

Monday, July 13, 2020

Village Board
7:00 PM

McFarland Municipal Center
Community Room

AGENDA

You are invited to this meeting through a Zoom webinar. The Public is strongly encouraged to watch and participate in these meetings remotely through either the webinar or telephone options listed below.

PLEASE CLICK THE LINK BELOW TO JOIN THE ZOOM WEBINAR:

<https://us02web.zoom.us/j/81355478916>

Or by Telephone:

+1 (312) 626-6799

Webinar ID: 813 5547 8916

1. CALL TO ORDER.
2. ATTENDANCE/ROLL CALL.
3. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.
 - a. Public Announcements
 - b. Public Communications
4. CONSENT AGENDA.
 - a. Motion to approve the minutes of the June 8, 2020 Village Board meeting.
 - b. Motion to approve the minutes of the June 22, 2020 Village Board meeting.
 - c. Motion to approve the minutes of the June 29, 2020 Village Board meeting (Retreat).
 - d. Motion to approve the minutes of the June 30, 2020 Village Board meeting (Retreat).
 - e. Motion to approve pre-paid checks #77182-77217 in the amount of \$102,939.47 and current checks #77218-77338 in the amount of \$376,525.76.
 - f. Motion to approve appointing TJ Jerke to serve on the Volunteer Committee for a term ending April 30, 2021.
 - g. Motion to approve appointing Melanie Robak-Tiboris and Mary Sobok to serve as Election Inspectors for the 2020-2021 term.

- h. Motion to approve appointing Chris St. Clair to serve on the Finance Committee and Personnel Committee for a term ending April 30, 2021.
- i. Motion to approve bargaining team of Village President, Village Administrator, and Department Head for collective bargaining negotiations on a successor labor agreements with applicable bargaining units.

5. PUBLIC APPEARANCES.

- a. This is an opportunity for members of the public to address the Village Board. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the board may do so using the Question and Answer feature within the Zoom online meeting platform. You may state your name, address, and provide your comments to the board for their consideration. Members of the public who are present in person and 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. Additionally, you may send your public comments to cassandra.suettinger@mcfarland.wi.us to be included as part of the meeting.

6. BUSINESS.

- a. Communications & Technology Committee (Trustees Brassington & Flaherty)
 - 1) Discussion and action to accept a proposal from CivicPlus regarding the design and hosting of the Village Website.
- b. Ad-Hoc Sustainability Committee
 - 1) Discussion and action regarding the issuance of a Request for Proposals (RFP) to create a Sustainability Plan for McFarland.
- c. Parks, Recreation, and Natural Resources (Trustees Clow & Utter)
 - 1) Discussion and action regarding the award of contract for the 2020 Park Facility Projects.
- d. Public Utilities Committee (Trustees Kryzenske & Clow)
Public Works Committee (Trustees Clow & Rupert)
 - 1) Discussion and action regarding the State Municipal Agreement (SMA) for the Exchange Street project.
- e. Public Works Committee (Trustees Clow & Rupert)
 - 1) Discussion and action regarding the M&M Furniture proposal for the Public Works Center.
- f. Discussion and action on Wisconsin Elections Commission CARES subgrant, agreement, terms and certification.

- g. Discussion and action to approve the filling of a vacancy of Nutrition Manager within the Senior Outreach Department.
- h. Update on Phase 1 Planning for the development of a Public Safety Center.
- i. Authority, Board, Commission, and Committee agenda item requests, referrals, and updates.

7. CLOSED SESSION.

- a. Discussion and action on entering into Closed Session pursuant to Wis. Stats. §19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investment of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically to address acquisition of property located at 5817 Milwaukee Street, within Tax Increment District #4.
- b. Discussion and action to reconvene into Open Session from Closed Session.
- c. Discussion and action regarding the acquisition of property located at 5817 Milwaukee Street, within Tax Increment District #4.

8. ADJOURNMENT.

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related to Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the McFarland Municipal Center at (608) 838-3153 or cassandra.suettinger@mcfarland.wi.us

VILLAGE OF MCFARLAND
MCFARLAND MUNICIPAL COURT
July, 2020

Monthly Court Docket

June 9, 2020 – Court Docket – Initial Appearances

10 cases scheduled for Initial appearances (29 citations)

- 1 No Contest or Guilty pleas – Citations adjudicated at Initial Appearance
- 1 Paid prior to Appearance
- 3 Not Guilty pleas - Citations adjudicated or Pretrial scheduled for June 23, 2020
- 5 Default appearances – Scheduled for August 25, 2020 Indigency Hearing
- 0 Rescheduled Court date to June 23, 2020

June 9, 2020 - Juvenile Court – Initial Appearances

0 case scheduled for Initial appearances (0 citations)

- 0 No Contest or Guilty pleas – Citations adjudicated at Initial Appearance
- 0 Paid prior to Appearance
- 0 Not Guilty plea - Citations adjudicated or Pretrial scheduled for June 23, 2020
- 0 Default appearances – Scheduled for August 25, 2020 Indigency Hearing
- 0 Rescheduled Court date to June 23, 2020
- 0 Reviews - Monthly progress review

June 23, 2020 – Court Docket – Initial Appearances

11 cases scheduled for Initial appearances (20 citations)

- 2 No Contest or Guilty pleas – Citations adjudicated at Initial Appearance
- 0 Paid prior to Appearance
- 2 Not Guilty pleas - Citations adjudicated or Pretrial scheduled for July 14, 2020
- 7 Default appearances – Scheduled for August 25, 2020 Indigency Hearing
- 0 Rescheduled Court date to July 14, 2020

June 23, 2020 - Juvenile Court – Initial Appearances

1 case scheduled for Initial appearances (2 citations)

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

Court Activities

Monthly Financial Report

The Municipal Court received 47 payments for the month of June, 2020. Total revenue received by the Court was \$5,160.93. The Municipality retained \$3,060.47 in Court revenue, \$616.78 was sent to Dane County and \$1,483.68 was sent to the State.

There were 20 credit card transactions for the month of June. The Court received a total of \$2,624.40 in payments from GPS on-line credit card payments.

As of June, 2020, the Municipal Court has received a total of \$3,095.66 in delinquent fines from the Department of Revenue Tax Intercept Program.

As of June, 2020, the Municipal Court has received a total of \$ \$31,493.04 in delinquent fines from the State Debt Collection.

Year to date, \$81,036.20, in forfeitures have been ordered from 495 citations adjudicated in the Municipal Court. Of that, \$4,929.00 has been converted to classroom education and/or community service hours for juveniles. A total of \$ 71,970.45 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

July 2020 Fire & Rescue Department Report For June 2020 Activity

- **Operations**

- In May, we have seen the call volume returning closer to normal. The fire incidents are still at a four-year low, and medical calls are higher than in 2019 and lower than in 2018. Our transports from medical calls remain similar to previous years.
- We have placed Ketorolac (Toradol) on to the ambulances. Ketorolac is a nonsteroidal anti-inflammatory drug (NSAID). Ketorolac works by reducing hormones that cause inflammation and pain in the body. We are hoping to provide pain relief to patients without the additional delay and cost of requesting paramedics to administer narcotics.
- We received a concern about open burning in the Village from a citizen. The citizen wanted to discuss increasing the restrictions on open burning in the Village. We made contact with the citizen and explained the restrictions are based on the ordinance, and we would need to update the ordinance to increase restrictions. The individual initially wanted to not permit any open burning in the Village. Based on the nuisance they experience during the summer with burning and smoke entering their home. We reviewed the current ordinance and explained the issue appeared to be a violation already. We requested several times to be made aware of any locations of concern so we could address the topic with the party that was burning. The individual did not wish to provide further details. Additionally, after reviewing the ordinance, the individual stated they felt the current ordinance was acceptable.
- COVID-19 has delayed the Utility as Ford shut down the production line to build medical equipment. The truck is tentatively scheduled for delivery in quarter 3 of 2021.

- **COVID-19**

- The following initiatives were implemented and continue:
 - We have closed the Fire & Rescue area to non-essential people, including village and department staff. Only the required staff may be present in our area of the building.
 - We have implemented daily cleaning within the Fire & Rescue area for high contact and high traffic areas.
 - Shift changes are performed with social distancing and are required to be completed in ten minutes or less.
 - The 2018 pick-up has been equipped as the fire support vehicle for medical calls. We have added isolation gowns, N-95 masks, surgical masks, garbage bags, and hand sanitizer to the truck.
 - Increased the cleaning and disinfecting of the vehicles in the fleet and then leaving the vehicles open to allow air circulation.
 - Department training and meetings are being conducted online for groups larger than ten. Ten or less may be scheduled in person.
 - Social distancing is used among staff during the day.
 - Surgical masks and safety glasses are utilized on every medical call during training, performing fire inspections, and interacting with the public when possible.
 - N95 masks, isolation gowns, and safety glasses are used on any patient contact that has been tested positive, suspected of COVID-19, or a higher risk procedure is performed (nebulizer, high flow oxygen, CPAP, CPR, etc.)
 - Firefighters are released immediately upon determination that any additional staff isn't required. The firefighters are limited to the apparatus bay area. The sign-in process for firefighters is completed in the laundry area, where firefighters are required to wash hands after signing in for a call.
 - The career staff is conducting weekly equipment checks usually performed by the paid-on-call staff.
 - Our PPE supplies remain sufficient.
 - We are participating in N95 mask decontamination with the State EOC with the Battelle System.
 - The staff is performing daily monitoring and logging of any symptoms.
- We have seen a reduction in transport revenue during March and April. CARES stimulus funds have been requested from the state to help offset.

- We have provided an estimated 50 birthday parades.
- **Staffing**
 - Current Staffing Levels
 - Fulltime Fire Rescue Chief – 1
 - Administrative Captain – 1
 - Fulltime Fire Inspector/Public Education Specialist – 1
 - Fulltime EMTs – 6
 - Fulltime Confidential Administrative Assistant - 1
 - Paid-On-Call – 60 (12 EMTs (1 on military leave), 25 Firefighters (1 Active Retired), 9 EMR/Firefighter, & 13 EMT/Firefighters(1 on medical leave and 1 on military leave)
 - Total Staffing Level – 70
 - Overtime for June was at 30 hours for shift coverage due to a career staff member on medical restrictions from work.
 - We have two members attending EMT Basic Class this summer and two additional members looking to participate in the fall.
 - We are reviewing applications to hire a couple of additional paid-on-call staff. However, locker space and turnout gear (firefighters) are currently limiting factors.

<u>Inspection/Prevention Activity</u>	<u>Completed</u>	<u>Year to Date Total</u>
Building Inspections	58	144
Fire Code Violations Identified	23	66
Re-inspections Completed	3	11
Corrections Noted	3	19
Building Plan Reviews	0	3
Development Reviews	3	11
Acceptance Test/site visits	5	10
Fire Drills	0	0
AHA-CPR Classes	0	8
AHA Attendance Total	0	85
Public Education	0	5
Public Education Attendance	0	130
Home Prevention Installations	0	3

Many fire prevention activities are suspended due to COVID-19

- **Apparatus & Equipment**
 - The annual DOT inspections are continuing by the Village Mechanic. During the inspection of the 1997 Aerial (Ladder 8), the radiator was found to be leaking and ball joints needing replacement. We are hoping

the radiator stop leak will address the radiator leak as the replacement would not be easy. The mechanic will replace the ball joints in the coming weeks.

- The 2018 Pumper (Engine 2) oil sample returned with high levels of moisture. A second sample was taken, and if it is determined to have high levels, still the EGR system would be of concern due to the failure with it last year.
- The 2004 Boat (Water 10) experienced oil pressure loss during a search. The boat was placed out of service and is awaiting repair at a local vendor. The oil pump will need to be replaced.

- **Budget**

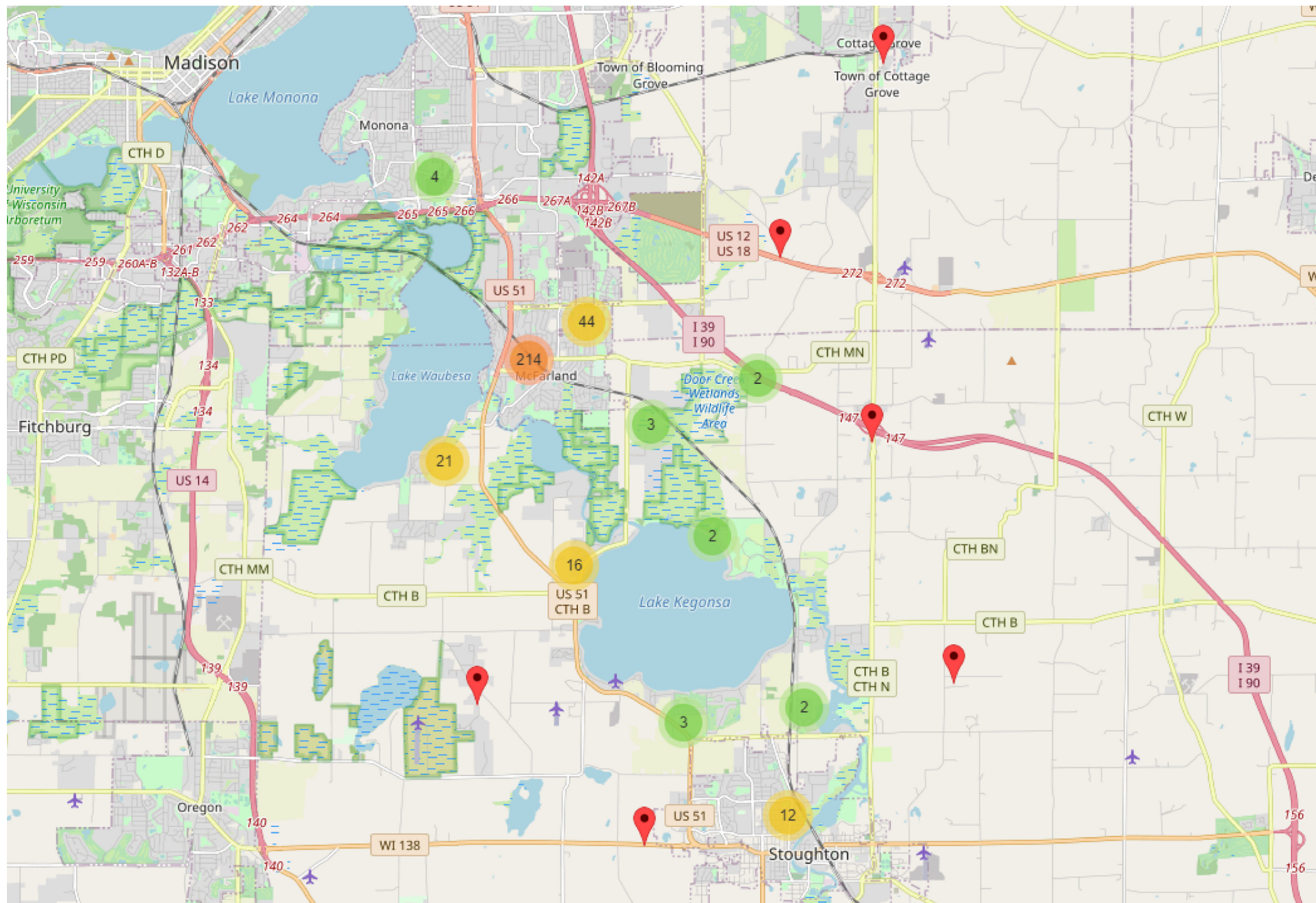
- We have completed 50% of the budget year and have expended 89% of our vehicle maintenance budget. We are currently projected to exceed that by \$7,400. The overall budget was performing well and planned to be within budget. The overage in vehicle maintenance should be able to be absorbed with payroll savings from COVID-19 reductions.
- The replacement radio project has begun. We have received the portable radios. We are waiting on final quotes for the mobile radios. The project is tracking to be within budget.
- Fire equipment and EMS equipment purchasing will begin in the next couple of months. Purchasing was delayed due to COVID-19. We were hoping to reduce restrictions on interactions with vendors.

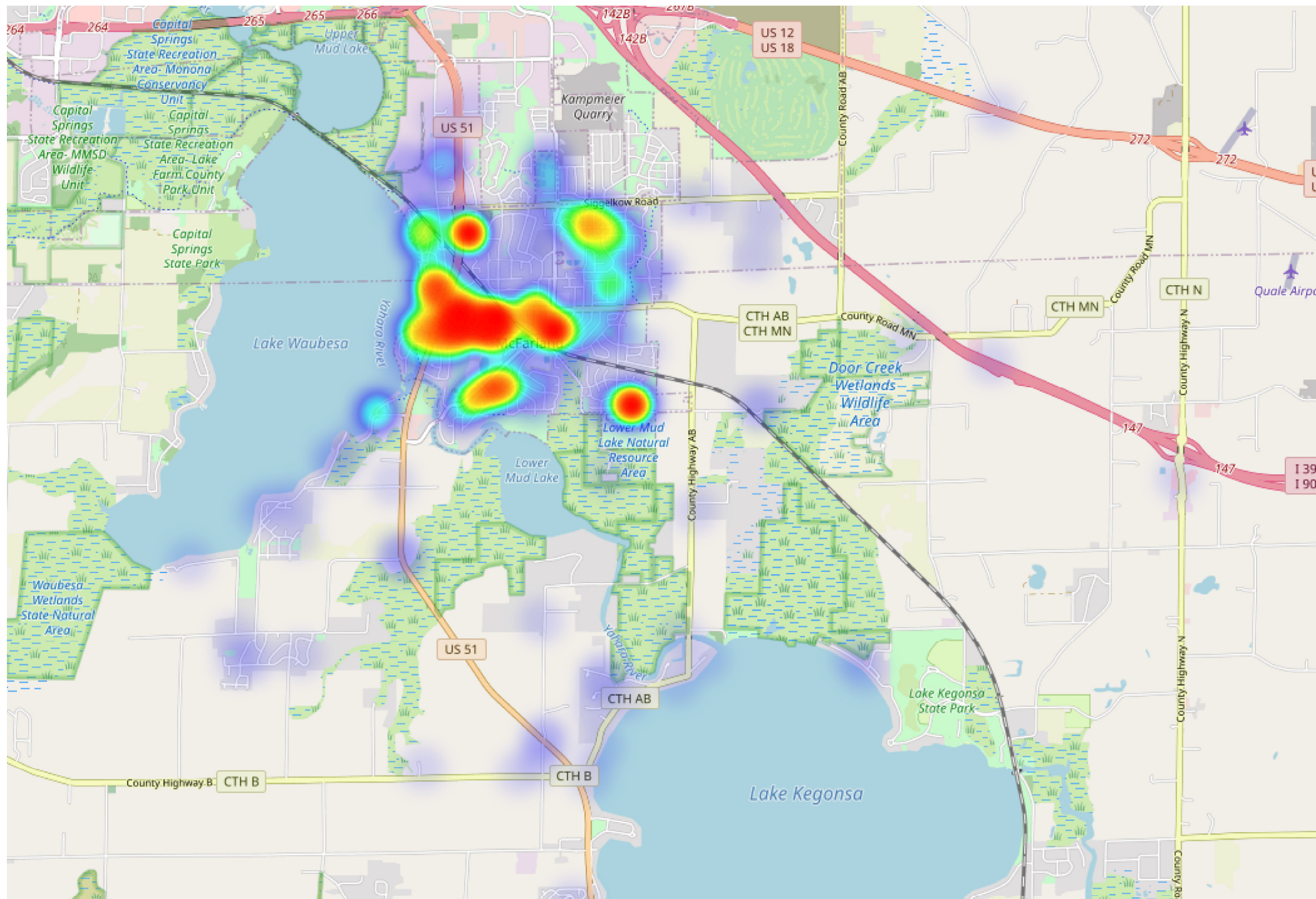
Ambulance Runs By Dispatch Reason

Incident Complaint Reported By Dispatch	06/01/20 - 06/30/20		06/01/19 - 06/30/19		06/01/18 - 06/30/18	
Abdominal Pain/Problems	2	2.82%	1	1.23%	3	3.95%
Allergic Reaction/Stings	0	0.00%	1	1.23%	0	0.00%
Animal Bite	0	0.00%	0	0.00%	0	0.00%
Assault	3	4.23%	1	1.23%	0	0.00%
Automated Crash Notification	0	0.00%	1	1.23%	0	0.00%
Back Pain (Non-Traumatic)	0	0.00%	3	3.70%	2	2.63%
Breathing Problem	1	1.41%	5	6.17%	2	2.63%
Burns/Explosion	0	0.00%	1	1.23%	1	1.32%
Carbon Monoxide/Hazmat/Inhalation/CBRN	0	0.00%	0	0.00%	3	3.95%
Cardiac Arrest/Death	2	2.82%	1	1.23%	2	2.63%
Chest Pain (Non-Traumatic)	4	5.63%	2	2.47%	1	1.32%
Choking	1	1.41%	1	1.23%	0	0.00%
Convulsions/Seizure	1	1.41%	1	1.23%	1	1.32%
Diabetic Problem	1	1.41%	0	0.00%	0	0.00%
Drowning/Diving/SCUBA Accident	1	1.41%	0	0.00%	0	0.00%
Electrocution/Lightning	0	0.00%	0	0.00%	0	0.00%
Eye Problem/Injury	1	1.41%	0	0.00%	0	0.00%
Falls	13	18.31%	17	20.99%	9	11.84%
Fire	4	5.63%	0	0.00%	4	5.26%
Headache	1	1.41%	2	2.47%	1	1.32%
Heart Problems/AICD	2	2.82%	2	2.47%	2	2.63%
Heat/Cold Exposure	0	0.00%	0	0.00%	0	0.00%
Hemorrhage/Laceration	4	5.63%	4	4.94%	1	1.32%
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%	2	2.63%
Overdose/Poisoning/Ingestion	0	0.00%	1	1.23%	2	2.63%
Pregnancy/Childbirth/Miscarriage	0	0.00%	0	0.00%	0	0.00%
Psychiatric Problem/Abnormal Behavior/Suicide Attempt	2	2.82%	2	2.47%	0	0.00%
Sick Person	11	15.49%	12	14.81%	9	11.84%
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	3	4.23%	2	2.47%	3	3.95%
Traffic/Transportation Incident	2	2.82%	8	9.88%	18	23.68%
Transfer/Interfacility/Palliative Care	0	0.00%	0	0.00%	0	0.00%
Traumatic Injury	4	5.63%	3	3.70%	3	3.95%
Unconscious/Fainting/Near-Fainting	8	11.27%	8	9.88%	7	9.21%
Unknown Problem/Person Down	0	0.00%	2	2.47%	0	0.00%
Total	71		81		76	

