to enhance existing parks and green spaces throughout the Village.
3. Evaluate the costs and benefits of an outdoor aquatic facility, including construction and operation.
4. Partner with the school district to expand recreational opportunities for families.
5. Develop individual park master plans that prioritize future developments, including a new community park.
6. Expand and develop programs to promote greater use of the lakefront, wetland conservancy and waterways.



CONCLUSION



The Village of McFarland strategic plan includes the input of Village leaders, members of the community and employees. As such, it provides both a broadly representative direction as well as a framework for the foreseeable future.

Over the next ten years, Village Trustees, staff and the public should use this document as a roadmap of next steps of things to accomplish. Through careful budgeting and work planning, staff will work to implement the goals and strategies in the plan and periodically provide progress updates to the Trustees and residents about what has been achieved.

Throughout the next ten years, other management tools and plans, such as the budget, capital improvement program, Comprehensive Plan, and other tactical documents, as appropriate, will be aligned with the Strategic Plan, to ensure all Village efforts are working toward common ends. The accompanying action plan will contain the details to accomplish the goals and strategies of this plan.

McFarland VILLAGE BOARD

Mr. Brad Czebotar
President

Mr. Jerry Adrian
Trustee

Ms. Stephanie Brassington
Trustee

Mr. Dan Kolk
Trustee

Mr. Eric Kryzenske
Trustee

Ms. Mary Pat Lytle
Trustee

Mr. Clair Utter
Trustee

Mr. Matt Schuenke
Village Administrator



Attachment A – Implementation Action Plan



Strategy No.	Strategy	Implementation Steps	Priority ¹	Cost	Timeline	Assignment
Goal A: Develop a multi-generational community center to serve seniors, youth and families.						
1	Assess future community/senior center(s) space needs and design features and address indoor and outdoor activities and planned expansion areas.	- Create a request for proposals (RFP) to hire a firm to plan and design a community/senior center. - Prepare RFP scope of services to address Strategies 1-3. - Solicit proposals and select consultant.	1	\$25,000 to \$100,000	2020 thru 2021	Senior Outreach Department Village Administrator
2	Identify and engage a broad spectrum of residents, including seniors, youth, adults and community partners in all aspects of the community center planning process.	- Ensure the RFP includes community engagement efforts by using a steering committee or a group of stakeholder representatives. - Study financial impact of capital and operating cost implications while identifying potential funding sources to build a community/senior center.				
3	Identify operational issues, challenges and fiscal impacts associated with the development and construction of a community center.	Take final action as needed and decided at the discretion of the Village Board to accept the plan for construction.				
4	Build community/senior center	- Complete Design - Bid Project/Hire Contractor - Construct Facility	1	\$3,000,000 to \$5,000,000	2021 thru 2023	Senior Outreach Department Village Administrator

¹ Priority 1: Important to accomplish without delay and/or easy to accomplish.

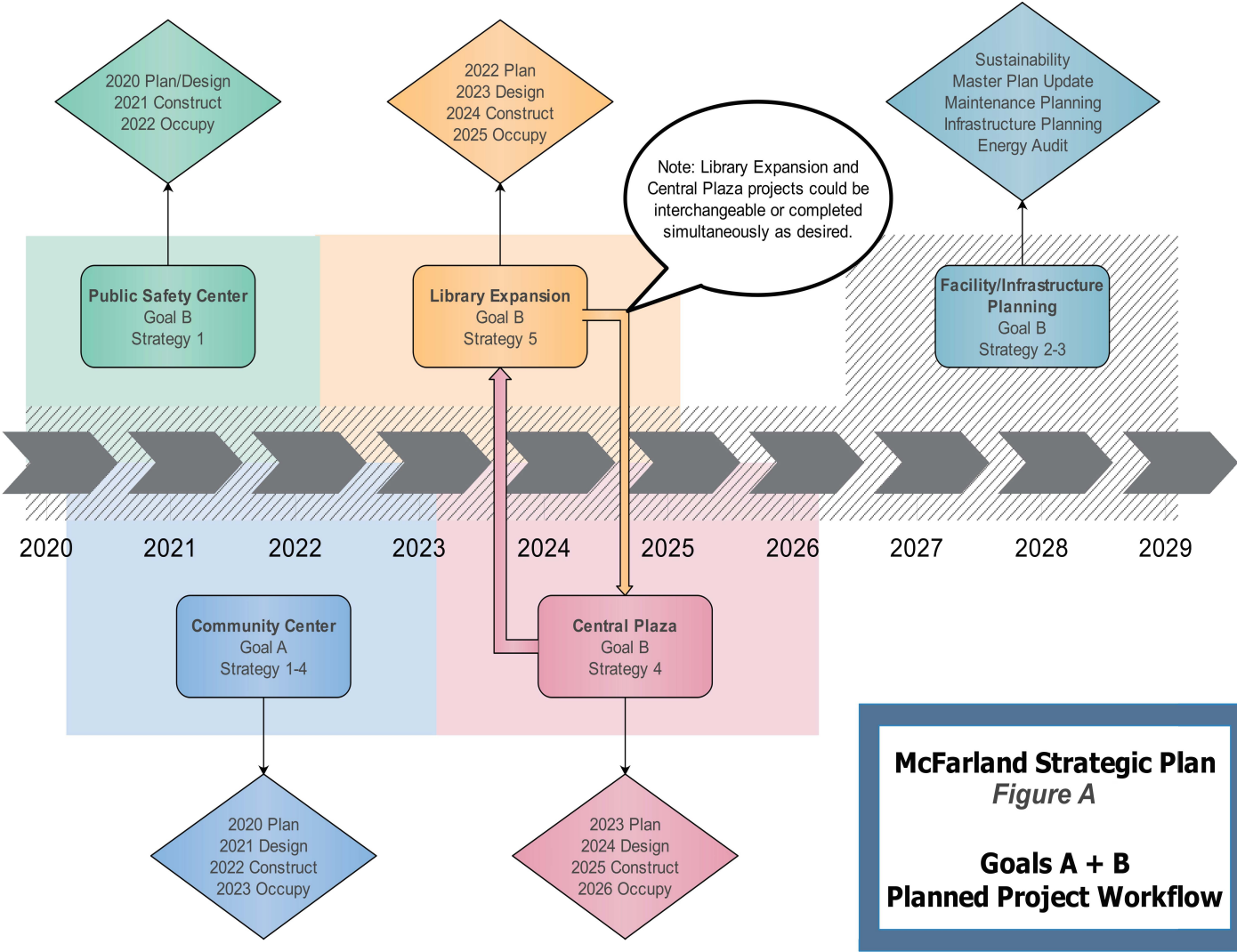
Priority 2: Second tier of importance to accomplish and/or may involve some complexity or time to complete.

Priority 3: Least urgent to complete and/or may take longer to set-up or to execute.

Strategy No.	Strategy	Implementation Steps	Priority ¹	Cost	Timeline	Assignment
Goal B: Plan for and align physical facilities and open space to support future service delivery, quality of life and infrastructure needs.						
1	Plan, design and construct a standalone public safety facility for fire, EMS, police and court services.	• Create an RFP to hire a firm to plan, design and bid a standalone public safety facility for fire, EMS, police and court services. • Solicit proposals and select consultant. • Study financial impact of capital and operating costs as it relates to service delivery within new facility. • Develop plan, complete design, and bid project. • Proceed to construction following award of contract.	1	\$9,000,000 to \$11,000,000	2020 thru 2022	Fire and Rescue Department Municipal Court Police Department Village Administrator
2	Improve current Village facilities, including maintenance enhancements, and identify new systems to promote sustainability.	• Update and continue to develop inventory of all village facilities indicating the state of building systems, interior, exterior and site conditions. • Evaluate maintenance needs for each inventoried facility and system. • Prioritize repair and maintenance needs focusing on prevention. • Research building systems that promote longevity and sustainability. • Identify potential funding sources for improving Village facilities, buildings and systems. • Incorporate the prioritized list of maintenance needs into the Capital Improvement Plan (CIP) and annually update CIP in 5-year increments.	3	To be determined.	Plan Duration	Public Works Department

Strategy No.	Strategy	Implementation Steps	Priority ¹	Cost	Timeline	Assignment
Goal B: Plan for and align physical facilities and open space to support future service delivery, quality of life and infrastructure needs (continued).						
3	Develop a long-range Facilities and Infrastructure Master Plan to support future growth with an implementation schedule and funding plan to address construction and maintenance costs.	• Develop an inventory of Village owned infrastructure that includes the current state of the infrastructure through GIS. • Use the Village comprehensive plan to determine the extent and location of future growth. • Determine the infrastructure enhancements needed to support future growth. • Estimate costs for implementing infrastructure enhancements. • Identify potential funding sources for infrastructure enhancements. • Incorporate the prioritized list of facilities and infrastructure needs into the current Capital Improvement Plan (CIP) and annually update CIP in 5-year increments.	3	To be determined.	Plan Duration	Public Works Department
4	Develop a central Village plaza to connect the Library with the planned community/ senior center.	• Include the planning for a central Village plaza as part of the planning regarding the Community Center and Library projects. • Design and incorporate into construction of either project as appropriate.	2	\$500,000 to \$1,000,000	2023 thru 2026	Village Administrator
5	Partner with the Library Board to plan for and support future Library facility improvements.	• Collaborate with the Library Board on their space needs planning. • Integrate Library space needs planning into community/ senior center planning. • Build proposed library improvements into CIP.	2	\$2,000,000 to \$4,000,000	2022 thru 2025	Village Administrator Library Director

Note: Please see on the next page Figure A. depicting the planning workflow for Goals A and B as the various large-scale facility projects interact with each other over the course of their implementation.



Strategy No.	Strategy	Implementation Steps	Priority ¹	Cost	Timeline	Assignment
Goal C: Promote responsible growth, increase economic development, and retain existing businesses.						
1	Enhance commercial and retail uses in the downtown area.	- Engage building owners and commercial realtors to upgrade retail uses and attract commercial and retail uses to the downtown area. - Develop a marketing plan to entice commercial and retail uses to the downtown area. - Determine property acquisition where appropriate.	1	Case by case subject to availability of funds and authorization granted in project plan.	Plan duration.	Community Development Department
2	Improve the mix of commercial development along Highway 51.	- Plan for the extension of TID #3 through the creation of TID #6. - Determine the type of commercial development that is needed along Highway 51. - Market the areas and specific sites to commercial developers. - Use available incentives to attract new development and encourage expansion.	1	\$50,000	2020 thru 2021	Community Development Department
3	Develop incentives for business growth, such as incubator programs and tax increment financing (TIF) districts.	- Research business and development incentives that can be used in McFarland. - Determine those incentives best suited for attracting businesses to McFarland. - Recommend a program and incentives for the Village.	2	Case by case subject to availability of funds and authorization granted in project plan.	Plan duration.	Community Development Department

Strategy No.	Strategy	Implementation Steps	Priority ¹	Cost	Timeline	Assignment
Goal C: Promote responsible growth, increase economic development, and retain existing businesses (continued).						
4	Identify areas for expanding commercial and industrial development.	• Inventory all vacant and under-used parcels in the Village. • Identify the parcels that are zoned for the commercial or industrial use. • Develop a marketing plan to promote these areas. • Determine property acquisition where appropriate.	3	To be determined.	Plan duration.	Community Development Department
5	Improve business retention and recruitment efforts.	• Research best practice business recruitment and retention programs. • Determine those best practices most suited for McFarland. • Develop a plan based on the needs of the Village to retain and recruit businesses to McFarland.	2	To be determined.	Plan duration.	Community Development Department
6	Promote Village history and heritage using statues, murals, music, special programming, etc.	• Consult with local historians, artists, and musicians, and arts organizations about Village history and heritage. • Serve as a liaison to the Landmarks Commission and McFarland Historical Society to create a program to promote McFarland history and heritage.	2	To be determined.	Plan duration.	Community Development Department
7	Create a public art program that enriches the community and enhances the local quality of life.	• Assess the benefits of creating a citizen driven Public Arts Board or Committee. • Partner with areas groups such as the School District, Chamber, and other Local Groups. • Collaborate with Dane County Art Programs and other regional groups. • Use these groups to inventory and attract local talent to the Public Arts Program.	2	To be determined.	Plan duration.	Community Development Department

Strategy No.	Strategy	Implementation Steps	Priority ¹	Cost	Timeline	Assignment
Goal D: Improve the safety and wellbeing of Village residents, businesses, and visitors.						
1	Evaluate staffing models and organization structure to meet future public safety service delivery needs.	- Review recommendations from the Public Safety Analysis. - Identify recommendations to advance and/or further study in more detail. - Create an RFP and scope of services as needed and applicable to further evaluate these recommendations and their impact on our public safety departments. - Solicit proposals and select consultant. - Select a firm to conduct the evaluation - Implement findings as feasible subject to the availability of funds.	3	\$20,000 to \$30,000 per study	2026 thru 2030	Fire and Rescue Department Police Department
2	Prioritize community-based policing practices and identify areas for extended outreach and program development.	- Research community-based policing best practices. - Work with the Police Department to advise those best practices most suited for McFarland. - Develop with the Police Department a community-based policing model and program using the identified best practices. - Train staff on the preferred community-based policing program.	2	To be determined.	Plan duration.	Police Department

Strategy No.	Strategy	Implementation Steps	Priority ¹	Cost	Timeline	Assignment
Goal D: Improve the safety and wellbeing of Village residents, businesses, and visitors (continued).						
3	Enhance pedestrian safety for walkers and bicyclists throughout the community, including areas of Highway 51 that go through the Village.	- Identify areas of the community best suited for increased pedestrian safety, bicycle infrastructure, and traffic calming measures. - Determine the pedestrian safety, bicycle infrastructure, and traffic calming measures to be implemented. - Evaluate planning and design improvements to USH 51 in order to partner with the Wisconsin Department of Transportation on safer crossings and more accessible non-vehicular alternatives. - Prepare cost estimates for the infrastructure improvements. - Identify potential funding sources. - Incorporate the projects into the Village capital plan.	1	\$25,000 annually within Capital Projects Fund Budget. Consider larger capital investments on a case by case basis.	Plan duration.	Police Department Public Works Department
4	Promote the concept of a healthy community in an integrated way; from policy to planning and development.	- Research best practices on how to integrate healthy living into policy, planning and development. - Document the best practices most suited for McFarland. - Draft healthy community policies for consideration by the Village Trustees. - Train staff in the use of healthy living best practices and policies.	2	To be determined.	Plan duration.	Community Development Department Senior Outreach Department

Strategy No.	Strategy	Implementation Steps	Priority ¹	Cost	Timeline	Assignment
Goal E: Improve community connectivity along pedestrian and vehicular corridors.						
1	Improve, maintain and enhance bike/walking path connections throughout the Village and in cooperation with neighboring municipalities and government agencies.	- Study new amenities and improvements to support regional trail network internal and external to the Village. - Create and plan for new trail connections internal and external to the Village. - Include funding to maintain existing pedestrian network and develop new opportunities as available.	1	\$100,000 annually within Capital Projects Fund Budget. Consider larger capital investments on a case by case basis.	Plan duration.	Public Works Department
2	Partner with neighboring municipalities to provide all forms of public transportation within and outside of the Village.	- Collaborate with neighboring municipalities to extend public transportation routes to serve McFarland residents. - Develop cost sharing and fare models. - Discuss options with the Village Board, Public, and Village Staff.	2	To be determined.	Plan duration.	Village Administrator
3	Enhance and increase access to the lakefront and waterways.	- Identify options to add access points to the lakefront and waterways through existing property ownership and new acquisition. - Estimate the costs of increasing access to the lakefront and waters. - Identify potential funding sources to increase access. - Develop a multi-year plan to fund and build additional access points to the lakefront and waterways.	3	Case by case basis as opportunities develop.	Plan duration.	Public Works Department

Strategy No.	Strategy	Implementation Steps	Priority ¹	Cost	Timeline	Assignment
Goal F: Support the development of active and passive recreational amenities that appeal to all age groups and abilities.						
1	Develop new and diverse park system amenities for indoor and outdoor use that are not currently offered in our community.	- Utilize the Parks and Open Space Plan to help guide in local development. - Survey Village residents about park system amenities that are desired. - Identify amenities not currently offered that would be best suited for McFarland parks. - Estimate the costs to add the identified amenities. - Develop a multi-year plan to fund the new amenities. - Study the viability of public-private partnerships within our Park System.	1	Project by project basis.	Plan duration.	Public Works Department
2	Dedicate resources to enhance existing parks and green spaces throughout the Village.	- Create comprehensive inventory of park system of all amenities including active and passive uses. - Prepare annual maintenance plans that address current levels of resources applied and make recommendations on future needs. - Collaborate with the Village Board, Committee, and Staff about funds and resources for enhancing existing parks and green spaces. - Create budget requests for high priority projects and recommendations from plan development.	2	To be determined.	Plan duration.	Public Works Department

Strategy No.	Strategy	Implementation Steps	Priority ¹	Cost	Timeline	Assignment
Goal F: Support the development of active and passive recreational amenities that appeal to all age groups and abilities (continued).						
3	Evaluate the costs and benefits of an outdoor aquatic facility, including construction and operation.	- Engage a firm to evaluate the costs and benefits of an outdoor aquatic facility, including the effects of construction and operation. - Evaluate options for finalizing a location. - Gather additional public input as a potential deciding factor as to the construction of the improvement. - Study financial impact of capital and operating cost implications while identifying potential funding sources. - Finalize plan, prepare design, and consider construction. - Take final action as needed and decided at the discretion of the Village Board.	1	\$25,000 Plan \$100,000 to \$250,000 Design \$1,000,000 to \$5,000,000 Construction	2020 thru 2024	Public Works Department Village Administrator
4	Partner with the school district to expand recreational opportunities for families.	- Research additional recreational, arts, and other adult education program opportunities to offer to families. - Inventory public and private recreational opportunities available within the Community. - Estimate the costs of providing the additional recreational activities. - Partner with the school district to fund and offer jointly supported recreational program and infrastructure opportunities.	3	To be determined.	Plan duration.	Public Works Department Village Administrator

Strategy No.	Strategy	Implementation Steps	Priority ¹	Cost	Timeline	Assignment
Goal F: Support the development of active and passive recreational amenities that appeal to all age groups and abilities (continued).						
5	Develop individual park master plans that prioritize future developments, including a new community park.	• Create an RFP to hire a firm to develop individual park master plans that prioritize future developments, including but not limited to William McFarland Park, new Community Park, and a Special Needs Park. • Solicit proposals and select a consultant. • Complete master plan and build recommended improvements and phasing into the CIP.	2	\$25,000 to \$50,000 per plan	Plan duration.	Public Works Department
6	Expand and develop programs to promote greater use of the lakefront, wetland conservancy, and waterways.	• Research new programs that will promote greater use of the lakefront and waters. • Determine those programs most suited for McFarland. • Estimate the costs of providing the new programming. • Study the viability of public-private partnerships within our natural water resources. • Identify funding for the new programs. • Market the new programs to the community.	3	To be determined.	Plan duration.	Public Works Department Village Administrator

Attachment B – Workshop Materials





Village Board Strategic Plan Workshop 1

McFarland Municipal Center – Community Room
September 30, 2019, 5:00 p.m. to 8:00 p.m.

Agenda

(Please bring your worksheets for use during the session)

Purpose and Outcomes

Identify the elements of a desired future for the Village of McFarland for the next five to seven years. The results of two strategic planning sessions will guide the future allocation of resources and department work planning to achieve the priorities established by the Village Trustees. The Board President will convene a second strategic planning workshop on October 1.

The focus of the first workshop is to create a vision statement and mission statement and identify core values for the organization. The focus of the second workshop will be on identifying priority goals and strategies to accomplish the vision.

5:00 p.m.	Arrive Welcome and Agenda Review Present and Discuss Environmental Scan (presented by the Village Administrator) Present and Discuss Summary of Community and Employee Survey themes (presented by Management Partners)
6:00 to 6:30	Break for Dinner
6:30	Discuss McFarland Vision, Mission and Values
7:00	Identify and Prioritize Goals for the Future
7:55 p.m.	Wrap Up and Next Steps





Village Board Strategic Plan Workshop 2

McFarland Village Hall - Training Center

October 1, 2019, 9:00 a.m. to Noon

Agenda

(Please bring your worksheets for use during the session)

Purpose and Outcomes

Review and confirm the strategic plan elements (vision, mission and values) developed during the first workshop. During this workshop Village Board members will identify goals and strategies to achieve the vision and identify success measures based on the priorities. The goals, strategies and success factors identified during this session will guide the allocation of resources and departmental work planning for the future.

- | | |
|------------|---|
| 9:00 a.m. | Welcome and Agenda Review |
| | Confirm Vision, Mission and Values |
| 9:15 | Identify and Prioritize Goals (continued) |
| 10:00 | Develop Strategies for Priority Goals |
| 11:15 | Identify Success Measures for Each Goal |
| 11:50 a.m. | Wrap Up and Next Steps |



McFarland Strategic Planning Worksheet

Please Bring Your Completed Worksheet to the Workshops

Instructions

The worksheet is divided into four sections: A) vision, B) mission, C) values, and D) goals and strategies. Each section of the worksheet is supplemented by information obtained from responses to the community and employee surveys. Survey responses were received from 433 community stakeholders and 65 Village of McFarland employees.

A. Vision

A **vision** is an aspirational statement of where Village leaders want the Village to be in the future. Setting a vision is a fundamental element of the strategic planning process.

Survey respondents were asked if the current Village vision should be changed and had the option to provide suggested revisions. The current vision is:

The vision of McFarland is to create an inviting, dynamic, diverse community that offers a high quality of life and a supportive environment in which all citizens may practice their individual value choices. The community actively seeks to preserve its proud heritage, protect its abundant natural resources, plan for responsible and balanced residential and commercial growth, promote a viable economic base, support educational excellence, provide diverse leisure options, and foster a healthy social fabric.

Table 1 indicates that a majority of community and employee survey respondents believe the current vision statement does not need to be changed.

Table 1. Do you think the vision statement should be changed?

	Community Response	Employee Response
Yes	65 (19%)	17 (26%)
No	284 (81%)	48 (74%)
Answered Question	349	65

Some community survey respondents included suggestions to improve the current vision statement, these are provided in Table 2. Of the respondents that thought it should be changed, both community and employee respondents suggested simplifying the vision statement.

Table 2. Suggestions for Changes to the Current Vision

Response Theme	Examples From Community Responses	Examples From Employee Responses
Remove words or phrases	Choice value Commercial growth Diverse leisure options Viable economic base	None provided



Response Theme	Examples From Community Responses	Examples From Employee Responses
Refine/Reword	Change “citizens may practice” to “citizens participate” Define choice value and natural resources Simplify vision statement Statement is too vague Vision statement does not reflect village	Proud heritage Simplify vision statement
Add	Be an inviting and dynamic community Be mindful of environment Create a diverse population through housing Create a community that is diverse socially, culturally, economically, and in its land use that fulfills value choices of the populace to enhance community Fiscal responsibility Keep Lake Waubesa clean and safe for our community Providing housing opportunities and atmosphere for all facets of economic class Reducing economic barriers	All done at a reasonable cost to residents Be inviting to businesses Forward thinking Provide a safe community
Words or Phrases to Keep	All citizens Recreational options current and future growth Support educational excellence Responsible and balanced growth	Commercial growth

VISION STATEMENT EXAMPLES

Roswell, Georgia: *To be a vibrant riverside community connecting strong neighborhoods, preserving our rich history, celebrating the arts and culture and cultivating entrepreneurial spirit.*

Reno, Nevada: *We are a vibrant university town known for our outdoor activities, special events, arts and culture, and innovative industries.*

Please provide any suggestions you have for changing or modifying the vision statement below.



B. Mission

A **mission statement** provides the purpose of the organization and guides the prioritization of opportunities. The mission defines what the Village stands for and what it will do.

The current mission statement for the Village reads:

With direction encouraged from an engaged citizenry, Village elected officials and employees will maintain and enhance the quality of life of the community by delivering quality services in an efficient and accountable manner and by providing an orderly, unbiased system of government that is transparent and accessible. To create and sustain a high level of confidence in Village government, we pledge to function with: professional integrity; fiscal responsibility; open communications; environmental sustainability; sensitivity to the values of each individual; and full cooperation in achieving the priority goals determined by the community.

As shown in Table 3, a majority of survey respondents believe the current mission statement should not be changed.

Table 3. Do you think the mission statement should be changed?

Answer	Community Response	Employee Response
Yes	38 (11%)	14 (22%)
No	308 (89%)	50 (78%)
Answered Question	346	64

Suggested themes for modifying the current mission statement submitted by the survey respondents is included in Table 4. Similar to the vision statement, some community and employee survey respondents indicated the Village mission should be simplified.

Table 4. Suggestions for Changes to the Current Mission

Response Theme	Examples From Community Responses	Examples From Employee Responses
Refine/Reword	Clarify how quality of life is improved Community instead of citizenry Define quality services Simplify mission statement	Full cooperation in achieving priority goals Simplify mission statement
Add	The vision of McFarland is to facilitate a safe, environmentally conscious community where individuals can live, thrive, and pursue their best lives Lake community Modernize Prioritize affordable housing Sustainability Seek economic growth, including commercial development	Control tax burden Fiscal accountability

Response Theme	Examples From Community Responses	Examples From Employee Responses
Words or Phrases to Keep	Professional integrity Quality of life	Accountable Engaged citizenry Responsible

MISSION STATEMENT EXAMPLES

West Palm Beach, Florida: *In partnership with our communities, West Palm Beach delivers exceptional customer service that enhances quality of life.*

Boulder City, Nevada: *Deliver outstanding services to enhance the quality of life within our community, our economic vitality, and the safety of those who reside, work in, visit, or travel through our community.*

Please provide any suggestions you have for changing or modifying the mission statement below.

C. Core Values

Values are the core operating principles of an organization. They govern the actions and behaviors of policy makers and employees to effectuate the Village's mission and vision.

The current mission statement for McFarland includes the following core values:

- *Professional integrity*
- *Fiscal responsibility*
- *Open communications*
- *Environmental sustainability*
- *Sensitivity to the values of each individual*
- *Full cooperation in achieving the priority goals determined by the community*

Table 5 indicates that a majority of survey respondents believe that the current core values should not be changed.



Table 5. Should any of the values be changed?

Response	Community Response	Employee Response
Yes	51 (15%)	11 (17%)
No	290 (85%)	54 (83%)
Answered Question	341	0

Table 6 provides a summary of suggested values submitted by community and employee survey respondents. Survey respondents could submit up to three values.

Table 6. Suggestions for Changes to the Current Values

Response	Community Response	Employee Response
Add or Keep	Commitment to the safety and well-being of residents Decrease barriers (economic, social) Diversity Education Environment Responsibility Equity Financial/Fiscal Responsibility Inclusion Learning Openness Preparation Professional Integrity Responsiveness Sensitivity Transparency	Accountability Kindness Opportunity Progressiveness Quality of life Respect Trust
Remove	Full cooperation Values of each individual	None provided

Use the space below to record your preferred list of values for discussion during the workshop.

1. _____
2. _____
3. _____
4. _____
5. _____

D. Goals and Strategies

Goal: A statement of specific direction and the desired outcome(s) to be achieved.

Sample Goal Statement: Create local, regional and state partnerships to promote economic development and tourism and strategically leverage city assets.

Strategy: An action to be taken to achieve a goal.

Sample Strategy: Expand the use of technology and media to promote economic growth and tourism.

Priorities to Consider as You Identify Goals and Strategies for the Strategic Plan

Survey respondents were provided a list of potential priorities for the future and were asked to indicate their top three priorities. Respondents could also add up to three priorities.

There were 353 (81%) community responses and 64 (98%) employee responses to this question. Both community and employee respondents agreed that *increasing retail offerings in the Village* and *improving the mix of commercial and industrial development along Highway 51* should be future priorities.

Top priorities identified by community respondents

- *Develop an outdoor swimming pool*
- *Increase retail offerings in the Village*
- *Promote greater public use of frontage along Lake Waubesa*
- *Improve the mix of commercial and industrial development along Highway 51*
- *Expand recreation offerings*

Top priorities identified by employee respondents

- *Address facility needs of Village departments*
- *Pursue commercial and industrial development opportunities east of the Village*
- *Develop a multi-purpose community center*
- *Improve the mix of commercial and industrial development along Highway 51*
- *Increase retail offerings in the Village*

On the following two pages identify up to four goal areas you think should be considered for inclusion in the strategic plan and indicate why they are important. We will discuss your proposed goal areas during the workshops.

Goal Area 1:

Strategies to Support the Goal – What strategies (actions or projects) should be considered?

1. _____
2. _____
3. _____

Goal Area 2:

Strategies to Support the Goal – What strategies (actions or projects) should be considered?

1. _____
2. _____
3. _____

Goal Area 3:

Strategies to Support the Goal – What strategies (actions or projects) should be considered?

1. _____
2. _____
3. _____

Goal Area 4:

Strategies to Support the Goal – What strategies (actions or projects) should be considered?

1. _____
2. _____
3. _____



Attachment C – Community Survey Results



Attachment C – McFarland Community and Employee Survey Results

Introduction

Village of McFarland leaders have undertaken a strategic planning effort to review the current vision and mission and formulate goals, strategies and an action plan with the objective of achieving consensus about new initiatives. Developing a strategic plan will ensure that staff members are working to support the Board of Trustees' goals. The new plan will reflect the current priorities of the Trustees with input from community stakeholders and Village staff through the year 2025.

An initial activity included surveying community stakeholders and Village employees to solicit input for the strategic plan. The survey was used to gather opinions about Village strengths, weaknesses, opportunities, challenges, vision, and the organization's mission, values and priorities. A summary of the results and themes from the survey are presented below.

Survey Results

The survey was available online to the community using the Village of McFarland website. The survey link was also shared with local organizations such as the Chamber of Commerce and the McFarland Historical Society. Paper copies of the survey were made available at the Ed Locke Public Library and the Village Administration Building. When paper copies were completed, the Village Administrator mailed the survey directly to Management Partners.

Village employees were emailed a link to the online survey, which was available from July 2 through 19, 2019. A total of 433 responses were received from community stakeholders and 65 responses were received from Village employees.

Strengths, Weaknesses, Opportunities, and Challenges of the Village

Survey respondents were asked to review a list of statements and indicate if they strongly agree, agree, disagree or strongly disagree with each statement. Following each list of statements, respondents had the opportunity to identify additional strengths, weaknesses, opportunities and challenges in an open-ended format. Responses submitted by the community and those submitted by employees are shown separately. Statements are listed from the greatest to least by the percent of respondents who agreed or strongly agreed.

Table 7 shows the community responses related to statements about the strengths of the Village. At least 94% of respondents agreed or strongly agreed that the following statements are strengths of the Village:

- Proximity to the City of Madison,
- Good library system,
- A safe community, and
- Small town feel.



In the open-ended response, an additional 142 strengths were submitted by community respondents. Of these, 39 (27%) comments identified the school system as a strength, 19 (13%) comments identified Lake Waubesa as a strength, and 17 (11%) identified the community as a strength. Other themes include recreation opportunities, sense of safety in the community, historic and unique properties, and Village events and services.

Table 7. Community Survey Responses – Village of McFarland Strengths

Survey Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Did Not Respond
	Strongly Agree/Agree		Strongly Disagree/Disagree		
a. Proximity to the City of Madison	301 (70%)	122 (28%)	7 (2%)	1 (0%)	2 (0%)
	423 (98%)		8 (2%)		
b. Good library services	271 (64%)	146 (34%)	4 (1%)	3 (1%)	9 (2%)
	417 (98%)		7 (2%)		
c. A safe community	170 (40%)	244 (57%)	14 (3%)	1 (0%)	4 (1%)
	414 (97%)		15 (3%)		
d. Small town feel	162 (38%)	243 (56%)	21 (5%)	5 (1%)	2 (0%)
	405 (94%)		26 (6%)		
e. Well maintained parks	128 (30%)	260 (61%)	35 (8%)	5 (1%)	5 (1%)
	388 (91%)		40 (9%)		
f. Financially stable	62 (15%)	307 (76%)	33 (8%)	4 (1%)	27 (6%)
	369 (91%)		37 (9%)		
g. Abundance of parks and open space	142 (33%)	241 (56%)	36 (9%)	9 (2%)	5 (1%)
	383 (89%)		45 (11%)		
h. Well maintained streets	85 (20%)	287 (67%)	49 (12%)	5 (1%)	7 (2%)
	372 (87%)		54 (13%)		
i. Village Hall's service delivery	55 (14%)	282 (70%)	60 (15%)	4 (1%)	32 (7%)
	337 (84%)		64 (16%)		
j. Well run Village Hall	69 (16%)	275 (66%)	64 (15%)	11 (3%)	14 (3%)
	344 (82%)		75 (18%)		
k. Commitment to volunteerism by residents	64 (15%)	268 (66%)	63 (16%)	13 (3%)	25 (6%)
	332 (81%)		76 (19%)		
l. Fiscally responsible with budgeting and expenditures	52 (13%)	250 (61%)	83 (20%)	22 (6%)	26 (6%)
	302 (74%)		105 (26%)		
m. Communication from the Village to residents and stakeholders is good	45 (11%)	248 (61%)	93 (23%)	22 (5%)	25 (6%)
	293 (72%)		115 (28%)		
n. Village leaders listen to the public	45 (11%)	213 (52%)	117 (28%)	35 (9%)	23 (5%)
	258 (63%)		152 (37%)		
o. Land available for future development	27 (7%)	219 (55%)	125 (32%)	25 (6%)	37 (9%)
	246 (62%)		150 (38%)		



Table 8 shows the employee responses to statements on Village strengths. Similar to the community response, 90% or more of respondents indicate that they agreed or strongly agreed with Village strengths as follows:

- Proximity to the City of Madison,
- Good library system,
- A safe community, and
- Well maintained parks.

In the open-ended responses, 16 additional strengths were submitted by employee respondents. Of these, four (25%) comments mentioned the school system as a strength, and three comments identified natural areas (e.g., Lake Waubesa, greenspace and wildlife) as a strength.

Table 8. Employee Survey Responses – Village of McFarland Strengths

Survey Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Did not respond
	Strongly Agree/Agree		Strongly Disagree/Disagree		
a. Proximity to the City of Madison	42 (64%)	22 (34%)	1 (2%)	0 (0%)	0 (0%)
	64 (98%)		1 (2%)		
b. Good library services	37 (57%)	26 (40%)	2 (3%)	0 (0%)	0 (0%)
	63 (97%)		2 (3%)		
c. A safe community	27 (42%)	35 (55%)	1 (2%)	1 (2%)	1 (2%)
	62 (97%)		2 (3%)		
d. Well maintained parks	27 (41%)	35 (54%)	3 (5%)	0 (0%)	0 (0%)
	62 (95%)		3 (5%)		
e. Well maintained streets	16 (25%)	42 (66%)	5 (8%)	1 (2%)	1 (2%)
	58 (91%)		6 (9%)		
f. Financially stable	22 (36%)	32 (53%)	5 (8%)	2 (3%)	4 (6%)
	54 (89%)		7 (11%)		
g. Abundance of parks and open space	30 (46%)	26 (40%)	9 (14%)	0 (0%)	0 (0%)
	56 (86%)		9 (14%)		
h. Village Hall's service delivery	15 (24%)	38 (60%)	7 (11%)	3 (5%)	2 (3%)
	53 (84%)		10 (16%)		
i. Small town feel	23 (35%)	29 (45%)	10 (15%)	3 (5%)	0 (0%)
	52 (80%)		13 (20%)		
j. Well run Village Hall	14 (22%)	37 (58%)	8 (13%)	5 (7%)	1 (2%)
	51 (80%)		13 (20%)		
k. Fiscally responsible with budgeting and expenditures	20 (32%)	27 (43%)	10 (16%)	6 (9%)	2 (3%)
	47 (75%)		16 (25%)		



Survey Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Did not respond
	Strongly Agree/Agree		Strongly Disagree/Disagree		
l. Commitment to volunteerism by residents	9 (14%)	37 (58%)	16 (25%)	2 (3%)	1 (2%)
	46 (72%)		18 (28%)		
m. Communication from the Village to residents and stakeholders is good	10 (15%)	36 (56%)	18 (28%)	1 (2%)	0 (0%)
	46 (71%)		19 (29%)		
n. Village leaders listen to the public	9 (14%)	33 (51%)	13 (20%)	10 (15%)	0 (0%)
	42 (65%)		23 (35%)		
o. Land available for future development	4 (6%)	36 (55%)	16 (25%)	9 (14%)	0 (0%)
	40 (61%)		25 (39%)		

Table 9 shows community responses to statements about Village weaknesses. There was not a strong consensus on what constituted a weakness for the Village. The weaknesses from 60% or more of respondents are:

- Rising housing costs,
- Lack of clear priorities for the future, and
- Lack of commercial development.

The top weaknesses identified by community respondents are further borne out in the open-ended responses. Community survey respondents submitted 245 weaknesses. Reflecting general agreement that *rising housing costs* is a weakness, 12 (5%) comments identified lack of housing options and 11 (4%) referred to uncontrolled growth as weaknesses.

A lack of economic and commercial development emerged as major theme of the open-ended responses with 41 (17%) mentions. Related to development, 14 (6%) comments identified the underutilization of Lake Waubesa, and ten (5%) comments identified an underdeveloped downtown. Another theme from 18 (7%) of respondents identified lack of communication, follow through, and leadership from Village administration.

Table 9. Community Survey Responses – Village of McFarland Weaknesses

Survey Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Did Not Respond
	Strongly Agree/Agree		Strongly Disagree/Disagree		
a. Rising housing costs	154 (40%)	150 (38%)	77 (19%)	10 (3%)	42 (10%)
	304 (78%)		87 (22%)		
b. Lack of clear priorities for the future	89 (24%)	159 (43%)	116 (31%)	6 (2%)	63 (15%)
	248 (67%)		122 (33%)		
c. Lack of commercial development	105 (27%)	142 (36%)	126 (32%)	18 (5%)	42 (10%)
	247 (63%)		144 (37%)		



Survey Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Did Not Respond
	Strongly Agree/Agree		Strongly Disagree/Disagree		
d. Limited housing for seniors	67 (18%)	156 (42%)	137 (37%)	15 (4%)	58 (13%)
	223 (59%)		152 (41%)		
e. Limited recreation programming	72 (19%)	144 (38%)	139 (37%)	23 (6%)	55 (13%)
	216 (57%)		162 (43%)		
f. Limited meeting space in the community	50 (13%)	160 (43%)	151 (41%)	12 (3%)	60 (14%)
	210 (56%)		163 (44%)		
g. Lack of village identity	45 (12%)	124 (32%)	198 (51%)	20 (5%)	46 (11%)
	169 (44%)		218 (56%)		

Table 10 displays employee responses to statements on Village weaknesses, with similar results as the community response. Statements that had at least 60% of respondents indicate that they agreed or strongly agreed are:

- Rising housing costs,
- Lack of clear priorities for the future,
- Lack of commercial development, and
- Limited recreation programming.

Of the 18 weaknesses submitted by employee respondents, six (33%) identified Village services with four of the responses specifically identifying limited transportation service. Another five comments identified the lack of community facilities (e.g., community center and pool) as a weakness.

Table 10. Employee Survey Responses – Village of McFarland Weaknesses

Survey Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Did not respond
	Strongly Agree/Agree		Strongly Disagree/Disagree		
a. Rising housing costs	24 (38%)	22 (35%)	16 (25%)	1 (2%)	2 (3%)
	46 (73%)		17 (27%)		
b. Lack of clear priorities for the future	19 (29%)	28 (43%)	17 (26%)	1 (2%)	0 (0%)
	47 (72%)		18 (28%)		
c. Lack of commercial development	21 (33%)	19 (30%)	21 (33%)	2 (3%)	2 (3%)
	40 (63%)		23 (37%)		
d. Limited recreation programming	19 (30%)	19 (30%)	22 (34%)	4 (6%)	1 (2%)
	38 (60%)		26 (40%)		
e. Limited meeting space in the community	13 (21%)	24 (38%)	20 (31%)	6 (10%)	2 (3%)
	37 (59%)		26 (41%)		
f. Limited housing for seniors	11 (17%)	26 (41%)	23 (36%)	4 (6%)	1 (2%)
	37 (58%)		27 (42%)		
g. Lack of village identity	8 (12%)	18 (28%)	29 (45%)	10 (15%)	0 (0%)
	26 (40%)		39 (60%)		



Table 11 shows community responses to statements about opportunities for the Village. Statements from 86% or more respondents indicate they view the following as opportunities:

- Making residents more aware of services provided by the Village,
- Expanding recreation offerings,
- Increasing collaboration and partnerships with civic organizations and other public agencies, and
- Providing Village services in more innovative ways.

Community survey respondents submitted 149 open-ended responses about opportunities. Economic development was a major theme, with 29 (19%) respondents suggesting it as an opportunity. Developing programs and activities for all ages in the community was another opportunity identified in 25 (17%) of the comments, and 21 (14%) of respondents suggested adding either a pool, splash pad, or aquatic center as an opportunity.

Table 11. Community Survey Responses – Village of McFarland Opportunities

Survey Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Did Not Respond
	Strongly Agree/Agree		Strongly Disagree/Disagree		
a. Making residents more aware of services provided by the Village	129 (34%)	213 (56%)	38 (10%)	0 (0%)	53 (12%)
	342 (90%)		38 (10%)		
b. Expanding recreation offerings	153 (40%)	172 (45%)	44 (12%)	10 (3%)	54 (12%)
	325 (85%)		54 (15%)		
c. Increasing collaboration and partnerships with civic organizations and other public agencies	88 (23%)	235 (64%)	47 (13%)	0 (0%)	63 (15%)
	323 (87%)		47 (13%)		
d. Providing Village services in more innovative ways	99 (27%)	218 (59%)	50 (13%)	2 (1%)	64 (15%)
	317 (86%)		52 (14%)		
e. Improving communication between the Village and residents	113 (30%)	202 (54%)	55 (15%)	2 (1%)	61 (14%)
	315 (84%)		57 (16%)		
f. Promoting greater public use of frontage along Lake Waubesa	191 (50%)	130 (34%)	49 (13%)	11 (3%)	52 (12%)
	321 (84%)		60 (16%)		
g. Improving the mix of commercial and industrial development along HWY 51	112 (29%)	197 (52%)	62 (16%)	10 (3%)	52 (12%)
	309 (81%)		72 (19%)		
h. Expanding senior services and programming	91 (24%)	179 (49%)	94 (25%)	8 (2%)	61 (14%)
	270 (73%)		102 (27%)		
i. Pursuing commercial and industrial development opportunities east of the Village	85 (23%)	134 (36%)	117 (31%)	36 (10%)	61 (14%)
	219 (59%)		153 (41%)		

Table 12 displays employee responses to statements about Village opportunities. Statements from 84% or more of respondents indicate they think the following are opportunities:



- Improving the mix of commercial and industrial development along highway 51,
- Promoting greater public use of frontage along Lake Waubesa,
- Increasing collaboration and partnerships with civic organizations and other public agencies, and
- Improving communication between the Village and residents.

Employee respondents submitted 21 suggestions about opportunities in the open-ended responses. Some prevalent themes included increasing recreation opportunities, creating a strong Village center, and innovation from Village administration.

Table 12. Employee Survey Responses – Village of McFarland Opportunities

Survey Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Did not respond
	Strongly Agree/Agree		Strongly Disagree/Disagree		
a. Improving the mix of commercial and industrial development along highway 51	29 (45%)	28 (44%)	5 (8%)	2 (3%)	1 (2%)
	57 (89%)		7 (11%)		
b. Promoting greater public use of frontage along Lake Waubesa	34 (53%)	23 (35%)	8 (12%)	0 (0%)	0 (0%)
	57 (88%)		8 (12%)		
c. Increasing collaboration and partnerships with civic organizations and other public agencies	12 (19%)	42 (67%)	9 (14%)	0 (0%)	2 (3%)
	54 (86%)		9 (14%)		
d. Improving communication between the Village and residents	21 (32%)	33 (52%)	9 (14%)	1 (2%)	1 (2%)
	54 (84%)		10 (16%)		
e. Making residents more aware of services provided by the Village	29 (45%)	24 (38%)	10 (16%)	1 (2%)	1 (2%)
	53 (83%)		11 (17%)		
f. Providing Village services in more innovative ways	19 (30%)	33 (51%)	10 (16%)	2 (3%)	1 (2%)
	52 (81%)		12 (19%)		
g. Pursuing commercial and industrial development opportunities east of the Village	27 (42%)	23 (36%)	13 (20%)	1 (2%)	1 (2%)
	50 (78%)		14 (22%)		
h. Expanding recreation offerings	19 (30%)	27 (42%)	13 (20%)	5 (8%)	1 (2%)
	46 (72%)		18 (28%)		
i. Expanding senior services and programming	19 (30%)	27 (42%)	10 (16%)	8 (12%)	1 (2%)
	46 (72%)		18 (28%)		

Table 13 displays community responses to statements about challenges the Village may face. Statements with 84% or more indicate the following challenges:

- Determining the impacts of further growth on Village service delivery,
- Achieving greater community engagement and participation,
- Financing future needs of the Village, and
- Reducing flooding and storm water runoff.



Community survey respondents submitted 47 comments identifying Village challenges. One major theme mentioned by ten (21%) respondents regarded Village operations and leadership as a challenge (e.g., political pressures, planning, and attracting diverse populations and businesses to the Village). Additional challenges included eight (17%) comments about providing community programs and services for all ages and needs, and an additional eight (17%) mentioned economic development.

Table 13. Community Survey Responses – Village of McFarland Challenges

Survey Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Did not respond
	Strongly Agree/Agree		Strongly Disagree/Disagree		
a. Determining the impacts of further growth on Village service delivery	80 (23%)	228 (65%)	43 (12%)	1 (0%)	81 (19%)
	308 (88%)		44 (12%)		
b. Achieving greater community engagement and participation	114 (32%)	194 (55%)	43 (12%)	3 (1%)	79 (18%)
	308 (87%)		46 (13%)		
c. Financing future needs of the Village	76 (21%)	228 (64%)	45 (13%)	6 (2%)	78 (18%)
	304 (86%)		51 (14%)		
d. Reducing flooding and storm water runoff	108 (30%)	195 (54%)	55 (15%)	2 (1%)	73 (17%)
	303 (84%)		57 (16%)		
e. Increasing retail offerings in the Village	135 (36%)	164 (44%)	56 (15%)	15 (4%)	63 (15%)
	299 (81%)		71 (19%)		
f. Addressing the facility needs of Village departments	69 (20%)	211 (60%)	61 (18%)	9 (2%)	83 (19%)
	280 (80%)		70 (20%)		
g. Understanding and working with special needs populations	82 (23%)	189 (54%)	74 (21%)	7 (2%)	81 (19%)
	271 (77%)		81 (23%)		
h. Determining the role of the Village in providing social services	68 (19%)	193 (55%)	84 (3%)	5 (1%)	83 (19%)
	261 (75%)		89 (25%)		
i. Developing affordable housing in the Village	78 (21%)	144 (39%)	113 (31%)	34 (9%)	64 (15%)
	222 (60%)		147 (40%)		

Table 14 displays the employee responses to statements about challenges the Village may face. Statements agreed on by at least 84% of respondents follow:

- Achieving greater community engagement and participation,
- Addressing the facility needs of Village departments, and
- Financing future needs of the Village.

Employee survey respondents submitted 17 comments identifying Village challenges. Of these, five (29%) identified transportation as a challenge, specifically mentioning public transit access,



and improving safety and walkability in the community. Other themes include economic development, providing sufficient public services, and updating Village buildings and facilities.

Table 14. Employee Survey Responses – Village of McFarland Challenges

Survey Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Did not respond
	Strongly Agree/Agree		Strongly Disagree/Disagree		
a. Achieving greater community engagement and participation	18 (28%)	36 (56%)	9 (14%)	1 (2%)	1 (2%)
	54 (84%)		10 (16%)		
b. Addressing the facility needs of Village departments	30 (48%)	23 (36%)	9 (14%)	1 (2%)	2 (3%)
	53 (84%)		10 (16%)		
c. Financing future needs of the Village	24 (39%)	28 (45%)	9 (14%)	1 (2%)	3 (5%)
	52 (84%)		10 (16%)		
d. Understanding and working with special needs populations	13 (21%)	38 (60%)	9 (14%)	3 (5%)	2 (3%)
	51 (81%)		12 (19%)		
e. Determining the impacts of further growth on Village service delivery	18 (30%)	31 (51%)	10 (16%)	2 (3%)	4 (6%)
	49 (81%)		12 (19%)		
f. Increasing retail offerings in the Village	29 (45%)	22 (35%)	10 (16%)	3 (4%)	1 (2%)
	51 (80%)		13 (20%)		
g. Reducing flooding and storm water runoff	21 (33%)	25 (39%)	13 (20%)	5 (8%)	1 (2%)
	46 (72%)		18 (28%)		
h. Determining the role of the Village in providing social services	13 (21%)	31 (51%)	14 (23%)	3 (5%)	4 (6%)
	44 (72%)		17 (28%)		
i. Developing affordable housing in the Village	16 (25%)	28 (45%)	13 (20%)	6 (10%)	2 (3%)
	44 (70%)		19 (30%)		

Village of McFarland Vision, Mission and Values

Survey respondents were asked if the current vision, mission, and values should be changed. They were also given the opportunity to provide suggested changes for each.

A vision is an aspirational statement of a future desired state. Survey respondents were asked if the current Village vision should be changed and had the option to provide suggested revisions. The current McFarland vision is:

The vision of McFarland is to create an inviting, dynamic, diverse community that offers a high quality of life and a supportive environment in which all citizens may practice their individual value choices. The community actively seeks to preserve its proud heritage, protect its abundant natural resources, plan for responsible and balanced residential and commercial growth, promote a viable economic base, support educational excellence, provide diverse leisure options, and foster a healthy social fabric.



Suggested themes submitted by survey respondents are provided in Table 15. Both community and employee survey respondents suggested simplifying the vision statement.

Table 15. Suggestions for Changes to the Current Vision

Response Theme	Examples From Community Responses	Examples From Employee Responses
Remove words or phrases	Choice value Commercial growth Diverse leisure options Viable economic base	
Refine/Reword	Change “citizens may practice” to “citizens participate” Define choice value and natural resources Simplify vision statement Statement is too vague Vision statement does not reflect village	Proud heritage Simplify vision statement
Add	Be an inviting and dynamic community Be mindful of environment Create a diverse population through housing Create a community that is diverse socially, culturally, economically, and in its land use that fulfills value choices of the populace to enhance community Fiscal responsibility Keep Lake Waubesa clean and safe for our community Providing housing opportunities and atmosphere for all facets of economic class Reducing economic barriers	All done at a reasonable cost to residents Be inviting to businesses Forward thinking Provide a safe community
Words or Phrases to Keep	All citizens Recreational options current and future growth Support educational excellence Responsible and balanced growth	Commercial growth

The current mission statement for the Village reads:

With direction encouraged from an engaged citizenry, Village elected officials and employees will maintain and enhance the quality of life of the community by delivering quality services in an efficient and accountable manner and by providing an orderly, unbiased system of government that is transparent and accessible. To create and sustain a high level of confidence in Village government, we pledge to function with: professional integrity; fiscal responsibility; open communications; environmental sustainability;



sensitivity to the values of each individual; and full cooperation in achieving the priority goals determined by the community.

Suggested themes submitted by survey respondents are provided in Table 18. Similar to suggestions for the vision statement, some community and employee survey respondents indicated the mission statement should be simplified.

Table 16. Suggestions for Changes to the Current Mission

Response Theme	Examples From Community Responses	Examples From Employee Responses
Refine/Reword	Clarify how is quality of life is improved Community instead of citizenry Define quality services Simplify mission statement	Full cooperation in achieving priority goals Simplify mission statement
Add	The vision of McFarland is to facilitate a safe, environmentally conscious community where individuals can live, thrive, and pursue their best lives Lake community Modernize Prioritize affordable housing Sustainability Seek economic growth, including commercial development	Control tax burden Fiscal accountability
Words or Phrases to Keep	Professional integrity Quality of life	Accountable Engaged citizenry Responsible

Values are the core operating principles of an organization. They govern the actions and behaviors of policy makers and employees to effectuate the Village's mission and vision.

The current mission statement for McFarland includes the following core values:

- *Professional integrity*
- *Fiscal responsibility*
- *Open communications*
- *Environmental sustainability*
- *Sensitivity to the values of each individual*
- *Full cooperation in achieving the priority goals determined by the community*

Table 17 shows that a majority of survey respondents believe that the current core values do not need to be changed.



Table 17. *Should any of the values be changed?*

Response	Community Response	Employee Response
Yes	51 (15%)	11 (17%)
No	290 (85%)	54 (83%)
Answered Question	341	0

Table 18 provides a summary of suggested values submitted by community and employee survey respondents. Survey respondents could submit up to three values.

Table 18. *Suggestions for Changes to the Current Values*

Response	Community Response	Employee Response
Add or Keep	Commitment to the safety and well-being of residents Decrease barriers (economic, social) Diversity Education Environment Responsibility Equity Financial/Fiscal Responsibility Inclusion Learning Openness Preparation Professional Integrity Responsiveness Sensitivity Transparency	Accountability Kindness Opportunity Progressiveness Quality of life Respect Trust
Remove	Full cooperation Values of each individual	

Village of McFarland Community Priorities of the Future

Survey respondents were given a list of priorities for McFarland to focus on for the future and were asked to indicate their top three priorities. Respondents could add up to three priorities as well. There were 353 (81%) community responses and 64 (98%) employee responses to this question.

Table 19 identifies the priorities survey respondents thought Village leaders should focus on for the future. Responses from community and employee survey respondents are separated, and the top five priorities of each respondent group have been highlighted. Both community and employee respondents agreed that *increasing retail offerings in the Village* and *improving the mix of commercial and industrial development along Highway 51* should be priorities.

Top priorities identified by community respondents are provided below.



- *Developing an outdoor swimming pool,*
- *Increasing retail offerings in the Village,*
- *Promoting greater public use of frontage along Lake Waubesa,*
- *Improving the mix of commercial and industrial development along Highway 51, and*
- *Increasing retail offerings.*

Top priorities identified by employee respondents are provided below.

- *Addressing the facility needs of Village departments,*
- *Pursuing commercial and industrial development opportunities east of the Village,*
- *Developing a multi-purpose community center,*
- *Improving the mix of commercial and industrial development along Highway 51, and*
- *Increasing retail offerings.*

While 27% of employee respondents indicated *addressing the facility needs of Village departments* as a high priority, only 5% of community respondents thought it should be. Should the Village move forward with addressing facilities needs as a top priority, communicating the importance of this to the community may be needed.

Table 19. Priorities for the Village of McFarland

Priority	Community Response	Employee Response
a. Developing an outdoor swimming pool	113 (31%)	8 (13%)
b. Increasing retail offerings in the Village	102 (29%)	12 (19%)
c. Promoting greater public use of frontage along Lake Waubesa	95 (27%)	11 (17%)
d. Improving the mix of commercial and industrial development along Highway 51	73 (20%)	13 (20%)
e. Expanding recreation offerings	70 (20%)	5 (8%)
f. Developing a splash pad	56 (15%)	4 (6%)
g. Pursuing commercial and industrial development opportunities east of the Village	49 (14%)	15 (23%)
h. Developing affordable housing in the Village	44 (12%)	9 (14%)
i. Developing a multi-purpose community center	43 (12%)	14 (22%)
j. Reducing flooding and storm water runoff	39 (10%)	5 (8%)
k. Providing public transportation to Madison	35 (10%)	9 (14%)
l. Adding sidewalks and walking paths	31 (8%)	3 (5%)
m. Improving communication between the Village and residents	29 (8%)	7 (11%)
n. Determining the impacts of further growth on Village service delivery	29 (8%)	9 (14%)
o. Financing the future needs of the Village	29 (8%)	6 (9%)
p. Expanding senior services and programming	28 (7%)	8 (13%)
q. Developing bike paths	28 (7%)	6 (9%)
r. Adding park amenities	26 (7%)	4 (6%)



Priority	Community Response	Employee Response
s. Improving sustainability initiatives	25 (7%)	3 (5%)
t. Addressing the facility needs of Village departments	21 (5%)	17 (27%)
u. Achieving greater community engagement and participation	21 (5%)	7 (11%)
v. Increasing collaboration and partnerships with civic organizations and other public agencies	20 (5%)	1 (2%)
w. Developing a senior center	19 (5%)	4 (6%)
x. Making residents more aware of services provided by the Village	18 (5%)	7 (11%)
y. Developing a youth center	17 (4%)	2 (3%)
z. Understanding and working with special needs populations	16 (4%)	2 (3%)
aa. Providing Village services in more innovative ways	14 (3%)	2 (3%)
bb. Determining the role of the Village in providing social services	11 (3%)	1 (2%)
cc. Developing a dog park	10 (2%)	1 (2%)
Answered Question	353	64

Demographic Information

Community survey respondents were asked their gender, with responses displayed in Table 20. Over half (55%) of the respondents are female.

Table 20. Gender (community response)

Gender	Responses
Female	221 (55%)
Male	98 (24%)
Did not respond	84 (21%)

Community survey respondents were also asked to indicate their age group, as shown in Table 21. The largest group at 30% was from respondents ages 36 to 45, followed by the 46 to 55-year old individuals, accounting for 15% of respondents. A total of 13% of respondents reported being in the 26 to 35 age group.

Table 21. Age Group (community response)

Age Group	Responses
18 to 25	4 (1%)
26 to 35	58 (13%)
36 to 45	131 (30%)
46 to 55	63 (15%)
56 to 65	39 (9%)
Over 65 years old	28 (6%)
Did not respond	110 (25%)



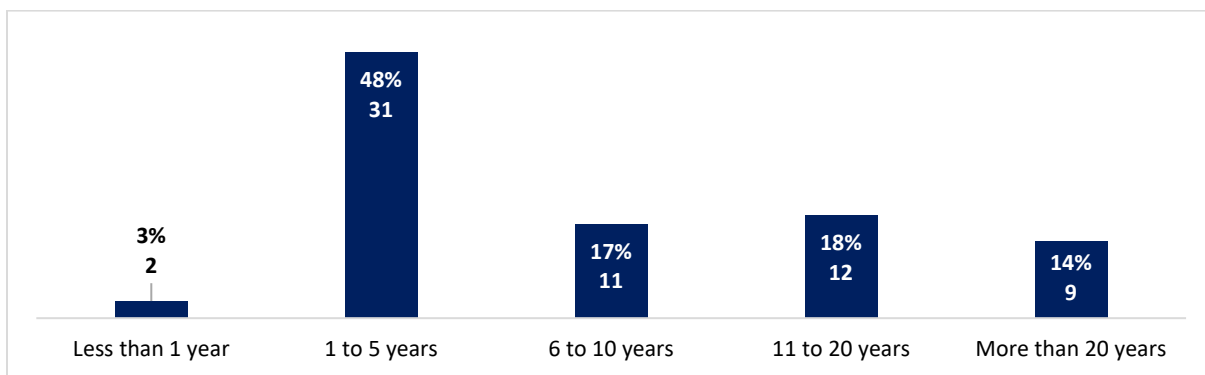
Table 22 shows the relationship community survey respondents have with the Village of McFarland. The 326 (75%) respondents to this question could indicate multiple relationships. The majority (91%) of community respondents are residents of the Village of McFarland.

Table 22. Relationship to the Village of McFarland (community response)

Relationship to Village of McFarland	Responses
a. Resident of the Village of McFarland	308 (91%)
b. Business owner in the Village of McFarland	11 (3%)
c. Member of a Board or Committee	6 (2%)
d. Past Resident	4 (1%)
e. Works in the Village	3 (1%)
f. Resident of Neighboring Community	2 (1%)
g. Children attend McFarland Schools	2 (1%)
h. Visits Village Frequently	2 (1%)
Answered Question	326

Figure 1 show employee respondents' tenure with the Village. Every employee answered this question. Nearly half (48%) have worked for the Village between one and five years. The next largest respondent group at 18% have been employed with the Village for up to 20 years.

Figure 1. Years of Employment in the Village of McFarland (employee response)



Employee survey respondents were also asked to describe their current role with the Village, as shown in Table 25. A total of 55 (85%) employees responded to this question and ten employee respondents did not answer. The largest respondent group (42%) work in a frontline/crew position, almost a quarter (22%) work in a middle manager/administrative/technical position, 12% work in a department head position, and 9% work in a supervisor position.



Table 23. Current Organization Role (employee response)

Organization Role	Responses
a. Frontline/Crew	27 (42%)
b. Department head	8 (12%)
c. Middle Manager/Administrative/Technical	14 (22%)
d. Supervisor	6 (9%)
e. Did Not Respond	10 (15%)

Conclusion

Both community and employee survey respondents indicated Village strengths include proximity to the City of Madison, having a good library system, being a safe community, having a small-town feel, well maintained parks, and the school district.

There were reoccurring themes from respondents throughout the open-ended responses about strengths, weaknesses, opportunities, and challenges. Both community and employee respondents indicated recreation options in the Village as a strength, but also as a weakness, identifying a lack of options available for all ages. Developing recreation options and activities in the Village was seen as an opportunity and a challenge.

Economic development was another reoccurring theme in responses about Village weaknesses, opportunities and challenges. Community and employee respondents indicated a need for downtown, commercial and industrial development. Many see opportunity for Lake Waubesa to be better utilized for public recreation and commercial development (e.g., lakeside restaurants and shopping) but also identified the need for greater efforts to preserve the natural resource.

Services to accommodate seniors and those with disabilities, affordable housing options, transportation and Village administration were also reoccurring themes in weaknesses, opportunities and challenges. For transportation, community respondents indicated needing better access to transit and wanting to improve walkability around the Village. In regard to Village administration, community respondents indicated wanting to see more follow through, communication and engagement with community members, and collaboration with local agencies.

Regarding McFarland's priorities for the future, both community and employee respondents indicated a desire for more recreation options and activities, as well as commercial and industrial development that would result in more jobs, retail stores and restaurants. Community respondents indicated developing an outdoor swimming pool and promoting greater public use of frontage along Lake Waubesa as top priorities. Employee respondents' top priorities include addressing facility needs of Village departments and developing a multi-purpose community center.



Attachment D – Environmental Scan



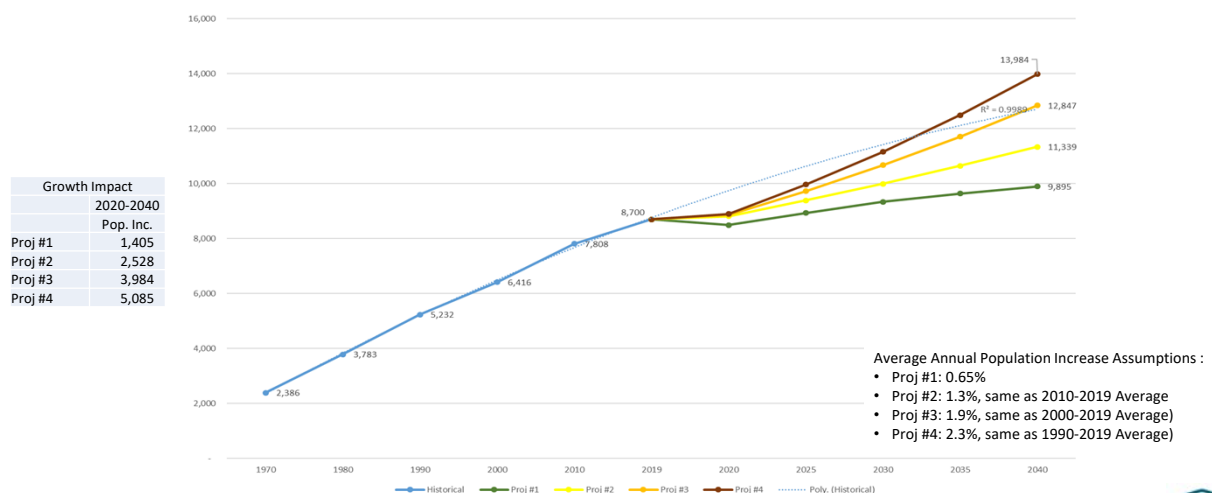


Environmental Scan



1

Population Trend and Projections 1970 to 2040

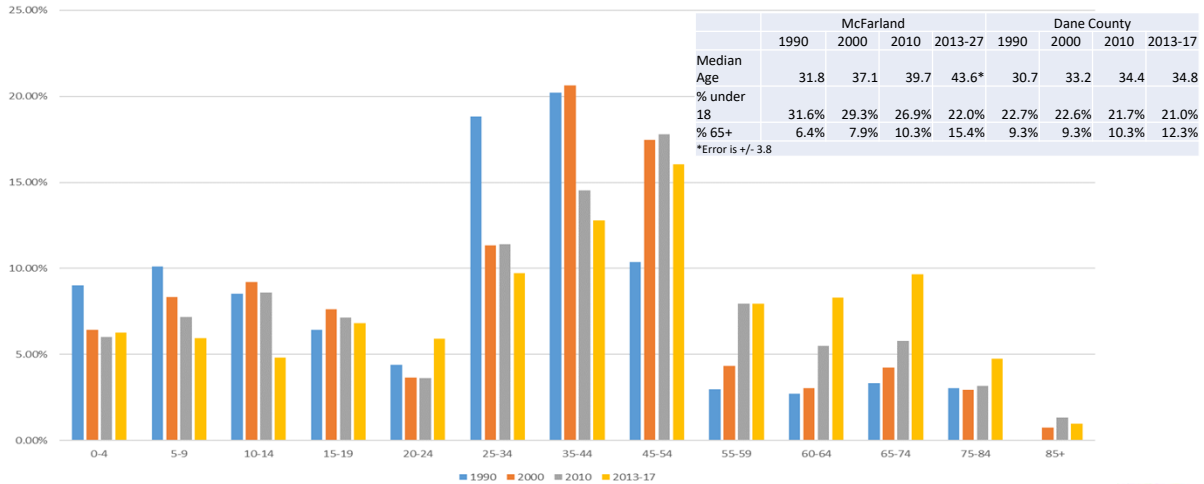


Sources:
• Historical US Census; Proj #1, WIDOA, 2013; Proj #2-4, Village, 2019

2

2

Population by Age Cohort 1990 to 2017



Management Partners

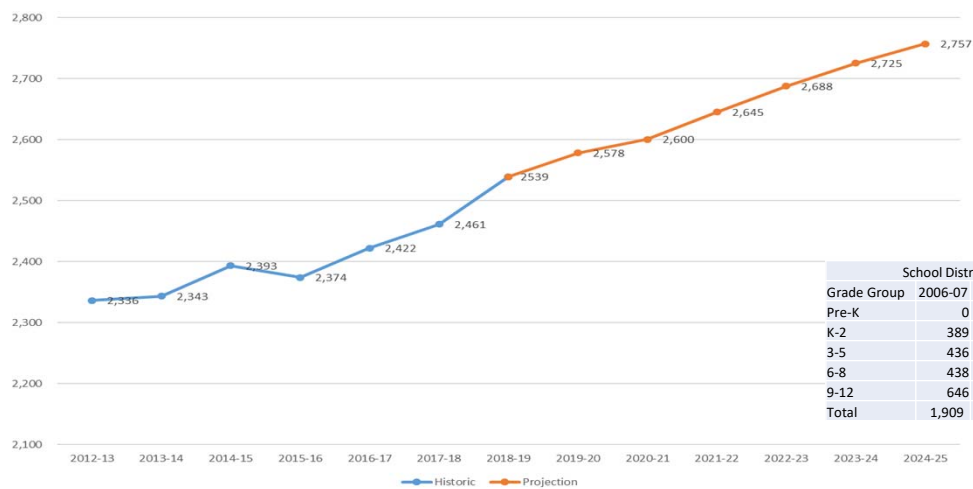
3



Source: US Census

3

School District Enrollment and Projections



Management Partners

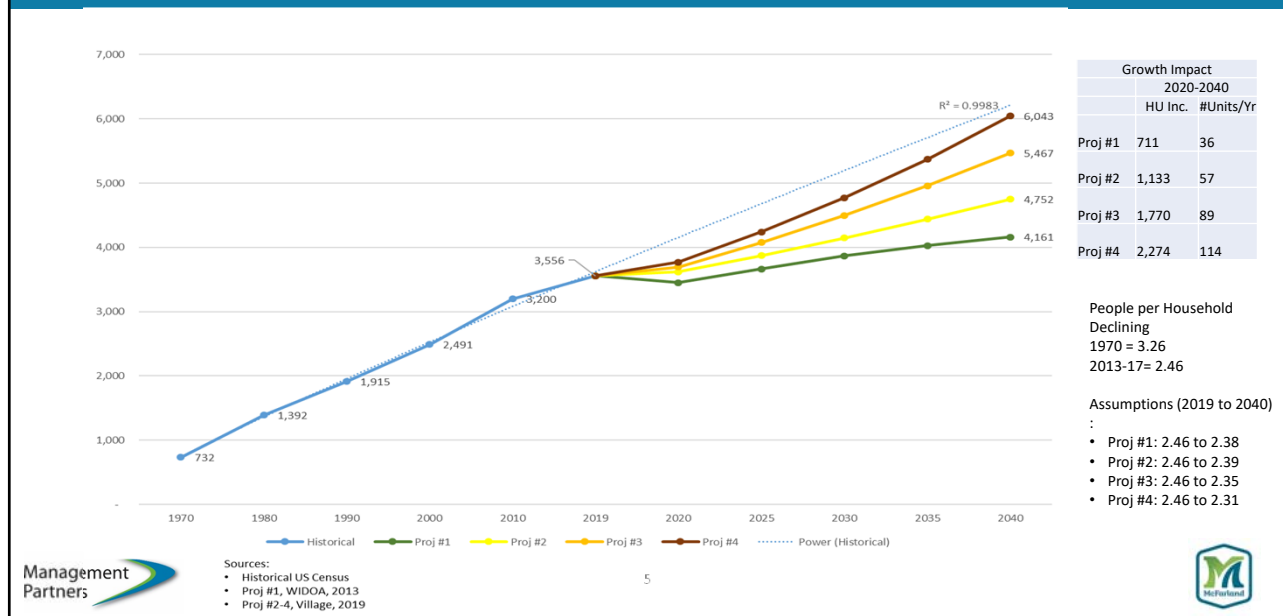
4



Source: McFarland School District

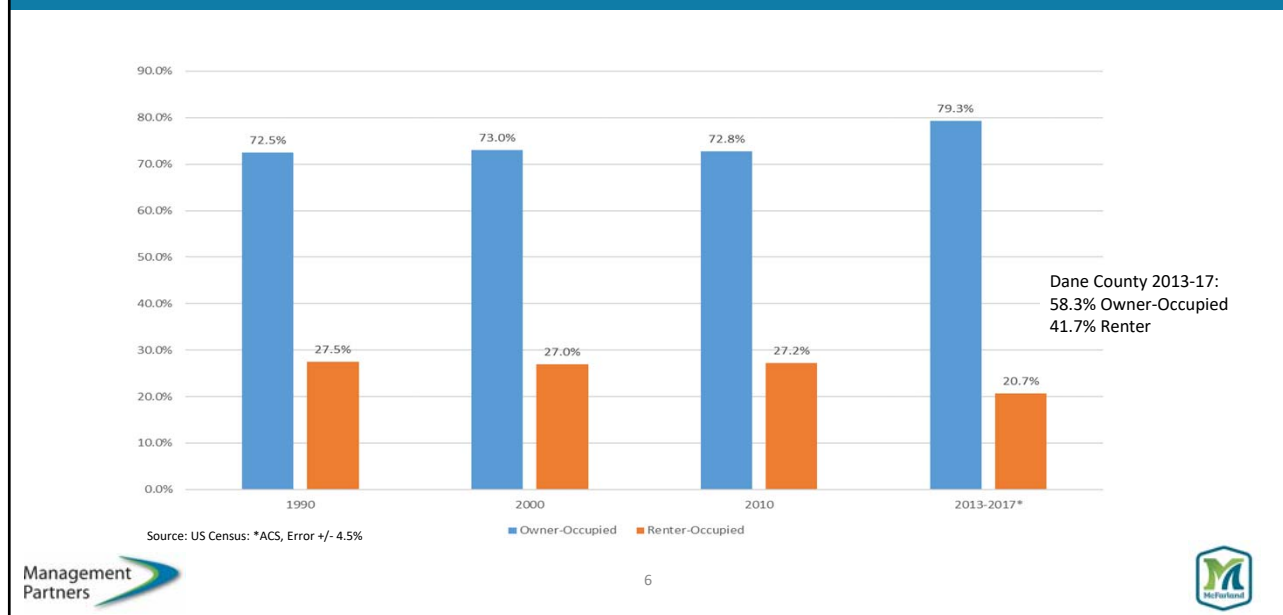
4

Housing Units Trend and Projections 1970 to 2040



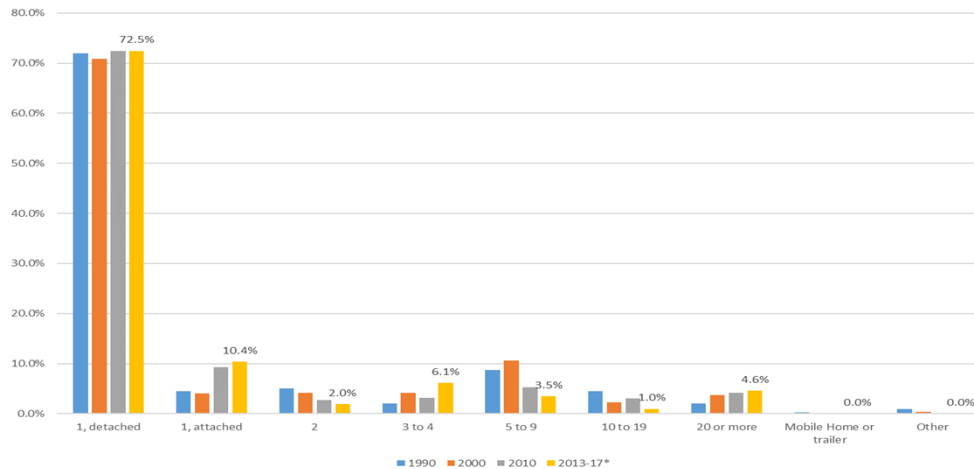
5

Housing Occupancy 1990 to 2017



6

Housing Units by Type 1990 to 2017



Sources: Historical US Census, *American Community Survey



7



7

Trends in Income and Housing Cost 1990 to 2017

INCOMES							
Median Household Income		1990	2000	2006-09*	2013-17*	% Change 1990-17	% Change 2009-17
McFarland		\$ 41,090	\$ 62,969	\$ 73,814	\$ 79,152	92.6%	7.2%
Dane County		\$ 32,703	\$ 49,223	\$ 60,519	\$ 67,631	106.8%	11.8%
Median Renter Occupied Household Income							
McFarland		NA	NA	\$ 39,855	\$ 40,187	NA	0.8%
Dane County		NA	NA	\$ 33,961	\$ 39,413	NA	16.1%
Percent of Family with Income Below Poverty Level							
McFarland		3.6%	1.2%	2.0%	0.9%	-2.7%	-1.1%
Dane County		4.8%	4.0%	5.5%	5.9%	0.9%	0.4%
Percent of Individual with Income Below Poverty Level							
McFarland		4.6%	3.0%	3.8%	2.5%	-2.1%	-1.3%
Dane County		10.5%	9.4%	11.6%	12.4%	1.9%	0.8%
HOUSING COSTS							
Median Rent		1990	2000	2006-09*	2013-17*	% Change 1990-17	% Change 2009-17
McFarland		\$ 441	\$ 641	\$ 779	\$ 939	112.9%	20.5%
Dane County		\$ 423	\$ 641	\$ 832	\$ 983	132.4%	18.1%
Median Homeowner Cost w/ Mortgage							
McFarland		\$ 818	\$ 1,313	\$ 1,631	\$ 1,820	122.5%	11.6%
Dane County		\$ 805	\$ 1,257	\$ 1,510	\$ 1,732	115.2%	14.7%
Median Home Value							
McFarland		\$ 82,700	\$ 153,400	\$ 230,000	\$ 242,600	193.3%	5.5%
Dane County		\$ 78,400	\$ 146,900	\$ 231,400	\$ 242,700	209.6%	4.9%
Housing Costs as a % of Income - Renter							
McFarland		24.5%	23.1%	23.5%	28.0%	3.5%	4.5%
Dane County		26.0%	25.8%	29.4%	29.9%	3.9%	0.5%
Housing Costs as a % of Income - Homeowner							
McFarland		22.3%	22.4%	23.2%	22.8%	0.5%	-0.4%
Dane County		20.9%	22.2%	21.6%	22.0%	1.1%	0.4%

Source: US Census
*American Community Survey (this data can include significant margins of error)



8

Fulltime Employees by Department/Function 2014 to 2018

	2014	2015	2016	2017	2018
Function/Program:					
General Government	9.70	10.14	10.56	9.26	10.45
Public Safety/Emergency communications	19.18	21.71	22.76	23.78	25.35
Public Works	11.43	12.45	12.72	12.87	12.90
Public Health	0.00	0.00	0.00	0.00	0.00
Libraries	7.78	8.19	9.06	9.21	9.29
Social Services (outreach)	3.09	3.01	3.04	3.11	3.02
Beach and Recreation	0.00	0.00	0.00	0.00	0.00
Education	0.00	0.00	0.00	0.00	0.00
Total	51.18	55.50	58.14	58.23	61.01

Statement of Revenues, Expenditures, and Change in Fund Balances 2009 to 2020

GENERAL FUND												
Revenues	Annual Audit (Baker Tilley)										Projected	Budget
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Taxes	2,931,594	3,099,532	3,234,583	3,318,278	3,348,360	3,340,021	3,389,061	3,425,157	3,506,305	3,609,583	3,623,500	3,745,325
Intergovernmental	749,460	780,390	771,598	685,081	679,896	696,520	774,197	685,011	685,294	600,519	609,978	756,175
Licenses and Permits	62,512	60,906	89,531	91,210	112,054	98,733	129,919	258,763	626,718	526,649	618,891	506,250
Fines, Forfeitures, and Penalties	82,904	71,505	70,772	71,609	64,358	75,449	74,339	80,702	94,570	94,987	119,952	102,000
Public Charges for Services	261,064	211,694	193,026	250,028	229,882	202,691	274,968	274,254	308,440	322,124	407,840	435,000
Intergovernmental Charges for Services	233,328	187,259	188,280	205,209	207,448	213,324	190,343	216,392	225,764	247,232	327,250	364,000
Investment Income	32,683	12,526	8,064	8,521	6,700	5,983	11,134	23,162	38,335	76,139	129,922	100,000
Miscellaneous Revenues	121,360	242,524	226,016	361,572	221,707	264,617	235,318	201,234	155,152	172,398	505,116	361,000
Total Revenues	4,474,905	4,666,336	4,781,870	4,991,508	4,870,405	4,897,338	5,079,279	5,164,675	5,640,578	5,649,631	6,342,449	6,369,750
Expenditures	Annual Audit (Baker Tilley)										Projected	Budget
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
General Government	707,071	752,225	776,984	832,518	758,717	952,166	955,732	857,051	819,545	885,300	804,513	806,750
Public Safety	2,536,118	2,662,548	2,796,166	2,837,712	2,826,965	2,822,789	2,996,933	2,950,275	3,133,449	3,521,058	3,217,745	3,646,500
Health and Social Services	189,161	186,397	187,046	183,752	185,496	192,526	183,332	187,334	213,315	217,708	213,296	253,250
Public Works	945,901	942,473	932,869	972,312	933,519	806,248	731,892	716,867	783,813	817,987	973,671	1,026,000
Leisure Activities	211,533	209,345	202,529	219,605	214,385	199,094	250,116	267,754	262,837	277,086	208,563	410,750
Conservation and Development	77,711	76,889	76,463	74,151	74,417	77,272	79,245	82,687	86,813	7,925	495,490	226,500
Capital Outlay	0	0	0	0	0	0	0	0	0	0	0	0
Debt Service - Principal Retirement	0	0	0	0	0	0	0	0	0	0	0	0
Debt Service - Interest Charges	0	0	0	0	0	0	0	0	0	0	0	0
Total Expenditures	4,667,495	4,829,877	4,972,057	5,120,050	4,993,499	5,050,095	5,197,250	5,061,968	5,299,772	5,727,064	5,913,278	6,369,750
Other Financing Sources (Uses)	Annual Audit (Baker Tilley)										Projected	Budget
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Capital Lease Proceeds	0	0	0	74,888	0	76,174	0	0	0	0	0	0
Debt Issued	0	0	0	0	200,000	0	0	0	0	0	0	0
Debt Premium	0	0	0	0	0	0	0	0	0	0	0	0
Sale of Capital Assets	0	0	0	0	0	0	0	0	0	0	0	0
Transfers In	184,622	198,309	211,574	223,408	230,185	220,638	210,764	229,359	297,003	289,394	(310,000)	0
Transfers Out	0	0	0	0	0	(44,000)	0	(70,000)	(636,859)	(165,679)	(310,000)	0
Total Other Financing Sources (Uses)	184,622	198,309	211,574	223,408	230,185	220,638	210,764	159,359	(1,232)	123,715	(310,000)	0
Net Change in Fund Balances	(7,968)	34,768	21,387	169,754	307,091	100,055	92,793	262,066	339,574	46,282	119,171	0
Fund Balances - Beginning of Year	1,563,546	1,555,578	1,590,346	1,611,733	1,781,487	2,088,578	2,188,633	2,281,426	2,543,492	2,883,066	2,929,348	3,048,519
Fund Balances - End of Year	1,555,578	1,590,346	1,611,733	1,781,487	2,088,578	2,188,633	2,281,426	2,543,492	2,883,066	2,929,348	3,048,519	3,048,519
Fund Balance	Annual Audit (Baker Tilley)										Projected	Budget
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Assigned	540,156	627,430	528,947	482,954	805,050	607,297	724,068	638,417	570,308	570,308	570,308	570,308
Unassigned	1,015,422	962,916	1,082,786	1,298,533	1,283,528	1,581,336	1,557,358	1,905,075	2,312,758	2,358,740	2,358,740	2,358,740
Total Fund Balance	1,555,578	1,590,346	1,611,733	1,781,487	2,088,578	2,188,633	2,281,426	2,543,492	2,883,066	2,929,348	2,929,348	2,929,348
Unassigned Percentage of Total	65%	61%	67%	73%	61%	72%	68%	75%	80%	81%	81%	81%
Unassigned Percentage of Expenditures	22%	20%	22%	25%	26%	31%	30%	38%	44%	41%	41%	41%
Property Tax Levy	4,860,700	4,896,300	4,957,000	5,006,300	5,034,743	5,255,971	5,358,054	5,486,200	5,672,559	5,871,500	6,091,750	6,421,825
Property Tax Rate	6.19	6.19	6.28	6.36	6.42	6.67	7.01	7.22	7.22	7.09	6.77	6.55

Statement of Revenues, Expenditures, and Change in Fund Balances 2009 to 2020

DEBT SERVICE												
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	Projected 2019	Budget 2020
Revenues												
Taxes	1,178,687	1,196,888	1,181,184	1,192,909	1,183,259	1,242,982	1,288,533	1,308,941	1,273,330	1,332,500	1,414,750	1,557,500
Intergovernmental	0	0	0	0	0	0	0	0	0	0	0	0
Licenses and Permits	0	0	0	0	0	0	0	0	0	0	0	0
Fines, Forfeitures, and Penalties	0	0	0	0	0	0	0	0	0	0	0	0
Public Charges for Services	2,840	4,564	8,874	9,280	13,996	6,136	21,400	48,784	59,460	72,949	0	0
Intergovernmental Charges for Services	0	0	0	0	0	0	0	0	0	0	0	0
Investment Income	182	348	112	134	54	41	79	305	628	1,422	42,000	45,000
Miscellaneous Revenues	167,296	50,588	35,795	48,239	80,775	57,968	118,237	0	0	0	153,853	105,000
Total Revenues	1,349,005	1,254,388	1,225,965	1,250,562	1,278,084	1,307,127	1,428,249	1,358,030	1,333,408	1,406,871	1,610,603	1,707,500
Expenditures												
General Government	0	0	0	0	0	0	0	0	0	0	0	0
Public Safety	0	0	0	0	0	0	0	0	0	0	0	0
Health and Social Services	0	0	0	0	0	0	0	0	0	0	0	0
Public Works	0	0	0	0	0	0	0	0	0	0	0	0
Leisure Activities	0	0	0	0	0	0	0	0	0	0	0	0
Conservation and Development	0	0	0	0	0	0	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0	0	0	0	0	0	0
Debt Service - Principal Retirement	1,700,321	873,584	886,992	995,445	1,059,700	1,305,203	1,213,255	2,835,000	1,180,000	1,180,000	1,325,000	1,440,000
Debt Service - Interest Charges	454,391	393,099	400,295	270,507	250,257	209,754	174,502	237,776	114,569	240,676	321,755	267,500
Total Expenditures	2,154,712	1,266,683	1,287,287	1,265,952	1,309,957	1,514,957	1,387,757	3,072,776	1,294,569	1,420,676	1,646,755	1,707,500
Other Financing Sources (Uses)												
Debt Issued	0	0	2,890,000	0	0	0	0	1,710,000	0	0	0	0
Payment to Escrow Agent	0	0	(2,927,834)	0	0	0	0	0	0	0	0	0
Debt Premium	0	0	83,576	0	0	0	0	41,750	0	103,042	93,864	0
Sale of Capital Assets	0	0	0	0	0	0	0	0	0	0	0	0
Transfers In	26,477	25,737	24,803	23,869	22,934	0	0	184,280	165,679	0	0	0
Transfers Out	0	0	0	0	0	0	0	0	0	0	0	0
Total Other Financing Sources (Uses)	26,477	25,737	70,548	23,869	22,934	0	0	1,751,750	184,280	268,721	93,864	0
Net Change in Fund Balances	(779,230)	13,442	9,226	8,479	(8,939)	(207,830)	40,492	37,004	223,119	254,916	57,712	0
Fund Balances - Beginning of Year	1,247,090	467,860	481,302	490,528	499,007	490,068	282,238	322,730	359,734	582,853	837,769	895,481
Fund Balances - End of Year	467,860	481,302	490,528	499,007	490,068	282,238	322,730	359,734	582,853	837,769	895,481	895,481
Legal Debt Margin	-2.34%	0.74%	-5.03%	-2.52%	5.26%	3.15%	2.65%	8.37%	5.92%	12.84%	2.90%	
Equalized Value	803,199,500	784,433,300	790,262,600	750,545,100	731,654,200	770,175,400	794,452,100	815,493,100	883,717,700	936,011,100	1,056,153,600	1,086,833,261
Debt Limit - 5% of Equalized Value	40,159,975	39,221,665	39,513,130	37,527,255	36,582,710	38,508,770	39,722,605	40,774,655	44,185,885	46,800,555	52,807,680	54,341,663
Outstanding Debt - Total	14,029,179	12,830,595	13,448,603	11,983,158	10,638,458	8,868,255	12,165,000	10,245,000	13,100,000	15,855,000	17,545,000	21,066,250
Outstanding Debt - Percentage	35%	33%	34%	32%	29%	23%	31%	25%	30%	34%	33%	39%
Debt Capacity - Total	26,130,796	26,391,070	26,064,527	25,544,097	25,944,252	29,640,515	27,557,605	30,529,655	31,085,885	30,945,555	35,262,680	33,275,413
Debt Capacity - Percentage	65%	67%	66%	68%	71%	77%	69%	75%	70%	66%	67%	63%