Ambulance Runs By Dispatch Reason

Incident Complaint Reported By Dispatch	01/01/20 - 6/30/20		01/01/19 - 6/30/19		01/01/18 - 6/30/18	
Abdominal Pain/Problems	12	2.90%	8	1.93%	6	1.37%
Allergic Reaction/Stings	1	0.24%	1	0.24%	4	0.91%
Animal Bite	1	0.24%	0	0.00%	0	0.00%
Assault	9	2.17%	3	0.72%	3	0.68%
Automated Crash Notification	0	0.00%	1	0.24%	0	0.00%
Back Pain (Non-Traumatic)	3	0.72%	5	1.20%	5	1.14%
Breathing Problem	41	9.90%	30	7.23%	29	6.62%
Burns/Explosion	0	0.00%	1	0.24%	1	0.23%
Carbon Monoxide/Hazmat/Inhalation/CBRN	3	0.72%	3	0.72%	7	1.60%
Cardiac Arrest/Death	7	1.69%	3	0.72%	6	1.37%
Chest Pain (Non-Traumatic)	21	5.07%	28	6.75%	10	2.28%
Choking	2	0.48%	6	1.45%	4	0.91%
Convulsions/Seizure	6	1.45%	6	1.45%	10	2.28%
Diabetic Problem	4	0.97%	7	1.69%	8	1.83%
Drowning/Diving/SCUBA Accident	1	0.24%	0	0.00%	0	0.00%
Electrocution/Lightning	1	0.24%	0	0.00%	0	0.00%
Eye Problem/Injury	1	0.24%	0	0.00%	0	0.00%
Falls	81	19.57%	84	20.24%	72	16.44%
Fire	24	5.80%	15	3.61%	30	6.85%
Headache	5	1.21%	3	0.72%	2	0.46%
Heart Problems/AICD	8	1.93%	9	2.17%	12	2.74%
Heat/Cold Exposure	0	0.00%	1	0.24%	0	0.00%
Hemorrhage/Laceration	14	3.38%	15	3.61%	10	2.28%
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	1	0.24%	1	0.24%	4	0.91%
Overdose/Poisoning/Ingestion	8	1.93%	10	2.41%	6	1.37%
Pregnancy/Childbirth/Miscarriage	1	0.24%	0	0.00%	1	0.23%
Psychiatric Problem/Abnormal Behavior/Suicide Attempt	6	1.45%	10	2.41%	3	0.68%
Sick Person	60	14.49%	59	14.22%	60	13.70%
Stab/Gunshot Wound/Penetrating Trauma	1	0.24%	0	0.00%	0	0.00%
Standby	1	0.24%	0	0.00%	7	1.60%
Stroke/CVA	7	1.69%	10	2.41%	9	2.05%
Traffic/Transportation Incident	23	5.56%	34	8.19%	75	17.12%
Transfer/Interfacility/Palliative Care	0	0.00%	1	0.24%	3	0.68%
Traumatic Injury	9	2.17%	13	3.13%	0	0.00%
Unconscious/Fainting/Near-Fainting	51	12.32%	45	10.84%	49	11.19%
Unknown Problem/Person Down	0	0.00%	3	1.07%	2	0.35%
Well Person Check	1	0.24%	0	0.00%	0	0.00%
Total	414		415		438	





McFarland Fire & Rescue Dept.
Fire Incident Type Period Comparisons
Alarm Date Between {06/01/2020} and {06/30/2020}

Incident Type	06/01/2020 to 06/30/2020	06/01/2019 to 06/30/2019	06/01/2018 to 06/30/2018	06/01/2017 to 06/30/2017
111 Building fire	1	2	0	0
112 Fires in structure other than in a building	0	0	0	1
113 Cooking fire, confined to container	1	0	0	0
131 Passenger vehicle fire	0	0	1	0
134 Water vehicle fire	0	0	0	1
154 Dumpster or other outside trash receptacle fire	0	0	0	1
311 Medical assist, assist EMS crew	9	17	12	6
322 Motor vehicle accident with injuries	0	5	5	5
324 Motor Vehicle Accident with no injuries	1	1	0	0
352 Extrication of victim(s) from vehicle	1	0	0	0
357 Extrication of victim(s) from machinery	0	0	1	0
361 Swimming/recreational water areas rescue	1	0	0	0
365 Watercraft rescue	1	0	1	0
411 Gasoline or other flammable liquid spill	1	0	0	0
412 Gas leak (natural gas or LPG)	0	1	0	0
413 Oil or other combustible liquid spill	0	0	0	1
424 Carbon monoxide incident	0	0	1	0
440 Electrical wiring/equipment problem, Other	0	0	0	2
444 Power line down	0	0	2	2
445 Arcing, shorted electrical equipment	2	3	0	1
463 Vehicle accident, general cleanup	0	0	1	2
510 Person in distress, Other	0	0	1	0
553 Public service	0	2	0	0
561 Unauthorized burning	0	0	1	0
600 Good intent call, Other	0	0	2	1
611 Dispatched & cancelled en route	2	5	4	4
6111Cancelled en route - Auto Aid Fire	1	0	0	0
6113Dispatched & cancelled en route - Mutual Aid	1	0	0	0
631 Authorized controlled burning	0	0	1	1
733 Smoke detector activation due to malfunction	0	2	1	0
735 Alarm system sounded due to malfunction	0	1	0	1
736 CO detector activation due to malfunction	0	0	1	0
743 Smoke detector activation, no fire - unintentional	0	0	0	1
744 Detector activation, no fire - unintentional	0	1	0	0
745 Alarm system activation, no fire - unintentional	5	1	1	0
746 Carbon monoxide detector activation, no CO	0	0	1	1
812 Flood assessment	0	0	1	0
815 Severe weather or natural disaster standby	0	0	0	1
Totals	27	41	38	32

McFarland Fire & Rescue Dept.
Fire Incident Type Period Comparisons
Alarm Date Between {01/01/2020} and {06/30/2020}

Incident Type	01/01/2020 to 06/30/2020	01/01/2019 to 06/30/2019	01/01/2018 to 06/30/2018	01/01/2017 to 06/30/2017
111 Building fire	11	12	8	5
112 Fires in structure other than in a building	0	0	0	1
113 Cooking fire, confined to container	2	2	1	2
115 Incinerator overload or malfunction, fire confined	0	1	0	0
118 Trash or rubbish fire, contained	1	0	0	1
131 Passenger vehicle fire	2	0	2	1
134 Water vehicle fire	0	0	0	1
140 Natural vegetation fire, Other	0	0	1	0
142 Brush or brush-and-grass mixture fire	2	0	0	1
150 Outside rubbish fire, Other	0	0	1	0
151 Outside rubbish, trash or waste fire	0	1	0	0
154 Dumpster or other outside trash receptacle fire	0	1	0	2
160 Special outside fire, Other	0	0	1	0
162 Outside equipment fire	0	1	0	0
171 Cultivated grain or crop fire	0	0	1	0
223 Air or gas rupture of pressure or process vessel	0	1	0	0
251 Excessive heat, scorch burns with no ignition	0	0	0	1
311 Medical assist, assist EMS crew	61	69	56	58
322 Motor vehicle accident with injuries	6	15	15	10
324 Motor Vehicle Accident with no injuries	2	2	6	2
331 Lock-in (if lock out , use 511)	0	0	0	2
341 Search for person on land	0	1	0	0
350 Extrication, rescue, Other	0	0	0	1
351 Extrication of victim(s) from building/structure	0	1	0	0
352 Extrication of victim(s) from vehicle	1	1	0	1
353 Removal of victim(s) from stalled elevator	0	0	1	1
357 Extrication of victim(s) from machinery	0	0	1	0
361 Swimming/recreational water areas rescue	1	1	0	0
363 Swift water rescue	0	1	0	0
365 Watercraft rescue	1	1	1	0
381 Rescue or EMS standby	0	0	0	1
411 Gasoline or other flammable liquid spill	3	2	3	2
412 Gas leak (natural gas or LPG)	0	3	2	3
413 Oil or other combustible liquid spill	0	1	0	1
420 Toxic condition, Other	0	0	1	0
421 Chemical hazard (no spill or leak)	1	0	0	0
424 Carbon monoxide incident	0	1	2	3
440 Electrical wiring/equipment problem, Other	0	0	0	2
442 Overheated motor	1	0	1	0
444 Power line down	1	0	3	2
445 Arcing, shorted electrical equipment	2	3	1	3
451 Biological hazard, confirmed or suspected	0	0	0	1

McFarland Fire & Rescue Dept.
Fire Incident Type Period Comparisons
Alarm Date Between {01/01/2020} and {06/30/2020}

Incident Type	01/01/2020 to 06/30/2020	01/01/2019 to 06/30/2019	01/01/2018 to 06/30/2018	01/01/2017 to 06/30/2017
463 Vehicle accident, general cleanup	0	2	1	4
500 Service Call, other	0	0	1	0
510 Person in distress, Other	0	0	1	1
521 Water evacuation	0	1	0	0
522 Water or steam leak	1	2	1	2
531 Smoke or odor removal	2	0	1	1
542 Animal rescue	0	0	0	1
551 Assist police or other governmental agency	0	1	0	1
553 Public service	4	4	0	0
555 Defective elevator, no occupants	1	0	0	0
561 Unauthorized burning	5	0	3	0
571 Cover assignment, standby, moveup	1	5	1	0
600 Good intent call, Other	0	0	3	3
611 Dispatched & cancelled en route	23	27	26	26
6111Cancelled en route - Auto Aid Fire	3	0	0	0
6113Dispatched & cancelled en route - Mutual Aid	1	0	0	0
621 Wrong location	0	1	0	0
622 No Incident found on arrival at dispatch address	3	3	0	1
631 Authorized controlled burning	0	3	5	2
650 Steam, Other gas mistaken for smoke, Other	0	0	0	1
651 Smoke scare, odor of smoke	0	4	4	1
652 Steam, vapor, fog or dust thought to be smoke	1	0	0	1
661 EMS call, party transported by non-fire agency	0	0	0	1
671 HazMat release investigation w/no HazMat	0	2	1	1
700 False alarm or false call, Other	0	0	2	0
710 Malicious, mischievous false call, Other	0	0	1	0
711 Municipal alarm system, malicious false alarm	0	1	0	0
713 Telephone, malicious false alarm	0	1	0	0
714 Central station, malicious false alarm	0	1	3	0
731 Sprinkler activation due to malfunction	0	3	1	0
733 Smoke detector activation due to malfunction	1	4	2	0
735 Alarm system sounded due to malfunction	3	3	1	3
736 CO detector activation due to malfunction	2	6	2	4
740 Unintentional transmission of alarm, Other	0	0	3	2
741 Sprinkler activation, no fire - unintentional	1	1	0	0
743 Smoke detector activation, no fire - unintentional	2	2	2	3
744 Detector activation, no fire - unintentional	0	1	1	0
745 Alarm system activation, no fire - unintentional	9	3	5	6
746 Carbon monoxide detector activation, no CO	1	6	4	4
812 Flood assessment	0	0	1	0
815 Severe weather or natural disaster standby	0	0	0	1

Totals

162

208

184

178

MCFARLAND POLICE DEPARTMENT



June 2020 Monthly Report

CONTENTS

INTRODUCTORY INFORMATION 2

STAFFING REPORT 2

EQUIPMENT REPORT 3

TRAINING REPORT 3

OTHER INFORMATION..... 3

JUNE 2020 MONTHLY REPORT

Introductory Information

As with the past few month's reports, this one will be somewhat streamlined as compared to the typical monthly report. Department heads have been providing Village Administration with more detailed information, and in turn they have been releasing that information to the public jointly rather than through individual Department reports. As is the case with most Village departments, our operations continue to be altered in response to the COVID-19 pandemic. Across the board, operations have been adjusted to provide for the greatest degree of isolation and the least amount of personal contact.

All extra, special event and special assignment related activities have been either suspended, reduced or greatly modified to prevent personal contact to every degree possible. All training has been suspended and/or cancelled. Outreach programming (Bike Rodeo, summer programming) has been in most cases cancelled. We are attempting to conduct some programs online, such as Coffee with a Cop and other programs that are still in the creation stage. Vital outreach contact with our at-risk populations is limited to phone, video, or other means than personal contact.

Our administrative offices remain staffed, however closed indefinitely. For the most part, absent select governmental meetings, the Municipal Center is completely closed to the public.

Staffing Report

- The department continues to operate under a split-platoon schedule, intended to promote isolation and distancing between staff, and the continued ability to comply with CDC guidelines while delivering quality policing services to the community. The department will continue in that manner until Phase 2 of the Forward Dane Plan is in effect, and then further evaluation will occur to determine the appropriate time to revert to normal scheduling. Due to the enormity of the task of transitioning 19 individuals back and forth between the revised and normal rotations (and all of the related scheduling considerations such as canceling/reinstating time off requests, training plans and other schedule related items) note that the transition to normal staffing will not occur on day one of Phase 2, rather likely at an appropriate point within Phase 2. The criteria utilized in conducting this evaluation will include the metrics observed by Public Health and the prospect of stability in maintaining those metrics within Phase 2 and advancing to Phase 3.
- Additionally, we are operating two officers short.

Equipment Report

- Two of our three squad cars are still undergoing install at General Communications. One of them is now in service.

Training Report

- No training has been conducted. All training has been cancelled until further notice.
- We are in the process of having the entire department take an online class designed to better cope with the volatile societal environment in which we currently find ourselves.
- The department and our training consortium is also exploring and evaluating additional implicit bias related trainings for staff.

Other Information

- The Department is generally providing all the services it would normally provide, with the following exceptions. Traffic enforcement is currently limited mainly to roadway safety violations such as speeding, reckless driving behavior, OMVWI, etc. Low-level calls for service are handled by phone, and without person-to-person contact whenever possible. Officers likely will respond, but not engage in medical calls unless necessary, such as with a combative patient. In-person community events have been suspended. Community outreach programming, such as Are You OK? and COAT have been modified to be conducted in manner that excludes personal contact. In an effort to remain engaged with the community, new outreach programming has been implemented, such as an online Coffee with a Cop event, online storybook readings, and an online bedtime story program. The administrative office remains closed, thus in-person services such as fingerprinting, and in-person bill payment have been suspended. However, alternative means have been identified to meet the community's needs in these areas. As we advance through the phases of Forward Dane, these service adjustments will begin to revert back to normal.
- The department is in the process of evaluating and comparing our current practices and policies with various action-step documents that have been presented to law enforcement, including both a local resolution and the 8CANTWAIT document.

VILLAGE OF MCFARLAND

Village Board Minutes

Monday, June 8, 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 Stephanie Brassington, Village Trustee Carolyn Clow, Village President Brad Czebotar, Village Trustee Eric Kryzenske, Village Trustee Justin Rupert, Village Trustee Clair Utter, Village Trustee Michael Flaherty(joined at 7:09 p.m.)

Village Board members not present: None.

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, Outreach Director Lori Andersen, Fire/EMS Director Chris Dennis, and Communications & Technology Director Stephanie Miller.

3. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.

a. Public Announcements

Thank you letter from the McFarland Food Pantry for the Village's annual donation.

Public Hearing by CARPC - June 11, 2020 7:00 p.m. - public input on amendment to Dane County Water Quality Plan.

President Czebotar read a statement on the recent events and condemning racism.

b. Public Communications

4. CONSENT AGENDA.

a. Motion to approve the minutes of the May 26, 2020 regular Village Board meeting.

b. Motion to approve checks #77039-77105 in the amount of \$265,776.29.

c. Motion to approve the amended event permit application for the Karben4 Taproom to add additional dates of June 23rd, July 28th, August 25th and September 22nd.

Motion by Village President Brad Czebotar, second by Village Trustee Carolyn Clow, to approve the consent agenda as presented. 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. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the board may do so using the Question and Answer feature within the Zoom online meeting platform. You may state your name, address, and provide your comments to the board for their consideration. Members of the public who are present in person and 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. Additionally, you may send your public comments to cassandra.suettinger@mcfarland.wi.us to be included as part of the meeting.

Laetitia Hollard, 6309 Mourning Dove, spoke to present a resolution to the Village Board for passage.

Shaun Chisolm, 5119 Farwell St, spoke in favor of passage of the resolution presented by Laetitia Hollard.

Emmanuel Barber-Thomas, 4631 Treichel St, spoke in favor of passage of the resolution presented by Laetitia Hollard,

Jackie Hammond, 6060 Perrot Place, spoke in favor of the Village joining the Dane County restorative court and justice program.

Scott Gletty-Syoen, 6118 Johnson St., spoke in favor of passage of the resolution presented by Laetitia Hollard.

Debbie Lasswell, 2300 CTH AB, spoke in favor of passage of the resolution presented by Laetitia Hollard.

Angela Bazaan, 5713 Sauk Lane, spoke in favor of passage of the resolution presented by Laetitia Hollard.

Brittani Baynard, 6305 Mourning Dove Drive, spoke in favor of passage of the resolution presented by Laetitia Hollard.

Brian Ward, McFarland High School teacher, spoke in favor of passage of the resolution presented by Laetitia Hollard.

Marquion Hudson, 5507 Scott Street, spoke in favor of passage of the resolution presented by Laetitia Hollard.

Ann Nichols, 5414 Lane Lane, spoke in favor of passage of the resolution presented by Laetitia Hollard.

Angela Krey, 4531 Red Barn Run, spoke in favor of passage of the resolution presented by Laetitia Hollard.

Christine Pribbenow, 5303 Black Walnut Drive, spoke in favor of passage of the resolution presented by Laetitia Hollard.

Kelly Thompson, 5906 Badger St., spoke in favor of passage of the resolution presented by Laetitia Hollard.

Jessica Garvery, 4604 Siggelkow, spoke in favor of passage of the resolution presented by Laetitia Hollard.

Village Administrator Schuenke read the following comments into the record for those wishing to support, but unable to speak:

Katie Halverson, 5308 Lani Lane, spoke in favor of passage of the resolution presented by Laetitia Hollard.

Scott Marrese-Wheeler, 5712 W Open Meadow, spoke in favor of passage of the resolution presented by Laetitia Hollard.

6. BUSINESS.

- a. Discussion and action regarding Resolution #2020-14: a resolution honoring the life of George Floyd with our actions.

Laetitia Hollard, 6309 Mourning Dove Drive, appeared before the Board to speak in opposition of resolution 2020-14: a resolution honoring the life of George Floyd with our actions. She reported that the current resolution before the Board did not contain any actionable items.

Motion by Village President Brad Czebotar, second by Village Trustee Clair Utter, to postpone Resolution #2020-14: a resolution honoring the life of George Floyd with our actions to allow the Village Administrator to consider combining Resolution 2020-14 with the resolution put forth by Latisha Hollard to be reconsidered at the next Village Board meeting. Motion carries 7 - 0 - 0 by acclamation.

Laetitia Hollard

- b. Finance Committee (Trustees Flaherty & Trustee Kryzenske)
Public Utilities Committee (Trustees Kryzenske & Clow)

- 1) Discussion and action regarding the acceptance of the 2019 Municipal Financial Statements and Audit Results as presented by Baker Tilly Virchow Krause.

Carla Gogin, Senior Partner with Baker Tilly, presented the 2019 Municipal Financial Statements and Audit Results including the audit report on internal controls. She highlighted that 2019 were very positive for the Village including a health fund balance and suggested the Village continue to monitor utility rates.

Motion by Village Trustee Michael Flaherty, second by Village Trustee Eric Kryzenske, to accept the 2019 Municipal Financial Statements and Audit Results as presented by Baker Tilly Virchow Krause. Motion carries 7 - 0 - 0 by acclamation.

- c. Discussion and action to accept the sale results of the 2020 Borrowing.

Carol Wirth, President of Wisconsin Public Finance Professionals LLC, reported on the sale results of the 2020 borrowing. She reported that they estimated the interest rates would be 1.63% and the actuals came in at 1.25%. So the Village did far better in the market than the initial estimates and will receive additional premium than what was estimated as well.

Motion by Village Trustee Michael Flaherty, second by Village Trustee Eric Kryzenske, to accept the sale results of the 2020 Borrowing. Motion carries 7 - 0 - 0 by acclamation.

- d. Discussion and action regarding consideration for the Operational Reopening Plan regarding Village services.

Village Administrator Schuenke provided an overview of the Village's Operational Reopening Plan regarding Village Services. He reported on the Forward Dane Plan, which is the plan put forth by Dane County for reopening services within the County. He reported staff has prioritized continuing to deliver services of Village Hall in spite of not being open to the public yet.

Motion by Village President Brad Czebotar, second by Village Trustee Carolyn Clow, to accept the Operational Reopening Plan regarding Village Services. Motion carries 7 - 0 - 0 by acclamation.

- e. Personnel Committee (President Czebotar & Trustee Utter)

- 1) Discussion and action regarding approval of Addendum C (Workplace Response Policy) within the Personnel Policy Manual.

Motion by Village President Brad Czebotar, second by Village Trustee Clair Utter, to approve Addendum C (Workplace Response Policy) within the Personnel Policy Manual. Motion carries 7 - 0 - 0 by acclamation.

f. Discussion and action regarding Resolution #2020-15: a resolution to create the Sustainability Committee as a Village standing committee.

Village Administrator Schuenke provided an overview of the proposed resolution.

Trustee Clow reported on her request to discuss this resolution and to consider transitioning the current Ad-hoc Sustainability Committee to a Village standing committee.

Motion by Village Trustee Carolyn Clow, second by Village Trustee Clair Utter, to approve Resolution #2020-15: a resolution to create the Sustainability Committee as a Village standing committee.

Village President expressed concerns with disbanding the ad-hoc sustainability committee before they finish the work they were charged to do.

Motion by President Brad Czebotar, second Village Trustee Justin Rupert to amend the motion to postpone Resolution 2020-15: a resolution to create the Sustainability Committee as a Village standing committee until the Ad-Hoc Sustainability Committee provides the Village Board with its recommendation.

The Board discussed the merits of creating a standing committee as opposed to the current ad-hoc sustainability.

Friendly amendment by Village Trustee Michael Flaherty that this item be the top item of discussion and that the committee make a recommendation to the Village Board. No second or action taken on amendment.

Motion by Trustee Carolyn Clow, second by Trustee Clair Utter, to recess for five minutes. No objections received.

The Board voted on accepting Czebotar's amendment to the motion. Amendment accepted 4 - 3 with Trustees: Carolyn Clow, Eric Kryzenske, and Clair Utter voting nay. The amended motion Amended motion passes 4 - 3 with Trustees: Carolyn Clow, Eric Kryzenske, and Clair Utter voting nay.

- g. Discussion and action regarding Resolution #2020-16: a resolution to join the Green Tier Program through the Wisconsin Department of Natural Resources.

Village Administrator Schuenke provided an overview of the resolution to approve joining the Green Tier Program.

Motion by Village President Brad Czebotar, second by Village Trustee Justin Rupert, to postpone Resolution #2020-16: a resolution to join the Green Tier Program through the Wisconsin Department of Natural Resources until the Ad-hoc Sustainability Committee had provided their recommendation.