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Statement of Revenues, Expenditures, and Change in Fund Balances 2009 to 2020

CAPITAL PROJECTS												
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	Projected 2019	Budget 2020
Revenues												
Taxes	205,000	101,303	46,961	0	0	301,900	300,000	262,835	287,738	300,000	310,000	320,000
Intergovernmental	0	41,750	116,929	92,046	31,272	271,537	16,137	431,525	195,808	932,191	0	38,000
Licenses and Permits	0	0	0	0	0	0	0	0	0	0	0	0
Fines, Forfeitures, and Penalties	0	0	0	0	0	0	0	0	0	0	0	0
Public Charges for Services	0	0	0	0	0	0	0	0	0	0	60,000	60,000
Intergovernmental Charges for Services	0	0	0	0	0	0	0	0	0	0	0	0
Investment Income	5,691	1,798	1,530	2,653	995	733	1,337	22,587	56,663	67,435	50,000	50,000
Miscellaneous Revenues	539,286	4,499	2,785	18,225	2,298	83,160	54,209	138,650	0	63,296	1,106,000	520,000
Total Revenues	749,977	149,350	168,205	112,924	34,565	657,330	371,683	855,597	540,209	1,362,922	1,526,000	988,000
Expenditures												
General Government	0	0	0	0	0	0	0	0	0	0	0	0
Public Safety	0	0	0	0	0	0	0	0	0	0	0	0
Health and Social Services	0	0	0	0	0	0	0	0	0	0	0	0
Public Works	0	0	0	0	0	0	11,547	8,734	0	0	0	0
Leisure Activities	0	0	0	0	0	0	0	0	0	0	0	0
Conservation and Development	0	0	0	0	0	0	0	0	0	0	0	0
Capital Outlay	94,730	291,051	420,866	182,824	56,994	710,600	1,252,079	2,034,104	2,793,834	5,698,664	3,812,569	5,467,250
Debt Service - Principal Retirement	0	0	0	0	0	0	0	0	0	0	0	0
Debt Service - Interest Charges	0	0	0	0	0	0	25,042	0	44,264	0	0	0
Total Expenditures	94,730	291,051	420,866	182,824	56,994	710,600	1,287,668	2,042,838	2,838,098	5,698,664	3,812,569	5,467,250
Other Financing Sources (Uses)												
Capital Lease Proceeds	0	0	0	0	0	0	0	80,195	66,577	0	0	0
Debt Issued	0	0	810,000	0	0	0	2,005,000	0	3,345,000	3,550,000	1,690,000	3,521,250
Debt Premium	0	0	0	0	0	0	25,190	0	43,884	0	0	0
Sale of Capital Assets	0	0	0	0	0	0	0	0	1,769	22,943	0	0
Transfers In	19,915	0	35,076	0	0	82,251	0	0	356,546	274,675	872,250	958,000
Transfers Out	(128,907)	0	0	0	0	(80,150)	0	0	0	0	0	0
Total Other Financing Sources (Uses)	(108,992)	0	845,076	0	0	2,101	2,030,190	80,195	3,813,776	3,847,618	2,562,250	4,479,250
Net Change in Fund Balances	546,255	(141,701)	592,415	(69,900)	(22,429)	(51,169)	1,113,205	(1,107,046)	1,515,887	(488,124)	275,681	0
Fund Balances - Beginning of Year	(451,362)	94,893	(46,808)	545,607	475,707	453,278	402,109	1,515,314	408,268	1,924,155	1,436,031	1,711,712
Fund Balances - End of Year	94,893	(46,808)	545,607	475,707	453,278	402,109	1,515,314	408,268	1,924,155	1,436,031	1,711,712	1,711,712

12

Annual Assessment 2011 to 2019

Real Estate Value Classes	2011	2012	2013	2014	2015	2016	2017	2018	2019 (est.)
Residential	619,356,600	618,739,600	620,336,700	596,793,700	625,991,700	651,630,900	692,046,900	769,308,708	842,013,995
Commercial	153,789,200	151,331,500	151,603,200	151,622,500	152,392,300	155,535,500	160,476,900	162,590,800	169,771,900
Manufacturing	3,559,300	4,595,100	5,439,700	5,014,900	5,049,200	5,204,700	5,261,900	5,178,300	5,178,300
Agricultural	3,500	3,500	21,900	21,600	21,800	11,100	26,300	79,000	99,600
Undeveloped	368,100	368,100	27,600	31,000	31,000	31,100	31,000	173,800	178,200
Agricultural Forest	0	0	0	0	0	0	0	56,900	62,700
Forest Lands	0	0	0	0	0	0	0	108,400	108,400
Other	0	0	0	0	0	0	0	0	473,900
Personal Property - General	9,667,837	8,772,460	9,426,600	10,112,500	9,748,500	9,035,900	9,309,400	5,042,800	5,326,900
Personal Property - Manufacturing	423,200	532,200	621,300	520,800	439,900	426,500	249,500	338,800	338,800
Total	787,167,737	784,342,460	787,477,000	764,117,000	793,674,400	821,875,700	867,401,900	942,877,508	1,023,552,695
		(2,825,277)	3,134,540	(23,360,000)	29,557,400	28,201,300	45,526,200	75,475,608	80,675,187
		-0.36%	0.40%	-2.97%	3.87%	3.55%	5.54%	8.70%	8.56%

13

Workload by Department 2014 to 2018

<i>Planning and Development</i>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Building permits issued	389	374	467	426	589
Building Department Fees	64459.18	77074.05	133134.1	226.167.83	282893.82
Value of Building Permits	\$4,735,000.00	\$10,475,000.00	\$22,379,468.00	\$24,010,723.00	\$50,821,705.00
<i>Public Safety</i>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
<i>Part I crimes</i>	136	107	98	105	91
Motor Vehicle accidents	160	184	157	159	174
Fire Calls	263	261	282	398	383
Medical Calls	626	647	705	829	830
Motor Vehicle enforcement	3198	2360	1685	1851	1881
Alarm Responses	71	81	77	69	107
Total Incidents	6468	5655	5020	5428	5484

14

Workload by Department 2014 to 2018

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
<i>Facility Management</i>					
Miles of Road Maintained		38.4	38.6	40.1	41.1
<i>Public Libraries</i>					
Volumes in Collection	75235	76534	72944	74431	71382
Items circulated	203333	200178	200813	196537	187918
Attendance	5617	5375	10102	13823	17053
Events	199	170	341	474	567
<i>Recreation</i>					
Park Reservations	142	190	223	306	298
<i>Human Services</i>					
Dial-a-ride passengers	28	28	40	35	42
Dial-a-ride traveled miles	3064	5362	5539	6273	7431



15



15

Workload/Descriptors by Department 2014 to 2018

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
<i>Public Works</i>					
Miles of Village Roads		38.4	38.6	40.1	41.1
Miles of sidewalks		23.8	24.3	27.2	29.2
Storm Sewers		15.3	15.9	16.4	17.1
<i>Parks and Recreation</i>					
Acreage	476.7	485.6	485.6	495.7	495.7
Playgrounds	12	12	12	12	13
Tennis Courts	8	8	8	8	8
Baseball/Softball fields	8	8	8	8	8
Basketball Courts	6	6	6	6	6
Beaches	0	0	0	0	0
Community Gardens	1	1	1	1	1
Bocce Courts	4	4	4	4	4
Shelter	3	4	4	4	5



16



16

Matt Schuenke

From: Please Do Not Click Reply <support@govoffice.com>
Sent: Sunday, February 23, 2020 7:54 PM
To: Matt Schuenke
Subject: Strategic Plan Feedback Form (form) has been filled out on your site.

Your Site has received new information through a form.

Form: Strategic Plan Feedback Form

Site URL: <https://protect-us.mimecast.com/s/BwB2Crk5XEiwlpNC7pAuP>

Feedback: Sounds like a pile of bs to me, how are properly taxes affected?

Do Not Click Reply - This e-mail has been generated from a super form.

Village of McFarland

Strategic Plan - Comment Form

Name: LYMAN LYONS

Address: 6323 JOHNSON ST

Phone: 608-630-4378

Email: LYMANL@CHARTER.NET

Please select the element that you are commenting on:

Vision, Mission, Values

Goal A – Community Center

Goal B – Public Facility, Infrastructure Development

Goal C – Economic Development

Goal D – Safety, Wellbeing

Goal E – Pedestrian, Vehicular Corridors

Goal F – Park Development

Attachment A – Action Plan

Attachment B – Workshop Materials

Attachment C – Community Survey Results

Attachment D – Environmental Scan

General Comment, Question, or Concern

Goal F - Park Development

Comments/Questions/Concerns – Please make any comments, questions, and concerns regarding the McFarland Strategic Plan in the space provided. You may also use the reverse side or attach sheets as needed. If you have any questions or comments please contact Matt Schuenke, Village Administrator at matt.schuenke@mcfarland.wi.us or (608) 838-3153.

WATER ACCESS AT LEWIS PARK! IT'S A NATURAL PLACE FOR A SMALL PIER (30 FEET) FOR KIDS TO GET OUT ON THE WATER AND FOR KAYAKS/CANOE. MCFARLAND HARDLY HAS ANY OF THIS.

Village of McFarland

Strategic Plan - Comment Form

Name: Megan Brown

Address: _____

Phone: _____

Email: Sonntag brown@gmail.com

Please select the element that you are commenting on:

Vision, Mission, Values	_____
Goal A – Community Center	_____
Goal B – Public Facility, Infrastructure Development	<u>X</u>
Goal C – Economic Development	<u>X</u>
Goal D – Safety, Wellbeing	_____
Goal E – Pedestrian, Vehicular Corridors	_____
Goal F – Park Development	<u>X</u>
Attachment A – Action Plan	_____
Attachment B – Workshop Materials	_____
Attachment C – Community Survey Results	_____
Attachment D – Environmental Scan	_____
General Comment, Question, or Concern	<u>X</u>

Comments/Questions/Concerns – Please make any comments, questions, and concerns regarding the McFarland Strategic Plan in the space provided. You may also use the reverse side or attach sheets as needed. If you have any questions or comments please contact Matt Schuenke, Village Administrator at matt.schuenke@mcfarland.wi.us or (608) 838-3153.

Goal B: what happens to current firehouse space?

Goal C: We have a need for more grocery options, restaurants, & general stores like Target. Is there a plan to bring these options in?

Goal F: tennis courts? Green spaces in neighborhoods need improvement – Juniper Ridge.

General comments: Library is nice, doesn't need much improvement.

Location, location, location! Where are all these structures/parks being created?
* Talk of new Verdian neighborhood on AB → can schools support this? *

From: [Please Do Not Click Reply](#)
To: [Matt Schuenke](#)
Subject: Strategic Plan Feedback Form (form) has been filled out on your site.
Date: Thursday, March 5, 2020 9:25:50 AM

Your Site has received new information through a form.

Form: Strategic Plan Feedback Form

Site URL: <https://protect-us.mimecast.com/s/xl9gCqx5DVtL3LPtZu07>

Feedback: I'm very excited about Goal E and Goal F in the strategic plan. I believe McFarland has a lot more potential to capitalize with our outdoor natural amenities. This would make us stand out from all the other communities surrounding Madison in this regard and make us a weekend destination. Especially with the momentum created by the new bike path boardwalk around north Waubesa. We should leverage that momentum and visibility and expand our reputation as an outdoor recreation destination in southern Wisconsin. Here are a few ideas the first two are very low investment, the third would be a larger effort working with the County and Town of Dunn:

1) Mountain Bike Path in Indian Mound Park - in middle school in the 1990's my friends and I would ride our bikes down through Indian Mound Park from the water tower down to Exchange Street over and over. This park provides an excellent opportunity to install a single-track mountain bike loop (carefully created to respect the native American mounds). A Single Track mountain bike path is only 12 inches wide, so it is not a big disturbance. There could be signs designating the biking path and intersection signs for walkers to watch for crossing bikes. Mountain biking is more appealing to young kids than road biking as it involves "cool" bikes and riding in the dirt through the woods. This amenity could stimulate a life-long passion for kids by providing a biking opportunity that is more fun than riding the paved trails with mom and dad.

2) Yahara River Canoe and Kayak "Path" - McFarland is the ONLY community around Madison with a navigable river with bends and natural beauty! We should leverage and promote this! This idea would officially designate a "paddle sport path" that starts at the locks (or Jeager Park) and has multiple take out points (Lewis Park, Dyreson Rd Bridge, or Fish Camp). All it would take to make this an "official path" is some signage, maybe some small developing at the take out points, and then market the heck out of it all around Wisconsin and northern Illinois. Campers who come to camp at Babcock would use it, paddlers from all around Madison and surrounding communities would use it. If McFarland convinced the town of Dunn to develop a new canoe/kayak put in on the east side of Hwy 51 access from the Babcock Boat launch overflow parking, this would provide much more visibility to passing motorists on Hwy 51. I nice big sign, and people seeing paddlers putting in when they drive past on Hwy 51 would be great Marketing. This would be a joint venture between McFarland and town of Dunn.

3) I also think McFarland should work with the county and the Town of Dunn to push for a bike path connector between Bible Camp and Tower Roads along the west side of Hwy 51. Currently McFarland is cut off from all of the tremendous biking opportunities south and southwest of Lake Waubesa, and conversely people who live in Oregon, or in the Town of Dunn subdivisions have no safe biking access to McFarland without riding on Hwy 51. This short connector would connect areas south and west of McFarland to McFarland and the new planned trails with a safe route, this would be really attractive to Madison cyclists that could be the new boardwalk to McFarland and continue a big loop to Oregon, Paoli and back to Madison. It also would provide a safe biking route for McFarland school district kids who live in the areas south of Tower Road (Spartan Hills & Waubesa Heights). Currently cyclists only option for riding to McFarland from these areas is to cut through Bible Camp property and ride through a mud path behind a house at the end of Bible Camp rd. Adding a safe path to the side of Hwy 51 connecting the short distance between Tower and Bible Camp rds would really make McFarland a hot cycling destination for Madison cyclists, and provide healthy biking opportunities for McFarland school district kids.

With mountain biking and canoe/kayak opportunities addressed McFarland would have created opportunities for all the major "silent" outdoor sports. Road biking, Mountain Biking, Paddle Sports, all that is left is to get a nice cross-country ski trail for the winter!

Sincerley,

Nate Altfeather
608.225.0787

Do Not Click Reply - This e-mail has been generated from a super form.

March 3, 2020

Strategic Planning Workshop



Draft Strategic Plan

McFarland VILLAGE OF

Strategic Plan 2020 to 2030



The draft of the Strategic Plan is available for further review and comment on the Village website.

www.mcfarland.wi.us/mcfarlandstrategicplan



Home Departments ▼ Government ▼ Community ▼

the plan. A summary of these documents is provided as follows (date of creati

The Village of McFarland has been working on a process to complete the plan. A summary of these documents is provided as follows (date of creati

- **McFarland Strategic Plan (February 5, 2020)** - This is the main document that outlines the Village's vision, mission, and goals. It covers Facility/Infrastructure Development, Economic Development, Safety/Wellbeing, and Environmental Stewardship. Development of this plan is meant to consider a 10 year outlook and the link below to read through each of the different key elements of the plan.
- **Attachment A - Implementation Action Plan (February 17, 2020)**: This document serves as a guide to move areas of the plan forward over time. It includes implementation steps for each strategy and measures to evaluate their progress over the duration of the plan.
- **Figure A.1 - Workflow Diagram (February 17, 2020)**: This graphic illustrates the process for implementing the Strategic Plan. It shows how the goals and implementation steps are interconnected to achieve the Village's vision.
- **Attachment B - Workshop Materials (September 30/October 1, 2019)**: These materials were presented at community meetings as background information for the project. They include survey results, demographic trends, historical financial information, department workload, and other key data indicators.
- **Attachment C - Community Survey Results (July 2019)**: A Community Vision Survey was conducted to gather input from residents. The results are provided as background and served as a reference point within the development of the plan to help key points.
- **Attachment D - Environmental Scan (September 30, 2019)**: At the first meeting, an environmental scan was conducted to assess the Village's current status and future opportunities. The attachment is included as background information for the project.

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◦ **Attachment A - Implementation Action Plan (February 17, 2020)**: This document serves as a guide to move areas of the plan forward over time. It includes implementation steps for each strategy and measures to evaluate their progress over the duration of the plan.

▪ **Figure A.1 - Workflow Diagram (February 17, 2020)**: This graphic illustrates the process for implementing the Strategic Plan. It shows how the goals and implementation steps are interconnected to achieve the Village's vision.

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Plan Feedback

Strategic Plan Feedback Form

Feedback *

Feedback *

Submit Feedback

* - denotes required field

Any individuals still wishing to make comment simply need to scroll down to the bottom of the page, type in their feedback, comments, questions, concerns, etc. and click submit. This will be accepted until March 9th and shared with the Village Board as part of their final review.

www.mcfarland.wi.us/mcfarlandstrategicplan

Project History

June 2019 – Internal Interviews

July 2019 – Community Survey

September/October 2019 – Public Workshops

Nov 2019 thru Feb 2020 – Plan Development

March 2020 – Plan Acceptance

2020 – 2030 – Implementation Period

Vision

The vision of McFarland is to create an inviting, dynamic, diverse community that offers a high quality of life and a supportive environment in which all citizens may practice their individual value choices. The community actively seeks to preserve its proud heritage, protect its abundant natural resources, plan for responsible and balanced residential and commercial growth, promote a viable economic base, support educational excellence, provide diverse leisure options, and foster a healthy social fabric.

Mission

With direction encouraged from an engaged citizenry, Village elected officials and employees will maintain and enhance the quality of life of the community by delivering quality services in an efficient and accountable manner and by providing an orderly, unbiased system of government that is transparent and accessible.

Values

To create and sustain a high level of confidence in Village government, we pledge to function with:

- Professional integrity;
- Fiscal responsibility;
- Open communication;
- Environmental sustainability;
- Sensitivity to the values of each individual;
and
- Full cooperation in achieving the priority goals determined by the community.

Goal A

Develop a
multi-
generational
community
center to serve
seniors, youth
and families.

Strategies

1. Assess future community/senior center(s) space needs and design features and address indoor and outdoor activities and planned expansion areas.
2. Identify and engage a broad spectrum of residents, including seniors, youth, adults and community partners in all aspects of the community center planning process.
3. Identify operational issues, challenges and fiscal impacts associated with the development and construction of a community center.
4. Build Community/Senior Center.

Goal B

Plan for and align physical facilities and open space to support future service delivery, quality of life, and infrastructure needs.

Strategies

1. Plan, design and construct a standalone public safety facility for fire, EMS, police and court services.
2. Improve current Village facilities, including maintenance enhancements, and identify new systems to promote sustainability.
3. Develop a long-range Facilities and Infrastructure Master Plan to support future growth with an implementation schedule and funding plan to address construction and maintenance costs.
4. Develop a central Village plaza to connect the Library with the planned Community Center.
5. Partner with the Library Board to plan for and support future Library facility improvements.

Goal C

Promote responsible growth, increase economic development and retain existing businesses.

Strategies

1. Enhance commercial and retail uses in the downtown area.
2. Improve the mix of commercial development along Highway 51.
3. Develop incentives for business growth, such as incubator programs and tax increment financing (TIF) districts.
4. Identify areas for expanding commercial and industrial development.
5. Improve business retention and recruitment efforts.
6. Promote Village history and heritage using statues, murals, music, special programming, etc.
7. Create a public art program that enriches the community and enhances the local quality of life.

Goal D

Improve the
safety and
wellbeing of
Village residents,
business and
visitors.

Strategies

1. Evaluate staffing models and organization structure to meet future public safety service delivery needs.
2. Prioritize community-based policing practices and identify areas for extended outreach and program development.
3. Enhance pedestrian safety for walkers and bicyclists throughout the community, including areas of Highway 51 that go through the Village.
4. Promote the concept of a healthy community in an integrated way; from policy to planning and development.

Goal E

Improve
community
connectivity
along pedestrian
and vehicular
corridors.

Strategies

1. Improve, maintain and enhance bike/walking path connections throughout the Village and in cooperation with neighboring municipalities and government agencies.
2. Partner with neighboring municipalities to provide all forms of public transportation within and outside of the Village.
3. Enhance and increase access to the lakefront and waterways.

Goal F

Support the development of active and passive recreational amenities that appeal to all age groups and abilities.

Strategies

1. Develop new and diverse park system amenities for indoor and outdoor use that are not currently offered in our community.
2. Dedicate resources to enhance existing parks and green spaces throughout the Village.
3. Evaluate the costs and benefits of an outdoor aquatic facility, including construction and operation.
4. Partner with the school district to expand recreational opportunities for families.
5. Develop individual park master plans that prioritize future developments, including a new community park.
6. Expand and develop programs to promote greater use of the lakefront and waterways.

Financial
Perspective



Capital Implications



Operational Impacts

Capital Implications

Current Capital Improvement Plan

Capital Improvement Plan 2019-2023:

- Total Expenditures \$30.87 mil.
- Avg. Annual Exp. \$6.17 mil.
- Projected Borrow \$15.83 mil.
- Avg. Annual Borrow \$3.17 mil.
- Proj. Tax Impact \$0.26 per \$1,000

As of 12/31/2018:

Capital
Implications

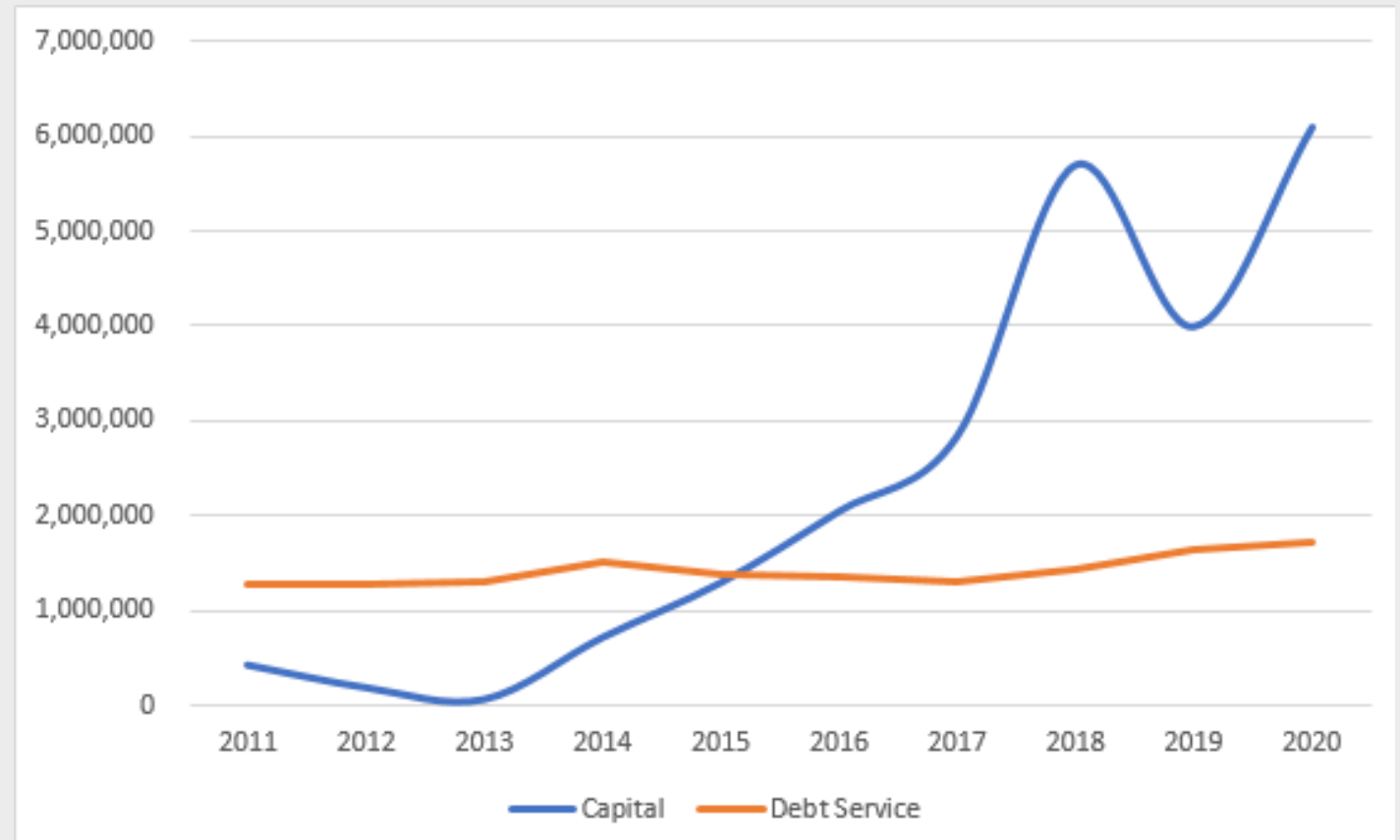
Current Debt
Levels

- Total Outstanding \$15.86 mil.
- Total Limit \$46.8 mil.
- Debt Utilization 34%
- Moody's Rating Aa2

Below average utilization of debt.

Capital Implications

Capital Projects Fund vs. Debt Service



Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Capital	420,866	182,824	56,994	710,600	1,288,668	2,042,838	2,838,098	5,698,664	3,993,329	6,099,250
Debt Service	1,287,287	1,265,952	1,309,957	1,514,957	1,387,757	1,362,776	1,294,569	1,420,676	1,646,756	1,707,500
									Projection	Budget

Capital Implications

Proposed Capital Improvement Plan

Capital Improvement Plan 2020-2024:

• Total Expenditures	\$51.14 mil.
• Avg. Annual Exp.	\$10.23 mil.
• Projected Borrow	\$33.89 mil.
• Avg. Annual Borrow	\$6.78 mil.
• Proj. Tax Impact	\$0.46 per \$1,000

Capital Improvement Plan 2020-2029:

Capital Implications

Longer Outlook

- Total Expenditures \$70.78 mil.
- Avg. Annual Exp. \$7.08 mil.
- Projected Borrow \$51.59 mil.
- Avg. Annual Borrow \$5.16 mil.
- Proj. Tax Impact \$0.27 per \$1,000

Capital
Implications

Tax Impact

Annual Average Debt Service Cost:

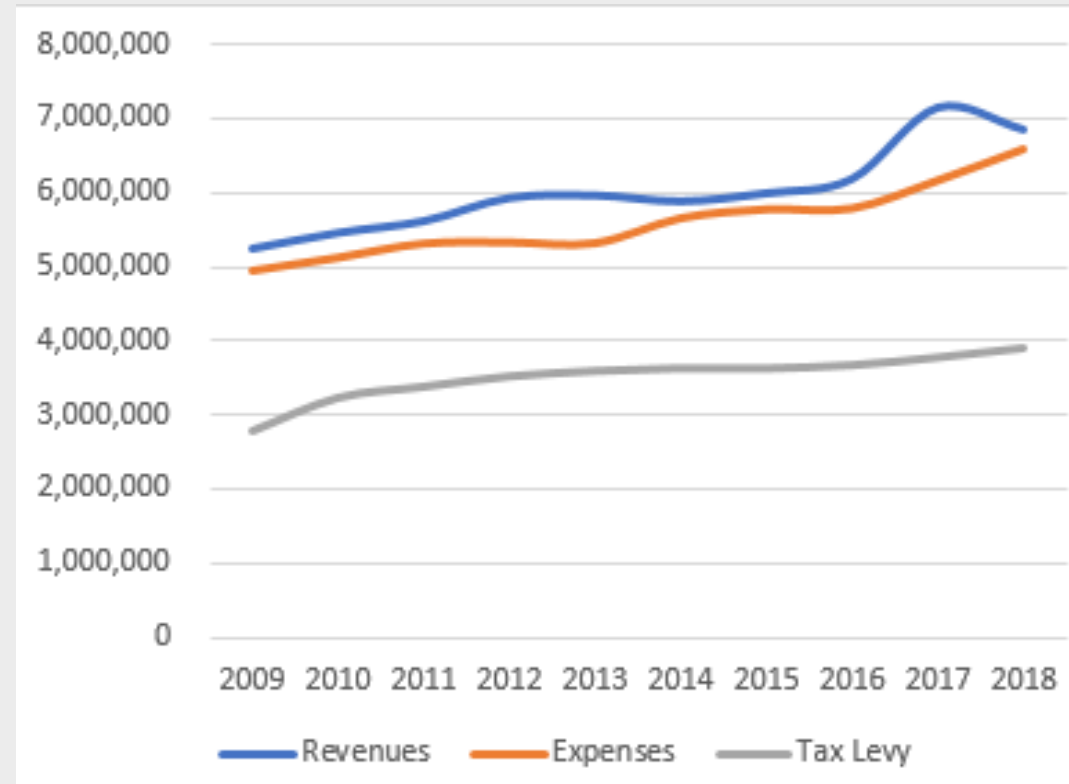
Average Home - \$275,000

- 2019-2023 CIP \$71.50 per year
- 2020-2024 CIP \$126.50 per year
- 2020-2029 Projection \$74.25 per year

Debt Utilization Ratio – 59% by 2024

Operational Impacts

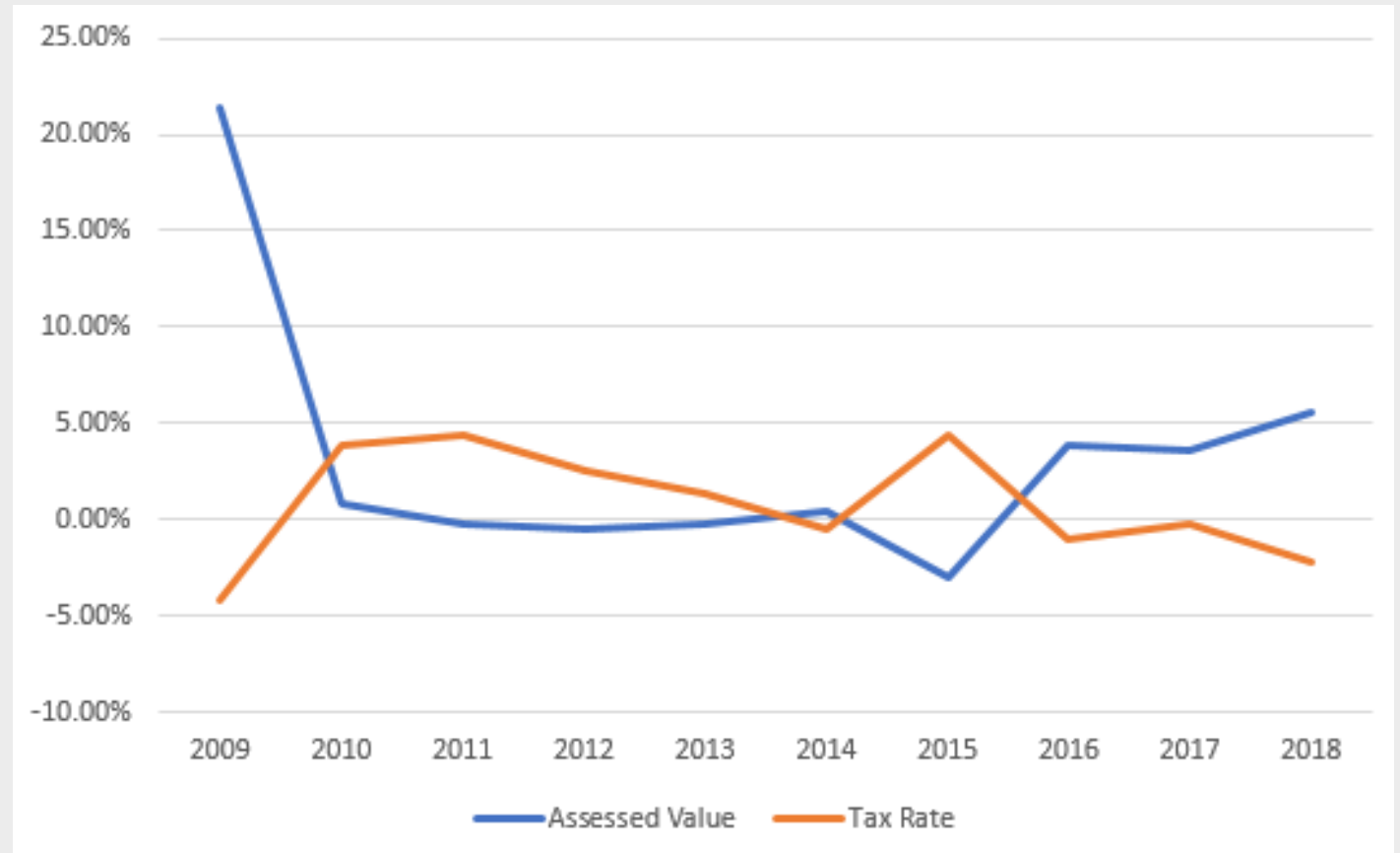
Revenues and Expenditures 2009-2018



Year	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Revenues	5,259,090	5,470,224	5,627,543	5,937,199	5,971,780	5,894,773	6,001,246	6,192,683	7,147,850	6,854,102
Average % Change									3.36% per year	
Expenses	4,943,157	5,119,126	5,308,819	5,325,770	5,314,468	5,650,343	5,770,730	5,782,760	6,159,717	6,582,117
Average % Change									2.89% per year	
Tax Levy	2,781,037	3,236,814	3,388,125	3,529,634	3,603,845	3,641,895	3,638,948	3,684,711	3,789,631	3,917,470
Average % Change									3.90% per year	

Operational Impacts

Assessed Value vs. Tax Rate 2009-2018



Year	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Assessed Value	784,785,600	791,015,000	789,662,271	786,167,737	784,342,460	787,477,000	764,117,000	793,674,400	821,875,700	867,401,900
Average % Change									3.18% per year	
Tax Rate	4.12	4.28	4.47	4.58	4.64	4.62	4.82	4.77	4.77	4.66
Average % Change									0.85% per year	

Operational Impacts

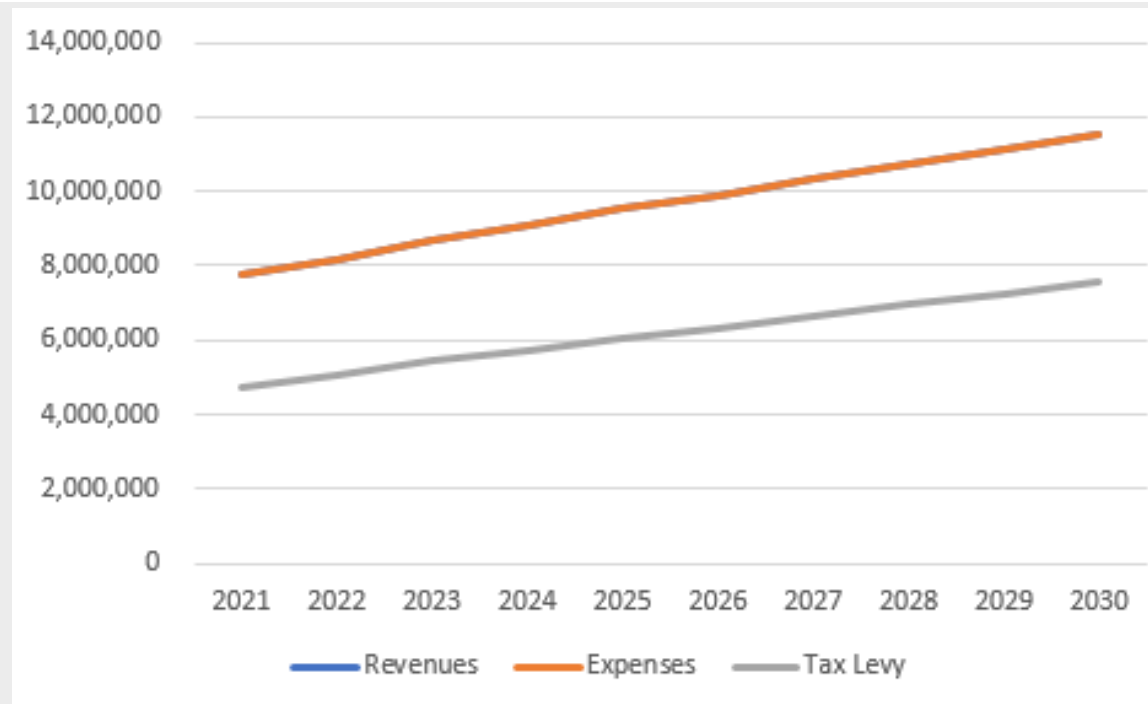
Projecting the Future

Notable Variable Assumptions:

- Wage and Benefit Annual Escalators
- Fixed Year to Year Adjustments
- General Annual Cost Escalators
- Cost Increases for Position Growth
- Adjustments for Service and Infrastructure Growth
- Applying historical trends assist in evaluating future cost impacts.

Operational Impacts

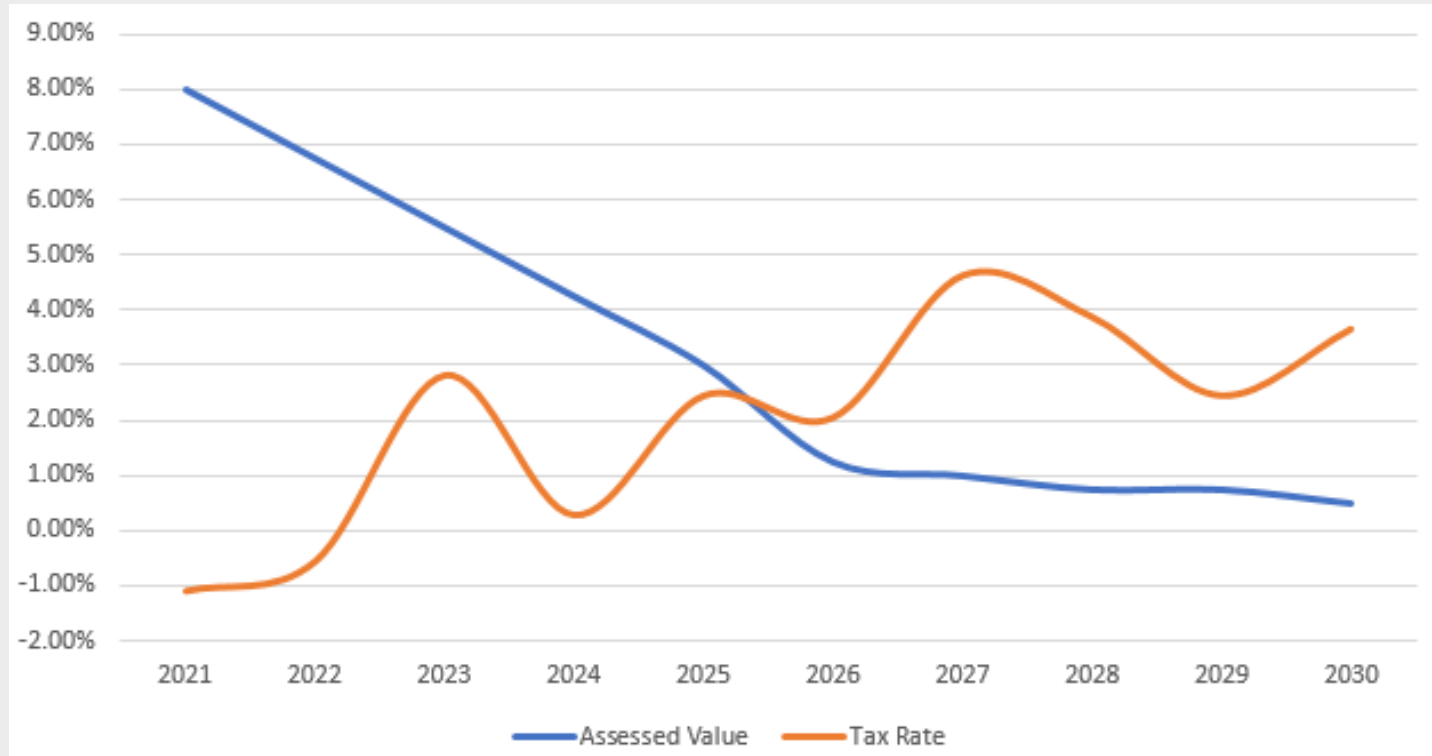
Revenues and Expenditures 2021-2030



Year	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Revenues	7,784,547	8,163,959	8,707,158	9,082,510	9,526,548	9,882,444	10,353,232	10,773,014	11,113,367	11,559,013
Average % Change									4.50% per year	
Expenses	7,784,547	8,163,959	8,707,158	9,082,510	9,526,548	9,882,444	10,353,232	10,773,014	11,113,367	11,559,013
Average % Change									4.48% per year	
Tax Levy	4,733,567	5,037,327	5,477,588	5,740,895	6,073,196	6,291,471	6,665,485	6,993,735	7,237,463	7,577,804
Average % Change									5.55% per year	

Operational Impacts

Assessed Value vs. Tax Rate 2021-2030



Year	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Assessed Value	1,107,849,980	1,185,399,478	1,253,559,948	1,309,970,146	1,352,544,176	1,372,832,338	1,389,992,742	1,403,892,670	1,417,931,597	1,432,110,913
Average % Change									3.18% per year	
Tax Rate	4.27	4.25	4.37	4.38	4.49	4.58	4.80	4.98	5.10	5.29
Average % Change									2.07% per year	

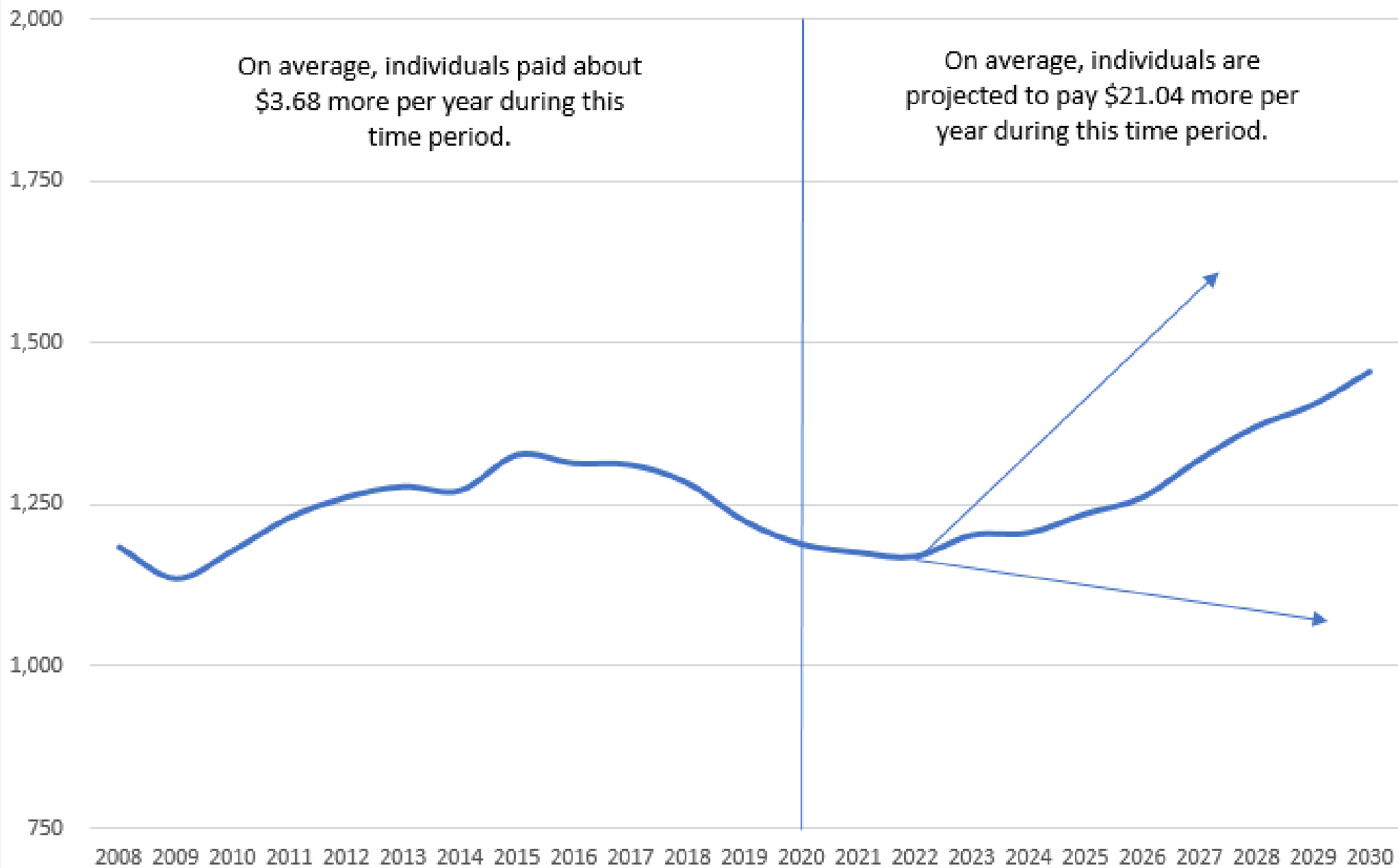
Annual Average Operational Cost:

Operational Impacts

Tax Impact

Average Home - \$275,000

- 2009-2018 (avg) \$1,258 per year
- 2019 Projection \$1,224 per year
- 2020 Budget \$1,188 per year
- 2021-2030 (avg) \$1,279 per year



Next Steps

Village Board makes final decision regarding acceptance.