Motion by Trustee Carolyn Clow, second by Trustee Clair Utter, to amend the motion to postpone Resolution #2020-16: a resolution to join the Green Tier Program through the Wisconsin Department of Natural Resources until the Ad-hoc Sustainability Committee. Motion to accept the amended motion passes 6 - 1 - 0 with Trustee Clair Utter voting nay. Amended motion carries 6 - 1 - 0 with Trustee Clair Utter voting nay.

- h. Authority, Board, Commission, and Committee agenda item requests, referrals, and updates.

Trustee Clow referred the issue of combining Laetitia Hollard's resolution with Resolution 2020-14 to the next Committee of the Whole meeting.

Trustee Clow referred the issue of the Village's Committee structure to the annual retreat.

7. ADJOURNMENT.

Motion by Village Trustee Stephanie Brassington, second by Village Trustee Justin Rupert, to adjourn at 10:44 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

Monday, June 22, 2020 - 7:00 PM

1. CALL TO ORDER.

Village President Czebatar 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 Stephanie Brassington, Village Trustee Carolyn Clow, Village President Brad Czebatar, Village Trustee Michael Flaherty, Village Trustee Eric Kryzenske, Village Trustee Justin Rupert, Village Trustee Clair Utter

Village Board members not present: None.

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, Fire/EMS Director Chris Dennis, Parks Superintendent Sayer Larson, Assistant to the Public Works Director Aimee Irwin and Communications & Technology Director Stephanie Miller.

3. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.

a. Public Announcements

b. Public Communications

4. CONSENT AGENDA.

a. Motion to approve the minutes of the June 8, 2020 Village Board meeting.

b. Motion to approve checks #77106-77181 in the amount of \$179,194.98.

c. Motion to approve an event permit for the McFarland Lions Club to hold the food cart frenzy event on July 1st, July 15th, August 5th, August 19th and September 16th.

Item a was removed from the consent agenda and will be brought back to the next Village Board meeting.

Motion by Village President Brad Czebatar, second by Village Trustee Carolyn Clow, to approve the consent agenda for items b and c. Motion carries 7 - 0 - 0 by acclamation.

5. PUBLIC APPEARANCES.

a. This is an opportunity for members of the public to address the Village Board. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the board may do so using the Question and Answer feature within the Zoom online meeting platform. You may state your name, address, and provide your comments to the board for their consideration.

Members of the public who are present in person and 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. Additionally, you may send your public comments to cassandra.suettinger@mcfarland.wi.us to be included as part of the meeting.

Laetitia Hollard, 6309 Mourning Dove, thanked everyone who has shown their support for voicing their support for equity and change. She read into the record resolution 2020-14: a resolution to advance racial equity, social justice, diversity, and inclusion within the Village of McFarland.

Shaun Chisolm, 5119 Farwell St, spoke in support of Resolution 2020-14: a resolution to advance racial equity, social justice, diversity, and inclusion within the Village of McFarland.

Emmanuel Barber-Thomas, 4631 Treichel St, spoke in support of Resolution 2020-14: a resolution to advance racial equity, social justice, diversity, and inclusion within the Village of McFarland.

Megan Fessler, did not wish to speak but wished to register her support of Resolution 2020-14: a resolution to advance racial equity, social justice, diversity, and inclusion within the Village of McFarland.

Nina Krohl, did not wish to speak but wished to register her support of Resolution 2020-14: a resolution to advance racial equity, social justice, diversity, and inclusion within the Village of McFarland.

Amy Krohl, did not wish to speak but wished to register her support of Resolution 2020-14: a resolution to advance racial equity, social justice, diversity, and inclusion within the Village of McFarland.

Terese Bovre, 5311 Dennis Dr, spoke in support of Resolution 2020-14: a resolution to advance racial equity, social justice, diversity, and inclusion within the Village of McFarland.

Dorice Hughes, 5508 Bremer Road, spoke in support of Resolution 2020-14: a resolution to advance racial equity, social justice, diversity, and inclusion within the Village of McFarland.

Scott Marrese-Wheeler, 5712 West Open Meadow, spoke in support of Resolution 2020-14: a resolution to advance racial equity, social justice, diversity, and inclusion within the Village of McFarland.

Jessica Garvey, 4604 Siggelkow Road, spoke in support of Resolution 2020-14: a resolution to advance racial equity, social justice, diversity, and inclusion within the Village of McFarland.

Kelly Heasty, 5411 Hillside Ct, spoke in support of Resolution 2020-14: a resolution to advance racial equity, social justice, diversity, and inclusion within the Village of

McFarland.

Rachel Nelson, 5403 Eighmy Rd, spoke in support of Resolution 2020-14: a resolution to advance racial equity, social justice, diversity, and inclusion within the Village of McFarland.

Christine Pribbenow, 5103 Black Walnut Drive, spoke in support of Resolution 2020-14: a resolution to advance racial equity, social justice, diversity, and inclusion within the Village of McFarland.

Jackie Hammond, 6060 Perrot Place, spoke in support of Resolution 2020-14: a resolution to advance racial equity, social justice, diversity, and inclusion within the Village of McFarland and support of the Village joining the Restorative Justice Program.

Tracey Abitz, 4314 Honey Pie Drive, spoke in support of Resolution 2020-14: a resolution to advance racial equity, social justice, diversity, and inclusion within the Village of McFarland and support of the Village joining the restorative justice program.

Anne Nichols, 5414 Lani Lane, spoke in support of Resolution 2020-14: a resolution to advance racial equity, social justice, diversity, and inclusion within the Village of McFarland.

Carrie Nelson, 5211 N Autumn Lane, spoke in support of Resolution 2020-14: a resolution to advance racial equity, social justice, diversity, and inclusion within the Village of McFarland.

Andy Witt, 4618 Bellingrath Street, spoke in support of Resolution 2020-14: a resolution to advance racial equity, social justice, diversity, and inclusion within the Village of McFarland.

Village Administrator Schuenke read the following comments from those who did not wish to speak but wished to register their support:

Joey D'Amato, 5805 Aspen Ct,

Amu Hoyte, 5910 Lexington St,

Melissa and Rob Carr, 4614 Bellingrath St.

Tamie Klumpyan, 6020 Perrot Place,

Samantha Johnson, Taylor Johnson, and Jeremiah Price Johnson, 3589 Bittner Lane,

Kelly Thompson, 5906 Badger Street,

Angela Bazan, 5713 Sauk Lane,

Alison Eng, 6126 Arrowpoint Way,

Jason and Maryellen Charbonneau, 10 Matson Court,

Eggers Family, 5604 Black Walnut Court,

Andy and Andrea Norgoard, 4975 Marsh Road,

Chris and Trish Cremeens, 5703 Glenway St,

6. BUSINESS.

- a. Discussion and action regarding Resolution #2020-14: a resolution to advance racial equity, social justice, diversity, and inclusion within the Village of McFarland.

Trustee Clow reported she wanted the resolution to address more of the all encompassing work the board does. She requested the Board be given an opportunity to work on the resolution further before passage.

President Czebotar suggested passing the resolution and taking up the additional initiatives at the Village retreat taking place on June 29th and 30th.

Motion by Village President Brad Czebotar, second by Village Trustee Justin Rupert, to approve Resolution #2020-14: a resolution to advance racial equity, social justice, diversity, and inclusion within the Village of McFarland. Motion carries 5 - 2 - 0 by acclamation with Trustees Clair Utter and Carolyn Clow voting nay.

- b. Parks, Recreation, and Natural Resources Committee (Trustees Clow & Utter)

- 1) Discussion and action regarding the creation of a Vegetation Management Use Policy as Chapter 3 of the Park System Policy Manual

Trustee Clow reported on the additional work and revisions to the Vegetation Management Use Policy as Chapter 3 of the Park System Policy Manual since the last time the Board reviewed it. Additionally, Parks Superintendent Sayer Larson, reported on updates to the policy as well.

Motion by Village Trustee Clair Utter, second by Village Trustee Michael Flaherty, to approve the creation of a Vegetation Management Use Policy as Chapter 3 of the Park System Policy Manual with the revision to line 3 of section 3.02. Motion carries 7 - 0 - 0 by acclamation.

- c. Parks, Recreation, and Natural Resources Committee (Trustees Clow & Utter)
Plan Commission (President Czebotar & Trustee Rupert)

- 1) Discussion and action on a site plan application by the McFarland Soccer Club for the addition of a fundraising brick patio around the existing outdoor patio at the soccer building located at William McFarland Park.

Motion by Village Trustee Carolyn Clow, second by Village Trustee Clair Utter, to approve the site plan application by the McFarland Soccer Club for the addition of a fundraising brick patio around the existing outdoor patio at the soccer building located at William McFarland Park with the following conditions:

1. The Club should conduct various maintenance activities for the patio. This is different than the Village's responsibility for the shelter. This would include keeping weed free, repairing damaged bricks, cleaning, or otherwise bricks that are out of place.
2. They should be set using polymeric sand to help control weed growth and use a soldier course pattern with non-engraved bricks around the border.
3. Club will be responsible for restoration once complete.
4. Site should be graded to soften topography and flatten out the site as much as possible.

Motion carries 7 - 0 - 0 by acclamation.

d. Plan Commission (President Czebotar & Trustee Rupert)

1) Discussion and action regarding Ordinance #2020-17: An Ordinance Rezoning Lands Located at 4706 Farwell Street from C-H Commercial Highway to C-G Commercial General as requested by Aruba0204 LLC, DBA Angelo's McFarland.

Motion by Village President Brad Czebotar, second by Village Trustee Justin Rupert, to approve Ordinance #2020-17: An Ordinance Rezoning Lands Located at 4706 Farwell Street from C-H Commercial Highway to C-G Commercial General as requested by Aruba0204 LLC, DBA Angelo's McFarland. Motion carries 6 - 1 - 0 by acclamation with Trustee Clair Utter voting nay.

e. Plan Commission (President Czebotar & Trustee Rupert)
Public Safety Committee (Trustees Kryzenske & Brassington)

1) Discussion and action on the expansion of premise for the Class "B" Beer and "Class B" intoxicating liquors license to add an approximately 1,100 square foot outdoor consumption area for Byrnes McFarland Tavern LLC D/B/A Byrnes McFarland Tavern, 5915 Exchange St. for the period ending June 20, 2020.

Motion by Village President Brad Czebotar, second by Village Trustee Justin Rupert, to approve the expansion of premise for the Class "B" Beer and "Class B" intoxicating liquors license to add an approximately 1,100 square foot outdoor consumption area for Byrnes McFarland Tavern LLC D/B/A Byrnes McFarland Tavern, 5915 Exchange St. for the period ending June 20, 2020 with a variance from section 11-64(n)(4)c to allow the egress exit on the back patio to Long Street to remain unencumbered with the following conditions:

1. Security cameras be installed to allow for adequate monitoring of outdoor consumption.
2. Glass bottles be prohibited in the outdoor consumption area.
3. Replacing the ground surface with a red granite/gravel material in lieu of the proposed sod as proposed by the applicant.
4. Replacing all proposed and existing fencing with a 6' high wood fence in similar style to the existing fence as proposed by the applicant.
5. Replacing the proposed wood gate between the garage and porch with a black wrought iron gate as proposed by the applicant.
6. Painting/stripping the off-street parking stalls and providing sufficient ADA width (36") between the stall closest to the porch to allow adequate wheelchair passage.

Motion carries 7 - 0 - 0 by acclamation.

f. Public Safety Committee (Trustees Kryzenske & Brassington)

1) Discussion and action on Ordinance 2020-20: An ordinance amending the standards for the outdoor consumption of alcohol

Trustee Kryzenske provided an overview of the proposed revisions to the outdoor consumption ordinance.

Motion by Village Trustee Eric Kryzenske, second by Village Trustee Stephanie Brassington, to approve Ordinance 2020-20: An ordinance amending the standards for the outdoor consumption of alcohol Motion carries 7 - 0 - 0 by acclamation.

- 2) Discussion and action on Resolution 2020-13: A resolution approving the renewal of applications for liquor and fermented malt beverage licenses for 2020-2021.

Trustee Eric Kryzenske provided an overview of the review from the Public Safety Committee and the recommendation to approve Resolution 2020-13.

Motion by Village Trustee Eric Kryzenske, second by Village Trustee Stephanie Brassington, to approve Resolution 2020-13: A resolution approving the renewal of applications for liquor and fermented malt beverage licenses for 2020-2021. Motion carries 7 - 0 - 0 by acclamation.

- 3) Discussion and recommendation on Ordinance 2020-19: an ordinance authorizing a partial refund for Class "B" and "Class B" License.

Trustee Eric Kryzenske provided an overview of Ordinance 2020-19 and the recommendation to refund licensing fees for the duration the stay at home order was in place and provided a financial hardship to Class B establishments.

Motion by Village Trustee Eric Kryzenske, second by Village Trustee Stephanie Brassington, to approve Ordinance 2020-19: an ordinance authorizing a partial refund for Class "B" and "Class B" License. Motion carries 7 - 0 - 0 by acclamation.

- 4) Discussion and action on Ordinance 2020-21: An ordinance setting the fees for Class "B" and "Class B" alcohol beverage licenses for the 2020-21 license period.

Trustee Eric Kryzenske provided an overview 2020-21 and the recommendation from the Public Safety to lower licensing fees to the statutory minimums. The licensing fees will return to normal beginning with the July 1, 2021-June 30, 2022 licensing period.

Motion by Village Trustee Eric Kryzenske, second by Village Trustee Stephanie Brassington, to approve Ordinance 2020-21: An ordinance setting the fees for Class "B" and "Class B" alcohol beverage licenses for the 2020-21 license period. Motion carries 7 - 0 - 0 by acclamation.

g. Public Utilities Committee (Trustees Kryzenske & Clow)

- 1) Discussion and action regarding utility accounts billing base charges and issuing applicable refunds if appropriate.

Motion by Village Trustee Eric Kryzenske, second by Village Trustee Carolyn Clow, to approve refunding utility accounts billing base charges and issuing applicable refunds for situations when a meter was pulled or to the current owner's date of ownership, whichever is later. Motion carries 7 - 0 - 0 by acclamation.

- 2) Discussion and action regarding the purchase of a dialing system for our SCADA equipment.

Trustee Eric Kryzenske provided an overview of the recommendation from the Public

Utilities Committee to purchase a dialing system for our SCADA equipment.

Motion by Village Trustee Carolyn Clow, second by Village Trustee Eric Kryzenske, to approve the purchase of a dialing system for our SCADA equipment from LW Allen in the amount of \$7,790. Motion carries 7 - 0 - 0 by acclamation.

3) Discussion and action regarding a stormwater project to improve overland water flow from Windwood Circle to Falling Leaves Lane.

Motion by Village Trustee Carolyn Clow, second by Village Trustee Eric Kryzenske, to approve a stormwater project to improve overland water flow from Windwood Circle to Falling Leaves Lane by hiring G-Pro in the amount of \$10,047.18. Motion carries 7 - 0 - 0 by acclamation.

h. Public Works Committee (Trustees Clow & Rupert)

1) Discussion and action regarding the M&M Furniture proposal for the Public Works Center.

Motion by Village Trustee Carolyn Clow, second by Village Trustee Clair Utter, to postpone the M&M Furniture proposal for the Public Works Center until it meets the requirements of the Public Works Committee to have contract pricing. Motion carries 7 - 0 - 0 by acclamation.

2) Discussion and action regarding the 2020 Fall Tree and Planting Request for Proposals (RFP).

Trustee Clow provided an overview of the proposal for the 2020 fall tree planting RFP.

Motion by Village Trustee Carolyn Clow, second by Village Trustee Justin Rupert, to approve the 2020 Fall Tree and Planting Request for Proposals (RFP). Motion carries 7 - 0 - 0 by acclamation.

i. Discussion and action to extend the term of Resolution #2020-08 regarding emergency authority of the Village President and Village Administrator to have joint executive powers to implement necessary measures in response to outbreak of COVID-19.

Motion by Village Trustee Michael Flaherty, second by Village Trustee Justin Rupert, to extend the term of Resolution #2020-08 regarding emergency authority of the Village President and Village Administrator to have joint executive powers to implement necessary measures in response to outbreak of COVID-19 to July 31st. Motion carries 4 - 3 - 0 by acclamation with Trustees Clow, Kryzenske and Utter voting nay.

j. Discussion and presentation regarding financial impacts on Village operations during COVID-19 Pandemic.

Village Administrator Schuenke provided an overview of the financial impacts of Village Operations during the COVID-19 pandemic. Overall the Village is weathering the effects of COVID19 but will need to dig in close analyze some areas with falling revenues within the budget.

k. Authority, Board, Commission, and Committee agenda item requests, referrals, and updates.

None.

7. ADJOURNMENT.

Motion by Village Trustee Justin Rupert, second by Village Trustee Stephanie Brassington, to adjourn at 9:55 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

Monday, June 29, 2020 - 6:00 PM

1. CALL TO ORDER.

Village President Czebotar called the special meeting of the McFarland Village Board to order at 6:00 pm in the Community Room of the McFarland Municipal Center.

2. ATTENDANCE/ROLL CALL.

Village Board members present: Village President Brad Czebotar; Village Trustee Stephanie Brassington, Carolyn Clow, Michael Flaherty, Eric Kryzenske, Justin Rupert, and Clair Utter.

Village Board members not present: None.

Staff Present: Administrator Matt Schuenke.

3. PUBLIC APPEARANCES.

- a. *This is an opportunity for members of the public to address the Village Board. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the board may do so using the Question and Answer feature within the Zoom online meeting platform. You may state your name, address, and provide your comments to the board for their consideration. Members of the public who are present in person and 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. Additionally, you may send your public comments to cassandra.suettinger@mcfarland.wi.us to be included as part of the meeting.*
- None.

4. BUSINESS.

- a. *Explain objectives and process of the Planning Retreat.*
The Village President went over and explained the objectives and process of the annual Planning Retreat of the Village Board.
- b. *Update regarding performance of Village Board goals and objectives for the period of July 2019 through June 2020.*
The Village Administrator went over the performance of the Village Board goals and objectives for the period of July 2019 through June 2020.

- c. Discussion and establish Village Board goals and objectives for the period of July 2020 through June 2021:

The Village Board discussed the current goals and objectives accepted in the Summer of 2019. The Village Board also discussed the Goals and Objectives established in the Spring of 2020 through the Strategic Planning Process. The Village Board requested the two documents be merged to an extent to compare what overlap exists and how they could be consolidated going forward. Village Staff will prepare this task and present at the next meeting.

- 1) Goal A - A safe, healthy, and secure community.
- 2) Goal B - A well-run, efficient and responsive government that provides a high level of quality-of-life services to the Community.
- 3) Goal C - A government that promotes, and supports active citizenry participation in the Community.
- 4) Goal D - A healthy and growing, regionally and globally integrated economy that supports local initiatives.

5. SCHEDULE NEXT MEETING DATE.

- a. Additional future meetings to be determined as scheduled by the Village Board.
No additional dates set at this time.
- b. Tuesday, June 30, 2020 at 6:00 pm

6. ADJOURNMENT.

A motion was made by Trustee Clow, seconded by Trustee Rupert, and unanimously carried by the Village Board to adjourn the meeting at 7:35 pm.

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,
Matthew G. Schuenke
Village Administrator

VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, June 30, 2020 - 6:00 PM

1. CALL TO ORDER.

Village President Czebotar called the special meeting of the McFarland Village Board to order at 6:00 pm in the Community Room of the McFarland Municipal Center.

2. ATTENDANCE/ROLL CALL.

Village Board members present: Village President Brad Czebotar; Village Trustee Stephanie Brassington, Carolyn Clow, Michael Flaherty, Eric Kryzenske, Justin Rupert, and Clair Utter.

Village Board members not present: None.

Staff Present: Administrator Matt Schuenke.

3. PUBLIC APPEARANCES.

- a. This is an opportunity for members of the public to address the Village Board. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the board may do so using the Question and Answer feature within the Zoom online meeting platform. You may state your name, address, and provide your comments to the board for their consideration. Members of the public who are present in person and 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. Additionally, you may send your public comments to cassandra.suettinger@mcfarland.wi.us to be included as part of the meeting.*
- None.

4. BUSINESS.

- a. Discussion and establish Village Board goals and objectives for the period of July 2020 through June 2021:*

The Village Administrator presented a consolidated document of the draft Village Board goals and objectives for the period of July 2020 through June 2021. The documents that were consolidated included the 2019-2020 Village Board Goals and Objectives with the 2020-2030 Goals and Objectives from the Strategic Plan. The Village Board reviewed each Goal and Objective generally discussing their current relevance to the coming year. Throughout this review Village Board members offered various action steps to consider to achieve these objectives in order to meet these goals. The Village Board also wished to have future discussions regarding its Committee Structure and they directed Staff to incorporate as additional objectives action steps from Resolution #2020-14 to advance racial equity, social justice, diversity, and inclusion. Village Staff will now work on preparing a full action plan for the entire document to be presented as a joint meeting with Department Heads.

- 1) Goal A - A safe, healthy, and secure community.
- 2) Goal B - A well-run, efficient and responsive government that provides a high level of quality-of-life services to the Community.
- 3) Goal C - A government that promotes, and supports active citizenry participation in the Community.
- 4) Goal D - A healthy and growing, regionally and globally integrated economy that supports local initiatives.

5. SCHEDULE NEXT MEETING DATE.

- a. Additional future meetings to be determined as scheduled by the Village Board.
To be determined.

6. ADJOURNMENT.

A motion was made by Trustee Rupert, seconded by Trustee Flaherty, and unanimously carried by the Village Board to adjourn the meeting at 8:20 pm.