Nothing happens overnight and is a long term plan to help guide decision making into the future.

Continue to maintain the plan through annual retreat process to set goals and objectives with an action plan tied to annual budget.

As a plan, have to accept that it can and will change based on different factors.

Village will need to be responsive and opportunistic to changing market conditions and shifts in priorities over time.

*THANK
YOU*

We appreciate everyone's participation in the project and those that attended this workshop. From start to finish the comments received have helped shape the development of this plan.

Please contact Matt Schuenke in order to provide further comment or if you have additional questions.

matt.schuenke@mcfarland.wi.us

(608) 838-3153



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, March 9, 2020

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and action regarding acceptance of the Capital Improvement Plan for 2020-2024.

PREVIOUS ACTION:

The Finance Committee reviewed the proposed CIP at their meeting on January 22, 2020 and recommended acceptance of the plan.

The Committee of the Whole reviewed the initial draft of this plan at its meeting on February 10, 2020 and March 9, 2020.

ISSUE SUMMARY:

Enclosed is the revised draft 2020-2024 Capital Improvement Plan. This has been updated from our last meeting on the topic to include the impacts on growth and show the percentage of debt utilization. Projects put forth within this CIP are consistent with the progression of related projects within the proposed Strategic Plan. The CIP goes in more detail regarding planned capital improvement both big and small beyond what is needed in the Strategic Plan.

Our utilization on debt no doubt increases under this plan as we take on some larger projects envisioned. the ratio on debt utilization increases to approximately 59.07% in 2024, so not quite two thirds of our capacity to borrow. In today's terms, our debt limit is approximately \$51 million dollars and we would have borrowed \$30 million while still having capacity for an additional \$21 million for other purposes not presently identified. We track this ever year through the audit and obviously can be mindful of this number as the years progress.

FINANCIAL/BUDGET IMPACT:

The forecast on tax rate drops under this latest version as a result of planning for growth. The Assessed Value was projected to grow based on the average from the last 5 years and then a ten year average used there after.

On average over the 5 year life of this plan, the average annual tax rate increase is \$0.38 per thousand dollars of value. The first version put this number at \$0.46 per thousand dollars of value. The median home value as of January 1, 2019 is \$275,000 and an individual with that level of value would expect to pay approximately \$104.20 more per year on average under this



plan for those first five years before that level begins to drop off. The 6th year of this plan there is an increase but the remaining 4 thereafter the tax dependency beings to decrease to round out the 10 year outlook.

Another point to note, the analysis by the Financial Adviser shows the year by year impact of the debt added according to notes for 10 years and bonds for 20 years. The bonds are for the larger capital improvements in each year and a second table is provided in this packet to show the tax impact if just the notes were pursued. The notes alone add \$0.19 per thousand on average over the life of this plan which is pretty consistent with past plans. This equates to approximately \$52.74 per year on average a homeowner might expect to pay if the bonds were not included. The average under last year's plan was actually a higher projection with an average of \$0.22 per year or just over \$60 per year. So this year's plan minus the large bond initiatives is comparable if not an improvement on general capital needs. The net difference then is that the average tax rate increase is around \$0.19 per thousand or \$52.25 per year on average.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Presented for acceptance.

ATTACHMENTS:

1. 2020-2024 McFarland CIP - DRAFT - 03052020 mgs
2. 2020-24 CIP Village Purposes - Notes



5 Year
Capital Improvement Program

2020-2024

January 22, 2020
Finance Committee Review and Recommendation

March 9, 2020
Village Board Review and Approval

DRAFT

2020-2024 McFarland Capital Improvement Plan

Funding Summary

<i>By Department...</i>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>	<i>Total</i>
Administration	37,000	58,000	64,000	40,500	42,500	242,000
Facilities	1,925,000	11,101,000	3,651,000	275,000	151,000	17,103,000
Communications/Technology	30,000	15,000	15,000	5,000	5,000	70,000
Police	87,000	75,000	85,000	85,000	85,000	417,000
Fire and Rescue	749,250	1,486,750	179,250	160,500	132,000	2,707,750
Emergency Management	0	0	5,000	0	0	5,000
Public Works	2,493,000	3,878,000	6,548,500	1,600,500	2,501,250	17,021,250
Senior Outreach	0	2,500	0	0	0	2,500
Library	67,500	58,000	58,000	2,708,000	58,000	2,949,500
Parks	1,665,000	265,000	1,415,000	1,315,000	5,565,000	10,225,000
Community Development	204,000	129,000	29,000	4,000	34,000	400,000
Total	7,257,750	17,068,250	12,049,750	6,193,500	8,573,750	51,143,000

<i>By Fund...</i>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>	<i>Total</i>
General - Fund 100	29,500	729,500	37,500	34,500	29,500	860,500
Comm/Tech - Fund 200	15,000	15,000	15,000	5,000	5,000	55,000
TID #3 - Fund 305	-	50,000	-	-	-	50,000
TID #4 - Fund 310	-	-	-	-	350,000	350,000
TID #5 - Fund 315	-	-	350,000	-	-	350,000
Capital Projects - Fund 400	5,320,750	13,968,250	7,252,750	5,615,500	7,445,000	39,602,250
Parks - Fund 405	690,000	115,000	565,000	65,000	65,000	1,500,000
Utility - Fund 600	1,056,500	1,800,500	3,276,250	434,750	518,000	7,086,000
Stormwater - Fund 605	146,000	390,000	553,250	38,750	161,250	1,289,250
Total	7,257,750	17,068,250	12,049,750	6,193,500	8,573,750	51,143,000

<i>Within Fund 400...</i>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>	<i>Total</i>
Tax Levy	320,000	330,000	340,000	350,000	360,000	1,700,000
Grants	88,000	50,000	1,310,750	50,000	50,000	1,548,750
Intergovernmental	-	837,750	50,000	-	-	887,750
Borrowing	4,165,000	12,030,000	5,442,000	5,214,500	7,035,000	33,886,500
Reserves	747,750	720,500	110,000	1,000	-	1,579,250
Total	5,320,750	13,968,250	7,252,750	5,615,500	7,445,000	39,602,250

<i>Within Fund 600...</i>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>	<i>Total</i>
Water	988,000	735,750	1,193,500	417,250	381,000	3,715,500
Sewer	68,500	1,064,750	2,082,750	17,500	137,000	3,370,500
Total	1,056,500	1,800,500	3,276,250	434,750	518,000	7,086,000

Capital Improvement Program

Village of McFarland

Prior Plan Approval/Inclusion Year:

2018 2019 2020 2021 2022 2023 2024

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		
Digital Storage Project	Admin	2,500								25,000		25,000				25,000
Equipment/Furniture	Admin											-				2,500
Workstation Replace	Admin						9,500					9,500				9,500
Community Room	Facilities									40,000		40,000				40,000
Facility Plan/Design - CS	Facilities										50,000	50,000				50,000
Facility Plan/Design - PS	Facilities									550,000		550,000				550,000
Land Acquisition	Facilities						40,000					40,000				40,000
Mechanicals	Facilities										85,000	85,000				85,000
Network Equip	Facilities						4,000					4,000	2,000	2,000	2,000	10,000
Public Works Facility	Facilities								750,000		250,000	1,000,000				1,000,000
Security	Facilities										50,000	50,000				50,000
Sinking Fund	Facilities						100,000					100,000				100,000
Equipment Upgrade	C/T		15,000						3,000	12,000		15,000				30,000
Equipment	Police						22,000					22,000				22,000
Patrol Vehicle (Lease)	Police						35,000					35,000				35,000
Technology	Police									10,000		10,000				10,000
Traffic Safety	Police						13,500			6,000	500	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						29,000					29,000				29,000
Foam Trailer	Fire/EMS						2,000	38,000				40,000				40,000
Technology	Fire/EMS						8,500					8,500				8,500
Radios	Fire/EMS									260,250	250	260,500				260,500
Utility (Squad)	Fire/EMS									400,000		400,000				400,000
	EM											-				-
Bucket Truck	DPW									155,000		155,000				155,000
County MN - Phase 4	DPW									125,000		125,000				125,000
Exchange Bridge	DPW									25,000		25,000				25,000
Farwell Under Phase 2	DPW										50,000	50,000				50,000
Leased Equipment	DPW						12,250					12,250	4,250	4,250	4,250	25,000
Mower - Small	DPW									3,750		3,750	3,750	3,750		15,000
Mower - Big	DPW									100,000		100,000				100,000
Pedestrian Ways	DPW									100,000		100,000			100,000	200,000
Pickup Truck	DPW									10,000		10,000	10,000	10,000		40,000
Pipe Cutter	DPW											-	20,000			20,000
Sinking Fund	DPW						1,000					1,000	1,000	1,000		4,000
Small Capital	DPW											-			2,500	2,500
Street Constr	DPW									212,000		212,000	634,500			846,500
Street Maintenance	DPW									300,000		300,000				300,000
Street Resurface	DPW									150,000		150,000				150,000
Street Sweeper	DPW											-			20,000	20,000
Street Tree Planting	DPW	25,000										-				25,000
Technology	DPW						2,500					2,500	2,500	2,500		10,000
Utility Van	DPW											-	45,000	45,000		90,000
Wayfinding Design	DPW									25,000		25,000				25,000
Well Maintenance	DPW											-	265,000			265,000
	Outreach											-				-
Comp - Workstation	Library						13,500					13,500				13,500
Sinking Fund	Library							50,000				50,000				50,000
Site Improvements	Library						4,000					4,000				4,000
Aquatics Plan/Design	Parks									40,000		40,000				40,000
Community Park	Parks									50,000		50,000				50,000
General Improve	Parks											-	50,000			50,000
Larson Park	Parks											-	100,000			100,000
McDaniel Park	Parks									100,000		100,000				200,000
McFarland Park	Parks									25,000		25,000				25,000
Park Design	Parks									10,000		10,000				10,000
Park Equipment	Parks											-	15,000			15,000
Property Acquisition	Parks											-				-
Ridgeview Tot Lot	Parks											-	25,000			25,000
Siggelkow Road Park	Parks											-	150,000			150,000
Urso/Schuetz Park	Parks									500,000	250,000	750,000	250,000			1,000,000
Affordable Housing Study	CD									25,000		25,000				25,000
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
Sustainability Plan	CD									25,000		25,000				25,000
Total Projects		29,500	15,000	-	-	-	320,000	88,000	-	4,165,000	747,750	5,320,750	690,000	988,000	68,500	7,257,750

Capital Improvement Program

Village of McFarland

Prior Plan Approval/Inclusion Year:

2018	2019	2020	2021	2022	2023	2024
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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	2,500					20,000					20,000					20,000
Digital Storage Project	Admin						25,000					25,000					25,000
Equipment/Furniture	Admin						-					-					2,500
Workstation Replace	Admin						10,500					10,500					10,500
Facility Plan/Design	Facilities									250,000		250,000					250,000
Land Acquisition	Facilities						40,000					40,000					40,000
Muni Center Roof	Facilities										700,000	700,000					700,000
Network Equip	Facilities						5,000					5,000		2,000	2,000	2,000	11,000
Public Safety Building	Facilities								10,000,000			10,000,000					10,000,000
Sinking Fund	Facilities						100,000					100,000					100,000
	C/T						-					-					-
Equipment Upgrade	C/T		15,000				-					-					15,000
	C/T						-					-					-
Equipment	Police						15,000					15,000					15,000
Patrol Vehicle (Lease)	Police						40,000					40,000					40,000
Traffic Safety	Police									20,000		20,000					20,000
Car 1 Sinking Fund	Fire/EMS	700,000					5,750					5,750					5,750
EMS Equipment	Fire/EMS						7,000					7,000					7,000
Extrication Equip	Fire/EMS						5,750			32,500		38,250					38,250
Fire Equipment	Fire/EMS						23,750					23,750					23,750
Ladder Truck	Fire/EMS									705,000		705,000					1,405,000
Technology	Fire/EMS						7,000					7,000					7,000
	EM						-					-					-
	EM						-					-					-
	EM						-					-					-
County MN - Phase 4	DPW	25,000							837,750	430,000		1,267,750		571,000		303,750	2,142,500
Eastside Interceptor	DPW											-			1,000,000		1,000,000
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
Pedestrian Ways	DPW									10,000		10,000					10,000
Pickup Truck	DPW									10,000		10,000		10,000	10,000	10,000	40,000
Sinking Fund	DPW						1,000					1,000		1,000	1,000		3,000
Small Capital	DPW											-				2,500	2,500
Street Constr	DPW											-					-
Street Maintenance	DPW									300,000		300,000					300,000
Street Sweeper	DPW											-				20,000	20,000
Street Tree Planting	DPW											-					25,000
Water Valve Turner	DPW											-		100,000			100,000
	Outreach											-					-
Tables	Outreach						2,000				500	2,500					2,500
	Outreach											-					-
	Library											-					-
Comp - Workstation	Library						8,000					8,000					8,000
Sinking Fund	Library							50,000				50,000					50,000
	Library											-					-
Brandt Park	Parks			50,000						100,000		100,000	50,000				200,000
General Improve	Parks											-					50,000
Park Equipment	Parks											-	15,000				15,000
Property Acquisition	Parks											-					-
Urso/Schuetz	Parks											-					-
Brand Development	CD	2,000								50,000		50,000					50,000
Downtown Plan	CD									75,000		75,000					75,000
Small Capital	CD											-					2,000
Sinking Fund	CD						2,000					2,000					2,000
Total Projects		729,500	15,000	50,000	-	-	330,000	50,000	837,750	12,030,000	720,500	13,968,250	115,000	735,750	1,064,750	390,000	17,068,250

Capital Improvement Program

Village of McFarland

Prior Plan Approval/Inclusion Year:

2018	2019	2020	2021	2022	2023	2024
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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					Parks Fund 405	Utility - 600		Stormwater Fund 605	Total
							Tax Levy	Grants	Intergov	Borrow	Reserve		Water	Sewer		
Digital Storage Project	Admin						25,000									25,000
Equipment/Furniture	Admin	2,500					-									2,500
Split Polling Place	Admin						25,000									25,000
Workstation Replace	Admin						11,500									11,500
Comm Center	Facilities									3,500,000						3,500,000
Land Acquisition	Facilities						40,000									40,000
Network Equip	Facilities						5,000						2,000	2,000	2,000	11,000
Sinking Fund	Facilities						100,000									100,000
Equipment Upgrade	C/T		15,000				-									-
							-									15,000
							-									-
Equipment	Police	8,000					7,000									15,000
Patrol Vehicle (Lease)	Police						50,000									50,000
Traffic Safety	Police									20,000						20,000
ATV Replace	Fire/EMS									30,000						30,000
Car 1 Replacement	Fire/EMS										60,000					60,000
Car 1 Sinking Fund	Fire/EMS						6,000									6,000
EMS Equipment	Fire/EMS						7,500									7,500
Fire Equipment	Fire/EMS						24,250									24,250
Patient Cots	Fire/EMS									42,000						42,000
Technology	Fire/EMS						9,500									9,500
Drone Replace	EM						-									-
	EM						5,000									5,000
	EM						-									-
Dredging	DPW					150,000			50,000		50,000				250,000	500,000
Exchange Street	DPW							1,260,750		156,000			1,176,250	1,265,500	264,500	4,123,000
Farwell Under Phase 2	DPW					200,000				500,000						700,000
Leased Equipment	DPW						12,250						4,250	4,250	4,250	25,000
Lift Station #2	DPW													800,000		800,000
Pedestrian Ways	DPW						1,000			9,000						10,000
Pickup Truck	DPW									10,000			10,000	10,000	10,000	40,000
Sinking Fund	DPW						1,000						1,000	1,000		3,000
Small Capital	DPW														2,500	2,500
Street Constr	DPW															-
Street Maintenance	DPW									300,000						300,000
Street Sweeper	DPW														20,000	20,000
Street Tree Planting	DPW	25,000														25,000
Outreach	Outreach															-
Outreach	Outreach															-
Outreach	Outreach															-
Comp - Workstation	Library						8,000									8,000
Sinking Fund	Library									50,000						50,000
	Library															-
Community Park	Parks									500,000		500,000				1,000,000
General Improve	Parks											50,000				50,000
Park Equipment	Parks											15,000				15,000
Property Acquisition	Parks									-						-
Urso/Schuetz	Parks									350,000						350,000
Brand Development	CD									25,000						25,000
Small Capital	CD	2,000														2,000
Sinking Fund	CD						2,000									2,000
Total Projects		37,500	15,000	-	-	350,000	340,000	1,310,750	50,000	5,442,000	110,000	7,252,750	565,000	1,193,500	2,082,750	12,049,750

Capital Improvement Program

Village of McFarland

Prior Plan Approval/Inclusion Year:

2018	2019	2020	2021	2022	2023	2024
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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		
Digital Storage Project	Admin	2,500					25,000					25,000					25,000
Equipment/Furniture	Admin						-					-					2,500
Workstation Replace	Admin						13,000					13,000					13,000
Land Acquisition	Facilities						40,000					40,000					40,000
Muni Center ParkLot	Facilities									125,000		125,000					125,000
Network Equip	Facilities						4,000					4,000		2,000	2,000	2,000	10,000
Sinking Fund	Facilities						100,000					100,000					100,000
Equipment Upgrade	C/T						-					-					-
	C/T		5,000				-					-					5,000
	C/T						-					-					-
Equipment	Police	5,000					10,000					10,000					15,000
Patrol Vehicle (Lease)	Police						50,000					50,000					50,000
Traffic Safety	Police									20,000		20,000					20,000
Car 1 Sinking Fund	Fire/EMS						6,250					6,250					6,250
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						9,500					9,500					9,500
	EM						-					-					-
	EM						-					-					-
	EM						-					-					-
Farwell Under Phase 3	DPW	25,000								25,000		25,000					25,000
Leased Equipment	DPW						12,000					12,000		4,250	4,500	4,250	25,000
Pedestrian Ways	DPW						9,000				1,000	10,000					10,000
Pickup Truck	DPW									10,000		10,000		10,000	10,000	10,000	40,000
Sinking Fund	DPW						1,000					1,000		1,000	1,000		3,000
Small Capital	DPW											-				2,500	2,500
Street Constr	DPW											-					-
Street Maintenance	DPW									300,000		300,000					300,000
Street Sweeper	DPW											-				20,000	20,000
Street Tree Planting	DPW											-					25,000
Mke St Town Square	DPW									750,000		750,000					750,000
Tower Clean/Paint	DPW											-		400,000			400,000
	Outreach											-					-
	Outreach											-					-
	Outreach											-					-
Boiler Replacement	Library									100,000		100,000					100,000
Comp - Workstation	Library						8,000					8,000					8,000
Facility Addition	Library									2,500,000		2,500,000					2,500,000
Parking Lot Repave	Library									50,000		50,000					50,000
Sinking Fund	Library						50,000					50,000					50,000
General Improve	Parks											-	50,000				50,000
Park Equipment	Parks											-	15,000				15,000
Property Acquisition	Parks										-	-					-
Urso/Schuetz	Parks									1,250,000		1,250,000					1,250,000
Small Capital	CD	2,000										-					2,000
Sinking Fund	CD						2,000					2,000					2,000
Total Projects		34,500	5,000	-	-	-	350,000	50,000	-	5,214,500	1,000	5,615,500	65,000	417,250	17,500	38,750	6,193,500

Capital Improvement Program

Village of McFarland

Prior Plan Approval/Inclusion Year:

2018

2019

2020

2021

2022

2023

2024

Program Year: 2024

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		
Digital Storage Project	Admin						25,000					25,000					25,000
Equipment/Furniture	Admin	2,500					-					-					2,500
Workstation Replace	Admin						15,000					15,000					15,000
Land Acquisition	Facilities						40,000					40,000					40,000
Network Equip	Facilities						5,000					5,000		2,000	2,000	2,000	11,000
Sinking Fund	Facilities						100,000					100,000					100,000
Equipment Upgrade	C/T		5,000				-					-					-
	C/T						-					-					5,000
	C/T						-					-					-
Equipment	Police						15,000					15,000					15,000
Patrol Vehicle (Lease)	Police						50,000					50,000					50,000
Traffic Safety	Police									20,000		20,000					20,000
Breathing Air Comp	Fire/EMS									75,000		75,000					75,000
Car 1 Sinking Fund	Fire/EMS						6,500					6,500					6,500
EMS Equipment	Fire/EMS						12,000					12,000					12,000
Fire Equipment	Fire/EMS						28,000					28,000					28,000
Technology	Fire/EMS						10,500					10,500					10,500
	EM						-					-					-
	EM						-					-					-
	EM						-					-					-
Farwell Under Phase 3	DPW				350,000					350,000		350,000					700,000
Leased Equipment	DPW						12,000					12,000		4,250	4,500	4,250	25,000
Paulson Road	DPW									770,000		770,000		363,750	119,500	122,500	1,375,750
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											-					-
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
Sinking Fund	Library							50,000				50,000					50,000
	Library											-					-
Aquatics Devel	Parks									4,500,000		4,500,000					4,500,000
Community Park	Parks									1,000,000		1,000,000					1,000,000
General Improve	Parks											-	50,000				50,000
Park Equipment	Parks											-	15,000				15,000
Property Acquisition	Parks									-		-					-
Outdoor Rec Plan	CD						30,000					30,000					30,000
Small Capital	CD	2,000										-					2,000
Sinking Fund	CD						2,000					2,000					2,000
Total Projects		29,500	5,000	-	350,000	-	360,000	50,000	-	7,035,000	-	7,445,000	65,000	381,000	137,000	161,250	8,573,750

Village of McFarland
2020 - 2024 Capital Improvement Program
Estimated Debt Service - Village Purposes Notes & Bonds - With Growth

Year Due	Existing Debt Service	2020	2021	2021	2022	2022	2023	2023	2024	2024	Combined Debt Service	Est. Tax Rate Increase*	***	
		\$4,165,000 Notes Debt Service	\$2,030,000 Notes Debt Service	\$10,000,000 Bonds Debt Service	\$1,940,000 Notes Debt Service	\$3,500,000 Bonds Debt Service	\$1,465,000 Notes Debt Service	\$3,750,000 Bonds Debt Service	\$1,535,000 Notes Debt Service	\$5,500,000 Bonds Debt Service			Percentage of Legal Debt Limit Used	
2020	1,707,581										1,707,581		33.95%	
2021	1,441,259	464,950									1,906,209	0.18	50.33	51.53%
2022	1,432,748	461,063	209,433	466,667							2,569,911	0.58	158.60	58.46%
2023	1,444,047	462,625	212,113	550,000	177,600	175,000					3,021,385	0.37	101.74	57.62%
2024	1,449,948	453,963	212,713	618,000	215,200	231,250	158,600	187,500			3,527,173	0.39	107.49	59.07%
2025	1,457,600	490,300	213,175	608,375	215,400	227,500	150,950	240,625	161,400	275,000	4,040,325	0.37	102.84	52.19%
2026	1,452,950	485,625	213,500	698,750	215,450	223,750	152,650	236,875	163,050	421,250	4,263,850	0.16	43.63	45.25%
2027	876,200	605,838	293,688	765,625	255,350	270,000	194,200	288,125	199,450	418,188	4,166,663	(0.07)	(18.47)	38.64%
2028	200,850	613,125	291,538	764,700	258,900	274,375	194,400	292,313	199,650	419,938	3,509,788	(0.44)	(121.61)	33.02%
2029		679,963	319,250	768,250	257,150	273,375	189,450	291,125	199,700	421,313	3,399,575	(0.07)	(19.87)	27.76%
2030			411,000		345,250	272,188	194,500	289,750	199,600	422,313	2,915,700	(0.31)	(84.96)	23.39%
2031				847,900	360,500	270,813	214,250	288,188	204,350	417,938	2,603,938	(0.19)	(53.31)	19.61%
2032				841,725		274,250	283,250	291,438	213,800	418,375	2,322,838	(0.17)	(46.82)	17.05%
2033				840,025		272,313		289,313	267,800	418,438	2,087,888	(0.14)	(38.11)	14.79%
2034				837,625		280,188		292,000		418,125	1,827,938	(0.15)	(41.06)	12.87%
2035				834,525		287,500		289,313		422,438	1,833,775	0.00	0.90	10.98%
2036				830,725		284,250		291,438		421,188	1,827,600	(0.00)	(0.93)	9.12%
2037				831,225		285,813		288,188		419,563	1,824,788	(0.00)	(0.41)	7.31%
2038				825,850		287,000		289,750		422,563	1,825,163	0.00	0.05	5.53%
2039				824,775		282,813		290,938		420,000	1,818,525	(0.00)	(0.92)	3.85%
2040				822,825		283,438		291,750		422,063	1,820,075	0.00	0.21	2.21%
2041						378,688		382,188		418,563	1,179,438	(0.31)	(84.09)	1.17%
2042								383,875		419,688	803,563	(0.17)	(48.05)	0.47%
2043										560,250	560,250	(0.11)	(30.29)	0.00%
2044										0	0	(0.25)	(67.93)	
\$11,463,183		\$4,717,450	\$2,376,408	\$14,358,667	\$2,300,800	\$5,134,500	\$1,732,250	\$5,494,688	\$1,808,800	\$7,977,188	\$57,363,933	0.38	104.20	59.07%
Est. Int. Rate		2.25%	2.75%	3.50%	3.00%	3.75%	3.00%	3.75%	3.00%	3.75%	Average for 2020-2024 CIP			

*Based on Villages 2019 Assessed Valuation -

\$1,023,417,995 **

** Assuming 6.04% growth for five years, 2.68% growth thereafter

*** Calculation based on All General Obligations, 5% of Equalized Value using same growth assumptions as above.

** Median Home Value as of 1/1/2019

\$275,000

3/5/2020

Village of McFarland
2020 - 2024 Capital Improvement Program
Estimated Debt Service - Sewer Utility Purposes

Year	Existing	2020	2021	2022	2023	2024	Combined
<u>Due</u>	<u>Debt Service</u>	<u>Debt Service</u>	<u>\$1,065,000</u> <u>Debt Service</u>	<u>\$2,080,000</u> <u>Debt Service</u>	<u>Debt Service</u>	<u>Debt Service</u>	<u>Debt Service</u>
2019	187,750						187,750
2020	194,450						194,450
2021	195,863						195,863
2022	192,175		144,050				336,225
2023	193,663		126,400	148,200			468,263
2024	199,932		138,650	130,450			469,032
2025	40,800		135,488	288,350			464,638
2026			137,325	296,450			433,775
2027			134,025	299,100			433,125
2028			135,725	296,450			432,175
2029			137,288	293,650			430,938
2030			138,713	295,700			434,413
2031				427,450			427,450
2032							0
2033							0
2034							0
2035							0
2036							0
2037							0
2038							0
2039							0
2040							0
2041							0
2042							0
	\$1,204,633	\$0	\$1,227,663	\$2,475,800	\$0	\$0	\$4,908,096
Est. Int. Rate		2.25%	2.75%	3.00%	3.00%	3.00%	

1/14/20

Village of McFarland
2020 - 2024 Capital Improvement Program
Estimated Debt Service - Water Utility Purposes

Year	Existing	2020	2021	2022	2023	2024	Combined
<u>Due</u>	<u>Debt Service</u>	<u>\$990,000</u>	<u>\$735,000</u>	<u>\$1,195,000</u>	<u>Debt Service</u>	<u>Debt Service</u>	<u>Debt Service</u>
2019	267,027						267,027
2020	292,795						292,795
2021	361,452	124,700					486,152
2022	364,878	125,138	91,950				581,966
2023	368,277	122,775	93,425	82,800			667,277
2024	376,477	125,413	91,363	74,800			668,052
2025	193,200	122,938	94,300	163,600			574,038
2026	103,700	120,463	97,100	159,700			480,963
2027	100,850	122,988	94,763	160,800			479,400
2028	103,000	125,400	92,425	161,750			482,575
2029		122,700	95,088	207,550			425,338
2030			97,613	206,850			304,463
2031				206,000			206,000
2032							0
2033							0
2034							0
2035							0
2036							0
2037							0
2038							0
2039							0
2040							0
2041							0
2042							0
	\$2,531,656	\$1,112,513	\$848,025	\$1,423,850	\$0	\$0	\$5,916,044
Est. Int. Rate		2.25%	2.75%	3.00%	3.00%	3.00%	

1/14/20

Village of McFarland
2020 - 2024 Capital Improvement Program
Estimated Debt Service - Stormwater Utility Purposes

Year	Existing	2020	2021	2022	2023	2024	Combined
<u>Due</u>	<u>Debt Service</u>	<u>Debt Service</u>	<u>\$390,000</u> <u>Debt Service</u>	<u>\$555,000</u> <u>Debt Service</u>	<u>Debt Service</u>	<u>Debt Service</u>	<u>Debt Service</u>
2019	164,190						164,190
2020	166,100						166,100
2021	167,715						167,715
2022	69,040		99,300				168,340
2023	67,805		48,388	52,200			168,393
2024	71,505		47,288	50,750			169,543
2025			51,188	79,700			130,888
2026			49,950	77,750			127,700
2027			48,713	80,800			129,513
2028			47,475	78,700			126,175
2029			46,238	76,600			122,838
2030				79,500			79,500
2031				77,250			77,250
2032							0
2033							0
2034							0
2035							0
2036							0
2037							0
2038							0
2039							0
2040							0
2041							0
2042							0
	\$706,355	\$0	\$438,538	\$653,250	\$0	\$0	\$1,798,143
Est. Int. Rate		2.25%	2.75%	3.00%	3.00%	3.00%	

McFarland Capital Improvement Program (CIP)

2020 – 2024

Administration

Planned Projects:

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.
- *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* – 2020, 2021, 2022, 2023, and 2024.
- *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, 2021, 2022, 2023, and 2024.
- *Funding* – Tax levy and borrowed money within 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* – 2020, 2021, 2022, 2023, and 2024.
- *Funding* – Tax Levy within Capital Projects Fund (400).

McFarland Capital Improvement Program (CIP)

2020 – 2024

Facilities

Planned Projects:

Community Center

- *Description* – The Village is in the midst of a planning process to plan out future priorities with respect to facility development. The most recent option allowing for the construction of a Community Center requires first the completion of a new Public Safety Building. The space vacated by Police, Municipal Court, and Fire/Rescue will be remodeled and repurposed for the remaining Departments in the Municipal Center and add in new elements of a Community Center.
- *Year(s)* – 2022.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

Community Room

- *Description* – Funds were set aside in the 2020 Budget to upgrade the technology for our meeting rooms.
- *Year(s)* – 2020.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

Facility Plan/Design

- *Description* – To prepare for the construction of a Public Safety Building in 2021, funds are set aside to finalize the planning process and initiate the design process in 2020. Likewise for the Community Center implementation in 2022, funds are set aside for planning work in 2020 and design work likely in 2021.
- *Year(s)* – 2020 and 2021.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

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.
- *Years* – 2020, 2021, 2022, 2023, and 2024.
- *Funding* – Tax levy within the Capital Projects Fund (400).

Facilities (continued)

Mechanicals

- *Description* – All but one air conditioning unit is remaining from when this facility was constructed. The one exception is a unit that was replaced in 2019 that provides air conditioning to the Police Department. Our HVAC consultant has noted deficiencies in our remaining units that should be addressed in order to maintain the system functioning.
- *Year(s)* – 2020.
- *Funding* – Reserves within the Capital Projects Fund (400).

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 after the Community Center project is complete as annual maintenance is no longer sufficient.
- *Year(s)* – 2022.
- *Funding* – 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 2021 according to an assessment that was completed in 2015. This is moved up a year due to numerous leaks that continue to cause damage to various working spaces in Communications and Technology, Senior Outreach, Municipal Court, Police, and Fire/Rescue Departments. Could be combined with Community Center project in 2022.
- *Year(s)* – 2021.
- *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 network.
- *Years* – 2020, 2021, 2022, 2023, and 2024.
- *Funding* – Tax Levy within the Capital Projects Fund (400) with equal shares from the Utility Fund (600) and Stormwater Utility Fund (605).

Public Safety Building

- *Description* – A new Public Safety Building to house Police, Municipal Court, and Fire/Rescue has been recommended following analysis that was completed in 2019. The cost included is based upon the recommendation from the Analysis, Facilities Master Plan, and comparable projects. The Village is working with the School District on a land swap that would allow for the facility to be constructed near the southeast corner of Broadhead and Holscher roads. The construction of this facility will free up the necessary space to construct a Community Center at the Municipal Center without having to add a second floor.
- *Year(s)* – 2021.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

Facilities (continued)

Public Works Facility

- *Description* – The Public Works Facility is planned for a combination maintenance and remodeling project. The maintenance includes roof replacement, lot repaving, and exterior building repair. The remodeling portion of the project will convert some spaces to new office space, make the work flow more efficient, and provide a better general work environment within the offices.
- *Year(s)* – 2020.
- *Funding* – Combination of Borrowed Money and Reserves from the sinking fund setup for facility maintenance within the Capital Projects Fund (400).

Security

- *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 from the study will be incorporated into future facility improvements. These funds are provided as an outlot for parks, wells, and other structures that require additional attention.
- *Year(s)* – 2020.
- *Funding* – Reserves within the Capital Projects Fund (400).

Sinking Fund

- *Description* – Savings set aside for the development, expansion, and/or maintenance of Village owned facilities.
- *Years* – 2020, 2021, 2022, 2023, and 2024.
- *Funding* – Tax Levy within the Capital Projects Fund (400).

McFarland Capital Improvement Program (CIP)

2020 – 2024

Communications and Technology

Planned Projects:

Equipment/Technology Upgrade

- *Description* – Funding for equipment purchases, replacements, and general upgrades to support operations and service delivery.
- *Year(s)* – 2020, 2021, 2022, 2023, and 2024.
- *Funding* – Most years, Reserves within Communications and Technology Fund (200) are utilized. 2020 includes the use of borrowed money from the Capital Projects Fund (400) as well.

McFarland Capital Improvement Program (CIP)

2020 – 2024

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)* – 2020, 2021, 2022, 2023, and 2024.
- *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)* – 2020, 2021, 2022, 2023, and 2024.
- *Funding* – Tax Levy within the Capital Projects Fund (400).

Technology

- *Description* – Funding for technology advancements within the Department including mobile identification unit, GPS tracking equipment, replacement monitors for security cameras, and traffic collection systems.
- *Year(s)* – 2020.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

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)* – 2020, 2021, 2022, 2023, and 2024.
- *Funding* – Combination of Tax Levy and Borrowed Money as detailed within the Capital Projects Fund (400).

McFarland Capital Improvement Program (CIP)

2020 – 2024

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* – Tax levy 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)* – 2020, 2021, 2022, 2023, and 2024.
- *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)* – 2020, 2021, 2022, 2023, and 2024.
- *Funding* – Tax Levy within the Capital Projects Fund (400).

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).

Fire and Rescue (continued)

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).

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)* – 2020, 2021, 2022, 2023, and 2024.
- *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* – Grant funds and tax levy 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.
- *Year(s)* – 2021.
- *Funding* – Reserves from the General Fund (100) and borrowed money within the Capital Projects Fund (400).

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).

Fire and Rescue (continued)

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).

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)* – 2020, 2021, 2022, 2023, and 2024.
- *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.
- *Year(s)* – 2020.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

McFarland Capital Improvement Program (CIP)

2020 – 2024

Emergency Management

Planned Projects:

Nothing planned at the present.

McFarland Capital Improvement Program (CIP)

2020 – 2024

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* – Borrowed Money within the Capital Projects Fund (400).

County MN – Phase 4

- *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 2020 and construction in 2021 on Broadhead Street from Holscher Road to County Highway AB.
- *Years* – 2020 and 2021.
- *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. Construction costs also spread to various utility funds as applicable.

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)* – 2022.
- *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.

East Side Interceptor

- *Description* – The Village's growth pattern to the East requires a new sanitary sewer interceptor to collect wastewater from new developments and convey into the existing system in order to reach MMSD for treatment. The pipe will be constructed on existing public right of way and permissible private off of Devil's Lake Way to north of the railroad tracks near County Highway AB. The cost will initially be born by the Village and then converted as a deferred assessment to be paid for by future development.
- *Year(s)* – 2021.
- *Funding* – Borrowed money within the Utilities Fund (600).

Department of Public Works (continued)

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 5 year Transportation Improvement Program. This would allow the Village to access Federal money set aside for smaller communities within this regional transportation area.
- *Years* – 2022.
- *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).

Exchange Street Bridge

- *Description* – Staff has met with the Town of Dunn to review a bridge inspection report for the shared responsibility for the bridge on Exchange Street over the Yahara River. Most of it is attributed to maintenance; however, and will be shared with the town.
- *Years* – 2020
- *Funding* – Borrowed money 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 was approximately 1,000 lineal feet and ran 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 preceding construction.
- *Year(s)* – 2020, 2022, 2023, and 2024.
- *Funding* – Borrowed money within the Capital Projects Fund (400) as well as TID #4 Fund (310) and TID #5 Fund (315).

Leased Equipment

- *Description* – Includes annual charges for the use of the skid steer and front end loader.
- *Year(s)* – 2020, 2021, 2022, 2023, and 2024.
- *Funding* – Tax Levy within the Capital Projects Fund (400) plus equal shares from Utility Fund (600) and Stormwater Utility (605).

Department of Public Works (continued)

Lift Station #2

- *Description* – Full replacement is recommended closer to the end of the current 5 year plan but may be delayed further and is contingent upon new development requiring it to be sized larger.
- *Year(s)* – 2023.
- *Funding* – Funding provided through Utility Fund (600).

Milwaukee Street Town Square

- *Description* – The Facilities Master Plan envisioned the vacation of Milwaukee Street between Long and Anthony in order to construct a “town square” that created an outdoor hardscape that connected the civic centers of the Community. Through that plan the vision was the connected Municipal Center that had been expanded to create a Community Center and an expanded Library. With the Public Safety uses relocated this becomes much more viable to complete with fewer conflicts.
- *Year(s)* – 2023.
- *Funding* – Funding provided through Utility Fund (600).

Mower Replacement

- *Description* – A smaller and larger format mower are scheduled for acquisition in 2020.
- *Year(s)* – 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)* – 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).

Paulson Road Reconstruction

- *Description* – This would be the full reconstruction of the current Paulson Road from Siggelkow Road to the dead end. The current road remains an rural cross section and this would convert it to an urban cross section with replacement to the road, sewer, water, stormwater, etc.
- *Year(s)* – 2024.
- *Funding* – Borrowed money within the Capital Projects Fund (400) as well as associated support from utilities for their respective work in the project.

Department of Public Works (continued)

Pedestrian Ways

- *Description* – Annual funds to repair and replace sidewalks, bike paths, and other pedestrian ways. The 2020 project is a combined project with the Stormwater Utility to reconstruct the path and improve drainage along the Lower Yahara River Trail on Elvehjem Road.
- *Year(s)* – 2020, 2021, 2022, 2023, and 2024.
- *Funding* – Borrowed Money and/or Tax Levy as applicable within the Capital Projects Fund (400). Some fund in 2020 from Stormwater Utility Fund (605).

Pickup Truck Replacement

- *Description* – Replacement of a pickup truck for general service responsibilities.
- *Year(s)* – 2020, 2021, 2022, 2023, and 2024.
- *Funding* – Cost split equally between the Capital Projects Fund (400), Utilities Fund (600), and Stormwater Utility Fund (605).

Pipe Cutter

- *Description* – Equipment within the Water Utility to assist in maintenance work to respond to main breaks and improve the system.
- *Year(s)* – 2020
- *Funding* – Borrowed money within the Utilities Fund (600).

Sinking Fund

- *Description* – Annual savings set aside for the replacement of the Director's vehicle.
- *Year(s)* – 2020, 2021, 2022, 2023, and 2024.
- *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)* – 2020, 2021, 2022, 2023, and 2024.
- *Funding* – Charges for Public Services collected within the Stormwater Utility Fund (605).

Street Construction

- *Description* – Water main replacement combined with repaving work will take place on North Autumn Lane and Burma Road in 2020.
- *Year(s)* – 2020.
- *Funding* – Borrowed Money within the Capital Projects Fund (400) with corresponding contribution from the Utility Fund (600).

Department of Public Works (continued)

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)* – 2020, 2021, 2022, 2023, and 2024.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

Street Resurfacing

- *Description* – Creamery Court is planned for a basic resurfacing next year.
- *Year(s)* – 2020.
- *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)* – 2020, 2021, 2022, 2023, and 2024.
- *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)* – 2020, 2021, 2022, 2023, and 2024.
- *Funding* – Fund Balance within the General Fund (100).

Technology

- *Description* – Radio replacement in combination as a joint project with the Fire and Rescue Department.
- *Year(s)* – 2020.
- *Funding* – Tax levy within the Capital Projects Fund (400) along with contributions from both the Utilities Fund (600) and Stormwater Utilities Fund (605).

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).

Department of Public Works (continued)

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).

Wayfinding Design

- *Description* – This project would use the Village's new brand to develop a Community wide wayfinding signage system that helps alter drivers to certain public locations.
- *Year(s)* – 2020.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

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. The facilities that house the wells also need some improvement through basic maintenance as part of this project.
- *Year(s)* – 2020.
- *Funding* – Cost is paid for by water funding within the Utilities Fund (600).

McFarland Capital Improvement Program (CIP)

2020 – 2024

Senior Outreach

Planned Projects:

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).

McFarland Capital Improvement Program (CIP)

2020 – 2024

Library

Planned Projects:

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)* – 2020, 2021, 2022, 2023, and 2024.
- *Funding* – Tax Levy within the Capital Projects Fund (400).

Facility Addition

- *Description* – An addition is proposed to the Library to increase its usable space for books, programs, and other uses to be defined.
- *Year(s)* – 2023.
- *Funding* – Tax Levy 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 constructed about 15 years ago. The money is now collected to fund reserves to support future improvements to the facility.
- *Year(s)* – 2020, 2021, 2022, 2023, and 2024.
- *Funding* – Impact Fees collected within the Capital Projects Fund (400).

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)* – 2023.
- *Funding* – Borrowed money 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)

2020 – 2024

Parks

Planned Projects:

Aquatics Plan/Design

- *Description* – The Village completed an Aquatics Feasibility Study in 2019 and these funds are proposed to continue to advance alternatives from that study. This would require additional planning and design to further detail the desired outcome for aquatics which will require continued discussion as to what we are attempting to accomplish.
- *Year(s)* – 2020.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

Aquatics Development

- *Description* – At the very end of this 5-year plan there is funding included for the construction of a swimming pool. **It cannot be overstated, that has not been decided** but would be the high end of capital costs for the Village if ultimately selected. The Village through this plan is scheduled to conduct further study and design of the issue that would yield a clearer picture on cost and timeline in the future. Including it in the plan, at the very end simply keeps it as a placeholder until those details can be further determined. Those details to be determined include location, type of amenities, fundraising support, operation consideration, etc.
- *Year(s)* – 2024.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

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) and TID #3 Fund (305).

Community Park

- *Description* – Funding is proposed to conduct a master planning effort surrounding property purchased in 2019. Construction of the first amenities then within this park will be scheduled for 2022 with a possible second phase in 2024. The costs and actual construction will be established upon completion of the Master Plan for its use.
- *Year(s)* – 2020, 2022, and 2024.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

Parks (continued)

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)* – 2020, 2021, 2022, 2023, and 2024.
- *Funding* – Impact Fees collected within Parks Fund (405).

Larson Park

- *Description* – Due to the increased utilization of Larson Park, it is recommended a hard pervious surface be created at the far west end of the park to better accommodate events held there. Increased demand for the park for food carts, concerns, social gatherings, and other events are requiring additional maintenance and other ongoing concerns.
- *Year(s)* – 2020.
- *Funding* – Impact Fees collected within Parks Fund (405).

McDaniel Park

- *Description* – Projects to add another small shelter, gateway signage, and facility expansion.
- *Year(s)* – 2020.
- *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)* – 2020.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

Park Design

- *Description* – One of the objectives for the Village Board in 2020 is to design a park for individuals with special needs. This funding would be used to engage a consultant for that purpose to create an area designed specifically for their use as well as determine the best location for this amenity.
- *Year(s)* – 2020.
- *Funding* – Tax levy within the Capital Projects Fund (400).

Park Equipment

- *Description* – Annually the Village looks to replace and/or repair certain park amenities and play structures as well as park signage as needed.
- *Year(s)* – 2020, 2021, 2022, 2023, and 2024.
- *Funding* – Impact Fees collected within Parks Fund (405).

Parks (continued)

Property Acquisition

- *Description* – Annually this is held as a placeholder depending on needs and opportunities that may arise. No acquisitions are presently targeted within this 5 year plan.
- *Year(s)* – 2020, 2021, 2022, 2023, and 2024.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

Ridgeview Tot Lot

- *Description* – Funding is included to replace and reconstruct this playground which has amenities designed for very young kids but has outlived its useful life.
- *Year(s)* – 2020.
- *Funding* – Impact Fees collected within Parks Fund (405).

Siggelkow Road Park

- *Description* – This park presently has no amenities on it other than greenspace not programmed for any defined use. The Parks and Open Space Plan identified this as an area that could developed into a collection of pickle ball courts with associated off-street parking and other amenities.
- *Year(s)* – 2020.
- *Funding* – Impact Fees collected within Parks Fund (405).

Urso/Schuetz Park

- *Description* – In 2019 we approved a contract to construct a Frisbee golf course in accordance with the Master Plan for the property. This will be completed in the Spring of 2020. Additional woodland restoration and clearing is planned in 2019 going into 2020. Also, next year it is proposed to construct a parking lot at the entrance for the dog park and a shelter to provide for bathrooms, dog walking station, and small outdoor area fur refuge. This facility will also be accessible via a path to the Lower Yahara River Trail that is located on Elvehjem Road next to the project. We will continue to further evaluate expansion options of the dog park as well as future improvements to the park as recommended in the Master Plan.
- *Year(s)* – 2020, 2022, and 2023.
- *Funding* – Borrowed Money within the Capital Projects Fund (400) plus various contributions from the Parks Fund (405) as detailed within the plan.

McFarland Capital Improvement Program (CIP)

2020 – 2024

Community Development

Planned Projects:

Affordable Housing Study

- *Description* – As an action step within their Goals and Objectives, the Village desires to move forward several initiatives related to affordable housing. This study is meant to better understand the gap and what alternatives could be offered to help close it in the future.
- *Year(s)* – 2020.
- *Funding* – Borrowed money within Capital Projects Fund (400).

Branding Development

- *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)* – 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* – 2020, 2021, 2022, 2023, and 2024.
- *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* – 2020, 2021, 2022, 2023, and 2024.
- *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).

Village of McFarland
2020 - 2024 Capital Improvement Program
Estimated Debt Service - Village Purposes (CIP Notes Only)

Year	Existing	2020	2021	2022	2023	2024	Combined	Est. Tax
<u>Due</u>	<u>Debt Service</u>	<u>\$4,165,000</u>	<u>\$2,030,000</u>	<u>\$1,940,000</u>	<u>\$1,465,000</u>	<u>\$1,535,000</u>	<u>Debt Service</u>	<u>Rate Increase*</u>
2020	1,707,581						1,707,581	
2021	1,441,259	464,950					1,906,209	0.19
2022	1,432,748	461,063	209,433				2,103,244	0.19
2023	1,444,047	462,625	212,113	177,600			2,296,385	0.19
2024	1,449,948	453,963	212,713	215,200	158,600		2,490,423	0.19
2025	1,457,600	490,300	213,175	215,400	150,950	161,400	2,688,825	0.19
2026	1,452,950	485,625	213,500	215,450	152,650	163,050	2,683,225	(0.01)
2027	876,200	605,838	293,688	255,350	194,200	199,450	2,424,725	(0.25)
2028	200,850	613,125	291,538	258,900	194,400	199,650	1,758,463	(0.65)
2029		679,963	319,250	257,150	189,450	199,700	1,645,513	(0.11)
2030			411,000	345,250	194,500	199,600	1,150,350	(0.48)
2031				360,500	214,250	204,350	779,100	(0.36)
2032					283,250	213,800	497,050	(0.28)
2033						267,800	267,800	(0.22)
2034							0	(0.26)
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
2043							0	0.00
	\$11,463,183	\$4,717,450	\$2,376,408	\$2,300,800	\$1,732,250	\$1,808,800	\$24,398,891	
Est. Int. Rate		2.25%	2.75%	3.00%	3.00%	3.00%		

*Based on Villages 2019 Assessed Valuation -

\$1,023,417,995

1/9/2020

**updated 1/14/20

Village of McFarland, WI

2020 General Obligation Promissory Notes

Village Purposes

Preliminary - January 2020

Debt Service Schedule

Calendar Year	Principal	Coupon	Interest	Total P+I
2020	-	-	-	-
2021	340,000.00	2.250%	124,950.00	464,950.00
2022	375,000.00	2.250%	86,062.50	461,062.50
2023	385,000.00	2.250%	77,625.00	462,625.00
2024	385,000.00	2.250%	68,962.50	453,962.50
2025	430,000.00	2.250%	60,300.00	490,300.00
2026	435,000.00	2.250%	50,625.00	485,625.00
2027	565,000.00	2.250%	40,837.50	605,837.50
2028	585,000.00	2.250%	28,125.00	613,125.00
2029	665,000.00	2.250%	14,962.50	679,962.50
-	\$4,165,000.00	-	\$552,450.00	\$4,717,450.00

Yield Statistics

Bond Year Dollars	\$24,553.33
Average Life	5.895 Years
Average Coupon	2.2500000%
Net Interest Cost (NIC)	2.2500000%
True Interest Cost (TIC)	2.2487305%
Bond Yield for Arbitrage Purposes	2.2487045%
All Inclusive Cost (AIC)	2.2487305%

IRS Form 8038

Net Interest Cost	2.2500000%
Weighted Average Maturity	5.895 Years

Village of McFarland, WI

2021 CIP Notes

Village Purposes

Preliminary - January 2020

Debt Service Schedule

Calendar Year	Principal	Coupon	Interest	Total P+I
2021	-	-	-	-
2022	135,000.00	2.750%	74,433.33	209,433.33
2023	160,000.00	2.750%	52,112.50	212,112.50
2024	165,000.00	2.750%	47,712.50	212,712.50
2025	170,000.00	2.750%	43,175.00	213,175.00
2026	175,000.00	2.750%	38,500.00	213,500.00
2027	260,000.00	2.750%	33,687.50	293,687.50
2028	265,000.00	2.750%	26,537.50	291,537.50
2029	300,000.00	2.750%	19,250.00	319,250.00
2030	400,000.00	2.750%	11,000.00	411,000.00
-	\$2,030,000.00	-	\$346,408.33	\$2,376,408.33

Yield Statistics

Bond Year Dollars	\$12,596.67
Average Life	6.205 Years
Average Coupon	2.7500000%
Net Interest Cost (NIC)	2.7500000%
True Interest Cost (TIC)	2.7481684%
Bond Yield for Arbitrage Purposes	2.7480849%
All Inclusive Cost (AIC)	2.7481684%

IRS Form 8038

Net Interest Cost	2.7500000%
Weighted Average Maturity	6.205 Years

Village of McFarland, WI

2022 CIP Notes

Village Purposes

Preliminary - January 2020

Debt Service Schedule

Calendar Year	Principal	Coupon	Interest	Total P+I
2022	-	-	-	-
2023	100,000.00	3.000%	77,600.00	177,600.00
2024	160,000.00	3.000%	55,200.00	215,200.00
2025	165,000.00	3.000%	50,400.00	215,400.00
2026	170,000.00	3.000%	45,450.00	215,450.00
2027	215,000.00	3.000%	40,350.00	255,350.00
2028	225,000.00	3.000%	33,900.00	258,900.00
2029	230,000.00	3.000%	27,150.00	257,150.00
2030	325,000.00	3.000%	20,250.00	345,250.00
2031	350,000.00	3.000%	10,500.00	360,500.00
-	\$1,940,000.00	-	\$360,800.00	\$2,300,800.00

Yield Statistics

Bond Year Dollars	\$12,026.67
Average Life	6.199 Years
Average Coupon	3.0000000%
Net Interest Cost (NIC)	3.0000000%
True Interest Cost (TIC)	2.9978049%
Bond Yield for Arbitrage Purposes	2.9977378%
All Inclusive Cost (AIC)	2.9978049%

IRS Form 8038

Net Interest Cost	3.0000000%
Weighted Average Maturity	6.199 Years

Village of McFarland, WI

2023 CIP Notes

Village Purposes

Preliminary - January 2020

Debt Service Schedule

Calendar Year	Principal	Coupon	Interest	Total P+I
2023	-	-	-	-
2024	100,000.00	3.000%	58,600.00	158,600.00
2025	110,000.00	3.000%	40,950.00	150,950.00
2026	115,000.00	3.000%	37,650.00	152,650.00
2027	160,000.00	3.000%	34,200.00	194,200.00
2028	165,000.00	3.000%	29,400.00	194,400.00
2029	165,000.00	3.000%	24,450.00	189,450.00
2030	175,000.00	3.000%	19,500.00	194,500.00
2031	200,000.00	3.000%	14,250.00	214,250.00
2032	275,000.00	3.000%	8,250.00	283,250.00
-	\$1,465,000.00	-	\$267,250.00	\$1,732,250.00

Yield Statistics

Bond Year Dollars	\$8,908.33
Average Life	6.081 Years
Average Coupon	3.0000000%
Net Interest Cost (NIC)	3.0000000%
True Interest Cost (TIC)	2.9977642%
Bond Yield for Arbitrage Purposes	2.9977635%
All Inclusive Cost (AIC)	2.9977642%

IRS Form 8038

Net Interest Cost	3.0000000%
Weighted Average Maturity	6.081 Years

Village of McFarland, WI

2024 CIP Notes

Village Purposes

Preliminary - January 2020

Debt Service Schedule

Calendar Year	Principal	Coupon	Interest	Total P+I
2024	-	-	-	-
2025	100,000.00	3.000%	61,400.00	161,400.00
2026	120,000.00	3.000%	43,050.00	163,050.00
2027	160,000.00	3.000%	39,450.00	199,450.00
2028	165,000.00	3.000%	34,650.00	199,650.00
2029	170,000.00	3.000%	29,700.00	199,700.00
2030	175,000.00	3.000%	24,600.00	199,600.00
2031	185,000.00	3.000%	19,350.00	204,350.00
2032	200,000.00	3.000%	13,800.00	213,800.00
2033	260,000.00	3.000%	7,800.00	267,800.00
-	\$1,535,000.00	-	\$273,800.00	\$1,808,800.00

Yield Statistics

Bond Year Dollars	\$9,126.67
Average Life	5.946 Years
Average Coupon	3.0000000%
Net Interest Cost (NIC)	3.0000000%
True Interest Cost (TIC)	2.9977176%
Bond Yield for Arbitrage Purposes	2.9976260%
All Inclusive Cost (AIC)	2.9977176%

IRS Form 8038

Net Interest Cost	3.0000000%
Weighted Average Maturity	5.946 Years



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, March 9, 2020

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator, Jim Hessling, Public Works Director

AGENDA ITEM: Discussion and action to revise Chapter 7 (Holidays) within the Compensation and Benefits Manual, and Chapter 16 (Compensation) within the Personnel Policy Manual regarding on-call pay.

PREVIOUS ACTION:

The Personnel Committee reviewed this item and made its recommendation of approval to the Village Board at its March 2, 2020 meeting.

ISSUE SUMMARY:

Included within your packet are policy revisions/additions to the Manuals to address On Call Pay. This type of compensation is mainly relative to the Public Works Department where someone is assigned to be "on call" throughout the year for every single day on a rotating basis within the crew. There are requirements to follow simply to be on call and compensation is provided as a reflection of this since these requirements extend beyond a typical work day. A few changes are needed and/or suggested to address this:

- **CBM Chapter 7 - Holidays:** This moves what was formerly Section 16.03(3)(b) of the PPM to what is proposed as Section 7.01(3)(D) of the CBM. Making this move aligns what it provides better with compensation and it further clarifies double time on a holiday is only paid when on call or if called in. Those are the only scenarios the manual presently affords this benefit.
- **PPM Chapter 16 - Compensation:** Section 16.03(5) is created to address On Call Pay. It establishes the following:
 - Definition under sub (a).
 - Distance and timing requirement listed under sub (b).
 - Adherence to drug and alcohol policy under sub (c).
 - Sub (d) provides that they are provided an additional hour of compensation beyond their normal 8 hour shift. This is paid at over time as 1.5 times their current rate of pay.
 - Under sub (e) if they are on call during a holiday, this additional hour is paid at double time. Furthermore, Section 16.03(4)(a) is clarified to add that those that are called in on a holiday will be paid double time. Both of these provisions are



consistent with current policy as well as the policy changes suggested above.

FINANCIAL/BUDGET IMPACT:

Costs for these changes are already paid for and included within approved 2020 Budget levels.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended for approval.

ATTACHMENTS:

1. CBM Chapter 7 - Holidays 03022020 mgs
2. PPM Chapter 16 - Compensation 03022020 mgs

CHAPTER 7 – HOLIDAYS

7.01 Paid Holidays

(1) Eligibility

- A. Only full-time employees and certain designated part-time employees (those who are budgeted to work at least 20 hours per week) may be eligible for pay on designated paid holidays.
- B. Eligible employees may be eligible for holiday pay for any designated paid holidays that occur after the first full day on the job.
- C. In order for an employee to be eligible for holiday pay, the employee must work the employee's regularly scheduled work day immediately preceding and following the holiday. This provision will be waived if the employee is on approved vacation or funeral leave. Employees on unpaid leave or using other leave are not eligible for holiday pay for that holiday.

(2) Designated Paid Holidays

- A. The following designated paid holidays will be observed by the Village:
 - New Year's Day
 - Martin Luther King Jr.
 - Memorial Day
 - Independence Day
 - Labor Day
 - Thanksgiving Day
 - Day after Thanksgiving
 - Christmas Eve Day
 - Christmas Day
- B. When a designated legal paid holiday falls on a Saturday, it will normally be celebrated on the preceding Friday. When a paid holiday falls on a Sunday, it will normally be celebrated on the following Monday.
- C. Whenever a designated paid holiday falls on a full-time employee's scheduled day off, an additional floating holiday may be granted in lieu thereof.

(3) Pay

- A. Full-time employees may be entitled to eight (8) hours of pay for each designated paid holiday for which the employee is eligible for holiday pay.
- B. Part-time employees may be entitled to pay for paid holidays based on a pro-ration of their regular weekly work schedule compared to a full-time schedule. (Example: An employer who regularly works twenty-five (25) hours per week would receive five (5) hours of pay on a holiday). The Village's determination of the amount of paid time the part-time employee receives is final.
- C. Employees scheduled to work on specified paid holidays when Village offices are closed may be paid at a time and one-half (1 ½) rate and allowed a floating holiday to be used at a time approved by the Village.
- D. Employees who are called in to work or otherwise perform on call duties on a specified paid holiday may be paid at two (2) times their hourly rate of pay.
- E. All unused floating holidays shall be paid out at the straight hourly rate with the second paycheck in January of the next year.

CHAPTER 16 - COMPENSATION

16.01 Time and Attendance Reporting

The time sheet for hourly employees is the primary record for reporting the hours that each employee works or is absent and for computing the amount of compensation due. It is the joint responsibility of the employee and the employee's supervisor or Department Head to truthfully and accurately report regular hours worked, overtime hours worked, and the number of hours to be charged to various kinds of absences (sick leave, vacation, holiday, etc.) for which an employee is entitled to compensation.

At the end of the last calendar day in a pay period, both the employee and the employee's supervisor or Department Head will sign the time sheet. An employee will not be expected to sign when absent from work during the entire pay period or is unable to sign the sheet because of an unexpected absence such as illness or injury. The completed, signed time sheet is to be turned in to payroll by 10:00 a.m. on the Monday before the payday, unless otherwise specified due to holidays.

16.02 Pay Period

Except as noted below, all Village employees will be paid via direct deposit bi-weekly on every other Friday. If a holiday falls on Friday, payday will be on the preceding work day. Each pay period ends at 12:00 midnight the Saturday preceding each pay day.

16.03 Overtime Pay

(1) Definition

Overtime for Fair Labor Standards Act (FLSA) non-exempt employees is defined as hours worked in excess of forty (40) hours per workweek, except for employees engaging in the performance of fire protection or law enforcement activities, wherein the Village may designate a longer work period of up to 28 calendar days, and overtime due under the law is based on time worked during that designated work period. An established work period may be changed at any time based on the needs of the Village and as permitted by law.

The Village provides certain premium rates of pay for certain hours worked when overtime is not required by law. These premium rates of pay are classified as extra compensation and are not included in the employee's regular rate of pay when determining overtime due under state and federal law. Such premium rates of pay serve as a credit against any FLSA overtime pay requirements.

(2) Eligibility

- (a) Eligibility for overtime compensation for eligible hourly employees will be determined by individual department policy and in accordance with the Fair Labor Standards Act and will be subject to approval by the Village Administrator.
- (b) Department Heads and salaried persons in exempt executive, administrative, or professional positions will be ineligible for any form of additional monetary compensation or compensatory time for additional hours worked but may be allowed to vary their work schedules to accommodate fluctuations in their work load. Exceptions to this general rule may be made by the Village Board, such as when the Village is reimbursed on a pre-arranged basis from outside sources for the overtime worked by the exempt employee.

(3) Compensation

- (a) An hourly employee will receive pay at the overtime rate of pay for hours in pay status, except for compensatory time used, which are in excess of eight (8) hours of the scheduled shift, or ten (10) hours of the scheduled shift for employees working ten-hour shifts, or in excess of forty (40) hours per workweek. For eligible hourly employees, overtime worked will be treated by granting one and one-half hours of compensation, either in the form of overtime pay or compensatory time off, for each hour of overtime worked. It will be the employee's option to select, within the limits set by Section 17.04, the form of overtime compensation to be given.

~~(b) — An hourly employee who is required to work on a holiday will be paid two (2) times their rate of pay for hours worked in addition to holiday pay.~~

(4) Minimum Call-in Pay

- (a) Any non-exempt Employee who is ordered to report to work at any time when he/she is not regularly scheduled to work may be compensated a minimum of two (2) hours at time and one half (1 ½) at their regular hourly rate of pay or for all hours worked at time-and-one-half (1 ½) at their regular hourly rate of pay, whichever is greater. Minimum Call-In Pay will be paid at two (2) times the non-exempt Employee's regular hourly rate of pay on specified paid holidays.
- (b) Court time.
 - 1. Any non-exempt Employee who is required to report for Circuit Court duty outside of their regularly scheduled hours may be paid time and one-half (1 ½) at their regular hourly rate or accrue compensatory time at time and one-half (1 ½). A minimum of three (3) hours may be paid at a rate of time and one-half (1 ½) if Circuit Court is cancelled less than twenty-four (24) hours before the scheduled court time.

2. Any non-exempt Employee who is required to report for Municipal Court duty outside of their regularly scheduled hours may be paid time and one-half (1 ½) at their regular hourly rate or accrue compensatory time at time and one-half (1 ½). A minimum of two (2) hours may be paid at the rate of time and one-half (1 ½) if Municipal Court is cancelled less than twenty-four (24) hours before the scheduled court time.
3. Between twenty-four (24) hours and thirty-five (35) hours before the scheduled court duty, Employees shall be required to confirm with their immediate Supervisor whether Circuit Court and/or Municipal Court duty, as applicable, has been canceled or rescheduled.

(5) On Call Pay

- (a) Employees may be assigned to serve in an on call capacity to respond to an unforeseen circumstance and/or emergency situation and, if such circumstance/emergency situation arises, to report to work outside of their regularly scheduled shift(s).
- (b) Employees are expected to remain within a reasonable distance of the Village while assigned to on call duty. An Employee who is on call is to respond as quickly as possible to the unforeseen circumstance and/or emergency situation. Unless extraordinary circumstances such as weather prevent otherwise, Employees are expected to respond within 25 minutes upon receiving notification of the unforeseen circumstance and/or emergency situation that requires them to report for work.
- (c) Employees assigned to on call duty by their Supervisor are required to comply with all Village policies including the Village's drug and alcohol policy.
- (d) Any non-exempt Employee that is assigned to be on call shall be paid one (1) additional hour of compensation at time and one-half (1 ½) the Employee's regular rate of pay per 24-hour period they are assigned to be On Call. This payment shall occur regardless of whether the non-exempt Employee is actually required to report to work while assigned in an on call capacity.
- (e) Compensation shall be provided at two (2) times the non-exempt Employee regular hourly rate of pay for the one (1) additional hour of compensation paid when assigned on call if the 24-hour period falls on a holiday.

16.04 Compensatory Time

Eligible employees who receive compensatory time in lieu of cash payment for overtime worked may accumulate and use compensatory time subject to the following restrictions:

- (1) The maximum allowable accumulation of compensatory time will be forty (40) hours. Any overtime hours accumulated in excess of the maximum must be taken in the form of overtime pay unless authorized by the Administrator due to special circumstances. Compensatory time used or paid will not generate additional overtime payment to the employee and will not count as hours worked or hours paid for overtime calculation purposes.
- (2) Compensatory time must be used in the 12-month period it is earned unless authorized by the Administrator due to special circumstances. Any compensatory time that is not used by November 30 will be paid out to the employee at the rate of pay that was in effect for the last pay period of that year. The Village reserves its right to payout compensatory time at any time.
- (3) The taking of compensatory time off requires prior approval of the supervisor or Department Head. A Department Head may deny a request if the employee's absence will clearly impair the department's ability to meet its responsibilities or requires other employees to work overtime as permitted by law.
- (4) The employee will show the number of hours of compensatory time earned or taken during each payroll period on the employee's time sheet. The Administration Department will maintain records of the running compensatory time balances of each employee.

16.05 Deferred Compensation

All full-time and part-time employees in regular positions will be eligible to participate in any Deferred Compensation Program sponsored by the Village. Participants in such a program may designate a portion of their income to be deposited into a special investment account for use in retirement years. Deferred Compensation Programs offer certain tax and retirement planning advantages to participants.

16.06 Payroll Deductions

The Village will administer payroll deductions that employees authorize to be made to participating financial institutions or those deductions that are required by law.



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, March 9, 2020

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator, Cassandra Suettinger, Village Clerk/Treasurer

AGENDA ITEM: Discussion and action to conduct maintenance to the pay plan for all Village positions according to Section 3.05(2).

PREVIOUS ACTION:

The Personnel Committee reviewed this issue over several meetings in 2019/2020, and at its meeting on March 2, 2020 made a recommendation of approval.

ISSUE SUMMARY:

Last year into January of this year the Personnel Committee with Village Staff has been reviewing an update to the market study that is contained with the 2015 Compensation and Classification Plan. The data suggested as part of the Committee's review several positions were contained within grades in our pay plan that were not aligned with market conditions. In order to address this, the Committee evaluated updating the pay plan to elevate each position one grade. The intent of this action is to recognize compatibility between our pay plan and the current market following study last year which demonstrated the range for several positions had fallen behind what the market study demonstrated. The only exception to this are the Shelves as they are at Grade 0.5 which is meant to be closer to minimum wage. In their case, the Market Rate for this grade was elevated by 6% which is consistent with the other adjustments made throughout the wage grid.

Overall, the movement of one grade higher changed the grid status for 12 positions. There were 7 individuals who were off the grid and on merit that within their higher grade are now back on the grid. This will provide at least two additional grid points for those positions to grow into before they get back to merit. There were 5 individuals who were on the grid and fell below the lowest grid point adjustment. These positions are all new hires that started at the lowest point last year and in time within their higher grade will catch up to the grid in the near future.

There are two areas to consider as part of this action that is included within the Committee's recommendation:

1. **Grade and Wage Adjustment** - Under this scenario, each position would be moved up one grade and each position on the grid will be aligned with their next highest grid



point. Each grade is apart by 6% and this movement moves individuals 6% lower within the overall range (i.e. 87%-113%) but within a higher grade. However, not in all cases does that movement align with the established grid points. An example...an Employee is at the Market Rate (100%) within Grade 15, and moving up one grade would put them at 94% within Grade 16. The next closest grid point is 95% which would provide that employee an additional 1% in base wage compensation under this option. There are many different examples of scenarios like that for those individuals on the grid. Those off the grid on merit would remain unchanged since they do not have corresponding grid points. The total annual cost of this action is estimated at \$22,089 but if you picked a different implementation day like April 1st it would be around \$16,567 or July 1st around \$11,045. The basis and justification for making both of these adjustments is to better align positions within grades that are more comparable to the market as well as adjust base wages to remain consistent with the established grid points.

2. **Grade Adjustment Only** - This option would only implement the adjustment to move positions up one grade within the grid without a corresponding base wage adjustment. Positions would move to the new grade and have an additional 6% to grow into that they didn't have before but their base wage rates, at least this year, would not follow the specific grid points as applicable. There is no cost to do this now or at any point this year since it doesn't also have a base wage adjustment attached to it. The base wage adjustments to align with the grid will be blended within the compensation included in the 2021 Budget which will help to keep the cost down as these increases would be included within the next round of wage adjustments. The basis and justification for making a grade adjustment for all positions is to provide both internal and external equity within our wage grid in order to be more comparable to the market.

If you adjust the grade and base under Option 1, then in 2020 at some point you have to pick up additional base wage adjustments in order to align with the grid beyond what was awarded already in 2020 and what would be approved in 2021. They range anywhere from 0.25% to 2.1% depending on where people fall in their new range after the grade is adjusted. Leaving their base wage where it falls in the new grade without further adjustment under Option 2 can be accounted for more smoothly within the current budget year and further adjust can be picked up within the next budget cycle.

FINANCIAL/BUDGET IMPACT:

Cost implications are outlined within the Issue Summary as part of background on available options.

VILLAGE PLAN REFERENCE:

Village Compensation and Benefits Manual section 3.05(2)

ORDINANCE REFERENCE:

None.



BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

The Personnel Committee unanimously recommended approval to adjust all positions up one range within the wage grid and that:

1. The pay of the positions who fall below the minimum 87% grid point as a result of the change shall be adjusted up to the minimum 87% effective with the next payroll after approval.
2. The pay of those positions who fall below the established grid points as a result of the change, shall be adjusted up to the nearest grid point effective the last pay period of 2020.

ATTACHMENTS:

1. Village of McFarland Total Survey Results-Updated 01.30.2020
2. 2020 Wage Grid - Grade Adjustment

Village of McFarland, Wisconsin
Salary Survey - Summary

Sheet	Position Surveyed	Number of Respondents	Average Midpoint	Minimum Salary			Midpoint Salary		Maximum Salary			Village of McFarland, WI Information								
				Lowest	Highest	Average	Lowest	Highest	Lowest	Highest	Average	Min	Diff	%	Mid	Diff	%	Max	Diff	%
1	Confidential Administrative Assistant	12	44,973.61	34,070.00	45,703.00	38,344.50	39,530.00	53,701.00	44,990.00	61,699.00	51,602.73	38,584.00	239.50	0.62%	44,345.60	(628.01)	-1.42%	50,107.20	(1,495.53)	-2.98%
2	Adult Services Librarian	12	58,439.09	42,425.00	60,299.00	51,298.00	49,874.50	70,855.00	53,300.00	81,411.00	64,812.67	43,347.20	(7,950.80)	-18.34%	49,826.40	(8,612.69)	-17.29%	56,305.60	(8,507.07)	-15.11%
3	Building Inspector	6	65,379.75	51,251.00	61,625.00	57,202.00	59,456.50	69,093.50	67,662.00	76,562.00	73,557.50	54,724.80	(2,477.20)	-4.53%	62,899.20	(2,480.55)	-3.94%	71,073.60	(2,483.90)	-3.49%
4	Clerk III	5	41,801.20	33,706.00	37,876.80	35,153.45	39,626.00	47,340.80	45,405.00	56,804.80	48,448.95	38,584.00	3,430.55	8.89%	44,345.60	2,544.40	5.74%	50,107.20	1,658.25	3.31%
5	DNU - Clerk/Treasurer	6	82,896.15	69,883.79	75,005.00	71,952.60	73,656.85	90,885.50	77,429.90	106,766.00	93,839.70	69,098.00	(2,854.60)	-4.13%	79,414.40	(3,481.75)	-4.38%	89,731.00	(4,108.70)	-4.58%
6	Senior Outreach Director	4	70,800.25	55,000.00	74,402.00	62,145.25	60,000.00	85,030.50	65,000.00	95,659.00	79,455.25	54,724.80	(7,420.45)	-13.56%	62,899.20	(7,901.05)	-12.56%	71,073.60	(8,381.65)	-11.79%
7	DNU - Assistant Highway Director	5	74,588.13	64,214.00	65,323.00	64,553.00	73,239.50	75,755.00	81,156.00	87,101.00	84,623.25	69,097.60	4,544.60	6.58%	79,414.40	4,826.27	6.08%	89,731.20	5,107.95	5.69%
8	Community & Economic Development Director	8	91,196.93	72,069.00	90,429.00	80,484.75	84,761.00	102,721.00	86,773.00	115,013.00	100,744.80	73,236.80	(7,247.95)	-9.90%	84,177.60	(7,019.33)	-8.34%	95,118.40	(5,626.40)	-5.92%
9	Deputy Clerk	12	47,602.17	36,108.80	52,166.40	41,151.16	41,901.60	58,999.20	47,694.40	65,832.00	54,053.18	40,892.80	(258.36)	-0.63%	47,008.00	(594.17)	-1.26%	53,123.20	(929.98)	-1.75%
10	Director of Public Works	11	97,213.28	72,675.00	99,076.00	84,651.78	84,333.50	112,944.00	95,992.00	126,812.00	109,774.78	82,284.80	(2,366.98)	-2.88%	94,588.00	(2,625.28)	-2.78%	106,891.20	(2,883.58)	-2.70%
11	Fire and Rescue Chief	9	95,451.75	72,675.00	90,429.00	84,155.33	84,333.50	106,254.00	95,992.00	122,079.00	106,748.17	82,284.80	(1,870.53)	-2.27%	94,588.00	(863.75)	-0.91%	106,891.20	143.03	0.13%
12	Judicial Assistant/Court Clerk III	9	44,177.72	34,927.00	42,370.00	37,924.47	39,986.00	48,308.00	45,045.00	56,804.80	50,430.97	38,584.00	659.53	1.71%	44,345.60	167.88	0.38%	50,107.20	(323.77)	-0.65%
13	Library Assistant II	6	40,618.20	32,157.00	39,480.00	35,177.80	36,649.50	46,389.00	41,142.00	53,298.00	46,058.60	34,340.80	(837.00)	-2.44%	39,468.00	(1,150.20)	-2.91%	44,595.20	(1,463.40)	-3.28%
14	Library Director	11	76,981.44	59,600.00	73,564.00	66,531.50	67,166.00	84,333.50	74,732.00	96,753.00	87,431.38	69,097.60	2,566.10	3.71%	79,414.40	2,432.96	3.06%	89,731.20	2,299.83	2.56%
15	Mechanic	10	52,682.50	42,994.00	49,223.00	45,988.14	49,889.00	57,875.50	52,894.00	66,528.00	59,117.00	43,347.20	(2,640.94)	-6.09%	49,826.40	(2,856.10)	-5.73%	56,305.60	(2,811.40)	-4.99%
16	Nutrition Site Manager	7	40,265.47	30,839.00	37,876.80	34,222.30	34,676.50	47,340.80	38,514.00	56,804.80	46,308.63	25,667.20	(8,555.10)	-33.33%	29,494.40	(10,771.07)	-36.52%	33,321.60	(12,987.03)	-38.97%
17	Parks Crewperson	10	48,154.38	37,876.80	46,821.00	42,086.35	40,560.00	53,770.00	41,600.00	61,827.00	54,114.76	40,892.80	(1,193.55)	-2.92%	47,008.00	(1,146.38)	-2.44%	53,123.20	(991.56)	-1.87%
18	Police Lieutenant	12	82,355.24	61,172.80	87,901.00	71,904.87	70,000.00	100,193.50	75,000.00	112,486.00	92,805.62	69,097.60	(2,807.27)	-4.06%	79,414.40	(2,940.84)	-3.70%	89,731.20	(3,074.42)	-3.43%
19	Police Sergeant	11	75,132.10	57,554.00	76,378.00	66,839.30	66,789.00	87,069.00	70,699.20	97,760.00	83,287.91	65,187.20	(1,652.10)	-2.53%	74,921.60	(210.50)	-0.28%	84,656.00	1,368.09	1.62%
20	Public Works Crewperson	14	51,595.13	37,876.80	54,182.00	45,131.71	45,130.50	60,924.00	51,017.00	67,666.00	57,858.98	40,892.80	(4,238.91)	-10.37%	47,008.00	(4,587.13)	-9.76%	53,123.20	(4,735.78)	-8.91%
21	DNU - Streets/Utilities Superintendent	11	70,736.61	56,534.00	65,323.00	60,962.56	64,469.50	75,755.00	72,384.00	87,101.00	80,510.67	69,097.60	8,135.04	11.77%	79,414.40	8,677.79	10.93%	89,731.20	9,220.53	10.28%
22	Police Chief	13	95,596.29	71,178.00	102,564.80	85,254.76	85,893.60	99,621.00	96,844.79	131,289.60	108,776.80	82,284.80	(2,969.96)	-3.61%	94,588.00	(1,008.29)	-1.07%	106,891.20	(1,885.60)	-1.76%
23	Village Administrator	9	112,939.01	83,704.00	110,362.00	98,790.67	96,259.50	123,736.50	108,815.00	137,935.00	127,658.29	87,235.20	(11,555.47)	-13.25%	100,266.40	(12,672.61)	-12.64%	113,297.60	(14,360.69)	-12.68%
24	Youth Services Librarian	7	57,070.25	42,425.00	60,299.00	49,273.00	49,874.50	70,709.50	57,212.00	81,120.00	64,867.50	43,347.20	(5,925.80)	-13.67%	49,826.40	(7,243.85)	-14.54%	56,305.60	(8,561.90)	-15.21%
	Averages	9.17											(2,301.98)	-4.80%		(2,506.01)	-4.85%		(2,742.28)	-4.85%
	DNU - did not use survey information																			

Note all 14 comparables were surveyed, the number of respondents refers to how many responded and had a comparable position. For those positions listed as DNU, additional communities were sought due to low compatibility within existing list of comparables.

Represents those positions where the ratio of the Range to Market is greater than 5% variance.

Represents those positions where the ratio of the Range to Market is between 3-5% variance.

Represents those positions where the ratio of the Range to Market is less than 3% variance.

Village of McFarland Wage Grid Effective 1/1/2020

Grade	Job Title	Department	87%	90.0%	92.5%	95.0%	97.5%	Market Rate 100%	Above Avg. 106%	Maximum 113%
0.5	Shelver	Library	\$7.93	\$8.21	\$8.43	\$8.66	\$8.89	\$9.12	\$9.66	\$10.30
1			\$11.87	\$12.28	\$12.62	\$12.96	\$13.30	\$13.64	\$14.46	\$15.42
2	Nutrition Site Coordinator Shelver II Camera Operator	Senior Outreach Library Comm & Tech	\$12.58	\$13.02	\$13.38	\$13.74	\$14.10	\$14.46	\$15.33	\$16.34
3	Nutrition Site Manager Youth Services Assistant Summer Help (Seasonal)	Senior Outreach Library Public Works	\$13.34	\$13.80	\$14.18	\$14.56	\$14.95	\$15.33	\$16.25	\$17.32
4			\$14.14	\$14.63	\$15.03	\$15.44	\$15.84	\$16.25	\$17.23	\$18.36
5	Code Inspector Parks Crewperson (Seasonal)	Community Development Public Works	\$14.99	\$15.50	\$15.93	\$16.36	\$16.79	\$17.23	\$18.26	\$19.46
6	Police Clerk I (FT & PT) Utility Clerk I Clerk I AV Technician Library Assistant I	Police Public Works Administration Comm & Tech Library	\$15.89	\$16.43	\$16.89	\$17.35	\$17.80	\$18.26	\$19.35	\$20.63
7	Production Assistant Technology Services Assistant Community Development Clerk II	Comm & Tech Comm & Tech Community Development	\$16.84	\$17.42	\$17.90	\$18.39	\$18.87	\$19.35	\$20.52	\$21.87
8	Clerk II Library Assistant II	Administration Library	\$17.85	\$18.46	\$18.98	\$19.49	\$20.00	\$20.52	\$21.75	\$23.18
9	Communications Specialist Technology Specialist Tech Services Assistant	Comm & Tech Comm & Tech Library	\$18.92	\$19.57	\$20.12	\$20.66	\$21.20	\$21.75	\$23.05	\$24.57
10	Judicial Assistant/Court Clerk III Clerk III Administration Clerk III Community Development Clerk III Case Manager Confidential Administrative Assistant Clerk III	Municipal Court Public Works Administration Community Development Senior Outreach Fire and Rescue Police	\$20.05	\$20.75	\$21.32	\$21.90	\$22.47	\$23.05	\$24.43	\$26.05
11	Public Works Crewperson Confidential Administrative Assistant Deputy Clerk Parks Crewperson	Public Works Police Administration Public Works	\$21.26	\$21.99	\$22.60	\$23.21	\$23.82	\$24.43	\$25.90	\$27.61

Strikethrough notes a vacant position not presently authorized.

Village of McFarland Wage Grid Effective 1/1/2020

Grade	Job Title	Department	87%	90.0%	92.5%	95.0%	97.5%	Market Rate 100%	Above Avg. 106%	Maximum 113%
12	Mechanic Adult Services Librarian Youth Services Librarian	Public Works Library Library	\$22.53	\$23.31	\$23.96	\$24.61	\$25.25	\$25.90	\$27.45	\$29.27
13	Public Works Lead Maintenance Worker Comm & Tech Manager	Public Works Comm & Tech	\$23.89	\$24.71	\$25.40	\$26.08	\$26.77	\$27.45	\$29.10	\$31.02
14			\$25.32	\$26.19	\$26.92	\$27.65	\$28.37	\$29.10	\$30.85	\$32.88
15	Fire Inspector/Public Education Specialist Assistant Director Parks Superintendent	Fire & Rescue Library Public Works	\$26.84	\$27.76	\$28.53	\$29.31	\$30.08	\$30.85	\$32.70	\$34.86
16	Building Inspector Senior Outreach Director Assistant to the PW Director	Community Development Senior Outreach Public Works	\$28.45	\$29.43	\$30.25	\$31.06	\$31.88	\$32.70	\$34.66	\$36.95
17	Deputy Treasurer/Accountant	Administration	\$30.15	\$31.19	\$32.06	\$32.93	\$33.79	\$34.66	\$36.74	\$39.17
18	Administrative Captain Streets/Utilities Superintendent	Fire & Rescue Public Works	\$31.96	\$33.07	\$33.98	\$34.90	\$35.82	\$36.74	\$38.94	\$41.52
19	Budget Manager/Accountant Sergeant	Administration Police	\$33.88	\$35.05	\$36.02	\$37.00	\$37.97	\$38.94	\$41.28	\$44.01
20	Lieutenant Assistant Director of Public Works Library Director Clerk/Treasurer	Police Public Works Library Administration	\$35.91	\$37.15	\$38.19	\$39.22	\$40.25	\$41.28	\$43.76	\$46.65
21	Community and Economic Devel Director	Community Development	\$38.07	\$39.38	\$40.48	\$41.57	\$42.66	\$43.76	\$46.38	\$49.45
22	Finance Director	Administration	\$40.35	\$41.75	\$42.90	\$44.06	\$45.22	\$46.38	\$49.17	\$52.41
23	Fire/EMS Chief Police Chief Director of Public Works/Utilities	Fire & Rescue Police Public Works	\$42.77	\$44.25	\$45.48	\$46.71	\$47.94	\$49.17	\$52.12	\$55.56
24	Village Administrator	Administration	\$45.34	\$46.90	\$48.21	\$49.51	\$50.81	\$52.12	\$55.24	\$58.89
25			\$48.06	\$49.72	\$51.10	\$52.48	\$53.86	\$55.24	\$58.56	\$62.43



PLAN COMMISSION SUMMARY SHEET

MEETING DATE: Monday, March 9, 2020

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion and action regarding Ordinance 2020-09: an ordinance authorizing the annexation of lands from the Town of Dunn to the Village of McFarland.