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,
Matthew G. Schuenke
Village Administrator

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	
07/20	07/10/2020	61591	14037	COLLEGE PROPERTIES, LLC	UTILITY REFUND FOR OVERPMT	7914	1	001-1115	1.06-	V
Total 61591:									1.06-	
07/20	07/10/2020	77078	2066	PELLITTERI WASTE SYSTEMS	RECYCLING SERVICE	1260912	1	610-53620-213-000	14,010.70-	V
07/20	07/10/2020	77078	2066	PELLITTERI WASTE SYSTEMS	TRASH SERVICE	1260912	2	610-53620-212-000	20,827.35-	V
07/20	07/10/2020	77078	2066	PELLITTERI WASTE SYSTEMS	ADMIN SHRED	1260912	3	100-51420-310-000	30.26-	V
07/20	07/10/2020	77078	2066	PELLITTERI WASTE SYSTEMS	PD SHRED	1260912	4	100-52100-340-000	40.35-	V
07/20	07/10/2020	77078	2066	PELLITTERI WASTE SYSTEMS	FIRE/EMS SHRED	1260912	5	100-52200-340-000	10.09-	V
Total 77078:									34,918.75-	
06/20	06/23/2020	77182	17356	5100	2019/2020 PRO-RATED LICENSE REFUND	062320	1	100-44110-101	44.00	
Total 77182:									44.00	
06/20	06/23/2020	77183	16444	ANGELO'S	2019/2020 PRO-RATED LICENSE REFUND	062320	1	100-44110-101	44.00	
Total 77183:									44.00	
06/20	06/23/2020	77184	17360	BYRNE'S MCFARLAND TAVERN	2019/2020 PRO-RATED LICENSE REFUND	062320	1	100-44110-101	44.00	
Total 77184:									44.00	
06/20	06/23/2020	77185	17357	EDWARDS-FOYE AMERICAN LE	2019/2020 PRO-RATED LICENSE REFUND	062320	1	100-44110-101	44.00	
Total 77185:									44.00	
06/20	06/23/2020	77186	16261	FORD MOTOR CREDIT COMPA	2020 SQUAD LEASE PAYMENT	05282020	1	400-57210-812-105	35,768.71	
Total 77186:									35,768.71	
06/20	06/23/2020	77187	17361	HOPE ROD & GUN CLUB	2019/2020 PRO-RATED LICENSE REFUND	062320	1	100-44110-101	110.67	
Total 77187:									110.67	

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
06/20	06/23/2020	77188	586	MAPLE TREE	2019/2020 PRO-RATED LICENSE REFUND	062320	1	100-44110-101	44.00
Total 77188:									44.00
06/20	06/23/2020	77189	16842	MCFARLAND HOUSE CAFE	2019/2020 PRO-RATED LICENSE REFUND	062320	1	100-44110-101	44.00
Total 77189:									44.00
06/20	06/23/2020	77190	17355	PALENQUE	2019/2020 PRO-RATED LICENSE REFUND	062320	1	100-44110-101	44.00
Total 77190:									44.00
06/20	06/23/2020	77191	17359	SPARTAN BOWL	2019/2020 PRO-RATED LICENSE REFUND	062320	1	100-44110-101	44.00
Total 77191:									44.00
06/20	06/23/2020	77192	17358	SPARTAN PIZZA	2019/2020 PRO-RATED LICENSE REFUND	062320	1	100-44110-101	44.00
Total 77192:									44.00
06/20	06/26/2020	77199	30	ALLIANT ENERGY/WP&L	2860 HIDDEN FARM RD - FLOOD LIGHT	061720	1	100-55200-220-000	27.61
06/20	06/26/2020	77199	30	ALLIANT ENERGY/WP&L	3234 CTY RD AB	061720	2	100-55200-220-000	17.27
Total 77199:									44.88
06/20	06/26/2020	77200	16680	CARDMEMBER SERVICE	SCHUENKE	MSB-061720	1	100-1624	99.15
06/20	06/26/2020	77200	16680	CARDMEMBER SERVICE	DENNIS	MSB-061720	2	100-1624	777.61
06/20	06/26/2020	77200	16680	CARDMEMBER SERVICE	COX	MSB-061720	3	100-1624	276.07
06/20	06/26/2020	77200	16680	CARDMEMBER SERVICE	KENT	MSB-061720	4	100-1624	41.89
06/20	06/26/2020	77200	16680	CARDMEMBER SERVICE	REDMAN	MSB-061720	5	100-1624	101.66
06/20	06/26/2020	77200	16680	CARDMEMBER SERVICE	ANDERSEN	MSB-061720	6	100-1624	770.63
06/20	06/26/2020	77200	16680	CARDMEMBER SERVICE	DAY	MSB-061720	7	100-1624	9.93
06/20	06/26/2020	77200	16680	CARDMEMBER SERVICE	REIMER	MSB-061720	8	100-1624	403.92
06/20	06/26/2020	77200	16680	CARDMEMBER SERVICE	SUETTINGER	MSB-061720	9	100-1624	100.87
06/20	06/26/2020	77200	16680	CARDMEMBER SERVICE	SHERVEN	MSB-061720	10	100-1624	36.75
06/20	06/26/2020	77200	16680	CARDMEMBER SERVICE	IRWIN	MSB-061720	11	100-1624	107.89
06/20	06/26/2020	77200	16680	CARDMEMBER SERVICE	BREMER	MSB-061720	12	100-1624	29.24
06/20	06/26/2020	77200	16680	CARDMEMBER SERVICE	J REITER	MSB-061720	13	100-1624	542.54
06/20	06/26/2020	77200	16680	CARDMEMBER SERVICE	ENGLER	MSB-061720	14	100-1624	155.94

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
06/20	06/26/2020	77200	16680	CARDMEMBER SERVICE	MILLER	MSB-061720	15	100-1624	622.87
06/20	06/26/2020	77200	16680	CARDMEMBER SERVICE	LARSON	MSB-061720	16	100-1624	992.72
06/20	06/26/2020	77200	16680	CARDMEMBER SERVICE	IGL	MSB-061720	17	100-1624	149.74
Total 77200:									5,219.42
06/20	06/26/2020	77201	1989	CORPORATE BUSINESS SYSTE	COPIER LEASE	27224552	1	205-55110-240-000	142.30
Total 77201:									142.30
06/20	06/26/2020	77202	17364	FASCIONE, CHRIS	LIBRARY PERFORMERS	06182020	1	205-55110-391-000	350.00
Total 77202:									350.00
06/20	06/26/2020	77203	17363	FIRST COLLECTION SERVICES	PHONE	60883811191	1	600-53610-310-000	88.89
06/20	06/26/2020	77203	17363	FIRST COLLECTION SERVICES	PHONE	60883811191	2	600-53710-310-000	88.89
06/20	06/26/2020	77203	17363	FIRST COLLECTION SERVICES	PHONE	60883811191	3	605-53440-340-000	44.44
06/20	06/26/2020	77203	17363	FIRST COLLECTION SERVICES	PHONE	60883811191	4	100-51420-221-000	31.74
06/20	06/26/2020	77203	17363	FIRST COLLECTION SERVICES	PHONE	60883811191	5	100-52200-221-000	31.74
06/20	06/26/2020	77203	17363	FIRST COLLECTION SERVICES	PHONE	60883811191	6	100-54600-221-000	31.74
06/20	06/26/2020	77203	17363	FIRST COLLECTION SERVICES	PHONE	60883811191	7	100-53000-221-000	31.74
06/20	06/26/2020	77203	17363	FIRST COLLECTION SERVICES	PHONE	60883811191	8	100-52400-221-000	31.74
06/20	06/26/2020	77203	17363	FIRST COLLECTION SERVICES	PHONE	60883811191	9	100-52100-221-000	31.74
06/20	06/26/2020	77203	17363	FIRST COLLECTION SERVICES	PHONE	60883811191	10	200-55600-221-000	31.74
Total 77203:									444.40
06/20	06/26/2020	77204	17365	MCMULLEN, JEFFREY B	LIBRARY PERFORMERS	062520	1	205-55110-391-000	440.00
Total 77204:									440.00
06/20	06/26/2020	77205	16518	PITNEY BOWES INC	POSTAGE METER SUPPLIES - WASTE PAD R	1015881298	1	100-51420-311-000	19.54
Total 77205:									19.54
06/20	06/26/2020	77206	17318	TDS	ADMIN INTERNET/PHONE	062220	1	100-51420-221-000	45.40
06/20	06/26/2020	77206	17318	TDS	COMMTECH INTERNET/PHONE	062220	2	200-55600-221-000	61.01
06/20	06/26/2020	77206	17318	TDS	FIRE/EMS TV/INTERNET/PHONE	062220	3	100-52200-221-000	274.16
06/20	06/26/2020	77206	17318	TDS	PD TV/INTERNET/PHONE	062220	4	100-52100-221-000	126.84

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
06/20	06/26/2020	77206	17318	TDS	PW INTERNET/PHONE	062220	5	100-53000-221-000	45.40
06/20	06/26/2020	77206	17318	TDS	OUTREACH INTERNET/PHONE	062220	6	100-54600-221-000	45.40
06/20	06/26/2020	77206	17318	TDS	COMMDEV INTERNET/PHONE	062220	7	100-52400-221-000	45.40
06/20	06/26/2020	77206	17318	TDS	WATER INTERNET/PHONE	062220	8	600-53710-221-000	106.90
06/20	06/26/2020	77206	17318	TDS	SEWER INTERNET/PHONE	062220	9	600-53610-221-000	106.90
06/20	06/26/2020	77206	17318	TDS	STORMWATER INTERNET/PHONE	062220	10	605-53440-221-000	62.17
06/20	06/26/2020	77206	17318	TDS	LIBRARY INTERNET/PHONE	062220	11	205-55110-221-000	45.40
Total 77206:									964.98
07/20	07/02/2020	77207	30	ALLIANT ENERGY/WP&L	PW FACILITY	062420	1	100-53000-220-000	574.58
07/20	07/02/2020	77207	30	ALLIANT ENERGY/WP&L	WATER TOWER - HOLSCHER	062420	2	600-53716-220-000	19.00
07/20	07/02/2020	77207	30	ALLIANT ENERGY/WP&L	WATER TOWER - BURMA	062420	3	600-53716-220-000	67.97
07/20	07/02/2020	77207	30	ALLIANT ENERGY/WP&L	WELL #1	062420	4	600-53716-220-000	966.34
07/20	07/02/2020	77207	30	ALLIANT ENERGY/WP&L	WELL #3	062420	5	600-53716-220-000	2,759.42
07/20	07/02/2020	77207	30	ALLIANT ENERGY/WP&L	WELL #1	062420	6	600-53716-340-000	19.06
07/20	07/02/2020	77207	30	ALLIANT ENERGY/WP&L	WELL #3	062420	7	600-53716-340-000	15.65
07/20	07/02/2020	77207	30	ALLIANT ENERGY/WP&L	WELL #4	062420	8	600-53716-340-000	15.65
07/20	07/02/2020	77207	30	ALLIANT ENERGY/WP&L	LIFT #1	062420	9	600-53615-220-000	128.00
07/20	07/02/2020	77207	30	ALLIANT ENERGY/WP&L	LIFT #2	062420	10	600-53615-220-000	175.65
07/20	07/02/2020	77207	30	ALLIANT ENERGY/WP&L	LIFT #3	062420	11	600-53615-220-000	67.01
07/20	07/02/2020	77207	30	ALLIANT ENERGY/WP&L	LIFT #5	062420	12	600-53615-220-000	189.44
07/20	07/02/2020	77207	30	ALLIANT ENERGY/WP&L	BRANDT PARK	062420	13	100-55200-220-000	32.78
07/20	07/02/2020	77207	30	ALLIANT ENERGY/WP&L	LEWIS PARK	062420	14	100-55200-220-000	86.42
07/20	07/02/2020	77207	30	ALLIANT ENERGY/WP&L	FLOWER CORNER	062420	15	100-55200-220-000	25.54
07/20	07/02/2020	77207	30	ALLIANT ENERGY/WP&L	GAZEBO	062420	16	100-55200-220-000	28.64
07/20	07/02/2020	77207	30	ALLIANT ENERGY/WP&L	MCDANIEL	062420	17	100-55200-220-000	23.34
07/20	07/02/2020	77207	30	ALLIANT ENERGY/WP&L	CEDAR GLADE	062420	18	605-53440-242-000	16.77
07/20	07/02/2020	77207	30	ALLIANT ENERGY/WP&L	STREET LIGHTING (1)	062420	19	100-53000-291-000	9,083.11
07/20	07/02/2020	77207	30	ALLIANT ENERGY/WP&L	STREET LIGHTING (2)	062420	20	100-53000-291-000	250.05
07/20	07/02/2020	77207	30	ALLIANT ENERGY/WP&L	TRAFFIC FLASHERS - BASHFORD	062420	21	100-53000-291-000	19.33
07/20	07/02/2020	77207	30	ALLIANT ENERGY/WP&L	TRAFFIC FLASHERS - FARWELL 1	062420	22	100-53000-291-000	19.22
07/20	07/02/2020	77207	30	ALLIANT ENERGY/WP&L	TRAFFIC FLASHERS - FARWELL 2	062420	23	100-53000-291-000	18.99
07/20	07/02/2020	77207	30	ALLIANT ENERGY/WP&L	TRAFFIC FLASHERS - CREAMERY	062420	24	100-53000-291-000	19.46
07/20	07/02/2020	77207	30	ALLIANT ENERGY/WP&L	SIRENS	062420	25	100-51600-220-000	32.06
Total 77207:									14,653.48
07/20	07/02/2020	77208	16257	CORPORATE BUSINESS SYSTE	ELECTION COPIES	282088	1	100-51440-340-000	300.00

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
07/20	07/02/2020	77208	16257	CORPORATE BUSINESS SYSTE	COPIES	282088	2	100-51420-310-000	887.00
Total 77208:									1,187.00
07/20	07/02/2020	77209	1921	FRONTIER	PW PHONE	061620	1	100-53000-221-000	73.90
07/20	07/02/2020	77209	1921	FRONTIER	PW PHONE	061620	2	605-53440-340-000	20.16
07/20	07/02/2020	77209	1921	FRONTIER	PW PHONE	061620	3	600-53610-340-000	20.16
07/20	07/02/2020	77209	1921	FRONTIER	PW PHONE	061620	4	600-53710-340-000	20.16
07/20	07/02/2020	77209	1921	FRONTIER	LIBRARY PHONE	062220	1	205-55110-221-000	72.44
Total 77209:									206.82
07/20	07/02/2020	77210	618	MCFARLAND TRUE VALUE	OUTREACH	95094-05312	1	100-54600-390-000	23.82
07/20	07/02/2020	77210	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-05312	2	100-51600-242-000	16.01
07/20	07/02/2020	77210	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-05312	3	100-53000-241-000	14.36
07/20	07/02/2020	77210	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-05312	4	100-53000-340-000	59.42
07/20	07/02/2020	77210	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-05312	5	100-55200-210-000	17.89
07/20	07/02/2020	77210	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-05312	6	100-55200-340-000	42.25
07/20	07/02/2020	77210	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-05312	7	600-53616-241-000	3.91
07/20	07/02/2020	77210	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-05312	8	600-53616-242-000	1.15
07/20	07/02/2020	77210	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-05312	9	600-53616-340-000	16.18
07/20	07/02/2020	77210	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-05312	10	600-53716-242-000	1.15
07/20	07/02/2020	77210	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-05312	11	600-53716-340-000	16.18
07/20	07/02/2020	77210	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-05312	12	600-53718-241-000	3.91
07/20	07/02/2020	77210	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-05312	13	605-53440-241-000	3.91
07/20	07/02/2020	77210	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-05312	14	605-53440-242-000	1.15
07/20	07/02/2020	77210	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-05312	15	605-53440-340-000	16.19
07/20	07/02/2020	77210	618	MCFARLAND TRUE VALUE	FLOWERS	95094-05312	16	100-52200-390-000	32.40
07/20	07/02/2020	77210	618	MCFARLAND TRUE VALUE	DISPOSAL CLEANER	95094-05312	17	100-52200-242-000	4.94
07/20	07/02/2020	77210	618	MCFARLAND TRUE VALUE	TOOL SOCKETS	95094-05312	18	100-52200-340-000	15.51
07/20	07/02/2020	77210	618	MCFARLAND TRUE VALUE	LIBRARY SUPPLIES	95094-05312	19	205-55110-242-000	3.41
Total 77210:									293.74
07/20	07/02/2020	77211	16598	OLSON, CHRIS	PARK DEPOSIT REFUND	062720	1	100-1624	200.00
Total 77211:									200.00
07/20	07/02/2020	77212	2066	PELLITTERI WASTE SYSTEMS	RECYCLING SERVICE	1312266	1	610-53620-213-000	14,015.40

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
07/20	07/02/2020	77212	2066	PELLITTERI WASTE SYSTEMS	TRASH SERVICE	1312266	2	610-53620-212-000	20,834.40
Total 77212:									34,849.80
07/20	07/02/2020	77213	17318	TDS	PW INTERNET/TV	062220-PW	1	100-53000-340-000	230.16
07/20	07/02/2020	77213	17318	TDS	PW INTERNET/TV	062220-PW	2	600-53610-340-000	62.77
07/20	07/02/2020	77213	17318	TDS	PW INTERNET/TV	062220-PW	3	600-53710-340-000	62.77
07/20	07/02/2020	77213	17318	TDS	PW INTERNET/TV	062220-PW	4	605-53440-340-000	62.77
Total 77213:									418.47
07/20	07/10/2020	77218	1397	ALL COMFORT SERVICES	MC PLUMBING REPAIR	607814	1	605-53440-242-000	89.33
07/20	07/10/2020	77218	1397	ALL COMFORT SERVICES	MC PLUMBING REPAIR	607814	2	100-51600-242-000	327.53
07/20	07/10/2020	77218	1397	ALL COMFORT SERVICES	MC PLUMBING REPAIR	607814	3	600-53716-242-000	89.32
07/20	07/10/2020	77218	1397	ALL COMFORT SERVICES	MC PLUMBING REPAIR	607814	4	600-53616-242-000	89.32
07/20	07/10/2020	77218	1397	ALL COMFORT SERVICES	MC HVAC REPAIRS	611334	1	605-53440-242-000	96.15
07/20	07/10/2020	77218	1397	ALL COMFORT SERVICES	MC HVAC REPAIRS	611334	2	600-53616-242-000	96.15
07/20	07/10/2020	77218	1397	ALL COMFORT SERVICES	MC HVAC REPAIRS	611334	3	600-53716-242-000	96.15
07/20	07/10/2020	77218	1397	ALL COMFORT SERVICES	MC HVAC REPAIRS	611334	4	100-51600-242-000	352.55
Total 77218:									1,236.50
07/20	07/10/2020	77219	16144	ALPIRE, KRISTINA R	PARK DEPOSIT REFUND	070620	1	100-1624	200.00
07/20	07/10/2020	77219	16144	ALPIRE, KRISTINA R	PARK FEE REFUND - DUE TO CANCELLATIO	070620	2	100-46720-101	100.00
Total 77219:									300.00
07/20	07/10/2020	77220	17084	AMAZON CAPITAL SERVICES	DVDS & CDS	17C9-KWLH-	1	205-55110-345-000	37.95
07/20	07/10/2020	77220	17084	AMAZON CAPITAL SERVICES	DVDS & CDS	1C33-TM6J-	1	205-55110-345-000	11.79
07/20	07/10/2020	77220	17084	AMAZON CAPITAL SERVICES	PPE MASKS - ELECTION	1FDL-G993-	1	100-51440-340-000	39.89
07/20	07/10/2020	77220	17084	AMAZON CAPITAL SERVICES	COVID SUPPLIES	1FJ6-KTYR-	1	205-55110-310-000	74.73
07/20	07/10/2020	77220	17084	AMAZON CAPITAL SERVICES	HEADPHONES	1FJQ-YT13-9	1	205-55110-310-000	27.80
07/20	07/10/2020	77220	17084	AMAZON CAPITAL SERVICES	DVDS & CDS	1FJQ-YT13-	1	205-55110-345-000	27.99
07/20	07/10/2020	77220	17084	AMAZON CAPITAL SERVICES	TOUCHLESS FAUCETS	1HDW-H9D	1	205-55110-242-000	965.51
07/20	07/10/2020	77220	17084	AMAZON CAPITAL SERVICES	DVDS & CDS	1KWF-3DQ9-	1	205-55110-345-000	49.99
07/20	07/10/2020	77220	17084	AMAZON CAPITAL SERVICES	OFFICE SUPPLY	1MJW-G7NY	1	100-53000-310-000	10.77
07/20	07/10/2020	77220	17084	AMAZON CAPITAL SERVICES	OFFICE SUPPLY	1MJW-G7NY	2	100-55200-390-000	10.77
07/20	07/10/2020	77220	17084	AMAZON CAPITAL SERVICES	DEPARTMENT SUPPLIES	1NK6-46DR-	1	200-55600-330-000	58.83
07/20	07/10/2020	77220	17084	AMAZON CAPITAL SERVICES	DVDS & CDS	1NNT-7W63-	1	205-55110-345-000	.01-

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
07/20	07/10/2020	77220	17084	AMAZON CAPITAL SERVICES	KEYBOARD COVERS	1Q37-NF34-	1	205-55110-310-000	39.76
07/20	07/10/2020	77220	17084	AMAZON CAPITAL SERVICES	DVDS & CDS	1VNN-HCM1	1	205-55110-345-000	12.59
07/20	07/10/2020	77220	17084	AMAZON CAPITAL SERVICES	BATTERIES	1WWW-DMX	1	205-55110-310-000	13.99
07/20	07/10/2020	77220	17084	AMAZON CAPITAL SERVICES	SPRAY BOTTLES	1WWW-DMX	2	205-55110-310-000	23.97
Total 77220:									1,406.32
07/20	07/10/2020	77221	17232	APG OF SOUTHERN WISCONSI	PLAN PUBLIC HEARING - 2020-17	28886-0620	1	100-51100-321-000	70.90
07/20	07/10/2020	77221	17232	APG OF SOUTHERN WISCONSI	PLAN PUBLIC HEARING - 2020-18	28886-0620	2	100-51100-321-000	75.76
07/20	07/10/2020	77221	17232	APG OF SOUTHERN WISCONSI	PLAN PUBLIC HEARING - CUP CF INVESTME	28886-0620	3	100-51100-321-000	67.02
07/20	07/10/2020	77221	17232	APG OF SOUTHERN WISCONSI	ADS FOR BIDS - MCDANIEL PARK	28886-0620	4	100-51100-321-000	159.26
07/20	07/10/2020	77221	17232	APG OF SOUTHERN WISCONSI	VILLAGE BOARD MINUTES	28886-0620	5	100-51100-321-000	163.09
07/20	07/10/2020	77221	17232	APG OF SOUTHERN WISCONSI	LIQUOR LICENSE PUBLICATIONS	28886-0620	6	100-51100-321-000	38.97
Total 77221:									575.00
07/20	07/10/2020	77222	16921	AVANT GARDENING & LANDSC	LANDSCAPING	20200652	1	205-55110-242-000	1,852.84
Total 77222:									1,852.84
07/20	07/10/2020	77223	17187	B&H PHOTO	MEMORY FOR VIDEO DISPLAYS	172808771	1	100-52100-340-000	62.88
07/20	07/10/2020	77223	17187	B&H PHOTO	COMPUTER UPGRADES (2 WORKSTATIONS)	173845922	1	400-57150-811-101	842.30
07/20	07/10/2020	77223	17187	B&H PHOTO	PUBLIC WORKS VERIZON SITE WIFI	173899063	1	400-57140-825-101	128.42
07/20	07/10/2020	77223	17187	B&H PHOTO	PUBLIC WORKS SERVER ROOM UPGRADE	173934905	1	400-57140-825-101	974.49
Total 77223:									2,008.09
07/20	07/10/2020	77224	74	BAKER & TAYLOR BOOKS	ADULT BOOKS	2035261824	1	205-55110-344-000	540.66
07/20	07/10/2020	77224	74	BAKER & TAYLOR BOOKS	ADULT BOOKS	2035270259	1	205-55110-344-000	407.97
Total 77224:									948.63
07/20	07/10/2020	77225	1019	BAKER TILLY VIRCHOW KRAUS	2020 CONVENTIONAL RATE CASE	BT1642825	1	600-53710-211-000	1,620.00
Total 77225:									1,620.00
07/20	07/10/2020	77226	96	BILL'S KEY SHOP INC	RE-KEY	49037W	1	100-52100-340-000	125.00