PREVIOUS ACTION:

The Plan Commission considered this item at its meeting on February 17, 2020 and recommends its approval.

ISSUE SUMMARY:

Skaalen Retirement Services, Inc. has submitted a petition (#14286) for direct annexation by unanimous approval. The request includes one 13.8 acre parcel lying north of CTH MN on the east side of the Village in the Town of Dunn. The parcel is adjacent to other lands owned by Skaalen Retirement Services, which are already within the Village. The home is vacant and therefore the population in the area to be annexed is zero. The petition has been signed by Kris Krentz, President/CEO of Skaalen Retirement Services and includes a legal description and scale map.

Existing uses of the property include a single family home, accessory agricultural structures and open space. The existing zoning of the property is RR-8 Rural Residential under the Dane County Zoning Code. Skaalen desires to annex this property into the Village in order to eventually obtain urban services and utilities to develop senior housing for the 50 total acres of land they own in this area of the Village. The Village's Comprehensive Plan Future Land Use Map designates the future land uses of these properties as future Neighborhood and Mixed-Use/Flex Commercial.

Skaalen's other adjacent undeveloped lands are currently zoned A-1 Agriculture Transition under the Village Zoning Code. Ordinance 2020-09 recommends temporarily zoning the lands in the annexation petition to the Village's A-1 Agriculture Transition District. The purpose of the Agriculture-Transition District is to "preserve in agricultural and related open space uses those lands generally located in proximity to developed areas within the Village where urban expansion is likely and in keeping with long-term plans for development. It is intended that urban development be deferred in such areas until the appropriate authorities determine that it is economically and financially feasible to provide public services and facilities. It is also intended that the status of all areas in this district be reviewed by the appropriate authorities periodically in order to determine whether, in light of current land development trends, there should be a transfer of all or any part of those areas to some other appropriate use district. Any such review will consider local and regional land use plans. Existing homes are grandfathered as are existing house lots. No new house lots can be created without rezoning."

The Department of Administration has reviewed the annexation petition and provided in opinion finding the



annexation to be in the public interest.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

Comprehensive Plan, Map 6 Future Land Use Map

ORDINANCE REFERENCE:

Sec. 62-68 A-1 Agriculture Transition Statement of Purpose.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended for approval.

ATTACHMENTS:

1. 2020-09 Annexing Lands from the Town of Dunn
2. 14286 Petitioners Submittal
3. 14286_DOA Review Letter_2020.02.25

ORDINANCE NO. 2020-09
AN ORDINANCE ANNEXING LANDS FROM THE
TOWN OF DUNN TO THE VILLAGE OF
McFARLAND

The Village Board of the Village of McFarland do ordain as follows:

WHEREAS, a proper petition having been presented seeking direct annexation, pursuant to Wis. Stats. §66.0217(2), of the property legally described on Exhibit "A," attached hereto, to the Village of McFarland, Wisconsin; and

WHEREAS, the signatories on the petition constitute the qualified electors, and the owners of the real property in assessed value within the territory legally described in Exhibit "A;" and

Cassandra Suettinger
Village of McFarland
P.O. Box 110
McFarland, WI 53558-0110

Tax Parcel No. 028/0610-012-8590-4

WHEREAS, a scale map of the land proposed for annexation is attached hereto as Exhibit "B;" and

WHEREAS, the current population of the annexed property is 0; and

WHEREAS, pursuant to Wis. Stats. §66.0217(14)(a)1. the Village shall pay to the Town of Dunn for the property legal described in Exhibit "A," annually for 5 years, an amount equal to the property taxes that the Town of Dunn would levy on the annexed territory identified in Exhibit "A" and as graphically depicted in Exhibit "B;" and

WHEREAS, the Department of Administration has reviewed the proposed annexation under Wis. Stats. §66.0217(6)(a) and has found that the annexation is in the public interest; and

WHEREAS, upon recommendation of the McFarland Plan Commission, the territory annexed to the Village of McFarland by this ordinance is temporarily zoned A-1 Agriculture-Transition District, pursuant to Wis. Stats. 66.0217(8)(a).

NOW, THEREFORE, the above-described property is hereby annexed from the Town of Dunn and is hereby located in Ward 6 of the Village of McFarland, and in the School District of McFarland, County Supervisory District 34, Assembly District 47 and Senate District 16.

This Ordinance shall take effect upon its passage.

[signature page follows]

Adopted on roll call at a regular meeting of the Village Board of the Village of McFarland held on the 24th day of February, 2020.

APPROVED:

Brad Czebotar, Village President

ATTEST:

Cassandra Suettinger, Clerk

ORDINANCE 2020-09	
MOTION	SECOND
ACTION	DATE
Adopted	
Referred	
Tabled	
Withdrawn	
Defeated	
Published	
INDIVIDUAL VOTING RECORD	
Adrian -	Kryzenske -
Brassington -	Lytle -
Czebotar -	Utter -
Kolk -	
VOTING RESULTS	
Motion Carried:	
Motion Defeated:	

I certify that on the 24th day of February, 2020, the foregoing Ordinance Annexing Lands from the Town of Dunn to the Village of McFarland was adopted by a vote of __ ayes and __ nays by the Village Board of the Village of McFarland, Dane County, Wisconsin.

Cassandra Suettinger, Village Clerk-Treasurer

Request for Annexation Review

Wisconsin Department of Administration

WI Dept. of Administration
Municipal Boundary Review
PO Box 1645, Madison WI 53701
608-264-6102 Fax: 608-264-6104
wimunicipalboundaryreview@wi.gov
<http://doa.wi.gov/municipalboundaryreview>

Petitioner Information

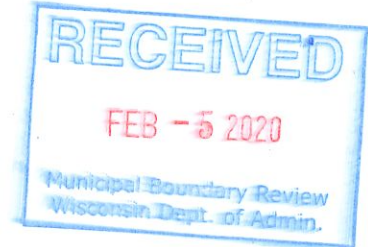
Name: **SKAALEN RETIREMENT SERVICES, INC.**

Address: **400 N MORRIS STREET**

STOUGHTON, WI 53589

Email: **kkrentz@skaalen.com**

Office use only:



1. Town where property is located: **Dunn**
2. Petitioned City or Village: **McFarland**
3. County where property is located: **Dane**
4. Population of the territory to be annexed: **0**
5. Area (in acres) of the territory to be annexed: **13.8 acres**
6. Tax parcel number(s) of territory to be annexed
(if the territory is part or all of an existing parcel): **061001285904**

Petitioners phone:

608-316-7964

Town clerk's phone:

608-838-1081 EXT. 208

City/Village clerk's phone:

608-838-2316

Contact Information if different than petitioner:

Representative's Name and Address:

Kris Krentz

400 North Morris St.

Stoughton, WI 53589

Phone: **608-316-7964**

E-mail: **kkrentz@skaalen.com**

Surveyor or Engineering Firm's Name & Address:

SNYDER & ASSOCIATES, INC.

5010 Voges Road

Madison, WI 53718

Phone: **608-838-0444**

E-mail: **mcalkins@snyder-associates.com**

Required Items to be provided with submission (to be completed by petitioner):

1. ☒ Legal Description meeting the requirements of s.66.0217 (1) (c) [see attached annexation guide]
2. ☒ Map meeting the requirements of s. 66.0217 (1) (g) [see attached annexation guide]
3. ☒ Signed Petition or Notice of Intent to Circulate is included
4. Indicate Statutory annexation method used:
 - ☒ Unanimous per s. 66.0217 (2), or,
 - OR
 - ☐ Direct by one-half approval per s. 66.0217 (3)
5. ☒ Check or money order covering review fee [see next page for fee calculation]

Annexation Review Fee Schedule

A Guide for Calculating the Fee Required by ss.16.53 (4) and 66.0217, Wis. Stats.

Required Fees

There is an initial filing fee and a variable review fee

\$350 Initial Filing Fee (required with the first submittal of all petitions)

\$200 – 2 acres or less

\$350 – 2.01 acres or more

\$800 Review Fee (required with all annexation submittals except those that consist ONLY of road right-of-way)

\$200 – 2 acres or less

\$600 – 2.01 to 10 acres

\$800 – 10.01 to 50 acres

\$1,000 – 50.01 to 100 acres

\$1,400 – 100.01 to 200 acres

\$2,000 – 200.01 to 500 acres

\$4,000 – Over 500 acres

\$1150 TOTAL FEE DUE (Add the Filing Fee to the Review Fee)

Attach check or money order here, payable to: **Department of Administration**

THE DEPARTMENT WILL NOT PROCESS
AN ANNEXATION PETITION THAT IS NOT ACCOMPANIED
BY THE REQUIRED FEE.

THE DEPARTMENT'S 20-DAY STATUTORY REVIEW PERIOD
COMMENCES UPON RECEIPT OF THE PETITION AND REVIEW FEE

Shaded Area for Office Use Only

Date fee received: 2-5-20

Payee: SKAALEN VILLAGE

Check Number: 003742

Check Date: 1-30-20

Amount: \$1150

ANNEXATION SUBMITTAL GUIDE

s. 66.0217 (5) THE PETITION

- ☒ State the purpose of the petition:
 - Direct annexation by unanimous approval; OR
 - Direct annexation by one-half approval; OR
 - Annexation by referendum.
- ☒ Petition must be signed by:
 - All owners and electors, if by unanimous approval.
 - See 66.0217 (3) (a), if by one-half approval.
 - See 66.0217 (3) (b), if by referendum.
- ☒ State the population of the land to be annexed.

[It is beneficial to include Parcel ID or Tax numbers, the parcel area, and identify the annexee (Town) and annexor (Village or City) in the petition.]

s. 66.0217 (1) (c) THE DESCRIPTION

☒ The annexation petition must include a legal description of the land to be annexed. The land must be described by reference to the government lot, private claim, quarter-section, section, town and range in which the land lies. The land must be further described by metes and bounds commencing from a monumented corner of the section or quarter-section, or the monumented end of a private claim or federal reservation, in which the land lies; OR

☐ If the land is wholly and entirely within a lot or lots, or all of a block or blocks of a recorded subdivision plat or certified survey map, it must be described by reference to the lot (s) and/or block (s) therein, along with the name of the plat or the number, volume, page, and County of the certified survey map.

☐ The land may NOT be described only by:

- Aliquot part;
- Reference to any other document (plat of survey, deed, etc.);
- Exception or Inclusion;
- Parcel ID or tax number.

s. 66.0217 (1) (g) THE MAP

☒ The map shall be an **accurate reflection** of the legal description of the parcel being annexed. As such, it must show:

- A tie line from the parcel to the monumented corner of the section or quarter-section, or the monumented end of a private claim or federal reservation, in which the parcel lies. The corner and monument must be identified.
- Bearings and distances along all parcel boundaries as described.
- All adjoining as referenced in the description.

☒ The map must include a **graphic scale**.

☒ The map must show and identify the existing municipal boundary, in relation to the parcel being annexed.

[It is beneficial to include a North arrow, and identify adjacent streets and parcels on the map.]

s. 66.0217 FILING

☒ The petition must be filed with the Clerk of the annexing City or Village and with the Clerk of the Town in which the land is located.

☐ If the annexation is by one-half approval, or by referendum, the petitioner must post notice of the proposed annexation as required by s. 66.0217 (4).

☒ If the lands being annexed are within a County of 50,000 or greater population, the petition must also be filed with the Department of Administration for review

[Note that no municipality within a County of 50,000 or greater population may enact an annexation ordinance prior to receiving a review determination from the Department of Administration.]

**UNANIMOUS PETITION FOR DIRECT ANNEXATION
UNDER 66.0217(2), WIS. STATS.**

To the Village Board of the Village of McFarland, Dane County, Wisconsin:

1. The undersigned hereby petition for direct annexation of the territory legally described on Exhibit A attached hereto to the Village of McFarland, Dane County, Wisconsin, whereby said territory would be detached from the Town of Dunn, Dane County, Wisconsin, pursuant to 66.0217(2), Wis. Stats.
2. Attached hereto as Exhibit B is a scale map that accurately reflects the legal description of the property to be annexed and the boundary of the annexing Village and includes a graphic scale on the face of the map.
3. The current population of the territory proposed to be annexed is zero.
4. This petition has been signed by the owners of all of the land within the territory proposed to be annexed. There are no electors residing within the territory proposed to be annexed.

Owner of All Lands within the Territory Proposed to be
Annexed:

Name of Owner: Skaalen Retirement Services

Address of Owner: 400 North Morris Street

Stoughton, WI 53589

Date of Signing: January 31, 2020

Signature:

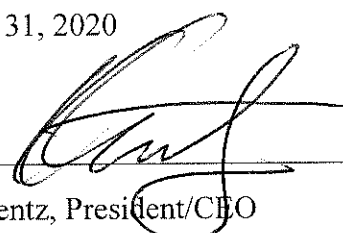
By: 
Kris Krentz, President/CEO

EXHIBIT A

LANDS TO BE ANNEXED TO THE VILLAGE OF MCFARLAND

Lot 1 of Certified Survey Map No. 4274 of Dane County Records recorded in Volume 18, Pages 141-143 as Document Number 1817392, located in part of the Northwest 1/4 of the Northwest 1/4 and part of the Southwest 1/4 of the Northwest 1/4 of Section 1, Township 6 North, Range 10 East, Town of Dunn, Dane County, Wisconsin, more fully describes as follows:

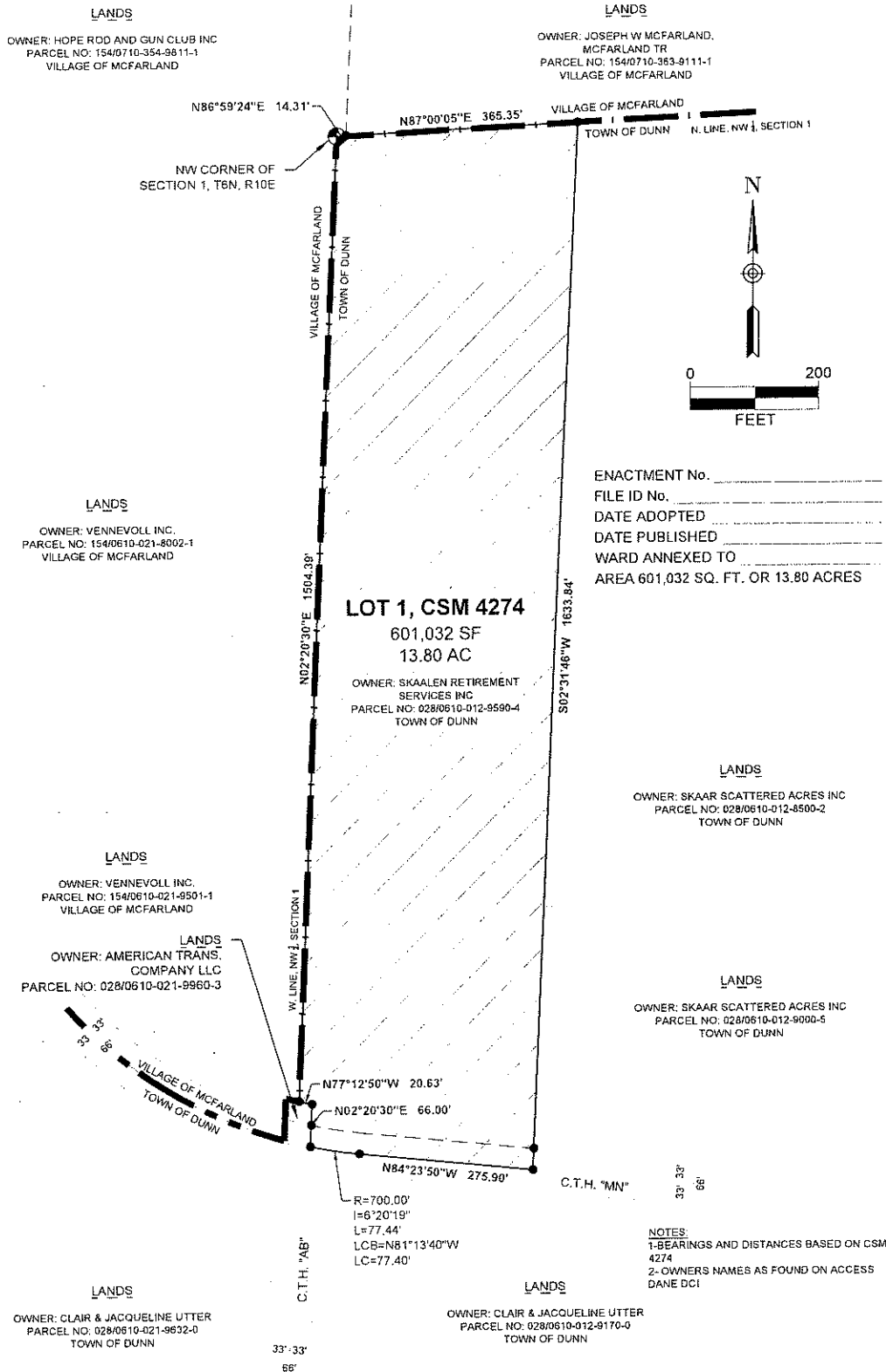
Beginning at the Southwest corner of Section 36, Township 7 North, Range 10 East;
Thence N87°00'05"E, 365.35 feet along the North line of the Northwest 1/4 of said Section 1;
Thence S02°31'46"W, 1633.84 feet;
Thence N84°23'50"W, 275.90 feet along the centerline of County Trunk Highway "MN";
Thence continuing along said centerline, being a curve to the right having a radius of 700.00 feet, and a chord bearing N81°13'40"W, 77.40 feet;
Thence N02°20'30"E, 66.00 feet;
Thence N77°12'50"W, 20.63 feet;
Thence N02°20'30"E, 1504.39 feet along the West line of the Northwest 1/4 of said Section 1 to the Northwest corner thereof;
Thence N86°59'24"E, 14.31 feet along the North line of the Northwest 1/4 of said Section 1 to the Point of beginning of this description.

This parcel contains 13.80 acres

Date: December 20th, 2019

ANNEXATION EXHIBIT MAP

LOT 1 OF CERTIFIED SURVEY MAP NO. 4274 OF DANE COUNTY RECORDS RECORDED IN VOLUME 18, PAGES 141-143 AS DOCUMENT NUMBER 1817392, LOCATED IN PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 AND PART OF THE SOUTHWEST 1/4 THE NORTHWEST 1/4 OF SECTION 1, TOWNSHIP 6 NORTH, RANGE 10 EAST, TOWN OF DUNN, DANE COUNTY, WISCONSIN



S **SNYDER**
& ASSOCIATES

PREPARED FOR:
Skaalen Retirement
Services, Inc.
400 North Morris St.
Stoughton, WI 53589

PREPARED BY:
Snyder & Associates, Inc.
5010 Voges Road
Madison, WI 53718
(608) 838-0444
www.snyder-associates.com

FN: 119,1175 30
DATE: 12-19-19
REVISIONS:
REV1 12-24-19
REV2
REV3

SHEET 1 OF 1



TONY EVERS

GOVERNOR

JOEL BRENNAN

SECRETARY

Municipal Boundary Review

PO Box 1645, Madison WI 53701

Voice (608) 264-6102 Fax (608) 264-6104

Email: wimunicipalboundaryreview@wi.gov

Web: <http://doa.wi.gov/municipalboundaryreview>

February 25, 2020

PETITION FILE NO. 14286

CASSANDRA SUETTINGER, CLERK
VILLAGE OF MCFARLAND
5915 MILWAUKEE ST
MC FARLAND, WI 53558-8962

CATHY HASSLINGER, CLERK
TOWN OF DUNN
4156 COUNTY RD B
MC FARLAND, WI 53558-9754

Subject: SKAALEN RETIREMENT SERVICES INC ANNEXATION

The proposed annexation submitted to our office on February 05, 2020, has been reviewed and found to be in the public interest. In determining whether an annexation is in the public interest, s. 66.0217 (6), Wis. Stats. requires the Department to examine "[t]he shape of the proposed annexation and the homogeneity of the territory with the annexing village or city...." so as, to ensure the resulting boundaries are rational and compact. The statute also requires the Department to consider whether the annexing city or village can provide needed municipal services to the territory. The subject petition is for territory that is reasonably shaped and contiguous to the **VILLAGE OF MCFARLAND**, which is able to provide needed municipal services.

The Department reminds clerks of annexing municipalities of the requirements of s. 66.0217 (9)(a), Wis. Stats., which states:

"The clerk of a city or village which has annexed shall file immediately with the secretary of administration a certified copy of the ordinance, certificate and plat, and shall send one copy to each company that provides any utility service in the area that is annexed. The clerk shall record the ordinance with the register of deeds and file a signed copy of the ordinance with the clerk of any affected school district..."

State and federal aids based on population and equalized value may be significantly affected through failure to file with the Department of Administration. Please file a copy of your annexing ordinance, including a statement certifying the population of the annexed territory. **Please include your MBR number 14286 with your ordinance.** Ordinance filing checklist available at <http://mds.wi.gov/>, click on "Help on How to Submit Municipal Records". Email scanned copy of required materials (color scan maps with color) to mds@wi.gov or mail to: Wisconsin Department of Administration, Municipal Boundary Review, PO Box 1645, Madison WI 53701-1645.

The petition file is available for viewing at: <http://mds.wi.gov/View/Petition?ID=2360>
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, March 9, 2020

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and action regarding Simultaneous Exchange Agreement of land between the Village of McFarland and School District of McFarland.

PREVIOUS ACTION:

The Village Board approved a proposal for a land swap at its meeting on November 25, 2019.

ISSUE SUMMARY:

Included within your packet is an agreement to conduct a Simultaneous Exchange of land between the Village and School District. This agreement was conceived as a result of the Village Boards acceptance of a proposal to do so from 2019. The WB 35 form is a standard form used for these types of real estate transactions. Most of this is pretty standard language and items specific to our agreement are accounted for within the addendum. The addendum is summarized as follows:

1. Properties - This defines the property to be swapped which is based on the CSMs that have been approved by the Village Board previously.
2. Provision of Documents - This item provides for both parties to share documents between them based on how they are available.
3. Contingencies - This is standard language to address what's needed upon review of documents provided in item 2.
4. Property Condition - Neither party will provide the statutory property condition form that is typically provided in private transactions.
5. Special Assessments - The Village will inherit the costs of improving County Highway MN and School District will take on Siggelkow, which is what we agreed to in the proposal.
6. Stormwater Management - Each party can use and/or create easements for the purpose of stormwater on each others property. This could be valuable for all involved to deal with stormwater between the properties in a shared manner versus doing so on our own.
7. Planning - A park master plan will be created that addresses and plans for appropriate transitions between our property as well as calls out certain shared amenities that would be beneficial for all involved. This was conceived in the proposal and a good idea to maximize the potential on both properties.



8. Lease/Development - If in the case the school property develops first adjacent to the community park, the District wants the ability to pay for improvements identified in the plan subject to our approval.
9. Right of First Refusal - If its decided to sell property in the future and an offer is received by one party, the other party has a chance to match that offer in order to buy their property back.

Approval of this agreement is the final formality to complete the land swap. A closing will be scheduled and deeds officially conveyed to transfer ownership.

FINANCIAL/BUDGET IMPACT:

This is the acquisition of property via the exchange without the need for compensation. Each entity has incurred the cost to purchase the properties in question and neither entity is paying the other for the land received.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Presented for approval.

ATTACHMENTS:

1. District-Village Land Swap Memorandum 11082019 mgs
2. Simultaneous Exchange Agr--School District-Village (rev 3-5-20)



www.mcfarland.wi.us | 5915 Milwaukee St, McFarland, WI
53558 | 608.838.3153



www.mcfarland.k12.wi.us | 5101 Farwell St,
McFarland, WI 53558 | 608.838.4500

Memorandum

To: School Board for School District of McFarland
Village Board for Village of McFarland

From: Andrew Briddell, School Superintendent
Matthew G. Schuenke, Village Administrator

Date: November 8, 2019

Re: **Proposal Regarding School District/Village Land Swap**

Executive Summary

The School District and Village have been discussing a potential land swap to help advance future facility projects for their respective organizations. This discussion initially was held at the Staff level but evolved into the Small Group Meetings and our respective Boards to further evaluate and receive feedback on this work. The first Small Group Meeting on this issue was held on August 12th which comprised members of the School Board and Village Board to discuss the concept. Both the School Board and Village Board have held their respective meetings on the topic in the late Summer and early Fall as well. The discussions have been very positive and direction provided to continue to have Staff evaluate and bring forward a proposal to complete the swap. This memorandum summarizes that proposal as a means to continue the discussion regarding the potential land swap and the issues surrounding it.

Background

The Village continues to examine possible development sites for a Public Safety Facility that houses police, fire, ems, and municipal court. This type of facility as a standalone facility would free up the space necessary to develop a Community Center in the heart of the Village as has long been desired. The Village has identified about 5 acres owned by the School District that is adjacent to developed baseball fields that would be suitable for this project. The current approved site plan for this area is for it to be used by the School District as green space. The Village acquired property on the far east side in June of 2019 and it was discussed whether the School District would be interested in swapping land that they presently have for a portion of land just acquired by the Village. In doing so, the District could position themselves on a larger piece of property for future facility development within their growth pattern.

Proposed Swap

A summary of the proposed swap is provided as follows:

- Village Property – The Village would receive the frontage on County Highway MN at what is referred to as the “Lecy Site” (Exhibit A). The property in question is approximately 5.15 acres in size and presently zoned for R1. The Village would inherit future road improvements to County Highway MN that the School District has already agreed to pay a portion of by separate existing agreement. The adjoining land use to the south is already developed as baseball fields and would not present any conflicts with this facility. Some very conceptual planning work has been completed thus far to demonstrate the location of the Public Safety Facility on this property (Exhibit B) to confirm its viability.
- School Property (Exhibit C) – The School District would receive the frontage on Siggelkow Road at what is referred to as the “Park Site”. The property in question is approximately 9.04 acres in size and will be zoned to RH-1 upon annexation from the Town. Most of the surrounding area is undeveloped with a handful of single family homes but mostly agricultural/rural land uses. The School District would inherit future road improvements to Siggelkow Road to be determined in the future. The Village will conduct a master planning effort to study the future public development of the Park Site as a Community Park. This planning effort will take in account the School District’s ownership of the property to the north and incorporate its use through appropriate transitions between the properties. These transitions would include but not limited to shared playground, green space, athletic fields, and stormwater improvements. Some very conceptual planning work has been completed thus far to demonstrate the location of the school site on this property (Exhibit D) to confirm its viability.

Both entities would agree to a right of first refusal with the other if they were ever to sell the property they receive helping to protect the civic intent of their future land use. It cannot be overstated that the focus of this proposal is to provide a rational and justifiable basis for swapping the land indicated. It is in no way defining or otherwise deciding the facility improvements that are conceptually presented within. These facility concepts are included for perspective as part of the consideration to swap the land to again demonstrate how each site can be used for the purposes intended.

Benefits

Partnering on a land swap between our two entities has several advantages for the Communities they represent. The following is a short summary of the positives behind such a swap:

- Neither entity has to buy land for our future capital facility needs. The swap saves both organizations and their constituents millions of dollars in debt service costs in order to acquire property.
- Both locations are strategically located in geographic areas of need to best serve the public. Without the swap, we may be forced to place these facilities in areas that are not as efficient or responsive for the services to be provided.
- The remaining undeveloped property currently at the Lecy Site is not as conducive for school development if that were desired there in the future. The swap increases the acreage to a level necessary to house the type of school needed in future at no cost.
- Alleviates the School District from having to fund improvements on County Highway MN.

Recommendations

Both the School Superintendent and Village Administrator have worked at length on this topic as a priority for the future of our organizations. It also demonstrates an ability to work together to solve issues of mutual interest. We jointly recommend our respective Board's accepting this proposal as a means to approve the land swap between the School District and Village. Acceptance of the proposal will then facilitate next steps to prepare Certified Survey Maps to subdivide the properties and finally deeds to convey ownership. All of which would be completed within the first quarter of 2020. In order to do this though, the key first steps is acceptance of this proposal to approve the land swap.

Exhibits

Exhibit A – Map of Property to be Received by Village.

Exhibit B – Conceptual Site Plan for Public Safety Building.

Exhibit C – Map of Property to be Received by School.

Exhibit D – Conceptual Site Plan for a TBD School.

WB-35 SIMULTANEOUS EXCHANGE AGREEMENT

~~LICENSEE DRAFTING THIS AGREEMENT ON _____ [DATE] IS THE AGENT OF (FIRST PARTY)~~
~~(SECOND PARTY) (BOTH PARTIES) [STRIKE THOSE NOT APPLICABLE]~~

CAUTION: NOT TO BE USED FOR "STARKER" EXCHANGES.

GENERAL PROVISIONS First Party and Second Party agree to exchange Property One for Property Two. As used in this Agreement:

First Party is (if entity, include type and state of organization) Village of McFarland, Wisconsin. First Party is also referred to as the "Village" herein.

Second Party is (if entity, include type and state of organization) School District of McFarland. Second Party is also referred to as the "District" herein.

Property One is the parcel of vacant land designated as Lot 1 on the proposed certified survey map attached hereto as Exhibit 1.

Property Two is the parcel of vacant land designated as Lot 2 on the proposed certified survey map attached hereto as Exhibit 2.

As to Property One, First Party is Grantor and Second Party is Grantee. As to Property Two, Second Party is Grantor and First Party is Grantee. Unless otherwise indicated, the words "Property," "Grantor," and "Grantee" shall apply separately to both aspects of the transaction (See lines 466-472).

■ **ADDITIONAL CONSIDERATION:** At closing ☐ First Party ☐ Second Party shall pay the Other Party cash in the amount of \$ none

■ **OTHER CONSIDERATION:** At closing ☐ First Party ☐ Second Party shall: none

NOTE: If assuming mortgage(s), consider terms and balance of mortgage, lender approval, etc.

■ **FIXTURES AND OTHER PROPERTY:** Included with the real property exchanged under this Agreement are all Fixtures (see lines 456-464) as may be on the Property on the date of this Agreement, unless excluded at lines 33-39, and the following additional items:

Property One: none

Property Two: none

~~All personal property will be transferred by Bill of Sale, free and clear of all liens and encumbrances, subject to tenants' rights.~~

■ **ITEMS NOT INCLUDED IN THIS AGREEMENT:**

CAUTION: Address rented fixtures or trade fixtures owned by tenants, if applicable.

Property One: n/a

Property Two: n/a

NOTE: Attach a schedule to identify additional included or excluded personal or other property, as needed.

TIME IS OF THE ESSENCE "Time is of the Essence" as to: (1) earnest money payment(s); (2) binding acceptance; (3) occupancy; (4) date of closing; (5) contingency Deadlines ~~[STRIKE AS APPLICABLE]~~ and all other dates and Deadlines in this Agreement except: Time is not of the essence as to date of closing. If "Time is of the Essence"

applies to a date or Deadline, failure to perform by the exact date or Deadline is a breach of contract. If "Time is of the Essence" does not apply to a date or Deadline, then performance within a reasonable time of the date or Deadline is allowed before a breach occurs.

ACCEPTANCE Acceptance occurs when all Grantors and Grantees have signed one copy of the Agreement, or separate but identical copies of the Agreement.

CAUTION: Deadlines in the Agreement are commonly calculated from acceptance. Consider whether short term deadlines running from acceptance provide adequate time for both binding acceptance and performance.

BINDING ACCEPTANCE This Agreement will only be binding if a copy of the Agreement, which has been signed by or on behalf of each Party, has been delivered to both Parties on or before March 16, 2020.

NOTE: Each Party, or an authorized agent, must sign for this Agreement to be valid.

LEASED PROPERTY If Property is currently leased and leases extend beyond closing, Grantor shall assign Grantor's rights under the lease(s) and credit all security deposits and prepaid rents thereunder to Grantee at closing. The terms of the (written) (oral) ~~[STRIKE ONE]~~ lease(s), if any, are n/a

RENTAL WEATHERIZATION For each Property containing dwelling units, identify whether the transfer of the Property is or is not exempt from Wisconsin Rental Weatherization Standards (Wis. Admin. Code, Ch. SPS-367). For each Property which is not exempt, identify which Party will be responsible for compliance, including costs of compliance:

Property One: (is)(is not) ~~[STRIKE ONE]~~ exempt. Property Two: (is)(is not) ~~[STRIKE ONE]~~ exempt. Party responsible for cost of Compliance: Property One: (First Party) (Second Party) ~~[STRIKE ONE]~~ Property Two: (First Party) (Second Party) ~~[STRIKE ONE]~~

If Grantor is responsible for compliance, Grantor shall provide a Certificate of Compliance at closing.

PROPERTY CONDITION PROVISIONS

~~■ PROPERTY CONDITION REPRESENTATIONS: Grantor represents to Grantee that as of the date of Grantor's signing of this Agreement Grantor has no notice or knowledge of Conditions Affecting the Property or Transaction (lines 240-259 and 361-429) other than those identified in Grantor's disclosure report (Property One report dated _____, Property Two report dated _____) which was received by Grantee prior to Grantee signing this Agreement.~~ **COMPLETE DATES**

~~OR STRIKE AS APPLICABLE~~, and the following:

Property One: _____

Property Two: _____

INSERT CONDITIONS NOT ALREADY INCLUDED IN THE DISCLOSURE OR CONDITION REPORT(S)

~~CAUTION: If Property include 1-4 dwelling units, a real estate Condition Report containing the disclosures provided in Wis. Stat. § 709.03 may be required. If Property is real estate without any buildings, a Vacant Land Disclosure Report containing the disclosures provided in Wis. Stat. § 709.033 may be required. Buyer may have rescission rights per Wis. Stat. § 709.05. A commercial or business disclosure report for commercial/business real estate may be used as well as business disclosure report(s) regarding Assets other than real estate. More than one report may be used.~~

DELIVERY OF DOCUMENTS AND WRITTEN NOTICES Unless otherwise stated in this Agreement, delivery of documents and written notices to a Party shall be effective only when accomplished by one of the methods specified at lines 81-99.

(1) **Personal Delivery:** giving the document or written notice personally to the Party, or the Party's recipient for delivery if named at line 83 or 84.

First Party's recipient for delivery (optional): Matthew Schuenke, Village Administrator

Second Party's recipient for delivery (optional): Andrew Briddell, School Superintendent

☐ (2) **Fax:** fax transmission of the document or written notice to the following telephone number:

First Party: (_____) Second Party: (_____) _____

☐ (3) **Commercial Delivery:** depositing the document or written notice fees prepaid or charged to an account with a commercial delivery service, addressed either to the Party, or to the Party's recipient for delivery if named at line 83 or 84, for delivery to the Party's delivery address at line 92 or 93.

☐ (4) **U.S. Mail:** depositing the document or written notice postage prepaid in the U.S. Mail, addressed either to the Party, or to the Party's recipient for delivery if named at line 83 or 84, for delivery to the Party's delivery address at line 92 or 93.

Delivery address for First Party: 5915 Milwaukee St., McFarland, WI 53558

Delivery address for Second Party: 5101 Farwell St., McFarland, WI 53558

☒ (5) **E-Mail:** electronically transmitting the document or written notice to the Party's e-mail address, if given below at line 98 or 99. If this is a consumer transaction where the property being purchased or the proceeds are used primarily for personal, family or household purposes, each consumer providing an e-mail address below has first consented electronically to the use of electronic documents, e-mail delivery and electronic signatures in the transaction, as required by federal law.

E-Mail address for First Party: Matt.Schuenke@mcfarland.wi.us

E-Mail address for Second Party: briddea@mcfdsd.org

DELIVERY/ACTUAL RECEIPT Delivery to, or Actual Receipt by, any named First Party or Second Party constitutes delivery to, or Actual Receipt by, all First Parties or Second Parties.

CLOSING This transaction is to be closed at McFarland Village Hall

_____ no later than March 31, 2020

☐ **ESCROW CLOSING:** The escrow agent shall be _____. Escrow fees shall be the responsibility of: (First Party) (Second Party) (Shared equally) ~~STRIKE TWO~~. Each Party shall deposit with the escrow agent all funds and documents necessary to complete the exchange according to the terms of this Agreement. The escrow agent shall disburse the closing funds and record/file the documents promptly upon verification that, per the most current records available for review, the condition of title has not changed from the condition of title shown in the title commitment provided per lines 158-162, other than liens to be paid out of closing proceeds and other changes agreed to by the Parties.

CLOSING PRORATIONS The following items, if applicable, shall be prorated at closing, based upon date of closing values: real estate taxes, rents, prepaid insurance (if transferred), private and municipal charges, property owners association assessments, fuel, other prepaid amounts for items being transferred to Grantee, and _____.

STRIKE AND COMPLETE AS APPLICABLE

~~CAUTION: Provide basis for utility charges, fuel or other prorations if date of closing value will not be used.~~

Any income, taxes or expenses shall accrue to Grantor, and be prorated at closing, through the day prior to closing.

Real estate taxes shall be prorated at closing based on **CHECK BOX FOR APPLICABLE PRORATION FORMULA:**

☐ The net general real estate taxes for the preceding year, or the current year if available (Net general real estate taxes are defined as general property taxes after state tax credits and lottery credits are deducted) (Note: this choice applies if no box is checked)

☐ Current assessment times current mill rate (current means as of the date of closing)

☐ Fair Market Value price, multiplied by the municipality area wide percent of fair market value used by the assessor in the prior year, or current year if known, multiplied by current mill rate (current means as of the date of closing)

☐ Other: _____

CAUTION: If Property has not been fully assessed for tax purposes (for example, recent land division or completed/pending reassessment) or if proration on the basis of net general real estate taxes is not acceptable (for example, changing mill rate), insert estimated annual tax or other basis for proration. Grantee is informed that the actual real estate taxes for the year of closing and subsequent years may be substantially different than the amount used for proration especially in transactions

Property Address: _____

~~involving new construction, extensive rehabilitation, remodeling or area-wide re-assessment. Grantee is encouraged to contact the local assessor regarding possible tax changes.~~

☐ The Parties agree to re-prorate the real estate taxes, through the day prior to closing based upon the taxes on the actual tax bill for the year of closing, with Grantee and Grantor each owing his or her pro-rata share. Grantee shall, within 5 days of receipt, forward a copy of the bill to the forwarding address. Grantor agrees to provide at closing. The Parties shall re-prorate within 30 days of Grantee's receipt of the actual tax bill. Grantee and Grantor agree this is a post-closing obligation and is the responsibility of the Parties to complete, not the responsibility of the real estate brokers in this transaction.

TITLE EVIDENCE

■ **FORM OF TITLE EVIDENCE:** Grantor shall give evidence of title in the form of an owner's policy of title insurance on a current ALTA form issued by an insurer licensed to write title insurance in Wisconsin. Grantor shall pay all costs of providing title evidence to Grantee. Grantee shall pay all costs of providing title evidence required by Grantee's lender. The policies shall be in the amount of the Property's Fair Market Value as defined at lines 179-192.

■ **CONVEYANCE OF TITLE:** In exchange for the other Party's Property, Grantor shall convey the Property by warranty deed (trustee's deed if Grantor is a trust, personal representative's deed if Grantor is an estate or other conveyance as provided herein) free and clear of all liens and encumbrances, except: municipal and zoning ordinances and agreements entered under them, recorded easements for the distribution of utility and municipal services, recorded building and use restrictions and covenants, tenant's rights, general taxes levied in the year of closing and such liens and encumbrances as are acceptable to Grantee

(provided none of the foregoing prohibit present use of the Property), which constitutes merchantable title for purposes of this transaction. Grantor further agrees to complete and execute the documents necessary to record the conveyance at Grantor's cost and pay the Wisconsin Real Estate Transfer Fee.

WARNING: If Grantee contemplates improving or developing Property, or a change in use, Grantee may need to address municipal and zoning ordinances, recorded building and use restrictions, covenants and easements which may prohibit some improvements or uses. The need for building permits, zoning variances, environmental audits, etc. may need to be investigated to determine feasibility of improvements, development or use changes for Property. Contingencies for investigation of these issues may be added to this Agreement. See lines 261-288 and 563-584.

■ **GAP ENDORSEMENT:** Grantor shall provide a "gap" endorsement or equivalent gap coverage at (Grantor's) (Grantee's) ~~STRIKE ONE~~ ("Grantor's" if neither is stricken) cost to provide coverage for any liens or encumbrances first filed or recorded after the effective date of the title insurance commitment and before the deed is recorded, subject to the title insurance policy exclusions and exceptions, provided the title company will issue the endorsement. If a gap endorsement or equivalent gap coverage is not available, Grantee may give written notice that title is not acceptable for closing (see lines 163-170).

■ **PROVISION OF MERCHANTABLE TITLE:** For purposes of closing, title evidence shall be acceptable if the required title insurance commitment is delivered to Grantee's attorney or to Grantee not more than 15 days after acceptance ("15" if left blank), showing title to the Property as of a date no more than 15 days before delivery ("15" if left blank) of such title evidence to be merchantable per line 140-147, subject only to liens which will be paid out of the proceeds of closing and standard title insurance requirements and exceptions, as appropriate.

■ **TITLE NOT ACCEPTABLE FOR CLOSING:** If title is not acceptable for closing, Grantee shall notify Grantor in writing of objections to title within 15 days ("15" if left blank) after delivery of the title commitment to Grantee or Grantee's attorney. In such event, Grantor shall have a reasonable time, but not exceeding 5 days ("5" if left blank) from Grantee's delivery of the notice stating title objections, to deliver notice to Grantee stating Grantor's election to remove the objections by the time set for closing. In the event that Grantor is unable to remove said objections, Grantee may deliver to Grantor written notice waiving the objections, and the time for closing shall be extended accordingly. If Grantee does not waive the objections, Grantee shall deliver written notice of termination and this Agreement shall be null and void. Providing title evidence acceptable for closing does not extinguish Grantor's obligations to give merchantable title to Grantee.

■ **SPECIAL ASSESSMENTS/OTHER EXPENSES** Special assessments, if any, levied or for work actually commenced prior to date of this Agreement shall be paid by Grantor no later than closing. All other special assessments shall be paid by Grantee.

CAUTION: Consider a special agreement if area assessments, property owners association assessments, special charges for current services under Wis. Stat. § 66.0627 or other expenses are contemplated. "Other expenses" are one-time charges or ongoing use fees for public improvements (other than those resulting in special assessments) relating to curb, gutter, street, sidewalk, municipal water, sanitary and storm water and storm sewer (including all sewer mains and hook-up/connection and interceptor charges), parks, street lighting and street trees, and impact fees for other public facilities, as defined in Wis. Stat. § 66.0617(1)(f).

■ **FAIR MARKET VALUE** NOTE: Fair Market Value must be determined prior to completion of the transfer fee return per Wis. Stat. § 77.22. Fair Market Value information may also be needed to determine if the transaction qualifies for a particular tax treatment and with regard to appraised values, financing, insurance and title insurance. Fair Market Value is defined in Wis. Stat. § 77.21 as: "The estimated price the property would bring in an open market and under the then prevailing market conditions in a sale between a willing seller and a willing buyer, both conversant with the property and at prevailing general price levels." If Fair Market Value is available on the date of this agreement, state the Fair Market Value of the Properties:

Property One: \$ 50,000 Property Two: \$ 50,000

If Fair Market Values are not stated in this Agreement, the Parties shall agree on the Fair Market Values of the Properties, in writing, no later than _____ days before closing ("10" if left blank). If the Parties cannot agree on Fair Market Values by the deadline either Party may, within 5 days following the deadline, deliver written notice to terminate this Agreement and any earnest money shall be returned to Grantee. If no notice is delivered by either party within such 5 day period, the Parties agree to proceed to closing and separately establish Fair Market Value.