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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 77226:									125.00
07/20	07/10/2020	77227	1256	BOUND TREE MEDICAL, LLC	EMS - SUPPLIES	83663272	1	100-52200-340-000	187.01
07/20	07/10/2020	77227	1256	BOUND TREE MEDICAL, LLC	EMS - SUPPLIES	83667180	1	100-52200-340-000	3.00
07/20	07/10/2020	77227	1256	BOUND TREE MEDICAL, LLC	EMS - SUPPLIES	83675818	1	100-52200-340-000	162.10
07/20	07/10/2020	77227	1256	BOUND TREE MEDICAL, LLC	EMS - SUPPLIES	83675819	1	100-52200-340-000	54.00
Total 77227:									406.11
07/20	07/10/2020	77228	17367	BRANCH, WILL	LIBRARY PERFORMERS	07162020	1	205-55110-391-000	450.00
Total 77228:									450.00
07/20	07/10/2020	77229	16915	BRANDT, CINDY	PARK FEE REFUND DUE TO CANCELLATION	070920	1	100-46720-101	100.00
Total 77229:									100.00
07/20	07/10/2020	77230	17352	BRAY ASSOCIATES ARCHITECT	PUBLIC SAFETY CENTER PLAN/DESIGN/BID	3488-01	1	400-57140-210-000	33,000.00
Total 77230:									33,000.00
07/20	07/10/2020	77231	17309	BROWN, AMIE	OVERTIME MEALS	AB061820	1	100-52200-141-000	19.17
Total 77231:									19.17
07/20	07/10/2020	77232	2024	BURRIS EQUIPMENT	MOWER PARTS	PL14863	1	605-53440-241-000	130.32
07/20	07/10/2020	77232	2024	BURRIS EQUIPMENT	MOWER PARTS	PL14863	2	100-53000-241-000	477.87
07/20	07/10/2020	77232	2024	BURRIS EQUIPMENT	MOWER PARTS	PL14863	3	600-53718-241-000	130.32
07/20	07/10/2020	77232	2024	BURRIS EQUIPMENT	MOWER PARTS	PL14863	4	600-53616-241-000	130.32
07/20	07/10/2020	77232	2024	BURRIS EQUIPMENT	MOWER PARTS	PS29647	1	605-53440-241-000	45.35
07/20	07/10/2020	77232	2024	BURRIS EQUIPMENT	MOWER PARTS	PS29647	2	100-53000-241-000	166.27
07/20	07/10/2020	77232	2024	BURRIS EQUIPMENT	MOWER PARTS	PS29647	3	600-53718-241-000	45.35
07/20	07/10/2020	77232	2024	BURRIS EQUIPMENT	MOWER PARTS	PS29647	4	600-53616-241-000	45.35
Total 77232:									1,171.15
07/20	07/10/2020	77233	138	CAPITAL CITY TREE EXPERTS I	ASH TREE TREATMENT	10545	1	100-55200-210-000	5,687.00

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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 77233:									5,687.00
07/20	07/10/2020	77234	16337	CARL F STATZ & SONS INC	PARTS	T124108	1	605-53440-241-000	194.94
07/20	07/10/2020	77234	16337	CARL F STATZ & SONS INC	PARTS	T124108	2	100-53000-241-000	714.76
07/20	07/10/2020	77234	16337	CARL F STATZ & SONS INC	PARTS	T124108	3	600-53718-241-000	194.93
07/20	07/10/2020	77234	16337	CARL F STATZ & SONS INC	PARTS	T124108	4	600-53616-241-000	194.93
07/20	07/10/2020	77234	16337	CARL F STATZ & SONS INC	PARTS	T124352	1	605-53440-241-000	28.28
07/20	07/10/2020	77234	16337	CARL F STATZ & SONS INC	PARTS	T124352	2	100-53000-241-000	103.68
07/20	07/10/2020	77234	16337	CARL F STATZ & SONS INC	PARTS	T124352	3	600-53718-241-000	28.27
07/20	07/10/2020	77234	16337	CARL F STATZ & SONS INC	PARTS	T124352	4	600-53616-241-000	28.27
Total 77234:									1,488.06
07/20	07/10/2020	77235	1909	CATERPILLAR FINANCIAL SERV	LOADER LEASE	21035998	1	605-53440-240-000	265.50
07/20	07/10/2020	77235	1909	CATERPILLAR FINANCIAL SERV	LOADER LEASE	21035998	2	600-53712-390-000	265.50
07/20	07/10/2020	77235	1909	CATERPILLAR FINANCIAL SERV	LOADER LEASE	21035998	3	600-53612-390-000	265.50
07/20	07/10/2020	77235	1909	CATERPILLAR FINANCIAL SERV	LOADER LEASE	21035998	4	400-57310-811-102	796.50
Total 77235:									1,593.00
07/20	07/10/2020	77236	158	CHARTER COMMUNICATIONS	CHARTER CABLE	0003261070	1	200-55600-221-000	61.80
Total 77236:									61.80
07/20	07/10/2020	77237	16535	CHIN, DAN	REFUND OF PARK FEE DUE TO CANCELLATI	041120	1	100-46720-101	10.00
Total 77237:									10.00
07/20	07/10/2020	77238	175	CIVIC SYSTEMS LLC	SEMI-ANNUAL SUPPORT FEES	CVC19481	1	100-51420-210-000	4,201.86
07/20	07/10/2020	77238	175	CIVIC SYSTEMS LLC	SEMI-ANNUAL SUPPORT FEES	CVC19481	2	610-53620-211-000	221.15
07/20	07/10/2020	77238	175	CIVIC SYSTEMS LLC	SEMI-ANNUAL SUPPORT FEES	CVC19481	3	605-53440-340-000	1,474.33
07/20	07/10/2020	77238	175	CIVIC SYSTEMS LLC	SEMI-ANNUAL SUPPORT FEES	CVC19481	4	600-53710-210-000	1,474.33
07/20	07/10/2020	77238	175	CIVIC SYSTEMS LLC	SEMI-ANNUAL SUPPORT FEES	CVC19481	5	600-53610-210-000	1,474.33
Total 77238:									8,846.00
07/20	07/10/2020	77239	194	CONCENTRA	PRE-EMPLOYMENT SCREENING	103192047	1	600-53610-211-000	9.30
07/20	07/10/2020	77239	194	CONCENTRA	RANDOM DRUG / ALCOHOL TEST	103192047	2	100-53000-211-000	60.23

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
07/20	07/10/2020	77239	194	CONCENTRA	RANDOM DRUG / ALCOHOL TEST	103192047	3	600-53610-211-000	16.43
07/20	07/10/2020	77239	194	CONCENTRA	RANDOM DRUG / ALCOHOL TEST	103192047	4	600-53710-211-000	16.43
07/20	07/10/2020	77239	194	CONCENTRA	RANDOM DRUG / ALCOHOL TEST	103192047	5	605-53440-211-000	16.42
07/20	07/10/2020	77239	194	CONCENTRA	PRE-EMPLOYMENT SCREENING	103192047	6	100-53000-211-000	34.10
07/20	07/10/2020	77239	194	CONCENTRA	PRE-EMPLOYMENT SCREENING	103192047	7	600-53710-211-000	9.30
07/20	07/10/2020	77239	194	CONCENTRA	PRE-EMPLOYMENT SCREENING	103192047	8	605-53440-211-000	9.29
07/20	07/10/2020	77239	194	CONCENTRA	RANDOM DRUG / ALCOHOL TEST	103199473	1	605-53440-211-000	16.65
07/20	07/10/2020	77239	194	CONCENTRA	RANDOM DRUG / ALCOHOL TEST	103199473	2	600-53610-211-000	16.65
07/20	07/10/2020	77239	194	CONCENTRA	RANDOM DRUG / ALCOHOL TEST	103199473	3	600-53710-211-000	16.65
07/20	07/10/2020	77239	194	CONCENTRA	RANDOM DRUG / ALCOHOL TEST	103199473	4	100-53000-211-000	61.05
Total 77239:									282.50
07/20	07/10/2020	77240	1989	CORPORATE BUSINESS SYSTE	ADMIN COPIERS	27364734	1	100-51420-240-000	190.54
Total 77240:									190.54
07/20	07/10/2020	77241	16257	CORPORATE BUSINESS SYSTE	PW COLOR COPY OVERAGES	282409	1	605-53440-310-000	23.17
07/20	07/10/2020	77241	16257	CORPORATE BUSINESS SYSTE	PW COLOR COPY OVERAGES	282409	2	600-53610-310-000	23.18
07/20	07/10/2020	77241	16257	CORPORATE BUSINESS SYSTE	PW COLOR COPY OVERAGES	282409	3	600-53710-310-000	23.18
07/20	07/10/2020	77241	16257	CORPORATE BUSINESS SYSTE	COPIER LEASE	282437	1	205-55110-240-000	244.58
Total 77241:									314.11
07/20	07/10/2020	77242	2093	CREAM CITY STATELINE SCAL	WELLHOUSE SCALE REPAIR	0000092122	1	600-53717-242-000	174.00
Total 77242:									174.00
07/20	07/10/2020	77243	16296	DANE CO DEPT OF HUMAN SV	MEALSITE DONATION - CAMBRIDGE	APRIL2020	1	100-2435	156.00
07/20	07/10/2020	77243	16296	DANE CO DEPT OF HUMAN SV	MEALSITE DONATION - MCFARLAND	APRIL2020	2	100-2435	2,095.00
07/20	07/10/2020	77243	16296	DANE CO DEPT OF HUMAN SV	MEALSITE DONATION - CAMBRIDGE	JUNE2020	1	100-2435	872.00
07/20	07/10/2020	77243	16296	DANE CO DEPT OF HUMAN SV	MEALSITE DONATION - MCFARLAND	JUNE2020	2	100-2435	2,470.00
07/20	07/10/2020	77243	16296	DANE CO DEPT OF HUMAN SV	MEALSITE DONATION - MCFARLAND	MAY2020	1	100-2435	3,559.00
07/20	07/10/2020	77243	16296	DANE CO DEPT OF HUMAN SV	MEALSITE DONATION - CAMBRIDGE	MAY2020	2	100-2435	609.00
Total 77243:									9,761.00
07/20	07/10/2020	77244	234	DANE CO EMERGENCY MGMT	FACE SHEILDS	10070	1	205-55110-340-000	75.00
07/20	07/10/2020	77244	234	DANE CO EMERGENCY MGMT	FACE SHEILDS	10070	2	100-54600-340-000	75.00

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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 77244:									150.00
07/20	07/10/2020	77245	247	DANE CO TREASURER	JAIL & SURCHARGES - JUNE	154-070120	1	100-45110-000	616.78
Total 77245:									616.78
07/20	07/10/2020	77246	261	DECKER SUPPLY CO INC	SIGN BASE PADS	910803	1	100-53000-340-000	99.25
07/20	07/10/2020	77246	261	DECKER SUPPLY CO INC	SIGNS	910804	1	100-53000-340-000	150.75
Total 77246:									250.00
07/20	07/10/2020	77247	267	DEMCO INC	LIBRARY SPECIALIZED SUPPLIES	6785174	1	205-55110-310-000	129.03
07/20	07/10/2020	77247	267	DEMCO INC	ITEM QUARANTINE BINS	6808846	1	205-55110-310-000	797.65
Total 77247:									926.68
07/20	07/10/2020	77248	281	DIGGERS HOTLINE INC	WATER LOCATES	200 6 37601	1	600-53710-210-000	420.21
07/20	07/10/2020	77248	281	DIGGERS HOTLINE INC	SEWER LOCATES	200 6 37601	2	600-53710-210-000	420.21
Total 77248:									840.42
07/20	07/10/2020	77249	16594	DOMMISSE, DAWN	PARK DEPOSIT REFUND	070620	1	100-1624	100.00
07/20	07/10/2020	77249	16594	DOMMISSE, DAWN	PARK FEE REFUND - DUE TO CANCELLATIO	070620	2	100-46720-101	100.00
Total 77249:									200.00
07/20	07/10/2020	77250	17345	ELECTRO TECH, INC-MADISON	WELL MOTOR	403674	1	400-57310-825-101	2,530.17
Total 77250:									2,530.17
07/20	07/10/2020	77251	17362	ELEVITY	COURT	210	1	100-51200-210-000	82.21
07/20	07/10/2020	77251	17362	ELEVITY	GEN ADMIN	210	2	100-51450-210-000	328.86
07/20	07/10/2020	77251	17362	ELEVITY	POLICE	210	3	100-52100-210-000	845.47
07/20	07/10/2020	77251	17362	ELEVITY	FIRE/EMS	210	4	100-52200-240-000	360.38
07/20	07/10/2020	77251	17362	ELEVITY	OUTREACH	210	5	100-54600-210-000	109.71
07/20	07/10/2020	77251	17362	ELEVITY	COMM DEV	210	6	100-52400-210-000	82.21
07/20	07/10/2020	77251	17362	ELEVITY	PUBLIC WORKS	210	7	100-53000-210-000	112.11
07/20	07/10/2020	77251	17362	ELEVITY	WATER	210	8	600-53710-210-000	44.79

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07/20	07/10/2020	77251	17362	ELEVITY	SEWER	210	9	600-53610-210-000	44.79
07/20	07/10/2020	77251	17362	ELEVITY	STORMWATER	210	10	605-53440-210-000	44.68
07/20	07/10/2020	77251	17362	ELEVITY	EM MGT	210	11	100-52500-221-000	27.40
07/20	07/10/2020	77251	17362	ELEVITY	FAMILY FESTIVAL	210	12	100-51450-210-000	27.40
07/20	07/10/2020	77251	17362	ELEVITY	SERVER & BACK UP	210	13	100-51450-210-000	4,532.59
Total 77251:									6,642.60
07/20	07/10/2020	77252	16746	EMBASSY CONTROLS	HVAC REPAIR	1013061	1	205-55110-242-000	577.50
Total 77252:									577.50
07/20	07/10/2020	77253	338	ENGELHART INC	MOWER PARTS	1707109	1	100-53000-241-000	259.43
07/20	07/10/2020	77253	338	ENGELHART INC	MOWER PARTS	1707109	2	600-53718-241-000	70.75
07/20	07/10/2020	77253	338	ENGELHART INC	MOWER PARTS	1707109	3	600-53616-241-000	70.75
07/20	07/10/2020	77253	338	ENGELHART INC	MOWER PARTS	1707109	4	605-53440-241-000	70.75
07/20	07/10/2020	77253	338	ENGELHART INC	MOWER PARTS	1709002	1	100-53000-241-000	103.46
07/20	07/10/2020	77253	338	ENGELHART INC	MOWER PARTS	1709002	2	600-53718-241-000	28.22
07/20	07/10/2020	77253	338	ENGELHART INC	MOWER PARTS	1709002	3	600-53616-241-000	28.22
07/20	07/10/2020	77253	338	ENGELHART INC	MOWER PARTS	1709002	4	605-53440-241-000	28.22
Total 77253:									659.80
07/20	07/10/2020	77254	341	ENVIRONMENT CONTROL	JANITORIAL SERVICES - COVID19 UPGRAD	14488-613	1	205-55110-210-000	540.00
07/20	07/10/2020	77254	341	ENVIRONMENT CONTROL	JANITORIAL SERVICES	14488-613	2	205-55110-210-000	1,389.00
07/20	07/10/2020	77254	341	ENVIRONMENT CONTROL	MC CLEANING	14606-613	1	100-51600-210-000	1,457.00
07/20	07/10/2020	77254	341	ENVIRONMENT CONTROL	MC CLEANING - COVID19 UPGRADE	14606-613	2	100-51600-210-000	2,242.00
Total 77254:									5,628.00
07/20	07/10/2020	77255	1200	EZ OFFICE PRODUCTS	OFFICE FURNITURE--CHAIR	472576-1	1	100-53000-310-000	99.00
07/20	07/10/2020	77255	1200	EZ OFFICE PRODUCTS	OFFICE FURNITURE--CHAIR	472576-1	2	600-53610-310-000	27.00
07/20	07/10/2020	77255	1200	EZ OFFICE PRODUCTS	OFFICE FURNITURE--CHAIR	472576-1	3	600-53710-310-000	27.00
07/20	07/10/2020	77255	1200	EZ OFFICE PRODUCTS	OFFICE FURNITURE--CHAIR	472576-1	4	605-53440-310-000	27.00
Total 77255:									180.00
07/20	07/10/2020	77256	361	FIRST SUPPLY LLC MADISON	HYDRANT PARTS	12260844-00	1	600-53718-822-104	604.08

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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 77256:									604.08
07/20	07/10/2020	77257	17197	FRIENDS OF THE MCFARLAND	REIMBURSEMENT FOR FRIENDS CC CHAR	063020	1	100-1624	30.00
Total 77257:									30.00
07/20	07/10/2020	77258	17092	GENERAL ENGINEERING COMP	BUILDING INSPECTION SERVICES	16	1	100-52400-211-000	8,519.48
Total 77258:									8,519.48
07/20	07/10/2020	77259	17376	GFL ENVIRONMENTAL SERVIC	WASTE OIL PICK-UP	LQ00340675	1	100-53000-340-000	57.73
07/20	07/10/2020	77259	17376	GFL ENVIRONMENTAL SERVIC	WASTE OIL PICK-UP	LQ00340675	2	600-53716-340-000	15.74
07/20	07/10/2020	77259	17376	GFL ENVIRONMENTAL SERVIC	WASTE OIL PICK-UP	LQ00340675	3	600-53616-340-000	15.74
07/20	07/10/2020	77259	17376	GFL ENVIRONMENTAL SERVIC	WASTE OIL PICK-UP	LQ00340675	4	605-53440-340-000	15.74
Total 77259:									104.95
07/20	07/10/2020	77260	408	GRAINGER INC	COVID CLEANER	9574708328	1	205-55110-310-000	216.20
Total 77260:									216.20
07/20	07/10/2020	77261	1694	HEARTLAND LITHO	BALLOT FOLDING	65595	1	100-51440-340-000	78.00
07/20	07/10/2020	77261	1694	HEARTLAND LITHO	VIOLATION FORM	65596	1	605-53440-340-000	17.64
07/20	07/10/2020	77261	1694	HEARTLAND LITHO	VIOLATION FORM	65596	2	600-53710-340-000	17.64
07/20	07/10/2020	77261	1694	HEARTLAND LITHO	VIOLATION FORM	65596	3	600-53615-340-000	17.64
07/20	07/10/2020	77261	1694	HEARTLAND LITHO	VIOLATION FORM	65596	4	100-53000-340-000	64.68
07/20	07/10/2020	77261	1694	HEARTLAND LITHO	UTILITY BILLS	65604	1	605-53440-311-000	68.66
07/20	07/10/2020	77261	1694	HEARTLAND LITHO	UTILITY BILLS	65604	2	600-53611-311-000	68.65
07/20	07/10/2020	77261	1694	HEARTLAND LITHO	UTILITY BILLS	65604	3	600-53711-311-000	68.65
Total 77261:									401.56
07/20	07/10/2020	77262	16356	HOYOS CONSULTING	WIFI REBUILD	13475	1	400-57120-813-102	5,476.00
07/20	07/10/2020	77262	16356	HOYOS CONSULTING	PW TEMP SITE	13524	1	100-53000-210-000	451.28
07/20	07/10/2020	77262	16356	HOYOS CONSULTING	PW TEMP SITE	13524	2	600-53610-210-000	123.07
07/20	07/10/2020	77262	16356	HOYOS CONSULTING	PW TEMP SITE	13524	3	600-53710-210-000	123.07
07/20	07/10/2020	77262	16356	HOYOS CONSULTING	PW TEMP SITE	13524	4	605-53440-210-000	123.07

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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 77262:									6,296.49
07/20	07/10/2020	77263	452	HYDRITE CHEMICAL	WATER CHEMICALS	02375806	1	600-53717-340-000	464.31
07/20	07/10/2020	77263	452	HYDRITE CHEMICAL	WATER CHEMICALS	02375807	1	600-53717-340-000	464.31
Total 77263:									928.62
07/20	07/10/2020	77264	476	JEFFERSON FIRE & SAFETY IN	FIRE ALARM INSPECTION	IN118918	1	205-55110-242-000	400.00
Total 77264:									400.00
07/20	07/10/2020	77265	17368	JESTER PUPPETS	LIBRARY PERFORMERS	07232020	1	205-55110-391-000	75.00
Total 77265:									75.00
07/20	07/10/2020	77266	345	JFTCO, INC	EQUIPMENT PARTS	PIMS004883	1	605-53440-241-000	17.12
07/20	07/10/2020	77266	345	JFTCO, INC	EQUIPMENT PARTS	PIMS004883	2	600-53616-241-000	17.12
07/20	07/10/2020	77266	345	JFTCO, INC	EQUIPMENT PARTS	PIMS004883	3	600-53718-241-000	17.12
07/20	07/10/2020	77266	345	JFTCO, INC	EQUIPMENT PARTS	PIMS004883	4	100-53000-241-000	62.75
Total 77266:									114.11
07/20	07/10/2020	77267	17369	KAPINUS, JACK	REFUND CREDIT BALANCE DUE TO AUDIT	062520	1	001-1115	215.25
Total 77267:									215.25
07/20	07/10/2020	77268	17372	KELLER, CHRIS	REFUND OF CREDIT BALANCE DUE TO AUD	062520	1	001-1115	42.38
Total 77268:									42.38
07/20	07/10/2020	77269	2070	KKS PROPERTY	COMMON AREA MAINT. FORMER LIB	2020-07	1	100-51600-242-000	400.00
Total 77269:									400.00
07/20	07/10/2020	77270	17370	KRESS, BRUCE	REFUND OF CREDIT BALANCE DUE TO AUD	062520	1	001-1115	97.65
Total 77270:									97.65

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
07/20	07/10/2020	77271	16412	LAFORCE	DOOR STRIKE	1134121	1	205-55110-242-000	105.00
Total 77271:									105.00
07/20	07/10/2020	77272	2121	LAKESIDE INTERNATIONAL LLC	VEHICLE MAINTENANCE	8202927P	1	100-52200-241-000	119.84
Total 77272:									119.84
07/20	07/10/2020	77273	765	LEGAL SHIELD	LEGAL COVERAGE	0108629-JU	1	100-2156	373.85
Total 77273:									373.85
07/20	07/10/2020	77274	16712	LIFE-ASSIST, INC	EMS MEDICAL SUPPLIES	1009974	1	100-52200-340-000	158.36
07/20	07/10/2020	77274	16712	LIFE-ASSIST, INC	PW SHOP	1010872	1	605-53440-340-000	16.55
07/20	07/10/2020	77274	16712	LIFE-ASSIST, INC	PW SHOP	1010872	2	600-53616-340-000	16.55
07/20	07/10/2020	77274	16712	LIFE-ASSIST, INC	PW SHOP	1010872	3	600-53716-340-000	16.55
07/20	07/10/2020	77274	16712	LIFE-ASSIST, INC	PW SHOP	1010872	4	100-53000-340-000	60.65
Total 77274:									268.66
07/20	07/10/2020	77275	16554	M&M OFFICE INTERIORS, INC	RECONFIGURATION OF WORKSTATION	162735	1	100-51420-810-000	555.00
Total 77275:									555.00
07/20	07/10/2020	77276	16782	MADISON EMERGENCY PHYSI	MEDICAL DIRECTION JUNE	MCFARLAN	1	100-52200-211-000	700.00
07/20	07/10/2020	77276	16782	MADISON EMERGENCY PHYSI	MEDICAL DIRECTION JULY	MCFARLAN	1	100-52200-211-000	700.00
Total 77276:									1,400.00
07/20	07/10/2020	77277	17166	MARCHANT, KATHERINA	EMT CLASS REIMBURSEMENT	KM060120	1	100-52200-290-000	863.40
Total 77277:									863.40
07/20	07/10/2020	77278	606	MCFARLAND FIREFIGHTERS' A	QUARTERLY PAYROLL PAYMENT	063020	1	100-2180	465.00
Total 77278:									465.00
07/20	07/10/2020	77279	17123	MCFARLAND GARDEN CLUB	REIMBURSE MCF GARDEN CLUB	062920	1	100-55200-340-000	437.60

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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 77279:									437.60
07/20	07/10/2020	77280	618	MCFARLAND TRUE VALUE	PAINT	95094-06302	1	100-52200-340-000	5.28
07/20	07/10/2020	77280	618	MCFARLAND TRUE VALUE	BATTERIES	95094-06302	2	100-52200-340-000	17.99
07/20	07/10/2020	77280	618	MCFARLAND TRUE VALUE	LIBRARY SUPPLIES	95094-06302	3	205-55110-242-000	182.90
07/20	07/10/2020	77280	618	MCFARLAND TRUE VALUE	POLICE SUPPLIES	95094-06302	4	100-52100-340-000	13.49
07/20	07/10/2020	77280	618	MCFARLAND TRUE VALUE	TAPE FOR FLOOR	95094-06302	5	100-51420-310-000	13.03
07/20	07/10/2020	77280	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-06302	6	100-51600-242-000	13.08
07/20	07/10/2020	77280	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-06302	7	100-53000-241-000	20.70
07/20	07/10/2020	77280	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-06302	8	100-53000-340-000	240.84
07/20	07/10/2020	77280	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-06302	9	100-55200-340-000	190.10
07/20	07/10/2020	77280	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-06302	10	600-53616-241-000	5.63
07/20	07/10/2020	77280	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-06302	11	600-53616-242-000	3.58
07/20	07/10/2020	77280	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-06302	12	600-53616-340-000	65.69
07/20	07/10/2020	77280	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-06302	13	600-53712-390-000	19.77
07/20	07/10/2020	77280	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-06302	14	600-53715-340-000	5.39
07/20	07/10/2020	77280	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-06302	15	600-53716-242-000	3.58
07/20	07/10/2020	77280	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-06302	16	600-53716-340-000	65.68
07/20	07/10/2020	77280	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-06302	17	600-53718-241-000	5.63
07/20	07/10/2020	77280	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-06302	18	605-53440-241-000	5.64
07/20	07/10/2020	77280	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-06302	19	605-53440-242-000	3.57
07/20	07/10/2020	77280	618	MCFARLAND TRUE VALUE	PW SUPPLIES	95094-06302	20	605-53440-340-000	65.68
07/20	07/10/2020	77280	618	MCFARLAND TRUE VALUE	OUTREACH - KEY TAGS & RINGS	95094-06302	21	100-54600-390-000	23.43
Total 77280:									970.68
07/20	07/10/2020	77281	634	MENARDS - MONONA	LIFT STATION 2	95186	1	600-53616-242-000	149.99
07/20	07/10/2020	77281	634	MENARDS - MONONA	PW SHOP	95491	1	100-53000-340-000	65.99
07/20	07/10/2020	77281	634	MENARDS - MONONA	PW SHOP	95491	2	600-53716-340-000	18.00
07/20	07/10/2020	77281	634	MENARDS - MONONA	PW SHOP	95491	3	600-53616-340-000	18.00
07/20	07/10/2020	77281	634	MENARDS - MONONA	PW SHOP	95491	4	605-53440-241-000	18.00
07/20	07/10/2020	77281	634	MENARDS - MONONA	MUNICIPAL CENTER REPAIR	95675	1	100-51600-242-000	10.99
07/20	07/10/2020	77281	634	MENARDS - MONONA	MUNICIPAL CENTER REPAIR	95675	2	600-53716-242-000	3.00
07/20	07/10/2020	77281	634	MENARDS - MONONA	MUNICIPAL CENTER REPAIR	95675	3	600-53616-242-000	3.00
07/20	07/10/2020	77281	634	MENARDS - MONONA	MUNICIPAL CENTER REPAIR	95675	4	605-53440-242-000	3.00
07/20	07/10/2020	77281	634	MENARDS - MONONA	MUNICIPAL CENTER REPAIR	95686	1	100-51600-242-000	10.99-
07/20	07/10/2020	77281	634	MENARDS - MONONA	MUNICIPAL CENTER REPAIR	95686	2	600-53716-242-000	3.00-
07/20	07/10/2020	77281	634	MENARDS - MONONA	MUNICIPAL CENTER REPAIR	95686	3	600-53616-242-000	3.00-

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
07/20	07/10/2020	77281	634	MENARDS - MONONA	MUNICIPAL CENTER REPAIR	95686	4	605-53440-242-000	3.00-
07/20	07/10/2020	77281	634	MENARDS - MONONA	MUNICIPAL CENTER REPAIR	95687	1	100-51600-242-000	17.01
07/20	07/10/2020	77281	634	MENARDS - MONONA	MUNICIPAL CENTER REPAIR	95687	2	600-53716-242-000	4.64
07/20	07/10/2020	77281	634	MENARDS - MONONA	MUNICIPAL CENTER REPAIR	95687	3	600-53616-242-000	4.64
07/20	07/10/2020	77281	634	MENARDS - MONONA	MUNICIPAL CENTER REPAIR	95687	4	605-53440-242-000	4.64
07/20	07/10/2020	77281	634	MENARDS - MONONA	PW SHOP	95743	1	605-53440-340-000	2.10
07/20	07/10/2020	77281	634	MENARDS - MONONA	PW SHOP	95743	2	600-53616-340-000	2.10
07/20	07/10/2020	77281	634	MENARDS - MONONA	PW SHOP	95743	3	600-53716-340-000	2.10
07/20	07/10/2020	77281	634	MENARDS - MONONA	PW SHOP	95743	4	100-53000-340-000	7.70
07/20	07/10/2020	77281	634	MENARDS - MONONA	PW SUPPLIES	95882	1	100-53000-340-000	13.74
07/20	07/10/2020	77281	634	MENARDS - MONONA	PW SUPPLIES	95882	2	600-53716-340-000	3.75
07/20	07/10/2020	77281	634	MENARDS - MONONA	PW SUPPLIES	95882	3	600-53616-340-000	3.75
07/20	07/10/2020	77281	634	MENARDS - MONONA	PW SUPPLIES	95882	4	605-53440-340-000	3.75
Total 77281:									339.90
07/20	07/10/2020	77282	640	MGE	STREET LIGHTS	13010467-06	1	100-53000-291-000	28.03
07/20	07/10/2020	77282	640	MGE	STREET LIGHTS	14096945-06	1	100-53000-291-000	31.93
07/20	07/10/2020	77282	640	MGE	LIFT #4 ELECT	21056320-06	1	600-53615-220-000	40.22
07/20	07/10/2020	77282	640	MGE	LIFT #5 GAS	27667872-06	1	600-53615-220-000	24.41
07/20	07/10/2020	77282	640	MGE	STREET LIGHTS	29538501-06	1	100-53000-291-000	126.01
07/20	07/10/2020	77282	640	MGE	GOBEN BUILDING	30200505-06	1	305-56700-242-000	56.70
Total 77282:									307.30
07/20	07/10/2020	77283	2058	MICROMARKETING LLC	CD REPLACEMENT	814616	1	205-55110-345-000	9.00
Total 77283:									9.00
07/20	07/10/2020	77284	4	MIDDLETON FORD	VEHICLE PARTS	146909	1	100-52200-241-000	69.06
07/20	07/10/2020	77284	4	MIDDLETON FORD	VEHICLE PARTS	146937	1	100-52200-241-000	103.59
07/20	07/10/2020	77284	4	MIDDLETON FORD	VEHICLE PARTS	393791	1	100-53000-241-000	174.56
07/20	07/10/2020	77284	4	MIDDLETON FORD	VEHICLE PARTS	393791	2	600-53718-241-000	47.60
07/20	07/10/2020	77284	4	MIDDLETON FORD	VEHICLE PARTS	393791	3	600-53616-241-000	47.60
07/20	07/10/2020	77284	4	MIDDLETON FORD	VEHICLE PARTS	393791	4	605-53440-241-000	47.60
Total 77284:									490.01
07/20	07/10/2020	77285	1941	MIDWEST TRAILER SALES	VEHICLE MAINTENANCE	1104393-00	1	100-52200-241-000	14.79

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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 77285:									14.79
07/20	07/10/2020	77286	667	MINNESOTA LIFE INS CO	LIFE INSURANCE	002832L-AU	1	100-2157	1,563.13
Total 77286:									1,563.13
07/20	07/10/2020	77287	1733	MOTOROLA SOLUTIONS INC	MOTOROLA	8280979102	1	400-57220-813-101	114,125.28
07/20	07/10/2020	77287	1733	MOTOROLA SOLUTIONS INC	MOTOROLA	8280979102	2	400-57220-812-103	15,855.76
Total 77287:									129,981.04
07/20	07/10/2020	77288	16720	MREC VH JUNIPER RIDGE LLC	REFUND OF CREDIT BALANCE ON FINAL BI	062520	1	001-1115	63.77
Total 77288:									63.77
07/20	07/10/2020	77289	1896	NAPA AUTO PARTS	VEHICLE PARTS	722104	1	100-53000-241-000	52.73
07/20	07/10/2020	77289	1896	NAPA AUTO PARTS	VEHICLE PARTS	722104	2	600-53718-241-000	14.38
07/20	07/10/2020	77289	1896	NAPA AUTO PARTS	VEHICLE PARTS	722104	3	600-53616-241-000	14.38
07/20	07/10/2020	77289	1896	NAPA AUTO PARTS	VEHICLE PARTS	722104	4	605-53440-241-000	14.38
07/20	07/10/2020	77289	1896	NAPA AUTO PARTS	L8 PARTS	725459	1	100-52200-241-000	15.90
Total 77289:									111.77
07/20	07/10/2020	77290	2082	NASSCO INC	CLEANING SUPPLIES	S2633089.00	1	100-51600-242-000	41.89
07/20	07/10/2020	77290	2082	NASSCO INC	PARK SUPPLIES	S2633363.00	1	100-55200-340-000	239.12
07/20	07/10/2020	77290	2082	NASSCO INC	CLEANING SUPPLIES	S2639862.00	1	100-51600-242-000	86.73
Total 77290:									367.74
07/20	07/10/2020	77291	17164	NEWEGG BUSINESS, INC.	COMPUTER UPGRADES (2 WORKSTATIONS)	1302826987	1	400-57150-811-101	1,434.94
Total 77291:									1,434.94
07/20	07/10/2020	77292	17374	NEWELL, ROBERT & GINA	REFUND OF CREDIT BALANCE DUE TO AUD	062520	1	001-1115	599.51
Total 77292:									599.51
07/20	07/10/2020	77293	9151	PAGE PRODUCTION	SENIOR NEWS	20-8	1	100-54600-321-000	520.00

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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 77293:									520.00
07/20	07/10/2020	77294	17320	PARKITECTURE & PLANNING	COMMUNITY PARK MASTER PLAN	20.022-2	1	400-57620-827-118	1,146.50
07/20	07/10/2020	77294	17320	PARKITECTURE & PLANNING	MCFARLAND PARK MASTER PLAN	20.022-2	2	400-57620-827-113	1,048.75
Total 77294:									2,195.25
07/20	07/10/2020	77295	17371	PAUL, MARY	REFUND OF CREDIT BALANCE PER AUDIT	062520	1	001-1115	713.39
Total 77295:									713.39
07/20	07/10/2020	77296	17328	PAVELEC, ELISABETH	REFUND OF CANCELLED PARK RESERVATI	050920	1	100-46720-101	100.00
Total 77296:									100.00
07/20	07/10/2020	77297	2066	PELLITTERI WASTE SYSTEMS	RECYCLING SERVICE	1260912	1	610-53620-213-000	14,010.70
07/20	07/10/2020	77297	2066	PELLITTERI WASTE SYSTEMS	TRASH SERVICE	1260912	2	610-53620-212-000	20,827.35
07/20	07/10/2020	77297	2066	PELLITTERI WASTE SYSTEMS	ADMIN SHRED	1260912	3	100-51420-310-000	30.26
07/20	07/10/2020	77297	2066	PELLITTERI WASTE SYSTEMS	PD SHRED	1260912	4	100-52100-340-000	40.35
07/20	07/10/2020	77297	2066	PELLITTERI WASTE SYSTEMS	FIRE/EMS SHRED	1260912	5	100-52200-340-000	10.09
Total 77297:									34,918.75
07/20	07/10/2020	77298	17366	PETERSON, RANDY	LIBRARY PERFORMERS	07092020	1	205-55110-391-000	325.00
Total 77298:									325.00
07/20	07/10/2020	77299	756	POMP'S TIRE SERVICE INC	MOWER TIRES	80217242	1	100-53000-241-000	36.30
07/20	07/10/2020	77299	756	POMP'S TIRE SERVICE INC	MOWER TIRES	80217242	2	600-53718-241-000	9.90
07/20	07/10/2020	77299	756	POMP'S TIRE SERVICE INC	MOWER TIRES	80217242	3	600-53616-241-000	9.90
07/20	07/10/2020	77299	756	POMP'S TIRE SERVICE INC	MOWER TIRES	80217242	4	605-53440-241-000	9.90
07/20	07/10/2020	77299	756	POMP'S TIRE SERVICE INC	15 AMBULANCE MAINTENANCE	80217243	1	100-52200-241-000	326.09
Total 77299:									392.09
07/20	07/10/2020	77300	764	PREMIER PAINT & WALLPAPER	XMAS DECOR RETURNED FROM 2018	50576	1	100-53000-340-000	35.19-
07/20	07/10/2020	77300	764	PREMIER PAINT & WALLPAPER	F&R PAINT	57662	1	100-51600-242-000	47.18
07/20	07/10/2020	77300	764	PREMIER PAINT & WALLPAPER	PAINT SUPPLIES	59438	1	100-53000-340-000	32.53

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
07/20	07/10/2020	77300	764	PREMIER PAINT & WALLPAPER	PAINT SUPPLIES	59438	2	600-53716-340-000	8.88
07/20	07/10/2020	77300	764	PREMIER PAINT & WALLPAPER	PAINT SUPPLIES	59438	3	600-53616-340-000	8.88
07/20	07/10/2020	77300	764	PREMIER PAINT & WALLPAPER	PAINT SUPPLIES	59438	4	605-53440-340-000	8.88
Total 77300:									71.16
07/20	07/10/2020	77301	1245	PROFESSIONAL PEST CONTRO	PARKS PEST CONTROL	468455	1	100-55200-340-000	49.00
Total 77301:									49.00
07/20	07/10/2020	77302	16657	RAYMOND P. CATTELL, INC.	CHANGE ORDER TO MC120--CTH MN	01212019-C	1	400-57310-821-000	6,250.00
Total 77302:									6,250.00
07/20	07/10/2020	77303	800	RELIANT FIRE APPARATUS INC	FD VEHICLE MAINT	CI001910	1	100-52200-241-000	252.54
Total 77303:									252.54
07/20	07/10/2020	77304	802	RENNERT'S FIRE EQUIP SRV IN	OIL SEPERATOR TEMPEST	42377	1	100-52200-241-000	363.09
Total 77304:									363.09
07/20	07/10/2020	77305	16829	REUTER, WHITISH & EVANS, S.	GENERAL LEGAL	66180	1	100-51300-210-101	9,197.00
07/20	07/10/2020	77305	16829	REUTER, WHITISH & EVANS, S.	PROSECUTIONS	66180	2	100-51300-210-102	2,361.50
07/20	07/10/2020	77305	16829	REUTER, WHITISH & EVANS, S.	GENERAL LEGAL	66180	3	400-57140-210-000	3,646.00
07/20	07/10/2020	77305	16829	REUTER, WHITISH & EVANS, S.	GENERAL LEGAL	66180	4	400-57140-825-101	203.50
07/20	07/10/2020	77305	16829	REUTER, WHITISH & EVANS, S.	GENERAL LEGAL	66180	5	400-57310-211-000	573.50
07/20	07/10/2020	77305	16829	REUTER, WHITISH & EVANS, S.	GENERAL LEGAL	66180	6	400-57620-211-000	610.50
07/20	07/10/2020	77305	16829	REUTER, WHITISH & EVANS, S.	LEGAL - SEWER SERVICE	66180	7	600-53610-210-000	1,350.50
07/20	07/10/2020	77305	16829	REUTER, WHITISH & EVANS, S.	PROSECUTIONS	66181	1	100-51300-210-102	2,660.00
07/20	07/10/2020	77305	16829	REUTER, WHITISH & EVANS, S.	QUAM TERMINAL DRIVE ESCROW	66182	1	100-2640	775.50
07/20	07/10/2020	77305	16829	REUTER, WHITISH & EVANS, S.	LEGAL - TID #4	66183	1	310-51410-210-000	540.00
07/20	07/10/2020	77305	16829	REUTER, WHITISH & EVANS, S.	LAKESTONE FARWELL STREET ESCROW	66184	1	100-2640	969.00
07/20	07/10/2020	77305	16829	REUTER, WHITISH & EVANS, S.	JUNIPER RIDGE - ESCROW	66185	1	100-2640	270.00
07/20	07/10/2020	77305	16829	REUTER, WHITISH & EVANS, S.	LEGAL - WATER SERVICE	66188	1	600-53710-210-000	400.00
07/20	07/10/2020	77305	16829	REUTER, WHITISH & EVANS, S.	GENERAL LEGAL	66189	1	100-51300-210-101	715.50
07/20	07/10/2020	77305	16829	REUTER, WHITISH & EVANS, S.	PROSECUTIONS	66193	1	100-51300-210-102	2,416.00
07/20	07/10/2020	77305	16829	REUTER, WHITISH & EVANS, S.	PROSECUTIONS	66194	1	100-51300-210-102	80.00
07/20	07/10/2020	77305	16829	REUTER, WHITISH & EVANS, S.	4313 TRIANGLE ACQUISITION	66195	1	305-56700-826-000	320.00

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07/20	07/10/2020	77305	16829	REUTER, WHITISH & EVANS, S.	GENERAL LEGAL	66198	1	100-51300-210-101	6,590.50
07/20	07/10/2020	77305	16829	REUTER, WHITISH & EVANS, S.	PROSECUTIONS	66199	1	100-51300-210-102	208.00
07/20	07/10/2020	77305	16829	REUTER, WHITISH & EVANS, S.	LEGAL - WATER SERVICE	66200	1	600-53710-210-000	48.00
Total 77305:									33,935.00
07/20	07/10/2020	77306	9137	RICOH USA INC	COPIER FEE	33609347	1	100-52100-240-000	184.59
Total 77306:									184.59
07/20	07/10/2020	77307	818	ROTO ROOTER SEWER SERVI	SEWER CLEANING	197097	1	605-53440-211-000	925.00
Total 77307:									925.00
07/20	07/10/2020	77308	837	SCHMIDT'S AUTO INC	TOWING	550890	1	100-53000-241-000	220.00
07/20	07/10/2020	77308	837	SCHMIDT'S AUTO INC	TOWING	550890	2	600-53718-241-000	60.00
07/20	07/10/2020	77308	837	SCHMIDT'S AUTO INC	TOWING	550890	3	600-53616-241-000	60.00
07/20	07/10/2020	77308	837	SCHMIDT'S AUTO INC	TOWING	550890	4	605-53440-241-000	60.00
Total 77308:									400.00
07/20	07/10/2020	77309	17377	SIGNS BY TOMORROW	SIGN STENCILS	I-11262	1	100-53000-340-000	57.06
Total 77309:									57.06
07/20	07/10/2020	77310	870	SLINDE TRUCKING	PARKS	37989	1	100-55200-340-000	90.00
Total 77310:									90.00
07/20	07/10/2020	77311	17373	SPARTAN PROPERTIES OF MC	REFUND OF CREDIT BALANCE ON UTILITY	062520	1	001-1115	1,205.76
Total 77311:									1,205.76
07/20	07/10/2020	77312	16361	STAR SUPPLY	GLOVES - N MCF	5656	1	100-54600-340-000	73.50
Total 77312:									73.50
07/20	07/10/2020	77313	1738	STATE OF WI TREASURER	MONTHLY COURT FEES - JUNE	154-070120	1	100-45110-000	1,483.68