CAUTION: Failure of the parties to agree on Fair Market Values prior to closing may have tax implications. The Parties should consult accountants, legal counsel or other appropriate experts, as necessary.

■ **PROPERTY DIMENSIONS AND SURVEYS** Each Party acknowledges that any land, building or room dimensions, or total acreage or building square footage figures, provided to that Party by the Other Party or by a broker may be approximate because of rounding, formulas used or other reasons, unless verified by survey or other means.

CAUTION: Each Party should verify total square footage or acreage figures and land, building or room dimensions, if material to the Party's decision to purchase.

INSPECTIONS AND TESTING Grantee may only conduct inspections or tests if specific contingencies are included as a part of this Agreement. An "inspection" is defined as an observation of the Property which does not include an appraisal or testing of the Property, other than testing for leaking carbon monoxide, or testing for leaking LP gas or natural gas used as a fuel source, which are hereby authorized. A "test" is defined as the taking of samples of materials such as soils, water, air or building materials from the Property and the laboratory or other analysis of these materials. Grantor agrees to allow Grantee's inspectors, testers, appraisers and qualified third parties reasonable access to the Property upon advance notice, if necessary to satisfy the contingencies in this Agreement. Grantee and licensees may be present at all inspections and testing. Except as otherwise provided, Grantor's authorization for inspections does not authorize Grantee to conduct testing of the Property.

NOTE: Any contingency authorizing testing should specify the areas of the Property to be tested, the purpose of the test, (e.g., to determine if environmental contamination is present), any limitations on Grantee's testing and any other material terms of the contingency.

Grantee agrees to promptly restore the Property to its original condition after Grantee's inspections and testing are completed unless otherwise agreed to with Grantor. Grantee agrees to promptly provide copies of all inspection and testing reports to Grantor. Grantor acknowledges that certain inspections or tests may detect environmental pollution which may be required to be reported to the Wisconsin Department of Natural Resources.

PROPERTY DAMAGE BETWEEN ACCEPTANCE AND CLOSING Grantor shall maintain the Property until the earlier of closing or occupancy by Grantee in materially the same condition as of the date of acceptance of this Agreement, except for ordinary wear and tear. If, prior to the earlier of closing or occupancy by Grantee, the Property is damaged in an amount of not more than five per cent (5%) of the Fair Market Value, Grantor shall be obligated to repair the Property and restore it to the same condition that it was in on the day of this Agreement. No later than closing, Grantor shall provide Grantee with lien waivers for all lienable repairs and restoration. If the damage shall exceed such sum, Grantor shall promptly notify Grantee in writing of the damage and this Agreement may be canceled at the option of Grantee. Should Grantee elect to carry out this Agreement despite such damage, Grantee shall be entitled to any insurance proceeds, if any, relating to the damage to the Property, plus a credit at closing equal to the amount of Grantor's deductible on such policy, if any. However, if this exchange is financed by a land contract or a mortgage to Grantor, any insurance proceeds shall be held in trust for the sole purpose of restoring the Property.

PRE-CLOSING WALK-THROUGH At a reasonable time, preapproved by Grantor or Grantor's agent, within 3 days prior to closing, Grantee shall have the right to walk through the Property to determine that there has been no significant change in the condition of the Property, except for ordinary wear and tear and changes approved by Grantee, and that any Defects Grantor has agreed to cure have been repaired in the manner agreed to by the Parties.

OCCUPANCY Occupancy of the entire Property shall be given to Grantee at time of closing unless otherwise provided in this Agreement at lines 641-653 or in an addendum per line 640. At time of Grantee's occupancy, Property shall be in broom swept condition and free of all debris and personal property except for personal property belonging to current tenants, or that sold to Grantee or left with Grantee's consent. Occupancy shall be given subject to tenant's rights, if any.

CAUTION: Consider an agreement which addresses responsibility for removal of personal property and debris prior to occupancy, if applicable.

ENTIRE CONTRACT This Agreement, including any amendments, contains the entire agreement of the Parties regarding the transaction. All prior negotiations and discussion have been merged into this Agreement. This Agreement binds and inures to the benefit of the Parties to this Agreement and their successors in interest.

BROKER'S COMPENSATION

The Parties acknowledge, agree and consent that each broker may receive compensation from persons other than the broker's client in the transaction.

DEFINITIONS

CONDITIONS AFFECTING THE PROPERTY OR TRANSACTION: A "Condition Affecting the Property or Transaction" is defined to include, but is not limited to, the following:

- a. Defects in the roof.
- b. Defects in the electrical system including fire safety, security or lighting.
- c. Defects in part of the plumbing system (including the water heater, water softener and swimming pool) that is included in the exchange.
- d. Defects in the heating, ventilation and air conditioning system (including the air filters and humidifiers).
- e. Defects in the well, including unsafe well water due to contaminants such as coliform, nitrates and atrazine, and out-of-service wells and cisterns required to be abandoned (Wis. Admin. Code § NR 812.26) but that are not closed/abandoned according to applicable regulations.
- f. Property is served by a joint well.
- g. Defects in the septic system or other sanitary disposal system on the Property or out-of-service septic systems not closed/abandoned according to applicable regulations.
- h. Underground or aboveground fuel storage tanks on or previously located on the Property for storage of flammable or combustible liquids, including, but not limited to, gasoline and heating oil. (If "yes", the owner, by law, may have to register the tanks with the Wisconsin Department of Agriculture, Trade and Consumer Protection at P.O. Box 8941, Madison, Wisconsin, 53708, whether the tanks are in use or not. Regulations of the Wisconsin Department of Agriculture, Trade and Consumer Protection may require the closure or removal of unused tanks.)
- i. "LP" tank on the Property (specify in the additional information whether the tank is owned or leased).
- j. Defects in the walls, basement or foundation (including cracks, seepage and bulges).

(Definitions Continued on page 6)

261 ☒ **DOCUMENT REVIEW CONTINGENCY:** This Agreement is contingent upon Grantor delivering the following checked items to
262 Grantee no later than 10 days from acceptance **INDICATE ITEMS EACH GRANTEE REQUESTS**

263 **FIRST SECOND**
264 **PARTY PARTY**

- 265 ☒ ☒ Documents evidencing that the exchange of the Property has been properly authorized, if Grantor is a business entity.
266 ☐ ☐ Copies of all current leases, lease applications of all current tenants and service contracts applicable to Property being
267 transferred to the Other Party which shall be consistent with all prior representations.
268 ☐ ☐ A complete inventory of all furniture, fixtures, equipment and other personal property included in this transaction which
269 is consistent with representations made prior to and in this Agreement.
270 ☐ ☐ Uniform Commercial Code lien search as to included personal property, showing the Property to be free and clear of all
271 liens, other than liens to be released prior to or at closing.
272 ☐ ☐ The opportunity to inspect, at reasonable times upon reasonable notice, the books and records of the Property being
273 transferred to the Other Party as may be necessary to verify that the income and expenses for the year(s)
274 _____ are consistent with all prior representations.

275 ☒ ☒ Other: as specified on the Addendum to WB-35 Simultaneous Exchange Agreement attached hereto.
276 ☐ ☐ Other: _____

277 Additional items which may be added include, but are not limited to: building, construction or component warranties, previous
278 environmental site assessments, surveys, title commitments and policies, maintenance agreements, other contracts relating to the
279 Property, existing permits and licenses, recent financial operating statements, current and future rental agreements, notices of
280 termination and non-renewal, and assessment notices.

281 All documents delivered to Grantee shall be true, accurate, current and complete. Grantee shall keep all such documents confidential
282 and disclose them to third parties only to the extent necessary to implement other provisions of this Agreement. Grantee shall return all
283 documents (originals and any reproductions) to Grantor if this Agreement is terminated.

284 This contingency will be satisfied unless the Grantee, within _____ days of the earlier of: 1) the deadline at line 262 or 2) the date the
285 Grantee has received or been given the opportunity to inspect all of the documents specified above, delivers written notice to Grantor
286 indicating that this contingency has not been satisfied. The notice shall identify which document(s) have not been timely
287 delivered/made available for inspection or do not meet the standard set forth for the document(s). Upon delivery of such notice, this
288 Agreement shall be null and void.

289 ☐ **TAX QUALIFICATION CONTINGENCY:** This Agreement is contingent upon ☐ First Party ☐ Second Party **CHECK ONE OR**
290 **BOTH** obtaining a written opinion from a qualified tax advisor that this transaction qualifies for the benefits under Section 1031 of the
291 Internal Revenue Code. The independent qualified tax advisor shall be an attorney, CPA, or
292 _____ **IDENTIFY BY PROFESSION OR NAME**. This contingency shall be
293 deemed satisfied unless a copy of a written opinion from the independent qualified tax advisor indicating that this transaction does not
294 qualify for the benefits under Section 1031 of the Internal Revenue Code is delivered to the Other Party within _____ days of the latter
295 of acceptance or agreement as to Fair Market Value for the First Party, and within _____ days of the latter of acceptance or
296 agreement as to Fair Market Value for the Second Party.

297 **CAUTION: THIS TRANSACTION MAY HAVE SIGNIFICANT TAX CONSEQUENCES. Tax advisors should be consulted if either**
298 **Party requires that the transaction qualify as a deferred (Starker) exchange or for other particular tax treatment.**

299 **CONDOMINIUM PROVISIONS**

300 **Property One:** (is)(is not) ~~STRIKE ONE~~ a condominium unit.

301 **Property Two:** (is)(is not) ~~STRIKE ONE~~ a condominium unit. Lines 302-359 apply only to Property that is condominium.

302 Definitions of Association, Common Elements, Condominium, Declaration, Limited Common Elements, and Unit shall be as stated in
303 Wis. Stat. § 703.02. The Property exchanged under this Agreement shall include Grantor's interest in the Common Elements and
304 Limited Common Elements appurtenant to the Unit, together with and subject to the rights, interests, obligations and limitations as set
305 forth in the Condominium Declaration and plat (and all amendments thereto) and Grantor's interests in any common surplus and
306 reserves in the Condominium allocated to the Property. All unpaid delinquent assessments shall be paid by Grantor no later than
307 closing.

308 **Property One:** Storage unit number: _____ Unit parking is _____ and
309 parking fee is \$ _____ Association Fee: \$ _____ per _____

310 **Property Two:** Storage unit number: _____ Unit parking is _____ and
311 parking fee is \$ _____ Association Fee: \$ _____ per _____

312 **■ OTHER FEES:** The Association may charge other fees at, or subsequent to, closing which may include storage, additional
313 association, reserves, start-up, administrative, etc. fees. Grantee is advised to review the Condominium disclosure materials including,
314 but not limited to, current financial disclosure statements and other Condominium materials as relevant.

315 **■ CONDOMINIUM DISCLOSURE MATERIALS:** Grantor agrees to provide Grantee, within 10 days of acceptance of this Agreement,
316 but no later than 15 days prior to closing, current and accurate copies of the Condominium disclosure materials required by Wis. Stat. §
317 703.33. The Condominium disclosure materials include a copy of the following and any amendments to any of these [except as may be
318 limited for small Condominiums with no more than 12 units per Wis. Stat. § 703.365(1)(b) and (8)]:

- 319 (a) proposed or existing Declaration, bylaws and any rules or regulations, and an index of the contents;
320 (b) proposed or existing articles of incorporation of the Association, if it is or is to be incorporated;
321 (c) proposed or existing management contract, employment contract or other contract affecting the use, maintenance or access of all
322 or part of the Condominium;
323 (d) projected annual operating budget for the Condominium including reasonable details concerning the estimated monthly payments
324 by the purchaser for assessments and other monthly charges;
325 (e) leases to which Unit owners or the Association will be a party;
326 (f) general description of any contemplated expansion of Condominium including each stage of expansion and the maximum number
327 of Units that can be added to the Condominium;
328 (g) Unit floor plan showing location of Common Elements and other facilities available to Unit owners;

329 (h) the executive summary.

330 If the Condominium was an occupied structure prior to the recording of the Condominium Declaration, it is a "conversion
331 Condominium," and the "Condominium disclosure materials" for a conversion Condominium with five or more Units also include:

332 (1) a declarant's statement based on an independent engineer's or architect's report describing the present condition of structural,
333 mechanical and electrical installations;

334 (2) a statement of the useful life of the items covered in (1), unless a statement that no representations are being made is provided,
335 and

336 (3) a list of notices of uncured code or other municipal violations, including an estimate of the costs of curing the violations.

337 ■ **BUYER RESCISSION RIGHTS:** As provided in Wis. Stat. § 703.33(4)(a), Grantee may, within 5 business days of receipt of all the
338 required disclosure documents, rescind this Agreement by written notice delivered to Seller. If the disclosure materials are delivered to
339 Grantee and Grantee does not receive all of the disclosure documents, Grantee may, within 5 business days of Grantee's receipt of
340 the disclosure materials, either rescind the Agreement or request any missing documents. Grantor has 5 business days following
341 receipt of Grantee's request for missing documents to deliver the requested documents. Grantee may rescind this Agreement within 5
342 business days of the earlier of Grantee's receipt of requested missing documents or the deadline for Grantor's delivery of the
343 documents [Wis. Stat. § 703.33(4)(b)].

344 **The Parties agree that the 5 business days begin upon the earlier of: (1) Grantee's Actual Receipt of the disclosure materials
345 or requested missing documents or (2) upon the deadline for Grantor's delivery of the documents.**

346 **NOTE: GRANTEE SHOULD READ ALL DOCUMENTS CAREFULLY. BROKERS MAY PROVIDE A GENERAL EXPLANATION OF
347 THE PROVISIONS OF THE DOCUMENTS BUT ARE PROHIBITED BY LAW FROM GIVING LEGAL ADVICE OR OPINIONS.**

348 ■ **ADDITIONAL CONDOMINIUM ISSUES:** In addition to review of the disclosure materials required to be provided by Wis. Stat. §
349 703.33, Grantee may wish to consider reviewing other Condominium materials as may be available, such as copies of: the
350 Condominium Association's financial statements for the last two years, the minutes of the last 3 Unit owners' meetings, the minutes of
351 Condominium board meetings during the 12 months prior to acceptance, information about contemplated or pending Condominium
352 special assessments, the Association's certificate of insurance, a statement from the Association indicating the balance of reserve
353 accounts controlled by the Association, a statement from the Association of the amount of any unpaid assessments on the Unit (per
354 Wis. Stat. § 703.165), any Common Element inspection reports (e.g., roof, swimming pool, elevator and parking garage inspections,
355 etc.), any pending litigation involving the Association, and the Declaration, bylaws, budget and/or most recent financial statement of
356 any master association or additional association the Unit may be part of. Contingencies for review and approval of those additional
357 materials which may be available may be provided for in additional contingencies per lines 641-653 or in an addendum per line 640.
358 Because not all of these materials may exist or be available from the Condominium Association, Grantor may wish to verify availability
359 prior to acceptance if the Agreement is contingent upon Grantor providing these materials to Grantee.

360 **DEFINITIONS CONTINUED FROM PAGE 4**

361 k. The Property or a portion of the Property is located in a floodplain, wetland or shoreland zoning area under local, state or federal
362 regulations.

363 l. Defects in the structure of the Property.

364 m. Defects in mechanical equipment included in the exchange either as Fixtures or personal property.

365 n. Boundary or lot line disputes, encroachments or encumbrances (including a joint driveway), violation of fence laws (Wis. Stat. ch.
366 90) (where one or both of the properties is used and occupied for farming or grazing) or a pier is attached to the Property that is
367 not in compliance with state or local pier regulations.

368 o. Defect caused by unsafe concentrations of, or unsafe conditions relating to, radon, radium in water supplies, lead in paint, lead
369 or arsenic in soil, lead in water supplies or plumbing system, pesticides, herbicides, fertilizer, mold, other potentially hazardous
370 or toxic substances on the Property, conditions constituting a significant health risk or safety hazard for occupants of the
371 Property, or material violations of environmental rules or other rules or agreements regulating the use of the Property. **NOTE:**
372 **Specific federal lead paint disclosure requirements must be complied with in the sale of most residential properties
373 built before 1978.**

374 p. Presence of asbestos or asbestos-containing materials on the Property.

375 q. Defect caused by unsafe concentrations of, or unsafe conditions relating to, or the storage of, hazardous or toxic substances on
376 neighboring properties.

377 r. Current or previous termite, powder post beetle or carpenter ant infestations or Defects caused by animal or other insect
378 infestations.

379 s. Defects in a wood burning stove or fireplace or Defects caused by a fire in a stove or fireplace or elsewhere on the Property.

380 t. Remodeling affecting the Property's structure or mechanical systems or additions to Property during Grantor's ownership without
381 required permits.

382 u. Federal, state, or local regulations requiring repairs, alterations or corrections of an existing condition.

383 v. Notice of property tax increases, other than normal annual increases, or completed or pending property tax reassessment.

384 w. Remodeling that may increase Property's assessed value.

385 x. Proposed or pending special assessments.

386 y. Property is located within a special purpose district, such as a drainage district, lake district, sanitary district or sewer district, that
387 has the authority to impose assessments against the real property located within the district.

388 z. Proposed, planned or commenced public improvements or public construction projects which may result in special assessments
389 or otherwise materially affect the Property or the present use of the Property.

390 aa. Subdivision homeowners' associations, common areas co-owned with others, zoning or building code violations or
391 nonconforming structures or uses, conservation easements, restrictive covenants, rights of way, easements other than recorded
392 utility easements, easement maintenance agreements, shared fences, walls, wells, driveways, signage or other shared usages;
393 another use of a part of the Property by non owners, or leased parking.

394 bb. Structure on the Property is designated as an historic building or part of the Property is in an historic district, or burial sites,
395 archeological artifacts, mineral rights, orchards or endangered species on the Property.

396 cc. Any land division or subdivision involving the Property for which required state or local permits were not obtained.

397 dd. Violation of state or local smoke and carbon monoxide detector laws.

- 398 ee. High voltage electric (100-KV or greater) or steel natural gas transmission lines located on but not directly serving the Property.
 399 ff. The Property is subject to a mitigation plan required by Wisconsin Department of Natural Resources rules related to county
 400 shoreland zoning ordinances that obligates the owner to establish or maintain certain measures related to shoreland conditions;
 401 enforceable by the county.
 402 gg. Government agency or court order requiring repair, alteration or correction of any existing condition, or government investigation
 403 or private assessment/audit (of environmental matters) conducted.
 404 hh. A portion of the Property being subject to, enrolled in or in violation of, a farmland preservation agreement or in a certified
 405 farmland preservation zoning district, or enrolled in, or in violation of, a Forest Crop, Managed Forest (see Wis. Stat. § 710.12),
 406 Conservation Reserve, or comparable program.
 407 ii. Production of methamphetamine (meth) or other hazardous or toxic substances on the Property.
 408 jj. Subsoil conditions which would significantly increase the cost of development including, but not limited to, subsurface foundations
 409 or waste material, organic or non-organic fill, dumpsites where pesticides, herbicides, fertilizer or other toxic or hazardous
 410 materials or containers for these materials were disposed of in violation of manufacturer's or government guidelines or other laws
 411 regulating said disposal; high groundwater; adverse soil conditions (e.g. low load bearing capacity, earth or soil movement,
 412 slides) or excessive rocks or rock formations.
 413 kk. Brownfields (abandoned, idled or under used land which may be subject to environmental contamination) or other contaminated
 414 land, or soils contamination remediated under PECFA, the Department of Natural Resources (DNR) Remediation and
 415 Redevelopment Program, the Agricultural Chemical Cleanup Program or other similar program.
 416 ll. Lack of legal vehicular access to the Property from public roads or access restrictions.
 417 mm. Flooding, standing water, drainage problems or other water problems on or affecting the Property.
 418 nn. Material damage from fire, wind, floods, earthquake, expansive soils, erosion or landslides.
 419 oo. Near airports, freeways, railroads or landfills, or significant odor, noise, water intrusion or other irritants emanating from
 420 neighboring property.
 421 pp. Substantial crop damage from disease, insects, soil contamination, wildlife or other causes; diseased trees; or substantial
 422 injuries or disease in livestock on the Property or neighboring properties.
 423 qq. Existing or abandoned manure storage facilities on the Property.
 424 rr. Impact fees, or other conditions or occurrences that would significantly increase development costs or reduce the value of the
 425 Property to a reasonable person with knowledge of the nature and scope of the condition or occurrence.
 426 ss. All or part of the land has been assessed as agricultural land, the owner has been assessed a use value conversion charge or
 427 the payment of a use value conversion charge has been deferred.
 428 tt. Other conditions or occurrences which would significantly reduce the value of the Property to a reasonable person with
 429 knowledge of the nature and scope of the condition or occurrence or other Defects affecting the Property.

430 ■ **DEADLINES:** "Deadlines" expressed as a number of "days" from an event, such as acceptance, are calculated by excluding the
 431 day the event occurred and by counting subsequent calendar days. The deadline expires at midnight on the last day. Deadlines
 432 expressed as a specific number of "business days" exclude Saturdays, Sundays, any legal public holiday under Wisconsin or Federal
 433 law, and other day designated by the President such that the postal service does not receive registered mail or make regular
 434 deliveries on that day. Deadlines expressed as a specific number of "hours" from the occurrence of an event, such as receipt of a
 435 notice, are calculated from the exact time of the event, and by counting 24 hours per calendar day. Deadlines expressed as a specific
 436 day of the calendar year or as the day of a specific event, such as closing, expire at midnight of that day.

437 ■ **DEFECT:** "Defect" means a condition that would have a significant adverse effect on the value of the Property; that would
 438 significantly impair the health or safety of future occupants of the Property; or that if not repaired, removed or replaced would
 439 significantly shorten or adversely affect the expected normal life of the premises.

440 ■ **ENVIRONMENTAL SITE ASSESSMENT:** An "environmental site assessment" (also known as a "Phase I Site Assessment") (see
 441 lines 563-584) may include, but is not limited to: (1) an inspection of the Property; (2) a review of the ownership and use history of the
 442 Property, including a search of title records showing private ownership of the Property for a period of 80 years prior to the visual
 443 inspection; (3) a review of historic and recent aerial photographs of the Property, if available; (4) a review of environmental licenses,
 444 permits or orders issued with respect to the Property; (5) an evaluation of results of any environmental sampling and analysis that has
 445 been conducted on the Property; and (6) a review to determine if the Property is listed in any of the written compilations of sites or
 446 facilities considered to pose a threat to human health or the environment including the National Priorities List, the Department of
 447 Natural Resources' (DNR) Registry of Waste Disposal Sites, the DNR's Contaminated Lands Environmental Action Network, and the
 448 DNR's Remediation and Redevelopment (RR) Sites Map including the Geographical Information System (GIS) Registry and related
 449 resources. Any Environmental Site Assessment performed under this Agreement shall comply with generally recognized industry
 450 standards (e.g. current American Society of Testing and Materials "Standard Practice for Environmental Site Assessments"), state and
 451 federal guidelines, as applicable.

452 **CAUTION: Unless otherwise agreed an Environmental Site Assessment does not include subsurface testing of the soil or**
 453 **groundwater or other testing of the Property for environmental pollution. If further investigation is required, insert provisions**
 454 **for a Phase II Site Assessment (collection and analysis of samples), Phase III Environmental Site Assessment (evaluation of**
 455 **remediation alternatives) or other site evaluation at lines 641-653 or attach as an addendum per line 640.**

456 ■ **FIXTURE:** A "Fixture" is an item of property which is physically attached to or so closely associated with land and improvements so
 457 as to be treated as part of the real estate, including, without limitation, physically attached items not easily removable without damage
 458 to the Property, items specifically adapted to the Property, and items customarily treated as fixtures, including, but not limited to, all:
 459 garden bulbs; plants; shrubs and trees; screen and storm doors and windows; electric lighting fixtures; window shades; curtain and
 460 traverse rods; blinds and shutters; central heating and cooling units and attached equipment; water heaters and treatment systems;
 461 sump pumps; attached or fitted floor coverings; awnings; attached antennas; garage door openers and remote controls; installed
 462 security systems; central vacuum systems and accessories; in-ground sprinkler systems and component parts; built-in appliances;
 463 ceiling fans; fences; storage buildings on permanent foundations and docks/piers on permanent foundations. A Fixture does not
 464 include trade fixtures owned by tenants of the Property.

465 **CAUTION: Exclude Fixtures not owned by Grantor such as rented fixtures. See lines 33-39.**

466 **GRANTEE:** "Grantee" refers to a Party who will receive an interest in Property under this Agreement. Any warranties,
467 representations, covenants, rights or obligations of Grantee under this Agreement apply to the transfer(s) of Property wherein Grantee
468 is receiving an interest in Property.

469 **GRANTOR:** "Grantor" refers to a Party conveying an interest in Property under this Agreement. Any warranties, representations,
470 covenants, rights or obligations of Grantor under this Agreement apply to the transfer(s) of Property wherein Grantor is the Party
471 conveying an interest in Property.

472 **PROPERTY:** "Property" refers to Property One, Property Two or both as indicated by the context within this Agreement.

473 **IF LINE 474 IS NOT MARKED OR IS MARKED N/A LINES 526-532 APPLY.**

474 ☐ **FINANCING CONTINGENCY:** This Agreement is contingent upon Grantee being able to obtain the following described
475 financing within _____ days of acceptance of this Agreement:

476 ☐ **First Party as Grantee:** a written _____ [INSERT LOAN PROGRAM OR SOURCE] first mortgage
477 loan commitment in an amount of not less than \$ _____ for a term of not less than _____ years,
478 amortized over not less than _____ years. Initial monthly payments of principal and interest shall not exceed \$ _____.
479 Buyer agrees to pay discount points and/or loan origination fee in an amount not to exceed _____% of the loan.

480 **CHECK AND COMPLETE APPLICABLE FINANCING PROVISION AT LINE 481 or 482.**

481 ☐ **FIXED RATE FINANCING:** The annual rate of interest shall not exceed _____%.

482 ☐ **ADJUSTABLE RATE FINANCING:** The initial annual interest rate shall not exceed _____%. The initial interest rate
483 shall be fixed for _____ months, at which time the interest rate may be increased not more than _____% per
484 year. The maximum interest rate during the mortgage term shall not exceed _____%.

485 ☐ **Second Party as Grantee:** a written _____ [INSERT LOAN PROGRAM OR SOURCE] first mortgage
486 loan commitment in an amount of not less than \$ _____ for a term of not less than _____ years,
487 amortized over not less than _____ years. Initial monthly payments of principal and interest shall not exceed \$ _____.
488 Buyer agrees to pay discount points and/or loan origination fee in an amount not to exceed _____% of the loan.

489 **CHECK AND COMPLETE APPLICABLE FINANCING PROVISION AT LINE 490 or 491.**

490 ☐ **FIXED RATE FINANCING:** The annual rate of interest shall not exceed _____%.

491 ☐ **ADJUSTABLE RATE FINANCING:** The initial annual interest rate shall not exceed _____%. The initial interest rate
492 shall be fixed for _____ months, at which time the interest rate may be increased not more than _____% per
493 year. The maximum interest rate during the mortgage term shall not exceed _____%.

494 **Provisions applicable to each Grantee:** Monthly payments may also include 1/12th of the estimated net annual real estate taxes,
495 hazard insurance premiums, and private mortgage insurance premiums. The mortgage may not include a prepayment premium. If
496 the Fair Market Values under this Agreement are modified, the financed amount, unless otherwise provided, shall be adjusted to the
497 same percentage of the Fair Market Values as in this contingency and the monthly payments shall be adjusted as necessary to
498 maintain the term and amortization stated above. Monthly payments of principal and interest may be adjusted to reflect any interest
499 changes.

500 **If Grantee is using multiple loan sources or obtaining a construction loan or land contract financing, describe at lines 641-**
501 **653 or in an addendum attached per line 640.**

502 **NOTE:** If this exchange is conditioned on a Grantee obtaining financing for operations or development consider adding a
503 contingency for that purpose.

504 **GRANTEE'S LOAN COMMITMENT:** Grantee agrees to pay all customary loan and closing costs, to promptly apply for a mortgage
505 loan, and to provide evidence of application promptly upon request of Grantor. If Grantee qualifies for the loan described in this
506 Agreement or another loan acceptable to Grantee, Grantee agrees to deliver to Grantor a copy of the written loan commitment no
507 later than the deadline at line 475. Grantee and Grantor agree that delivery of a copy of any written loan commitment to
508 Grantor (even if subject to conditions) shall satisfy Grantee's financing contingency if, after review of the loan commitment,
509 Grantee has directed, in writing, delivery of the loan commitment. Grantee's written direction shall accompany the loan
510 commitment. Delivery shall not satisfy this contingency if accompanied by a notice of unacceptability.

511 **CAUTION:** The delivered commitment may contain conditions Grantee must yet satisfy to obligate the lender to provide the
512 loan. **GRANTEE, GRANTEE'S LENDER AND AGENTS OF GRANTEE OR GRANTOR SHALL NOT DELIVER A LOAN**
513 **COMMITMENT TO GRANTOR OR GRANTOR'S AGENT WITHOUT GRANTEE'S PRIOR WRITTEN APPROVAL OR UNLESS**
514 **ACCOMPANIED BY A NOTICE OF UNACCEPTABILITY.**

515 **GRANTOR TERMINATION RIGHTS:** If Grantee does not make timely delivery of said commitment, Grantor may terminate this
516 Agreement if Grantor delivers a written notice of termination to Grantee prior to Grantor's Actual Receipt of a copy of Grantee's
517 written loan commitment.

518 **FINANCING UNAVAILABILITY:** If financing is not available on the terms stated in this Financing Contingency (and Grantee has
519 not already delivered an acceptable loan commitment for other financing to Grantor), Grantee shall promptly deliver written notice to
520 Grantor of same including copies of lender(s)' rejection letter(s) or other evidence of unavailability. Unless a specific loan source is
521 named in this Financing Contingency, Grantor (shall) (shall not) **STRIKE ONE** ("shall not" if neither is stricken) have 10 days to
522 deliver to Grantee written notice of Grantor's decision to finance this transaction on the same terms set forth in this Financing
523 Contingency, and this Agreement shall remain in full force and effect, with the time for closing extended accordingly. If Grantor's
524 notice is not timely given, this Agreement shall be null and void. Grantee authorizes Grantor to obtain any credit information
525 reasonably appropriate to determine Grantee's credit worthiness for Grantor financing.

526 **IF THIS AGREEMENT IS NOT CONTINGENT ON FINANCING:** Within 7 days of acceptance, a financial institution or third party in
527 control of Grantee's funds shall provide Grantor with reasonable written verification that Grantee has, at the time of verification,
528 sufficient funds to close. If such written verification is not provided, Grantor has the right to terminate this Agreement by delivering
529 written notice to Grantee. Grantee may or may not obtain mortgage financing but does not need the protection of a financing
530 contingency. Grantor agrees to allow Grantee's appraiser access to the Property for purposes of an appraisal. Grantee understands
531 and agrees that this Agreement is not subject to the appraisal meeting any particular value, unless this Agreement is subject to an
532 appraisal contingency, nor does the right of access for an appraisal constitute a financing contingency.

533 ☐ **APPRAISAL CONTINGENCY:** ☐ **First Party as Grantee** ☐ **Second Party as Grantee** **CHECK ONE OR BOTH AS**
534 **APPLICABLE:** This Agreement is contingent upon Grantee or Grantee's lender having the Property appraised at Grantee's expense

by a Wisconsin-licensed or certified independent appraiser who issues an appraisal report dated subsequent to the date of this Agreement indicating an appraised value for the Property equal to or greater than the Fair Market Value (see lines 179-192). This contingency shall be deemed satisfied unless Grantee, within _____ days of acceptance, delivers to Grantor a copy of the appraisal report which indicates that the appraised value is not equal to or greater than Fair Market Value, accompanied by a written notice of termination.

CAUTION: An appraisal ordered by Grantee's lender may not be received until shortly before closing. Consider whether deadlines provide adequate time for performance.

☐ **LAND-CONTRACT FINANCING:** ☐ First Party as Grantee ☐ Second Party as Grantee ☒ **CHECK ONE OR BOTH AS**

APPLICABLE Both Parties agree to execute a State Bar of Wisconsin Form 11 Land Contract, the terms of which are incorporated into this Agreement by reference. Prior to execution of the land contract Grantor shall provide the same evidence of merchantable title as required below and written proof, at or before execution, that the total underlying indebtedness, if any, is not in excess of the proposed balance of the land contract, that the payments on the land contract are sufficient to meet all of the obligations of Grantor on the underlying indebtedness, and that all creditors whose consent is required have consented to the land contract sale. Grantor may terminate this Agreement if creditor approval cannot be obtained. Grantor may terminate this Agreement if Grantee does not provide a written credit report which indicates that Grantee is credit worthy based upon reasonable underwriting standards within 15 days of acceptance. Grantee shall pay all costs of obtaining creditor approval and the credit report.

☐ **First Party as Grantee:** \$ _____ shall be paid at closing (in addition to earnest money). The interest rate following payment default shall be _____%, the default period shall be _____ days for payments and _____ days for performance of any other obligations. Interest shall be calculated on a ☐ prepaid ☐ postpaid ☒ **CHECK ONE** basis. The first payment shall be due _____ Any amount may be prepaid on principal without penalty at any time. If the term of the land contract is shorter than the amortization period, a balloon payment will be due at the end of the term of the land contract.

☐ Grantee ☐ Grantor ☒ **CHECK ONE** shall be responsible for the preparation of the land contract, including all costs of preparation.

☐ **Second Party as Grantee:** \$ _____ shall be paid at closing (in addition to earnest money). The interest rate following payment default shall be _____%, the default period shall be _____ days for payments and _____ days for performance of any other obligations. Interest shall be calculated on a ☐ prepaid ☐ postpaid ☒ **CHECK ONE** basis. The first payment shall be due _____ Any amount may be prepaid on principal without penalty at any time. If the term of the land contract is shorter than the amortization period, a balloon payment will be due at the end of the term of the land contract.

☐ Grantee ☐ Grantor ☒ **CHECK ONE** shall be responsible for the preparation of the land contract, including all costs of preparation.

☐ **ENVIRONMENTAL EVALUATION CONTINGENCY:** This Agreement is contingent upon ☐ First Party ☐ Second Party ☒ **CHECK AS APPLICABLE** ("Investigating Party" for the purpose of this contingency) being able to obtain a written report from a qualified independent environmental consultant of the Investigating Party's choice who has conducted an Environmental Site Assessment (see lines 440-455) of the Other Party's Property, at ☐ Investigating Party's ☐ Other Party's expense ☒ **CHECK ONE** ("Investigating Party's" if neither is stricken), which discloses no Defects. For the purpose of this contingency, a Defect (see lines 437-439) is defined to also include a material violation of environmental laws, a material contingent liability affecting the Property arising under any environmental laws, the presence of an underground storage tank(s) or material levels of hazardous substances either on the Property or presenting a significant risk of contaminating the Property due to future migration from other properties. Defects do not include conditions the nature and extent of which Investigating Party had actual knowledge or written notice before signing the Agreement.

☒ **CONTINGENCY SATISFACTION:** This contingency shall be deemed satisfied unless Investigating Party, within _____ days of acceptance, delivers to Other Party a copy of the Environmental Site Assessment report and a written notice listing the Defect(s) identified in the Environmental Site Assessment report to which Investigating Party objects (Notice of Defects).

CAUTION: A proposed amendment is not a Notice of Defects and will not satisfy this notice requirement.

☒ **RIGHT TO CURE:** Other Party (shall) (shall not) ☒ **STRIKE ONE** ("shall" if neither is stricken) have a right to cure the Defects. If Other Party has the right to cure, Other Party may satisfy this contingency by: (1) delivering written notice to Investigating Party within 10 days of Investigating Party's delivery of the Notice of Defects stating Other Party's election to cure Defects, (2) curing the Defects in a good and workmanlike manner and (3) delivering to Investigating Party a written report detailing the work done within 3 days prior to closing. This Agreement shall be null and void if Investigating Party makes timely delivery of the Notice of Defects and written Environmental Site Assessment report and: (1) Other Party does not have a right to cure or (2) Other Party has a right to cure but: (a) Other Party delivers written notice that Other Party will not cure or (b) Other Party does not timely deliver the written notice of election to cure.

☐ **INSPECTION CONTINGENCY:** This contingency only authorizes inspections, not testing (see lines 198-212). This Agreement is contingent upon ☐ First Party ☐ Second Party ☒ **CHECK AS APPLICABLE** ("Investigating Party" for the purpose of this contingency) having a qualified independent inspector(s) conduct an inspection(s) of the Other Party's Property which discloses no Defects. This Agreement is further contingent upon a qualified independent inspector or qualified independent third party performing an inspection of _____ on Property One and _____ on Property Two (list feature(s) to be separately inspected, e.g., roof, foundation, pool, dumpsite, etc.) which discloses no Defects. Investigating Party shall order the inspection(s) and be responsible for all costs of inspection(s). Investigating Party may have follow-up inspections recommended in a written report resulting from an authorized inspection performed provided they occur prior to the deadline specified at line 599. Each inspection shall be performed by a qualified independent inspector or qualified independent third party.

CAUTION: Investigating Party should provide sufficient time for the primary inspection and/or any specialized inspection(s), as well as any follow-up inspection(s).

For the purpose of this contingency, Defects (see lines 437-439) do not include conditions the nature and extent of which Investigating Party had actual knowledge or written notice before signing the Agreement.

☒ **CONTINGENCY SATISFACTION:** This contingency shall be deemed satisfied unless Investigating Party, within _____ days of acceptance, delivers to Other Party a copy of the inspection report(s) and a written notice listing the Defect(s) identified in the inspection report(s) to which Investigating Party objects (Notice of Defects).

CAUTION: A proposed amendment is not a Notice of Defects and will not satisfy this notice requirement.

~~■ RIGHT TO CURE: Other Party (shall)(shall not) **STRIKE ONE** ("shall" if neither is stricken) have a right to cure the Defects. If Other Party has the right to cure, Other Party may satisfy this contingency by: (1) delivering written notice to Investigating Party within 10 days of Investigating Party's delivery of the Notice of Defects stating Other Party's election to cure Defects, (2) curing the Defects in a good and workmanlike manner and (3) delivering to Investigating Party a written report detailing the work done within 3 days prior to closing. This Agreement shall be null and void if Investigating Party makes timely delivery of the Notice of Defects and written inspection report(s) and: (1) Other Party does not have a right to cure or (2) Other Party has a right to cure but: (a) Other Party delivers written notice that Other Party will not cure or (b) Other Party does not timely deliver the written notice of election to cure.~~

~~NOTE: If any of the above contingencies must be used by both parties, attach an addendum setting forth the duplicate contingency.~~

DEFAULT Grantor and Grantee each have the legal duty to use good faith and due diligence in completing the terms and conditions of this Agreement. A material failure to perform any obligation under this Agreement is a default which may subject the defaulting party to liability for damages or other legal remedies.

If Grantee defaults, Grantor may:

- (1) sue for specific performance and request the earnest money, if any, as partial payment of Grantee's obligations under this Agreement; or
- (2) terminate the Agreement and have the option to: (a) request the earnest money, if any, as liquidated damages; or (b) sue for actual damages.

If Grantor defaults, Grantee may:

- (1) sue for specific performance; or
- (2) terminate the Agreement and request the return of any earnest money paid, sue for actual damages, or both.

In addition, the Parties may seek any other remedies available in law or equity.

If a default or other circumstance results in the termination of one Party's duties as Grantor or Grantee, the entire Agreement shall be terminated. The Parties understand that the availability of any judicial remedy will depend upon the circumstances of the situation and the discretion of the courts. If either Party defaults, the Parties may renegotiate the Agreement or seek nonjudicial dispute resolution instead of the remedies outlined above. By agreeing to binding arbitration, the Parties may lose the right to litigate in a court of law those disputes covered by the arbitration agreement.

EARNEST MONEY First Party's earnest money of \$ _____ accompanies this Agreement and First Party will mail, or commercially or personally deliver, earnest money of \$ _____ within _____ days of acceptance to Second Party's broker or _____

Second Party's earnest money of \$ _____ accompanies this Agreement and Second Party will mail, or commercially or personally deliver, earnest money of \$ _____ within _____ days of acceptance to First Party's broker or _____

NOTE: IF ACCEPTED, THIS AGREEMENT CAN CREATE A LEGALLY ENFORCEABLE CONTRACT. BOTH PARTIES SHOULD READ THIS DOCUMENT CAREFULLY. BROKERS MAY PROVIDE A GENERAL EXPLANATION OF THE PROVISIONS OF THE AGREEMENT BUT ARE PROHIBITED BY LAW FROM GIVING ADVICE OR OPINIONS CONCERNING THE LEGAL RIGHTS OR OBLIGATIONS OF PARTIES TO A TRANSACTION, THE LEGAL EFFECT OF A SPECIFIC CONTRACT OR CONVEYANCE, OR HOW TITLE SHOULD BE TAKEN AT CLOSING. AN ATTORNEY SHOULD BE CONSULTED IF LEGAL ADVICE IS NEEDED.

☒ **ADDENDA:** The attached Addendum to WB-35 Simultaneous Exchange Agreement is/are made part of this Agreement.

ADDITIONAL PROVISIONS/CONTINGENCIES _____

This Agreement was drafted by [Licensee and firm] Attorney William L. Fahey, on behalf of the School District of McFarland on March 9, 2020

BY SIGNING BELOW EACH PARTY AGREES TO BE BOUND BY THIS AGREEMENT. THE WARRANTIES, REPRESENTATIONS AND COVENANTS MADE IN THIS AGREEMENT SURVIVE CLOSING AND THE CONVEYANCE OF THE PROPERTY. THE UNDERSIGNED HEREBY AGREE TO CONVEY THE ABOVE-MENTIONED PROPERTY ON THE TERMS AND CONDITIONS AS SET FORTH HEREIN AND ACKNOWLEDGES RECEIPT OF A COPY OF THIS AGREEMENT.

All persons signing below on behalf of an entity represent that they have proper legal authority to sign for and bind the entity.

NOTE: If signing for an entity use an authorized signature line and print your name and title.