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Total 77313:									1,483.68
07/20	07/10/2020	77314	17375	STENNES-SPIDAHL, HANS	PARK DEPOSIT REFUND	070620	1	100-1624	200.00
07/20	07/10/2020	77314	17375	STENNES-SPIDAHL, HANS	PARK FEE REFUND - DUE TO CANCELLATIO	070620	2	100-46720-101	100.00
Total 77314:									300.00
07/20	07/10/2020	77315	16857	STRAND ASSOCIATES	DPW FACILITY	0161279	1	400-57140-825-101	3,443.22
Total 77315:									3,443.22
07/20	07/10/2020	77316	915	STUCKEY, LINDA	REFUND JUNE PREMIUM/DEDUCTED IN MA	070220	1	100-2157	31.92
Total 77316:									31.92
07/20	07/10/2020	77317	16384	SUETTINGER, CASSANDRA	MILEAGE	CS060820	1	100-51420-141-000	52.90
Total 77317:									52.90
07/20	07/10/2020	77318	1462	TASC	FSA ADMIN FEE	IN1787183	1	100-51540-514-000	154.80
Total 77318:									154.80
07/20	07/10/2020	77319	17233	THE UNIFORM SHOPPE	SOFT SHELL FLEECE	300666	1	100-52200-142-000	1,265.60
07/20	07/10/2020	77319	17233	THE UNIFORM SHOPPE	NAME TAGS	300762	1	100-52200-142-000	38.85
Total 77319:									1,304.45
07/20	07/10/2020	77320	16640	TOP PACK DEFENSE LLC	MILLER - UNIFORM ALLOWANCE	4325	1	100-52100-142-000	100.78
Total 77320:									100.78
07/20	07/10/2020	77321	958	TOWN & COUNTRY ENGINEER	4703 TERMINAL/EZRA PROP-MC152	21681	1	100-2640	298.75
07/20	07/10/2020	77321	958	TOWN & COUNTRY ENGINEER	2020 STREET & UTILITY IMPROVEMENTS -	21682	1	400-57310-821-000	1,911.25
07/20	07/10/2020	77321	958	TOWN & COUNTRY ENGINEER	ELVEHJEM PATH IMP - MC160	21683	1	400-57310-824-000	1,155.00
07/20	07/10/2020	77321	958	TOWN & COUNTRY ENGINEER	EAST SIDE SEWER EXTENSION - MC168	21685	1	600-53710-210-000	3,685.00
07/20	07/10/2020	77321	958	TOWN & COUNTRY ENGINEER	VERIDIAN/UTTERBACK - MC171	21686	1	100-2640	688.75
07/20	07/10/2020	77321	958	TOWN & COUNTRY ENGINEER	2021 BROADHEAD ST CTH MN - MC174	21687	1	400-57310-211-000	3,347.30

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
07/20	07/10/2020	77321	958	TOWN & COUNTRY ENGINEER	2020 DOG PARK PARKING LOT/RESTROOM	21688	1	400-57620-827-116	5,601.25
07/20	07/10/2020	77321	958	TOWN & COUNTRY ENGINEER	WELL NO. 2 ABANDONMENT--MC 177	21689	1	600-53610-210-000	1,860.90
07/20	07/10/2020	77321	958	TOWN & COUNTRY ENGINEER	GENERAL PLANNING ASSISTANCE	21690	1	100-52400-210-000	508.75
07/20	07/10/2020	77321	958	TOWN & COUNTRY ENGINEER	EXCHANGE ST PRELIM ENGINEERING - MC	21800	1	400-57310-821-000	1,858.75
07/20	07/10/2020	77321	958	TOWN & COUNTRY ENGINEER	4703 TERMINAL/EZRA PROP-MC152	21801	1	100-2640	157.50
07/20	07/10/2020	77321	958	TOWN & COUNTRY ENGINEER	2020 STREET & UTILITY IMPROVEMENTS -	21802	1	400-57310-821-000	21,877.60
07/20	07/10/2020	77321	958	TOWN & COUNTRY ENGINEER	ELVEHJEM PATH IMP - MC160	21803	1	400-57310-824-000	2,613.80
07/20	07/10/2020	77321	958	TOWN & COUNTRY ENGINEER	EAST SIDE URBAN AREAS EXPANSION - MC	21804	1	600-53610-210-000	616.25
07/20	07/10/2020	77321	958	TOWN & COUNTRY ENGINEER	2020 SUMP PUMP DISCHARGE - MC167	21805	1	605-53440-823-000	2,042.80
07/20	07/10/2020	77321	958	TOWN & COUNTRY ENGINEER	2021 BROADHEAD ST/CTH MN PHASE 4 - M	21806	1	400-57310-211-000	5,471.20
07/20	07/10/2020	77321	958	TOWN & COUNTRY ENGINEER	2020 DOG PARK & RESTROOM SITE	21807	1	400-57620-827-116	181.25
07/20	07/10/2020	77321	958	TOWN & COUNTRY ENGINEER	NORTHPOINTE LOT 56 PP - MC179	21808	1	100-2640	412.50
07/20	07/10/2020	77321	958	TOWN & COUNTRY ENGINEER	CF INVESTMENTS/LOTS 57&58 PP - MC180	21809	1	100-2640	376.25
Total 77321:									54,664.85
07/20	07/10/2020	77322	2270	UNITY POINT HEALTH	SUSPECT BLOODWORK	060520	1	100-52100-210-000	75.94
Total 77322:									75.94
07/20	07/10/2020	77323	988	UPS	POSTAGE- SHIP EVIDENCE	000022F8A0	1	100-52100-311-000	36.00
Total 77323:									36.00
07/20	07/10/2020	77324	17140	US BANK VOYAGER FLEET SYS	PD FUEL	8694160990	1	100-52100-341-000	1,243.20
07/20	07/10/2020	77324	17140	US BANK VOYAGER FLEET SYS	PARKS FUEL	8694160990	2	100-55200-341-000	499.57
07/20	07/10/2020	77324	17140	US BANK VOYAGER FLEET SYS	FIRE/EMS FUEL	8694160990	3	100-52200-341-000	780.19
07/20	07/10/2020	77324	17140	US BANK VOYAGER FLEET SYS	PW FUEL	8694160990	4	100-53000-341-000	570.53
07/20	07/10/2020	77324	17140	US BANK VOYAGER FLEET SYS	PW FUEL	8694160990	5	600-53615-341-000	51.87
07/20	07/10/2020	77324	17140	US BANK VOYAGER FLEET SYS	PW FUEL	8694160990	6	600-53710-341-000	103.73
07/20	07/10/2020	77324	17140	US BANK VOYAGER FLEET SYS	PW FUEL	8694160990	7	600-53616-341-000	103.73
07/20	07/10/2020	77324	17140	US BANK VOYAGER FLEET SYS	PW FUEL	8694160990	8	600-53718-341-000	51.87
07/20	07/10/2020	77324	17140	US BANK VOYAGER FLEET SYS	PW FUEL	8694160990	9	605-53440-341-000	155.59
Total 77324:									3,560.28
07/20	07/10/2020	77325	992	US CELLULAR	PD PHONE	0380548600	1	100-52100-221-000	571.58
07/20	07/10/2020	77325	992	US CELLULAR	FD/EMS PHONE	0380548600	2	100-52200-221-000	433.83
07/20	07/10/2020	77325	992	US CELLULAR	OUTREACH PHONE	0380548600	3	100-54600-221-000	71.43

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07/20	07/10/2020	77325	992	US CELLULAR	PW PHONE	0380548600	4	100-53000-221-000	83.96
07/20	07/10/2020	77325	992	US CELLULAR	WATER PHONE	0380548600	5	600-53710-310-000	83.97
07/20	07/10/2020	77325	992	US CELLULAR	SEWER PHONE	0380548600	6	600-53610-310-000	83.97
07/20	07/10/2020	77325	992	US CELLULAR	COMMDEV PHONE	0380548600	7	100-52400-221-000	.50
07/20	07/10/2020	77325	992	US CELLULAR	CABLE/COMMTECH PHONE	0380548600	8	200-55600-221-000	33.53
Total 77325:									1,362.77
07/20	07/10/2020	77326	1005	VANNGUARD UTILITY PARTNER	LOCATES	8342	1	100-53000-291-000	122.00
Total 77326:									122.00
07/20	07/10/2020	77327	2298	VIKING ELECTRIC SUPPLY	FACILITY SUPPLIES	S003742937.	1	205-55110-242-000	3.40
Total 77327:									3.40
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	REFUND OF UTILITY ACCOUNT - DUE TO AU	062520	1	001-1115	601.74
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	MUNICIPAL CENTER	063020	1	100-53000-220-000	345.54
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	PW GARAGE	063020	2	100-53000-220-000	364.82
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	PW GARAGE	063020	3	100-53000-220-000	322.35
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	OLD LIBRARY	063020	4	100-53000-220-000	29.66
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	LIBRARY	063020	5	100-53000-220-000	255.22
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	LIBRARY	063020	6	100-53000-220-000	164.61
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	MUNICIPAL CENTER	063020	7	100-53000-220-000	475.81
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	HOUSE 4902 TERMINAL	063020	8	305-56700-242-000	14.83
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	5541 HOLSCHER	063020	9	100-53000-220-000	14.83
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	PARKING LOT - 43 BURMA	063020	10	100-53000-220-000	14.83
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	ROW CREAMERY RD	063020	11	100-53000-220-000	14.83
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	5411 BASHFORD	063020	12	100-53000-220-000	14.83
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	4313 TRIANGLE BUILDING COSTS	063020	13	305-56700-242-000	167.58
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	4313 TRIANGLE BUILDING COSTS	063020	14	305-56700-242-000	42.38
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	OLD WELL HOUSE	063020	15	600-53716-340-000	14.83
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	WATER TOWER BURMA	063020	16	600-53718-340-000	60.80
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	WATER TOWER HOLSCHER	063020	17	600-53718-340-000	41.52
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	WELL #1	063020	18	600-53716-340-000	14.83
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	WELL #3	063020	19	600-53716-340-000	14.83
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	LIFT #1,2 AND 4	063020	20	600-53616-242-000	44.49
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	RIDGE VIEW	063020	21	100-55200-220-000	14.83
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	PED PATH	063020	22	100-55200-220-000	14.83

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07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	YAHARA RIVER PARK	063020	23	100-55200-220-000	14.83
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	PED PATH	063020	24	100-55200-220-000	14.83
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	PED PATH - OSBORN	063020	25	100-55200-220-000	14.83
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	LEGION MEMORIAL PARK	063020	26	100-55200-220-000	56.35
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	BRANDT PARK	063020	27	100-55200-220-000	86.87
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	WOODLAND ESTATES PARK	063020	28	100-55200-220-000	14.83
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	AUTUMN GROVE PARK	063020	29	100-55200-220-000	34.11
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	CEDAR RIDGE	063020	30	100-55200-220-000	53.39
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	CEDAR GLADE PARK	063020	31	100-55200-220-000	16.31
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	BOCCE BALL COURT	063020	32	100-55200-220-000	14.33
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	EGNER PARK	063020	33	100-55200-220-000	19.28
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	HIGHLAND OAK PARK	063020	34	100-55200-220-000	32.63
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	COMM GARDEN	063020	35	100-55200-220-000	14.33
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	PED PATH DALE CURTIN	063020	36	100-55200-220-000	14.83
07/20	07/10/2020	77328	1015	VILLAGE OF MCFARLAND	WM MCFARLAND 4820 MARSH RD	063020	37	100-55200-220-000	684.88
Total 77328:									4,151.45
07/20	07/10/2020	77329	17336	WASHA CONSTRUCTION	GLASS PANELS FOR CD DEPT	7163	1	100-52400-810-000	1,380.00
Total 77329:									1,380.00
07/20	07/10/2020	77330	2203	WATCH GUARD	VISTA CHARGING BASE	ACCINV0025	1	100-52100-221-000	240.00
07/20	07/10/2020	77330	2203	WATCH GUARD	VISTA HD WIFI SMART POE SWITCH	ACCINV0025	1	100-52100-221-000	165.00
Total 77330:									405.00
07/20	07/10/2020	77331	16236	WEBER, MARK	DINNER FOR SCADA CONCERN	MW053120	1	100-53000-340-000	19.78
Total 77331:									19.78
07/20	07/10/2020	77332	17353	WELCH ALLYN, INC	BP TUBING	94574621	1	100-52200-240-000	26.50
Total 77332:									26.50
07/20	07/10/2020	77333	16241	WI DEPT OF JUSTICE	BACKGROUND CHECKS	L1373T-0630	1	100-51420-310-000	287.00
07/20	07/10/2020	77333	16241	WI DEPT OF JUSTICE	HIRING BACKGROUND CHECKS	L1373T-0630	2	100-51420-211-000	7.00

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
Total 77333:									294.00
07/20	07/10/2020	77334	1085	WI RURAL WATER ASSN	TRAINING	2247	1	600-53610-331-000	7.50
07/20	07/10/2020	77334	1085	WI RURAL WATER ASSN	TRAINING	2247	2	600-53710-331-000	7.50
07/20	07/10/2020	77334	1085	WI RURAL WATER ASSN	TRAINING	2247	3	605-53440-331-000	7.50
07/20	07/10/2020	77334	1085	WI RURAL WATER ASSN	TRAINING	2247	4	100-53000-331-000	27.50
Total 77334:									50.00
07/20	07/10/2020	77335	1090	WI ST FIREFIGHTERS ASSN	WSFA DUES	062620	1	100-52200-320-000	1,225.00
Total 77335:									1,225.00
07/20	07/10/2020	77336	1093	WI STATE LABORATORY OF HY	WATER TESTING	638676	1	600-53715-210-000	1,013.00
Total 77336:									1,013.00
07/20	07/10/2020	77337	1940	WMCCA	UW MILWAUKEE CLASS - WENDY MOTL	062420	1	100-51200-331-000	220.00
Total 77337:									220.00
07/20	07/10/2020	77338	1910	ZURBUCHEN OIL INC	DYED DIESEL FUEL	244392	1	100-53000-341-000	482.30
07/20	07/10/2020	77338	1910	ZURBUCHEN OIL INC	DYED DIESEL FUEL	244717	1	100-53000-341-000	343.90
Total 77338:									826.20
Grand Totals:									472,235.97

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
001-1115	3,539.45	1.06-	3,538.39
001-2120	1.06	3,539.45-	3,538.39-
100-1624	5,949.42	.00	5,949.42
100-2120	126.88	118,195.17-	118,068.29-

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
100-2156	373.85	.00	373.85
100-2157	1,595.05	.00	1,595.05
100-2180	465.00	.00	465.00
100-2435	9,761.00	.00	9,761.00
100-2640	3,948.25	.00	3,948.25
100-44110-101	506.67	.00	506.67
100-45110-000	2,100.46	.00	2,100.46
100-46720-101	510.00	.00	510.00
100-51100-321-000	575.00	.00	575.00
100-51200-210-000	82.21	.00	82.21
100-51200-331-000	220.00	.00	220.00
100-51300-210-101	16,503.00	.00	16,503.00
100-51300-210-102	7,725.50	.00	7,725.50
100-51420-141-000	52.90	.00	52.90
100-51420-210-000	4,201.86	.00	4,201.86
100-51420-211-000	7.00	.00	7.00
100-51420-221-000	77.14	.00	77.14
100-51420-240-000	190.54	.00	190.54
100-51420-310-000	1,217.29	30.26-	1,187.03
100-51420-311-000	19.54	.00	19.54
100-51420-810-000	555.00	.00	555.00
100-51440-340-000	417.89	.00	417.89
100-51450-210-000	4,888.85	.00	4,888.85
100-51540-514-000	154.80	.00	154.80
100-51600-210-000	3,699.00	.00	3,699.00
100-51600-220-000	32.06	.00	32.06
100-51600-242-000	1,312.97	10.99-	1,301.98
100-52100-142-000	100.78	.00	100.78
100-52100-210-000	921.41	.00	921.41
100-52100-221-000	1,135.16	.00	1,135.16
100-52100-240-000	184.59	.00	184.59
100-52100-311-000	36.00	.00	36.00
100-52100-340-000	241.72	40.35-	201.37
100-52100-341-000	1,243.20	.00	1,243.20
100-52200-141-000	19.17	.00	19.17
100-52200-142-000	1,304.45	.00	1,304.45
100-52200-211-000	1,400.00	.00	1,400.00
100-52200-221-000	739.73	.00	739.73
100-52200-240-000	386.88	.00	386.88
100-52200-241-000	1,264.90	.00	1,264.90

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
100-52200-242-000	4.94	.00	4.94
100-52200-290-000	863.40	.00	863.40
100-52200-320-000	1,225.00	.00	1,225.00
100-52200-340-000	613.34	10.09-	603.25
100-52200-341-000	780.19	.00	780.19
100-52200-390-000	32.40	.00	32.40
100-52400-210-000	590.96	.00	590.96
100-52400-211-000	8,519.48	.00	8,519.48
100-52400-221-000	77.64	.00	77.64
100-52400-810-000	1,380.00	.00	1,380.00
100-52500-221-000	27.40	.00	27.40
100-53000-210-000	563.39	.00	563.39
100-53000-211-000	155.38	.00	155.38
100-53000-220-000	2,591.91	.00	2,591.91
100-53000-221-000	235.00	.00	235.00
100-53000-241-000	2,406.87	.00	2,406.87
100-53000-291-000	9,718.13	.00	9,718.13
100-53000-310-000	109.77	.00	109.77
100-53000-331-000	27.50	.00	27.50
100-53000-340-000	1,160.28	35.19-	1,125.09
100-53000-341-000	1,396.73	.00	1,396.73
100-54600-210-000	109.71	.00	109.71
100-54600-221-000	148.57	.00	148.57
100-54600-321-000	520.00	.00	520.00
100-54600-340-000	148.50	.00	148.50
100-54600-390-000	47.25	.00	47.25
100-55200-210-000	5,704.89	.00	5,704.89
100-55200-220-000	1,357.89	.00	1,357.89
100-55200-340-000	1,048.07	.00	1,048.07
100-55200-341-000	499.57	.00	499.57
100-55200-390-000	10.77	.00	10.77
200-2120	.00	246.91-	246.91-
200-55600-221-000	188.08	.00	188.08
200-55600-330-000	58.83	.00	58.83
205-2120	.01	10,660.35-	10,660.34-
205-55110-210-000	1,929.00	.00	1,929.00
205-55110-221-000	117.84	.00	117.84
205-55110-240-000	386.88	.00	386.88
205-55110-242-000	4,090.56	.00	4,090.56
205-55110-310-000	1,323.13	.00	1,323.13

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
205-55110-340-000	75.00	.00	75.00
205-55110-344-000	948.63	.00	948.63
205-55110-345-000	149.31	.01-	149.30
205-55110-391-000	1,640.00	.00	1,640.00
305-2120	.00	601.49-	601.49-
305-56700-242-000	281.49	.00	281.49
305-56700-826-000	320.00	.00	320.00
310-2120	.00	540.00-	540.00-
310-51410-210-000	540.00	.00	540.00
400-2120	.00	271,871.94-	271,871.94-
400-57120-813-102	5,476.00	.00	5,476.00
400-57140-210-000	36,646.00	.00	36,646.00
400-57140-825-101	4,749.63	.00	4,749.63
400-57150-811-101	2,277.24	.00	2,277.24
400-57210-812-105	35,768.71	.00	35,768.71
400-57220-812-103	15,855.76	.00	15,855.76
400-57220-813-101	114,125.28	.00	114,125.28
400-57310-211-000	9,392.00	.00	9,392.00
400-57310-811-102	796.50	.00	796.50
400-57310-821-000	31,897.60	.00	31,897.60
400-57310-824-000	3,768.80	.00	3,768.80
400-57310-825-101	2,530.17	.00	2,530.17
400-57620-211-000	610.50	.00	610.50
400-57620-827-113	1,048.75	.00	1,048.75
400-57620-827-116	5,782.50	.00	5,782.50
400-57620-827-118	1,146.50	.00	1,146.50
600-2120	6.00	25,221.91-	25,215.91-
600-53610-210-000	5,469.84	.00	5,469.84
600-53610-211-000	42.38	.00	42.38
600-53610-221-000	106.90	.00	106.90
600-53610-310-000	223.04	.00	223.04
600-53610-331-000	7.50	.00	7.50
600-53610-340-000	82.93	.00	82.93
600-53611-311-000	68.65	.00	68.65
600-53612-390-000	265.50	.00	265.50
600-53615-220-000	624.73	.00	624.73
600-53615-340-000	17.64	.00	17.64
600-53615-341-000	51.87	.00	51.87
600-53616-241-000	656.38	.00	656.38
600-53616-242-000	392.32	3.00-	389.32

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
600-53616-340-000	146.89	.00	146.89
600-53616-341-000	103.73	.00	103.73
600-53710-210-000	6,615.61	.00	6,615.61
600-53710-211-000	1,662.38	.00	1,662.38
600-53710-221-000	106.90	.00	106.90
600-53710-310-000	223.04	.00	223.04
600-53710-331-000	7.50	.00	7.50
600-53710-340-000	100.57	.00	100.57
600-53710-341-000	103.73	.00	103.73
600-53711-311-000	68.65	.00	68.65
600-53712-390-000	285.27	.00	285.27
600-53715-210-000	1,013.00	.00	1,013.00
600-53715-340-000	5.39	.00	5.39
600-53716-220-000	3,812.73	.00	3,812.73
600-53716-242-000	197.84	3.00-	194.84
600-53716-340-000	241.73	.00	241.73
600-53717-242-000	174.00	.00	174.00
600-53717-340-000	928.62	.00	928.62
600-53718-241-000	656.38	.00	656.38
600-53718-340-000	102.32	.00	102.32
600-53718-341-000	51.87	.00	51.87
600-53718-822-104	604.08	.00	604.08
605-2120	3.00	6,424.75-	6,421.75-
605-53440-210-000	167.75	.00	167.75
605-53440-211-000	967.36	.00	967.36
605-53440-221-000	62.17	.00	62.17
605-53440-240-000	265.50	.00	265.50
605-53440-241-000	674.41	.00	674.41
605-53440-242-000	214.61	3.00-	211.61
605-53440-310-000	50.17	.00	50.17
605-53440-311-000	68.66	.00	68.66
605-53440-331-000	7.50	.00	7.50
605-53440-340-000	1,748.23	.00	1,748.23
605-53440-341-000	155.59	.00	155.59
605-53440-823-000	2,042.80	.00	2,042.80
610-2120	34,838.05	69,909.00-	35,070.95-
610-53620-211-000	221.15	.00	221.15
610-53620-212-000	41,661.75	20,827.35-	20,834.40
610-53620-213-000	28,026.10	14,010.70-	14,015.40

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
Grand Totals:	542,185.97	542,185.97-	.00

Report Criteria:
Report type: GL detail

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Amount
06/20/2020	PC	06/26/2020	77193	JOB, JEREMY D.	56	2,873.13
06/20/2020	PC	06/26/2020	77194	BRANDT, BRETT F.	371	2,992.23
06/20/2020	PC	06/26/2020	77195	MARKS, TRACY	4044	247.13
06/20/2020	CDPT	06/26/2020	77196	WIAFSCME COUNCIL 32	7	59.25
06/20/2020	CDPT	06/26/2020	77197	WI SCTF	5	207.69
06/20/2020	CDPT	06/26/2020	77198	WPPA TREASURER	6	504.00
07/04/2020	CDPT	07/10/2020	77214	Void		
07/04/2020	CDPT	07/10/2020	77215	Void		
07/04/2020	CDPT	07/10/2020	77216	WIAFSCME COUNCIL 32	7	60.14
07/04/2020	CDPT	07/10/2020	77216	WIAFSCME COUNCIL 32	7	76.00
07/04/2020	CDPT	07/10/2020	77217	WI SCTF	5	207.69

PAYROLL RELATED

\$7,229.26

Cassandra Suettinger

From: Brad Czebotar
Sent: Tuesday, June 23, 2020 3:20 PM
To: Cassandra Suettinger; Matt Schuenke
Cc: Justin Rupert
Subject: Fw: McFarland Volunteer Committee

Hi Cassandra,

Please place TJ's nomination to the volunteer committee on the village board's agenda of July 13.