662 **FIRST PARTY:**663 First Party Entity Name (if any) (include type and state of organization): Village of McFarland

664 _____

665 (x) _____
666 Authorized Signature ▲ Print Name & Title Here ► Date ▲667 (x) _____
668 Individual First Party's Signature ▲ Print Name Here ► Date ▲669 (x) _____
670 Authorized Signature ▲ Print Name & Title Here ► Date ▲674 (x) _____
672 Individual First Party's Signature ▲ Print Name Here ► Date ▲

673 First Party Entity Name (if any) (include type and state of organization): _____

674 _____

675 (x) _____
676 Authorized Signature ▲ Print Name & Title Here ► Date ▲677 (x) _____
678 Individual First Party's Signature ▲ Print Name Here ► Date ▲679 (x) _____
680 Authorized Signature ▲ Print Name & Title Here ► Date ▲684 (x) _____
682 Individual First Party's Signature ▲ Print Name Here ► Date ▲683 **SECOND PARTY:**684 Second Party Entity Name (if any) (include type and state of organization): School District of McFarland

685 _____

686 (x) _____
687 Authorized Signature ▲ Print Name & Title Here ► Date ▲688 (x) _____
689 Individual First Party's Signature ▲ Print Name Here ► Date ▲690 (x) _____
694 Authorized Signature ▲ Print Name & Title Here ► Date ▲692 (x) _____
693 Individual Second Party's Signature ▲ Print Name Here ► Date ▲

694 Second Party Entity Name (if any) (include type and state of organization): _____

695 _____

696 (x) _____
697 Authorized Signature ▲ Print Name & Title Here ► Date ▲698 (x) _____
699 Individual First Party's Signature ▲ Print Name Here ► Date ▲700 (x) _____
704 Authorized Signature ▲ Print Name & Title Here ► Date ▲702 (x) _____
703 Individual Second Party's Signature ▲ Print Name Here ► Date ▲

ADDENDUM
TO
WB-35 SIMULTANEOUS EXCHANGE AGREEMENT

First Party: Village of McFarland (also referred to as the “Village”)
Second Party: School District of McFarland (also referred to as the “District”)
Date: March 9, 2020

The following constitute additional terms to the WB-35 Simultaneous Exchange Agreement between the parties. In the event of any inconsistency between the terms of this Addendum and the terms of the preprinted WB-35 Simultaneous Exchange Agreement, the terms of this Addendum shall control.

1. Properties. The Properties which are the subject to this Agreement consist of the following two parcels of real estate:

(a) Property One consists of Lot 1 of the proposed certified survey map (“CSM One”) attached hereto as Exhibit 1. Lot 2 of CSM One (the “Village Adjoining Parcel”) is owned by the Village. Property One and the Village Adjoining Parcel are currently undeveloped. The Village contemplates development and use of the Village Adjoining Parcel as parkland; the District contemplates future development and use of Property One as the site for a new public school.

(b) Property Two consists of Lot 2 of the proposed certified survey map (“CSM Two”) attached hereto as Exhibit 2. Lot 1 of CSM Two (the “District Adjoining Parcel”) is owned by the District and in current use as a school district recreational area. The Village contemplates development and use of Property Two as the site of a new public safety facility.

2. Provision of Documents. Each Grantor shall, within ten (10) days of acceptance, provide Grantee with copies of all environmental reports, inspection reports, test results, existing title evidence and similar materials relating to the Property of Grantor.

3. Contingencies.

(a) This Agreement is contingent upon each Grantee being satisfied, in the exercise of its reasonable discretion, with all information disclosed to Grantee pursuant to Section 2 of this Addendum. In the event that the Grantee is not satisfied with any such information, Grantee may terminate this Agreement by providing written notice of termination to the Grantor (which notice shall specifically identify the information determined by Grantee to be unsatisfactory). This contingency shall be deemed to be waived by Grantee if such notice is not given with ten (10) days following the date of delivery of the final document to be delivered by Grantor pursuant to Section 2 above.

(b) This Agreement is contingent upon the ability of each Grantee to determine, based upon such inspections and evaluations by Grantee or its agents as Grantee may deem necessary, all at the expense of Grantee, that the Property being acquired by the Grantee is suitable for its intended use. For such purpose, Grantee may investigate and examine the condition of soils of such Property, may investigate the environmental condition of such Property, may determine the accessibility and adequacy of utility services, and may otherwise conduct such inspections and evaluations, and investigate such other conditions, as Grantee, in its reasonably exercised discretion, may deem material to its decision to acquire such Property and develop and use the same for its intended purposes. Such inspections may specifically include an environmental site assessment. Grantee and its agent shall have the right to reasonable access such Property to conduct such inspections, investigations, evaluations and testing. In the event any soil is disturbed or any damage otherwise occurs to the Property, Grantee shall restore the Property to its condition existing prior to such entry onto the Property. Grantee may invalidate this Agreement if Grantee shall determine, based on any such inspections, investigations, evaluations or testing, that any condition prohibits the intended use of the Property, or significantly increases the cost of development of the Property for such use or construction at such location. If Grantee shall elect to invalidate this Agreement for any such reason, Grantee shall provide written notice of invalidation of this Agreement to Grantor, stating the reasons therefore, which notice must be given no later than twenty (20) days following acceptance.

4. Condition of Property One and Property Two. Each Party is exempt from the statutory requirement that a real estate condition report be filed pursuant to the provisions of Section 709.01(1), Wisconsin State. Neither Grantor makes any warranties or representations as to the condition of its Property. Subject to the express provisions of this Agreement, each Grantee shall acquire the Property of the Grantor in its condition at closing, AS IS, WHERE IS, and WITH ALL DEFECTS.

5. Special Assessments.

(a) The Parties acknowledge that Property Two is subject to an agreement between the Parties including, within its terms, provisions for payment of an allocable share of costs related to or arising from the County Highway MN improvement project. The Village agrees to assume and pay the District's share of all such special assessments and costs presently outstanding and falling due and payable from and after Closing.

(b) The District shall pay any and all special assessment properly assessed against Property One in the future for work performed in improvement of Siggelkow Road.

6. Stormwater Management Easements.

(a) The District shall, at the request of the Village, grant the Village a stormwater management easement within the District Adjoining Parcel, permitting the Village to implement stormwater management measures to facilitate the development and use of Property Two for the Village's intended purposes, provided: (i) the location, size, design and terms of use of the easement area are reasonably acceptable to both parties; (ii) such easement shall not impair any existing use of the District Adjoining Parcel by the District; (iii) the easement instrument shall be in recordable form, prepared at the expense of the Village; and (iv) all costs of installation, maintenance,

replacement and operation of such stormwater management measures for the benefit of Property Two shall be paid by the Village. Notwithstanding the foregoing, if and to the extent such stormwater management measures shall jointly serve Property Two and the District Adjoining Parcel, the costs of installation, management, replacement and operation of such stormwater management measures shall be shared on such basis as the Parties may determine.

(b) The Village shall, at the request of the District, grant the District a storm water management easement within the Village Adjoining Parcel, permitting the District to implement stormwater management measures to facilitate the development and use of Property One for the District's intended purposes, provided: (i) the location, size, design and terms of use of the easement area are reasonably acceptable to both parties; (ii) such easement shall not impair any existing use of the Village Adjoining Parcel by the Village; (iii) the easement instrument shall be in recordable form, prepared at the expense of the District; and (iv) all costs of installation, maintenance, replacement and operation of such stormwater management measures for the benefit of Property One shall be paid by the District. Notwithstanding the foregoing, if and to the extent such stormwater management measures shall jointly serve Property One and the Village Adjoining Parcel, the costs of installation, management, replacement and operation of such stormwater management measures shall be shared on such basis as the Parties may determine.

(c) The easement rights and assurances granted herein shall extend to the Parties and their successors in interest in Property One and Property Two respectively.

(d) In advance of the execution and recording of stormwater easements pursuant to the provisions of this Section 6, either Party may record with the Dane County Register of Deeds notice of the foregoing provisions of the Section 6.

7. Planning for Coordinated Development and Use of the Property and the Adjoining Property.

(a) The Village shall conduct a master planning effort to study and preliminarily approve the public improvement of Property Two as the site for a public safety facility. This planning and approval process will take into account the District's use of the District Adjoining Parcel through appropriate design and use transitions between the properties. These transitions may include, by way of example, shared green space, walking trails, and parking.

(b) The Village shall also conduct a master planning effort to study and preliminarily approve the public improvement of the Village Adjoining Property as a community park. This planning effort will take into account the District's contemplated development of Property One as a school site through design and use transitions between Property One and the Village Adjoining Property. These transitions may include, by way of example, shared playground, green space, athletic fields, and stormwater improvements needed to support the future school facility. The planning, grading and construction of improvements on the Village Adjoining Property shall be performed in coordination with the provision (or anticipated provision) of stormwater management measures serving Property One, as provided at Section 6(b) above.

This Section 7 is intended to commit the Village only to planning for coordinated development of the Village-owned and adjacent District-owned parcels and does not create any obligation on the part of either party to construct or install any improvements.

8. Lease/Development of Property One and Village Adjoining Property.

(a) Property One and the Village Adjoining Property has been leased by the Village to third party tenants in prior years. The Parties agree that such crop leases may continue for the 2020 calendar year. Rents allocable to Property One shall be prorated at closing on an equitable basis. Each Party shall control leasing of its property for subsequent years, provided that so long as Property One is owned by the District any lease of the Village Adjoining Property shall not extend for a term greater than one year without the consent of the District.

(b) In the event that Property One shall be developed by the District as a public school, and so long as Property One is thereafter used as the site of a public school, the District shall have the right to the non-exclusive use of a portion of the Village Adjoining Parcel situated immediately south of, and adjacent to, Property One (the "School Use Area") having a size and configuration adequate to accommodate ancillary school playground, recreational, and stormwater management uses (the "School-related Uses"), and consistent with the master planning efforts referenced in Section 7, above. The District may, subject to approval of the Village, and at the expense of the District, construct improvements, amenities and/or enhancements to the School Use Area to facilitate School-related Uses, including (by way of example) sidewalks, paths, playground structures, athletic fields and related structures, asphalt surfaces for basketball, stormwater management facilities, landscaping, etc.

9. Reciprocal Rights of First Refusal. At Closing, each Grantee shall execute a right of first refusal in favor of the Grantor.

(a) The right of first refusal executed by the Village shall be in recordable form and shall: (i) require the Village to provide the District with a copy of any offer of a third purchaser for the purchase of Property Two which the Village wishes to accept; (ii) grant the District the right to match the terms of such offer; (ii) extend to the District a period of 60 days following receipt of a copy of the third party offer to exercise such right of first refusal, with closing to occur 60 days thereafter; (iii) permit the sale of Property Two to such third purchaser pursuant to the terms of the third party offer if the right of first refusal is not duly exercised by the District; and (iv) terminate in the event and at such time as Property Two is developed by the Village as a public safety facility.

(b) The right of first refusal executed by the District shall be in recordable form and shall: (i) require the District to provide the Village with a copy of any offer of a third purchaser for the purchase of Property One which the District wishes to accept; (ii) grant the Village the right to match the terms of such offer; (ii) extend to the Village a period of 60 days following receipt of a copy of the third party offer to exercise such right of first refusal, with closing to occur 60 days thereafter; (iii) permit the sale of Property One to such third purchaser pursuant to the terms of the third party offer if the right of first refusal is not duly exercised by the Village; and (iv) terminate in the event and at such time as Property Two is developed by the District as the site of a public school.

The undersigned acknowledge that they have read and understand the foregoing, and that the foregoing constitute additional terms and conditions to the WB-35 Simultaneous Exchange Agreement of the parties.

VILLAGE OF MCFARLAND

By:_____

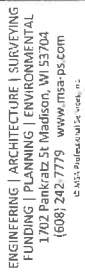
SCHOOL DISTRICT OF MCFARLAND

By:_____

F:\DOCS\WD\90126\1\A3712671.DOCX

EXHIBIT 1

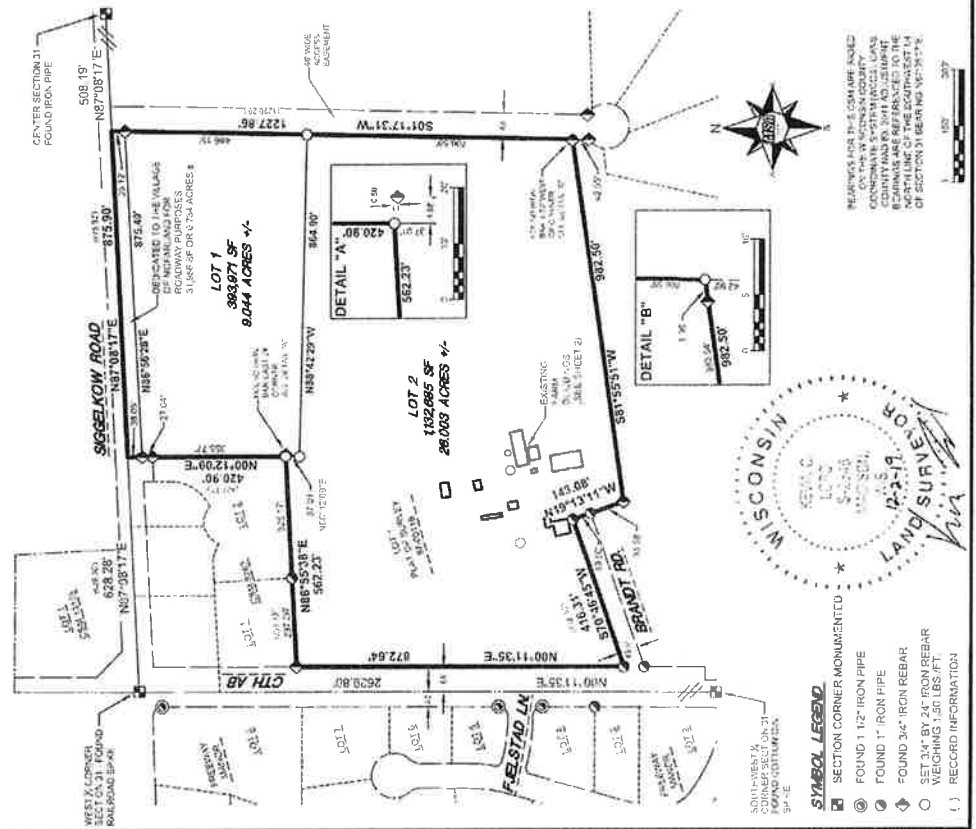
“CSM ONE”

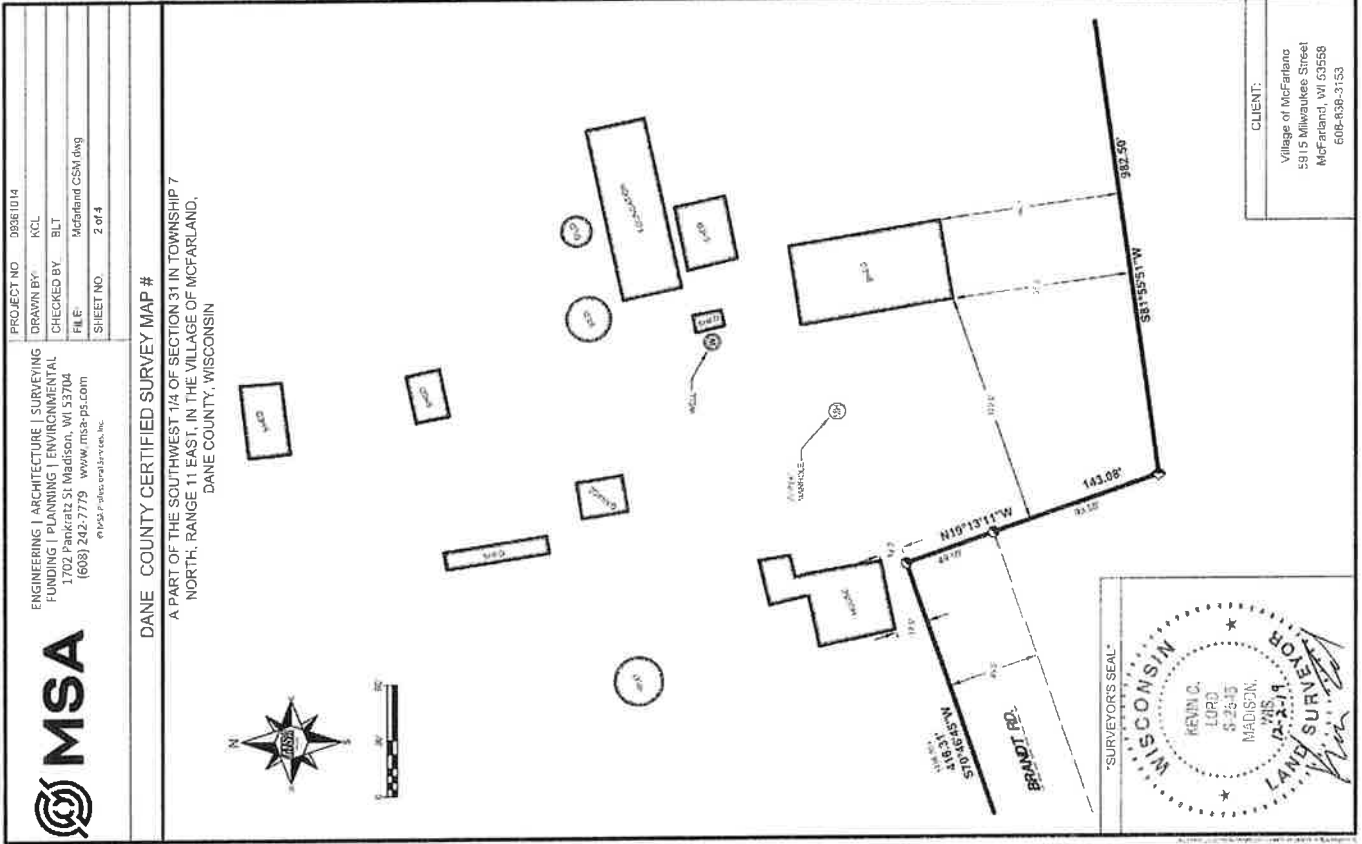


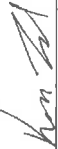
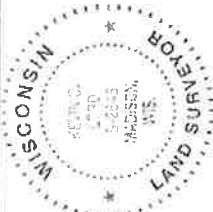
PROJECT NO	09-501014	OWNER	Village of McFarland 3915 Milwaukee Street P.O. Box 110 McFarland, WI 53558
DRAWN BY:	KCL		
SURVEYOR	RT		
FILE NO	McFarland CSM.dwg		
SHEET NO	1 of 4		

DANE COUNTY CERTIFIED SURVEY MAP

PART OF THE SOUTHWEST 1/4 OF SECTION 31 IN TOWNSHIP 7 NORTH, RANGE 11 EAST, IN THE VILLAGE OF MCFARLAND, DANE COUNTY, WISCONSIN





 ENGINEERING ARCHITECTURE SURVEYING PLANNING ENVIRONMENTAL 1702 Parkview St Madison, WI 53704 (608) 242-7779 www.msa-ips.com © 2015 Professional Services, Inc.	PROJECT NO. 09357014
	DRAWN BY: KCL
	CHECKED BY: BLT
	FILE: McFarland CSM.dwg
	SHEET NO. 3 of 4
DANE COUNTY CERTIFIED SURVEY MAP #	
A PART OF THE SOUTHWEST 1/4 OF SECTION 31 IN TOWNSHIP 7 NORTH, RANGE 11 EAST, IN THE VILLAGE OF MCFARLAND, DANE COUNTY, WISCONSIN	
LEGAL DESCRIPTION	
A PART OF THE SOUTHWEST 1/4 OF SECTION 31 IN TOWNSHIP 7 NORTH, RANGE 11 EAST, IN THE VILLAGE OF MCFARLAND, DANE COUNTY WISCONSIN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:	
COMMENCING AT THE WEST 1/4 CORNER OF SAID SECTION 31; THENCE NORTH 87°08'17" EAST ALONG THE EAST-WEST 1/4 LINE OF SAID SECTION 31, A DISTANCE OF 628.28 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING NORTH 87°08'17" EAST ALONG THE SAID EAST-WEST 1/4 LINE, A DISTANCE OF 875.90 FEET; THENCE SOUTH 01°17'31" WEST, A DISTANCE OF 1227.86 FEET; THENCE SOUTH 81°55'51" WEST, A DISTANCE OF 982.50 FEET; THENCE SOUTH 01°17'31" WEST, A DISTANCE OF 143.08 FEET TO A POINT ON THE NORTH RIGHT-OF-WAY OF BRANDT ROAD; THENCE SOUTH 70°46'45" WEST ALONG THE SAID NORTH RIGHT-OF-WAY, A DISTANCE OF 416.31 FEET TO A POINT ON A LINE 66 FEET EAST OF AND PARALLEL TO THE WEST LINE OF THE SOUTHWEST 1/4 OF SAID SECTION 31; THENCE NORTH 07°11'35" EAST ALONG THE SAID PARALLEL LINE, A DISTANCE OF 872.64 FEET TO THE SOUTHWEST CORNER OF LOT 1 OF CERTIFIED SURVEY MAP (CSM) NO. 8262; THENCE NORTH 85°55'36" EAST ALONG THE SOUTH LINE OF SAID CSM NO. 8262, A DISTANCE OF 562.23 FEET TO THE SOUTHEAST CORNER OF LOT 2 OF SAID CSM NO. 8262; THENCE NORTH 06°12'09" EAST ALONG THE EAST LINE OF SAID LOT 2 AND SAID LINE EXTENDED NORTHERLY, A DISTANCE OF 420.90 FEET TO THE POINT OF BEGINNING.	
SAID PARCEL CONTAINS 1,558,842 SQUARE FEET OR 35.781 ACRES MORE OR LESS.	
SURVEYOR'S CERTIFICATE	
I, KEVIN C. LORD, PROFESSIONAL LAND SURVEYOR S-2645, DO HEREBY CERTIFY THAT BY THE DIRECTION OF THE VILLAGE OF MCFARLAND, I HAVE SURVEYED, DIVIDED, AND MAPPED THE LANDS DESCRIBED HEREON AND THAT THE MAP IS A CORRECT REPRESENTATION IN ACCORDANCE WITH THE INFORMATION PROVIDED. I FURTHER CERTIFY THAT THIS CERTIFIED SURVEY MAP IS IN FULL COMPLIANCE WITH CHAPTER 236.34 OF THE WISCONSIN STATUTES AND THE SUBDIVISION REGULATIONS OF THE VILLAGE OF MCFARLAND, DANE COUNTY, WISCONSIN.	
	DATE 12-2-19
KEVIN C. LORD, S-2645 PROFESSIONAL LAND SURVEYOR	
"SURVEYOR'S SEAL" 	
CLIENT: Village of McFarland 5915 Milwaukee Street McFarland, WI 53558 608-538-3133	

 MSA ENGINEERING ARCHITECTURE SURVEYING FUNDING PLANNING ENVIRONMENTAL 1702 Panitz St Madison, WI 53704 (608) 242-7779 www.msa-ps.com © MSA Professional Services, Inc.	PROJECT NO. 09381G14
	DRAWN BY: KCL
	CHECKED BY: BLT
	FILE McFarland CSM.dwg
SHEET NO. 4 of 4	
DANE COUNTY CERTIFIED SURVEY MAP #	
A PART OF THE SOUTHWEST 1/4 OF SECTION 31 IN TOWNSHIP 7 NORTH, RANGE 11 EAST, IN THE VILLAGE OF MCFARLAND, DANE COUNTY, WISCONSIN	
OWNER'S CERTIFICATE THE VILLAGE OF MCFARLAND, AS OWNER, DO HEREBY CERTIFY THAT SAID OWNER HAS CAUSED THE LAND DESCRIBED ON THIS CERTIFIED SURVEY MAP TO BE SURVEYED, DIVIDED, MAPPED, AND DEDICATED AS REPRESENTED HEREON. SAID OWNER FURTHER CERTIFIES THAT THIS CERTIFIED SURVEY MAP IS REQUIRED BY S.238.34, WISCONSIN STATUTES TO BE SUBMITTED TO THE VILLAGE OF MCFARLAND FOR APPROVAL. IN WITNESS WHEREOF, THE VILLAGE OF MCFARLAND, HAVE CAUSED THESE DOCUMENTS TO BE SIGNED BY THEIR REPRESENTATIVE THIS _____ DAY OF _____, 2019.	
SIGNATURE _____	SIGNATURE _____
PRINTED NAME _____	PRINTED NAME _____
STATE OF WISCONSIN) SS DANE COUNTY) SS	
PERSONALLY CAME BEFORE ME ON THIS _____ DAY OF _____, 2019, AND _____ TO ME KNOWN TO BE THE THE ABOVE NAMED PERSON WHO EXECUTED THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED THE SAME	
NOTARY PUBLIC, DANE COUNTY, WISCONSIN	MY COMMISSION EXPIRES _____
VILLAGE OF MCFARLAND PLAN COMMISSION CERTIFICATE THIS CERTIFIED SURVEY MAP, INCLUDING ANY DEDICATIONS SHOWN THEREON, IS HEREBY APPROVED BY THE PLAN COMMISSION OF THE VILLAGE OF MCFARLAND ON THIS _____ DAY OF _____, 2019.	
TANYA O'WALLEY, DEPUTY CLERK	
VILLAGE OF MCFARLAND BOARD CERTIFICATE RESOLVED, THAT THIS CERTIFIED SURVEY MAP IS HEREBY APPROVED AND DEDICATIONS ACCEPTED BY THE VILLAGE BOARD OF THE VILLAGE OF MCFARLAND ON THIS _____ DAY OF _____, 2019.	
TANYA O'WALLEY, DEPUTY CLERK	
"SURVEYOR'S SEAL" 	
DANE COUNTY REGISTER OF DEEDS CERTIFICATE RECEIVED FOR RECORDING THIS _____ DAY OF _____, 2019, AT O'CLOCK _____ M. AND RECORDED IN VOLUME _____ OF CERTIFIED SURVEY MAPS OF DANE COUNTY ON PAGES _____ AS DOCUMENT NO. _____	
KRISTI CHLEBOWSKI, REGISTER OF DEEDS DANE COUNTY, WISCONSIN	
CLIENT: Village of McFarland 5915 Milwaukee Street McFarland, WI 53558 608-828-3153	

EXHIBIT 2

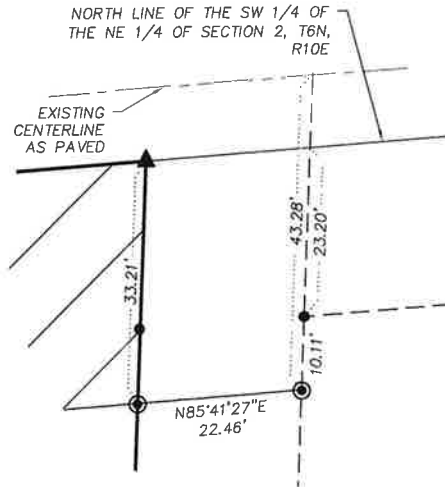
“CSM TWO”

CERTIFIED SURVEY MAP No. _____

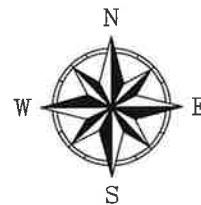
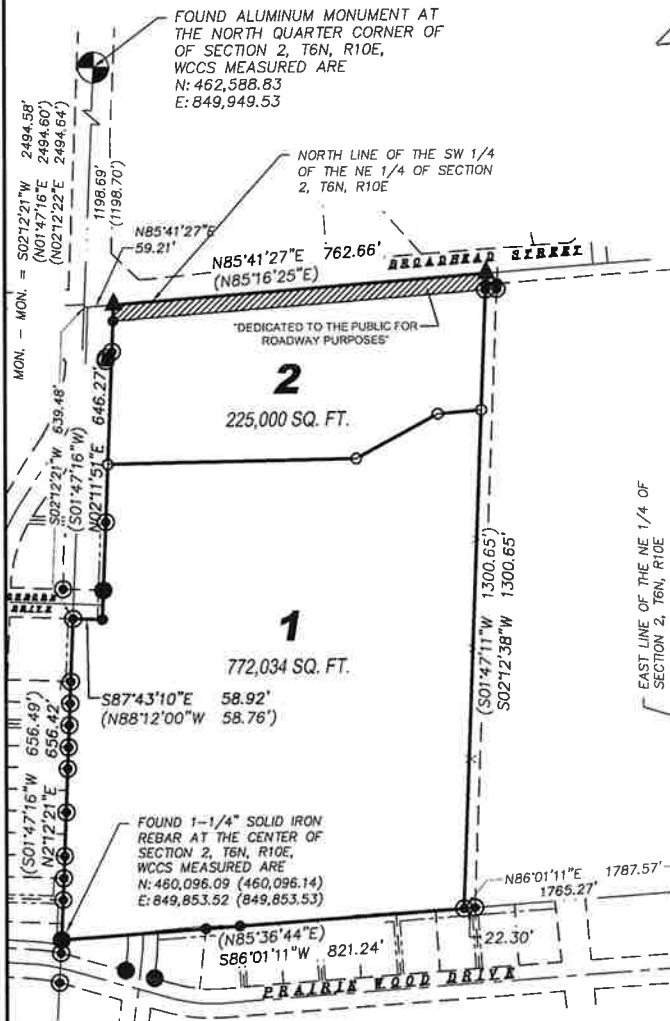
A PARCEL OF LAND LOCATED IN THE SOUTHWEST QUARTER OF THE
NORTHEAST QUARTER OF SECTION 2, TOWNSHIP 6 NORTH, RANGE 10 EAST,
VILLAGE OF MCFARLAND, DANE COUNTY, WISCONSIN.



TOTAL PLATTED AREA = 1,022,201 SQ. FT.
(23.47 ACRES)



DETAIL #1
SCALE: 1"=20'



BEARINGS ARE BASED ON THE WISCONSIN
COUNTY COORDINATE SYSTEM, DANE
COUNTY, THE WEST LINE OF NE 1/4 OF
SECTION 2-06-10, MEASURED AS
BEARING N02°12'21"E

FOUND SURVEY SPIKE WITH WASHER
AT THE EAST QUARTER CORNER OF
SECTION 2, T6N, R10E,
WCCS MEASURED ARE
N: 460,277.18 (460,277.42)
E: 852,456.03 (852,455.98)

C.S.M. No. **DRAFT**
Doc. No. _____
Vol. _____ Page _____

SURVEYED BY:
McFarland School District
5101 Farwell Street
McFarland, WI 53558

SURVEYED BY:
Snyder & Associates, Inc.
5010 Vages Road
Madison, WI 53718
(608)-838-0444
www.snyder-associates.com

SNYDER
& ASSOCIATES

FN: 117.0545.30
DATE: 11-22-19

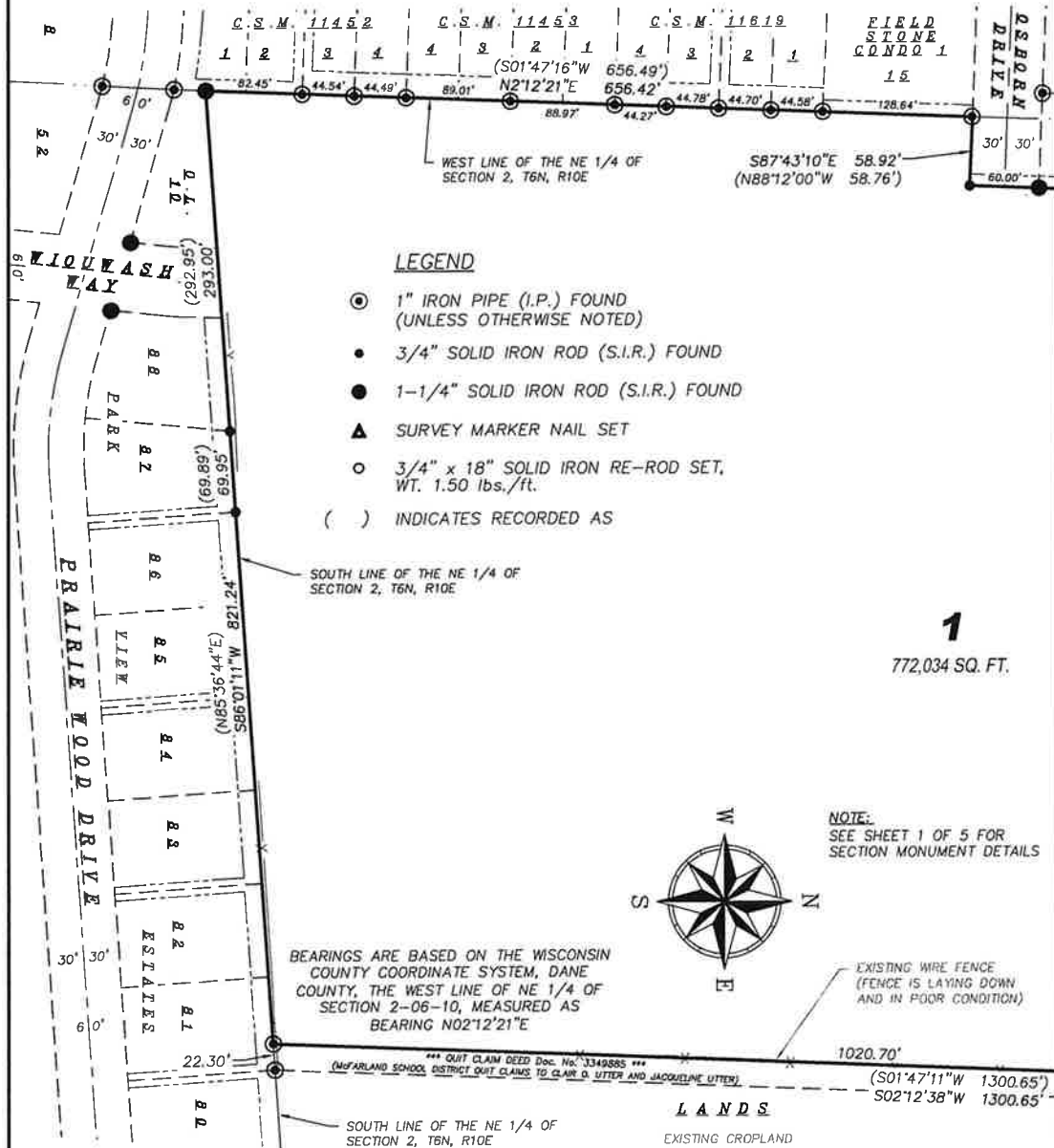
REVISIONS:

SHEET
1 OF 5

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CERTIFIED SURVEY MAP No. _____

A PARCEL OF LAND LOCATED IN THE SOUTHWEST QUARTER OF THE
NORTHEAST QUARTER OF SECTION 2, TOWNSHIP 6 NORTH, RANGE 10 EAST,
VILLAGE OF MCFARLAND, DANE COUNTY, WISCONSIN.



1
772,034 SQ. FT.

DRAFT

C.S.M. No. _____
Doc. No. _____
Vol. _____ Page _____

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5101 Farwell Street
McFarland, WI 53558

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(608)-838-0444
www.snyder-associates.com

SNYDER & ASSOCIATES

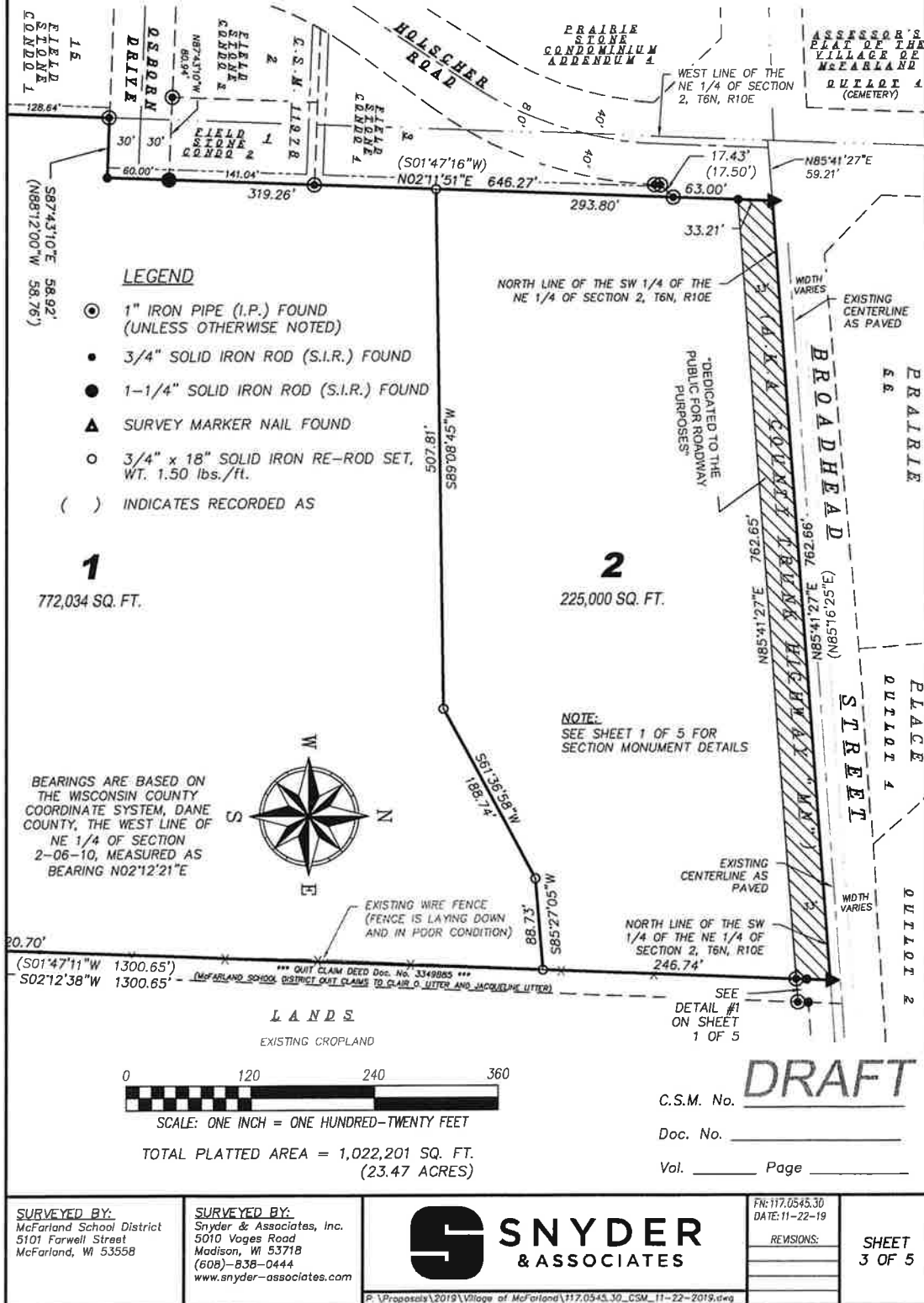
FN:117.0545.30
DATE:11-22-19
REVISIONS:

SHEET
2 OF 5

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CERTIFIED SURVEY MAP No. _____

A PARCEL OF LAND LOCATED IN THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 2, TOWNSHIP 6 NORTH, RANGE 10 EAST, VILLAGE OF MCFARLAND, DANE COUNTY, WISCONSIN.



CERTIFIED SURVEY MAP No. _____

A PARCEL OF LAND LOCATED IN THE SOUTHWEST QUARTER OF THE
NORTHEAST QUARTER OF SECTION 2, TOWNSHIP 6 NORTH, RANGE 10 EAST,
VILLAGE OF MCFARLAND, DANE COUNTY, WISCONSIN.

OWNER'S CERTIFICATE

School District of McFarland, owner, we hereby certify that we caused the land described on this Certified Survey Map to be surveyed, divided, mapped and dedicated as represented on the map hereon. We further certify that this Certified Survey map is required by §236.34 of the State Statutes to be submitted to the Village of McFarland for approval. Witness the hand and seal of said owner(s) this _____ day of _____, 2019.

School District of McFarland

By: _____
Authorized Member

State of Wisconsin)
)ss.
County of Dane)

Personally came before me this _____ day of _____, 2018, the above named
executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin

My Commission expires: _____

SURVEYOR'S CERTIFICATE

I, Eric E. Lindaas, Professional Land Surveyor, hereby certify: that in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the Village of McFarland and under the direction of McFarland School District, owner of said land, I have surveyed, divided and mapped this Certified Survey Map; that such Certified Survey Map correctly represents all exterior boundaries and the subdivision of the land surveyed; and that this land is more fully described as follows:

The West 25 acres of the Southwest Quarter of of the Northeast Quarter of Section 2, Township 6 North, Range 10 East, in the Village of McFarland, Dane County, Wisconsin; EXCEPT for land conveyed in Document No. 3349885 and in Document No. 3911853, more fully described as follows:

Commencing at the North quarter corner of said Section 2; thence South 02 degree 12 minutes 21 seconds West along the North-South quarter line of said Section 2, 1198.69 feet to the North line of the South half of the Northeast quarter of said Section 2; thence along said North line, North 85 degrees 41 minutes 27 seconds East, 59.21 feet to the Northeasterly corner of FIELD STONE ADDITION TO HIGHLAND OAKS plat, Dane County Registry and the point of beginning; thence continuing along said North line, North 85 degrees 41 minutes 27 seconds East, 762.66 feet to the Northwest corner of the Utter property, quit claim deed recorded as document number 3349885, Dane County Registry; thence along the West line of said Utter property, South 02 degrees 12 minutes 38 seconds West, 1300.65 feet to the South line of the Southwest quarter of the Northeast quarter of said Section 2, point also being on the Northerly line of PARK VIEW ESTATES plat, Dane County Registry; thence South 86 degrees 01 minute 11 seconds West along said Northerly line, 821.24 feet to the Center of said Section 2 and the Easterly line of said FIELD STONE ADDITION TO HIGHLAND OAKS plat, thence North 02 degrees 12 minutes 21 seconds East along said East line, 656.42 feet to the Southerly right-of-way line of Osborn Drive; thence along said right-of-way line, South 87 degrees 43 minutes 10 seconds East, 58.92 feet to the Easterly line of said plat; thence along said Easterly line, North 02 degrees 11 minutes 51 seconds East, 646.27 feet to the point of beginning. This description contains approximately 1,022,201 square feet or 23.4665 acres.

Dated this _____ day of _____, 2019.

Signed:

Eric E. Lindaas, P.L.S. No. 2919
Snyder & Associates, Inc.
5010 Voges Road
Madison, WI 53718
608-838-0444
elindaas@snyder-associates.com

C.S.M. No. **DRAFT**

Doc. No. _____

Vol. _____ Page _____

SURVEYED BY:
McFarland School District
5101 Farwell Street
McFarland, WI 53558

SURVEYED BY:
Snyder & Associates, Inc.
5010 Voges Road
Madison, WI 53718
(608)-838-0444
www.snyder-associates.com

S **SNYDER**
& ASSOCIATES

FN: 117.0545.30
DATE: 11-22-19

REVISIONS:

SHEET
4 OF 5

P:\Proposals\2019\Village of McFarland\117.0545.30_CSM_11-22-2019.dwg

CERTIFIED SURVEY MAP No. _____

A PARCEL OF LAND LOCATED IN THE SOUTHWEST QUARTER OF THE
NORTHEAST QUARTER OF SECTION 2, TOWNSHIP 6 NORTH, RANGE 10 EAST,
VILLAGE OF MCFARLAND, DANE COUNTY, WISCONSIN.

VILLAGE OF MCFARLAND APPROVAL

Approved for recording by the Village of McFarland.

By: _____
Village Clerk, Village of McFarland

Date: _____

REGISTER OF DEEDS CERTIFICATE

Received for recording this _____ day of _____, 2018, at _____ o'clock _____, m.
and recorded in Volume _____ of Certified Survey Maps on pages _____, as
Doc. No. _____

Kristi Chlebowski, Dane County Register of Deeds

C.S.M. No. **DRAFT**
Doc. No. _____
Vol. _____ Page _____

SURVEYED BY:
McFarland School District
5101 Farwell Street
McFarland, WI 53558

SURVEYED BY:
Snyder & Associates, Inc.
5010 Voges Road
Madison, WI 53718
(608)-838-0444
www.snyder-associates.com



**SNYDER
& ASSOCIATES**

FN: 117.0545.30
DATE: 11-22-19

REVISIONS:

**SHEET
5 OF 5**

P: \Proposals\2019\Village of McFarland\117.0545.30_CSM_11-22-2019.dwg