Thanks,
Brad

From: TJ Jerke <tjjerke@gmail.com>
Sent: Tuesday, June 23, 2020 9:44 AM
To: Justin Rupert <justin.rupert@mcfarland.wi.us>; Brad Czebotar <Brad.Czebotar@mcfarland.wi.us>
Subject: McFarland Volunteer Committee

Chair Rupert and President Czebotar,

It is with great enthusiasm that I write to you with my desire to join the McFarland Volunteer Committee.

My background and experiences include time spent supporting a non-profit capital campaign to generate over \$2 million. I have led two statewide non-profit organizations, with the support of their boards of directors and critical volunteers. I had a tremendous opportunity to lead statewide efforts for a national non-profit organization, and I am honored to have held various volunteer roles with Special Olympics.

My career trajectory and volunteer opportunities have created a desire to be part of something larger than myself and something that supports the community in which I live, which is why I hope to join the Volunteer Committee.

Please let me know if you have any questions, or if I can provide any additional information.

Thank you for your time, consideration, and allowing me to have the opportunity to apply.

TJ Jerke
5224 Bremer Road
McFarland, WI 53558
(605) 880-0590

Cassandra Suettinger

From: Tanya O'Malley
Sent: Friday, July 10, 2020 8:09 AM
To: Brad Czebotar
Cc: Cassandra Suettinger
Subject: FW: Application for the Finance and Personnel Committees

Hi Brad,

Please see the e-mail below.

Thank you!

Tanya O'Malley, WCPC
Deputy Clerk
Village of McFarland
5915 Milwaukee Street
McFarland, WI 53558
608.838.3153



From: christophermstclair@gmail.com <christophermstclair@gmail.com>
Sent: Friday, July 10, 2020 7:57 AM
To: Admin <Village.Administration@mcfarland.wi.us>
Subject: Application for the Finance and Personnel Committees

Good morning,

I am writing this email today to express my interest in both the Finance and Personnel Committees. I have only officially been a resident of McFarland proper since April of 2019, and am trying to find ways to get involved and lend my expertise and I feel strongly that these two committees would make a great fit.

I obtained my Bachelor's Degree in Psychology from the University of Wisconsin Madison and also have a Master's in Business Administration with a Concentration in Accounting and Finance from the University of Phoenix. I have spent the last 5 years of my career as a Branch Manager for Chase Bank at the Downtown Madison location. Prior to my start at Chase, I worked in management for over 12 years at Best Buy.

In all of my management roles, I have been responsible and accountable for delivering results on a profit & loss statement, both generating revenue for the company I worked for as well as controlling/mitigating costs in order to turn a greater profit for shareholders. In addition, I have acted in a hiring manager capacity for my entire tenure at Chase, as well as 6 of the 12 years of my career at Best Buy.

I think both my education and my work experience have prepared me for a role on both the finance and personnel committees. In addition, I have demonstrated a willingness to dig through ordinances and educate myself on proper policies and procedures within the Village so that I can act in the best interest of the Village. I am excited for the opportunity to get more involved.

Thank you and I look forward to hearing back in the near future.

Sincerely,

Chris St Clair
5602 Holscher Rd
608-886-2696



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, July 13, 2020

SECTION: Closed Session

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Motion to approve bargaining team of Village President, Village Administrator, and Department Head for collective bargaining negotiations on a successor labor agreements with applicable bargaining units.

PREVIOUS ACTION:

ISSUE SUMMARY:

We presently have two Unions within the Village Organization. One representing Police Officers and another representing full-time EMTs. Both contracts expire at the end of 2020. The union representing Police Officers has requested to initiate this process and we expect the union representing EMTs will do the same within the near future as is customary.

It is recommended that we use a smaller group for this set of bargaining for both groups. Essentially, the President and Administrator would be part of the negotiations for both units and then each Department Head representing their employees would be part of the bargaining for their respective units. We have had larger groups in the past but not during a pandemic. With the virus spreading and format of our meetings to be determined, again its recommended to keep these groups small. This action is meant to set the bargaining team for both units upcoming negotiations and the team will report back to the board regarding their progress through negotiations.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:



ATTACHMENTS:

None



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, July 13, 2020

SECTION: Business

DEPARTMENT: Communications & Technology

CONTACT: Stephanie Miller, Comm & Technology Director

AGENDA ITEM: Discussion and action to accept a proposal from CivicPlus regarding the design and hosting of the Village Website.

PREVIOUS ACTION:

The Communications and Technology Committee evaluated this item at its meeting on June 23, 2020 and recommended approval to accept the proposal from CivicPlus.

ISSUE SUMMARY:

The Village website has been designed and hosted through the GovOffice platform since 2013. The original cost to do so was \$10,275. In 2017, the Village website went through the process of upgrading and signed on to a three year contract that has cost approximately \$3,813 per year with the need for some additional storage as the website has developed during this time. The three year contract with GovOffice will be ending in October of 2020. This upgrade included a redesign and expanded hosting with some new functionality within the limitations of their platform.

With the contract coming to a close this Fall, the Department began reviewing other options for website platforms. We have about seven years worth of use with GovOffice and have likely reached our limit with its functionality as well as encountered many of the challenges it presents. It has served us well since that time; however, in reviewing other platforms it was presented to consider a new platform through CivicPlus. This is a more sophisticated website hosting platform very popular and specialized for local governments. It is also the same platform that hosts our meeting management software which offers some cost discounts as well as further integration.

Included within your packet is information about the proposal from CivicPlus as well as options to maintain the existing platform through a renewal with GovOffice. These are the two premiere website platforms for local governments and our present focus for this service. Some additional background information is also provided regarding our current experience with the existing platform.

FINANCIAL/BUDGET IMPACT:

This expense was not budgeted in 2020. Likely our intent was to continue on the GovOffice



platform when the budget was prepared about a year ago. Considering what we know now and our ability to get a new website operational before the existing contract expires, we would like to reallocate some unused funds for this purpose as a more immediate need.

The 2020 Budget did include \$25,000 to begin the process to digitize our file storage. This was a process by which we were going to be working on this for multiple years but this cost was meant to begin that process in 2020. This was an assignment to Administration and as priorities this year have shifted as a result of COVID, additional Election responsibilities, and other changing workloads we will not be able to initiate this project this year as intended. We will evaluate this project going forward in future years, but these monies are of a similar level as what's needed for the new website.

The total capital cost of the proposal is \$24,912 within the first year, and then \$6,522 annually thereafter. The larger one time expense would be accounted for in 2020 and then within the 2021 Budget process this Fall we will account for the annual operating cost going forward. Additionally, CivicPlus is agreeable to working with us to balance the capital cost between 2020 and 2021 if we are trying to align how the cost lines up with the availability of funds. Staff believes we have the funds now to do this but could use the flexibility between two years also to our benefit.

If we were not going to pursue this new service, then we would need to consider renewing our agreement with GovOffice. We can consider another three year renewal at a cost of \$3,280 per year (current budget level) or a one year agreement for \$1,850. We would need one of these two options in place to continue to have a website if the proposal as recommended by Committee were not accepted.

VILLAGE PLAN REFERENCE:

Communications Plan - [Please click on this link](#) to go to the Department's webpage. Under the navigation section on the left margin you can view the Communications Plan. Within it, maintaining the website is the first item of this plan and a key component to our communications internal and external to the Village.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended for approval to accept the proposal from CivicPlus.

ATTACHMENTS:

1. GovOffice Complaints
2. GovOffice_Annual Service Fee_2019-10-01
3. GovOffice_Annual Service Fee_2018-10-24
4. GovOffice Invoice_2018-07-11



5. GovOffice Invoice_Addtl Storage_2018-01-04
6. WI - McFarland - CivicEngage - Proposal - 06192020

GovOffice Complaints

Thursday, June 11, 2020

5:09 PM

Our GovOffice contract is up for renewal in October of 2020. After working within GovOffice for many years now, we know there is a better option out there to reduce the number of complaints we have had time and time again.

--

Images

- Images must first be uploaded to a different page before they can be embedded into the body of the page you are working on.
- The website has CSS for max-width set to "Important" which overrides everything else on the website.

Storage

- We have a very limited storage for files
- We pay a significant price to expand that storage to 4GB
- Updating a file requires deleting the original, leaving a void for a time, and then uploading one with an identical title.
- Files are download using their original title, despite being renamed.

Navigation

- Navigation can only be to that page or to an external link. Creating multiple links to the same page is impossible.
- The only way to auto-generate a list of sub-pages is by turning off your "Section Introduction" section rendering the page worthless for any content.
- Long page names break without clear indication
- Names which are almost long enough to break may do so upon hovering over them

Directory

- While a directory of staff can be created; there is no way to embed selections of that information into another page.
- Changes to staff contact must be made across multiple pages individually.
- There is no way for information to be synchronized between directories

Records and retention

- Changes to pages are not tracked and past versions cannot be returned to.
- We have no records of past pages or any edits to pages beyond who and when.

Calendar

- The calendar module is very, very difficult for users to quickly find an event.
- The "See All" button shows every event from past and present, starting with oldest first.
- Repeating events, once created, and no longer linked together making it inconvenient or impractical to plan ahead in the case that a change must be made.
- Events that stretch across days appear as individual events on each day.

Viewing Pages

- "Hidden" pages don't show in the navigation but are still searchable.
- Hiding a page and turning it off are in two separate areas.

User Permissions

- User permissions are incredibly hard to assign
- Users are automatically granted access to newly created pages.

URLs

- URLs are nonsensical strings of characters which do nothing to describe the page users will be visiting.
- While a "friendly" URL may be set for individual pages, that URL may be ignored entirely depending on the page type.

GovOffice
2112 Broadway St
NE #250
Minneapolis MN 55413
United States

Invoice

#INV9232

PO#
10/1/2019

Bill To

LMC WI McFarland
PO Box 110
McFarland WI 53558-0110
United States

TOTAL

\$3,280.00

Due Date: 10/31/2019

Terms

Net 30

Due Date

10/31/2019

Quantity	Item	Amount
1	GovOffice 3 yr website hosting Multi - Year 3 of 3	\$3,280.00

Please make checks payable to GovOffice &
remit payment to:

Government Brands Shared Services
Attn: GovOffice Accounts Receivable
P.O. Box 25477
Tampa, FL 33622

Subtotal \$3,280.00

Total \$3,280.00



INV9232

GOV OFFICE

2112 Broadway St. NE #250
Minneapolis, MN 55413
612-617-5706
scott@govoffice.com
www.govoffice.com

BILL TO
Village of McFarland
PO Box 110
McFarland, WI 53558-0110

INVOICE 43738

DATE 10/24/2018 TERMS Net 30

DATE	DESCRIPTION	QTY	RATE	AMOUNT
10/24/2018	Multi-Year Payment Plan Year 2 of 3 • License and upgrades of GovOffice Content Management System	1	3,280.00	3,280.00

Please make checks payable to GovOffice LLC. By paying for or utilizing our service, you agree to the Terms & Conditions at www.govoffice.com/terms.
Thank you for choosing GovOffice.

TOTAL DUE

\$3,280.00

Have a billing question? Call 612-617-5706 or email billing@govoffice.com. Print GovOffice LLC's W-9 at www.govoffice.com/w9.
Please contact Support at 888-353-3221 or support@govoffice.com with all other questions.

Bill To

Dane County Chiefs of Police
Attn: Accounts Payable
5915 Milwaukee St.
McFarland, WI 53558-0110

Invoice

Terms	Date	Invoice #
Due on receipt	7/11/2018	42905

Description	Qty/Hrs	Rate	Amount
GovOffice Annual Service Package - Current Client (through 7-31-19) includes: • Unlimited bandwidth & Website hosting up to 2 GB of uploads • Unlimited toll-free technical support for staff • Online training/ re-training of Content Management System (CMS) software for staff • Daily backups of stored Website content and design files • Maintenance of Web servers and their installed security systems • Unlimited Administrative users • Secure SSL (Secure Sockets Layer) Administrative Website • Upgrades of Content Management System • GovOffice Mobile for optimal Website display on Smartphones • DDoS Protection *	1	550.00	550.00

Please make checks payable to
AVENET, LLC
2112 Broadway St. NE #250
Minneapolis, MN 55413

To view and/or print Avenet LLC's W-9 tax form, please visit www.avenet.net/w9

Thank you for choosing us as your website solution. By paying for or utilizing our service, you agree to the terms and conditions that appear at www.govoffice.com/terms. For billing questions please call 612-617-5706. To update your contact information (website contacts, addresses, & phone numbers) please call 1-888-353-3221.

Total	\$550.00
Payments/Credits	\$0.00
Balance Due	\$550.00

Terms	Date	Invoice #
Due on receipt	1/4/2018	41951

Description	Qty/Hrs	Rate	Amount
Extended Storage Plan - Additional 2 GB of storage	1	250.00	250.00

Please make checks payable to AVENET, LLC 2112 Broadway St. NE #250 Minneapolis, MN 55413 To view and/or print Avenet LLC's W-9 tax form, please visit www.avenet.net/w9 Thank you for choosing us as your website solution. By paying for or utilizing our service, you agree to the terms and conditions that appear at www.govoffice.com/terms . For billing questions please call 612-617-5706. To update your contact information (website contacts, addresses, & phone numbers) please call 1-888-353-3221.	Total	\$250.00
	Payments/Credits	\$0.00
	Balance Due	\$250.00

McFarland, Wisconsin



CIVICENGAGE®

Website Redesign Services

Presented by | John Pugh, CivicEngage Account Executive



June 19, 2020

302 South 4th Street, Suite 500
Manhattan, Kansas 66502
888-228-2233



Stephanie Miller
Communications & Technology Director
McFarland, WI

RE: Website Redesign Services

Dear Stephanie:

Today's society expects instant access to news, answers, and communication and making your government work better can be a challenge when you don't have the tools and resources to get the job done right. As your partner, that's where CivicPlus can help. We are passionate about our mission to help make local government better. You won't simply be getting a website, you'll also obtain the tools to build a trusted and long-term relationship between you and your citizens.

McFarland is unique, and your website should be too! We will help you implement a website that represents your values and meets your specific needs and goals. By partnering with CivicPlus, you'll receive:

- Responsive design that is available to your citizens from anywhere on any device
- Comprehensive suite of modules and tools tailored to the functionality you need most
- Guaranteed redesign after four years of service to keep your website fresh and innovative
- Hands-on migration of existing content by our team of experts
- 24/7/365 support with secure hosting and maintenance
- 100% satisfaction with your new website

Your new site will be developed on the most robust and flexible content management system (CMS) available. Our CivicEngage CMS is an easy-to-use suite of cloud-based tools built specifically for local government. You'll be able to inform and empower your citizens and staff in more efficient ways. Easier for you, easier for them.

A McFarland and CivicEngage partnership will save you time and money with a website for your community to find what they need, when they need it.

Sincerely,



John Pugh
CivicEngage Account Executive
pugh@civicplus.com
Direct Line 785-323-7160

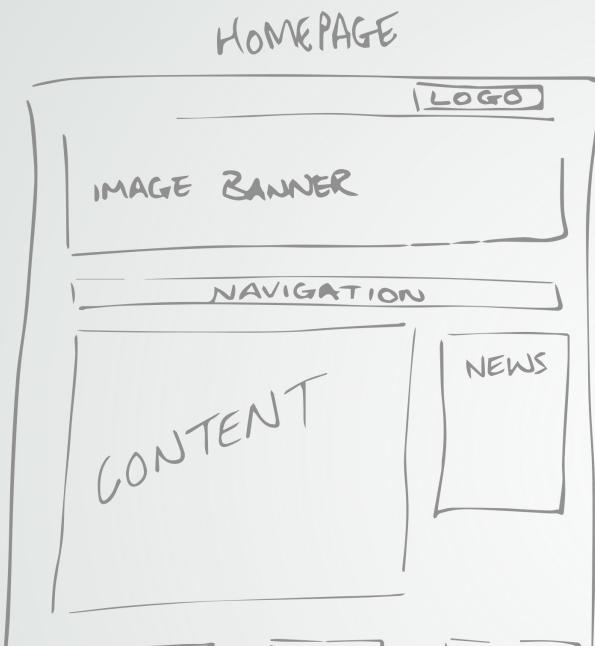


Table of Contents

1	Executive Summary
3	CivicPlus Company Overview
4	Project Team
5	CivicEngage CMS
10	Design
12	Implementation
16	Continuing Services
18	Investment Proposal

Executive Summary



We propose the following approach to help you meet your goals:

Product Solution

Easy-to-Use CMS	Our CivicEngage Content Management System (CMS) is developed specifically for local government and includes modules and tools offering unique functionality to streamline your processes, self-service options to reduce call volume and walk-ins for common requests, and permission-based access for website management.
Responsive Website Display	We will use a mobile-first design approach to ensure your website is fully responsive, using design that is optimized for any device, screen size, and orientation. We also implement a mobile-friendly menu configuration for easy page navigation. A responsive design also provides centralized website maintenance, eliminating the need to update both a desktop and mobile version of your website.
Accessibility	During system development and website implementation process, our first focus is to ensure we provide you with a website compliant with accessibility standards outlined within Section 508 and WCAG Level A & AA.

Implementation Solution

Dedicated Project Team	A specialized team of experts will assist you throughout the implementation process to website launch, including a Project Manager, Art Director, and Trainer.
Design Creation	Your Art Director will collaborate with you to develop a design that best represents your community while taking advantage of the CivicEngage functionality to meet your needs.
Content Development	Our Content Development team will migrate content (including their text, documents, and images) from your current website to your new, CivicEngage website. Content will be enhanced for usability and accessibility, and we will organize your website pages to make them easy to navigate.
Search Engine Optimization (SEO)	To make your site easier to find, we will provide SEO services during content migration, such as creating searchable keywords and descriptive content, and will submit this information on your behalf. During training, we will also train your staff on best practices for SEO including searchable terms and descriptors to do the same for future pages.
CivicTraining® Plan	During your training engagement, a CivicPlus Trainer will conduct customized sessions to ensure your staff can confidently keep your website updated long after launch.

Guaranteed Redesign	To keep your website looking fresh, you will be eligible to receive a new website design with no further out-of-pocket expense after four years of continuous service with CivicPlus.
Hosting, Support, & Security Solution	
Secure Hosting, Cloud-Based Access	Our solution is supported by an enterprise-level hosting environment with vigilant 24/7/365 monitoring and continual system updating. We guarantee a 99.9% website uptime, excluding maintenance periods. With our cloud-based solution, you can access your website from anywhere on nearly any device – no need to log into a network.
Technical Support	Our helpful in-house support team is available to ensure your complete and ongoing satisfaction with our products and services. You can contact live support via chat, phone, and email or utilize our self-service CivicPlus Help Center for tutorials and user guides. You will also receive 24/7/365 emergency support assistance.
DNS & SSL Certificate	We will aid in the setup of your current domain for your new website. Also included is one SSL Certificate to protect your new website and information through encryption of sensitive data and identity verification.
System Updates	We set high standards for government websites with our services. With CivicPlus, your content management system will be upgraded to keep pace with industry improvements and your visitors' changing needs.
Continuing Partnership	Your Client Success Manager will help find solutions for your changing needs by creating an ongoing strategy to better engage your citizens using the tools and products CivicPlus offers.

Before & After – Portland, Michigan

Before CivicPlus



With CivicPlus



After partnering with CivicPlus, Portland, Michigan was able to connect and engage their community better through their innovative, mobile, secure and interactive site.

CivicPlus Company Overview



20+

years of experience with a focus to help local governments

350+

employees, many with experience in local government

4,000+

local government clients across the United States and Canada



9-time Inc. 5000 Honoree



www.govtech.com/100

At CivicPlus, we have one goal: to empower the public sector to accomplish impactful initiatives using innovative solutions that save them time while connecting them to the citizens they serve. We began in 1998 when our founder, Ward Morgan, decided to focus on helping local governments work better and engage their citizens through their web environment. CivicPlus continues to implement new technologies and services to maintain the highest standards of excellence and efficiency for our clients, including solutions for citizen engagement, administrative services, constituent services, and recreation management.

As we have grown, the pathway to achieving this goal became clear. We need to build groundbreaking software and host them on a single, robust platform that enables convenient collaboration and streamlined operations. This led to the development of the CivicPlus Platform which enables single sign-on capabilities, strengthened identity management, and API access for our clients across our solutions.

Our commitment to deliver the right solutions in design and development, end-user satisfaction, and secure hosting has been instrumental in making us a world leader in government web technology. We consider it a privilege to partner with our clients and provide them with solutions that will serve their needs today and well into the future.

Company & Contact Information

Point of Contact

John Pugh
CivicEngage Account Executive
pugh@civicplus.com
Direct Line 785-323-7160

Primary Office

302 S. 4th Street, Suite 500
Manhattan, KS 66502
Toll Free: 888-228-2233
Fax: 785-587-8951
www.CivicPlus.com

Legal Information

CivicPlus, LLC
Converted in State of Kansas,
January 2019
f/k/a CivicPlus, Inc. Incorporated
State of Kansas, June 1998

Project Team



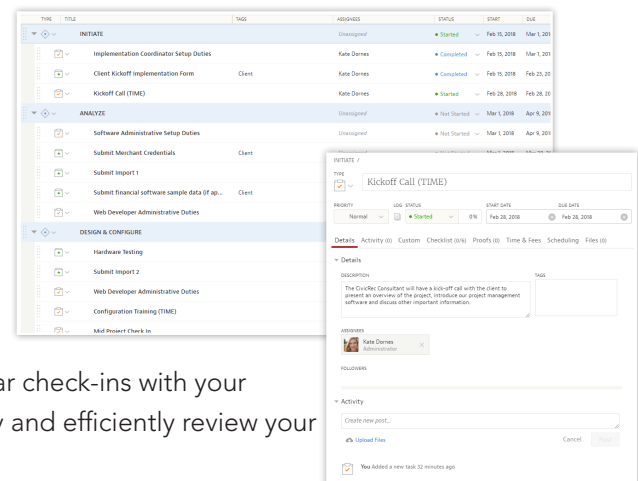
From project management to design and development to training and support, a dedicated project team will assist you throughout the development process to ensure your project's success and your complete satisfaction. Your individual, dedicated team members will be determined just prior to kickoff so we can be sure they will be available to begin your project immediately and work directly with you throughout the entire process. This ensures we deliver the attention and effort you need and deserve to create a website that achieves your vision of success.

- **Project Manager** – Provides communication, establishes project plan, schedules project resources, facilitates project tasks, ensures requirements are met according to scope
- **Art Director** – Establishes vision for website design, collaborates with graphic design team to create website design to meet your needs, coordinates design application to functioning website
- **Web Content Specialist** – Guides content development process, ensuring application of best practices for usability and accessibility
- **Trainer** – Educates your team to use the CivicEngage content management system, demonstrates effective use of tools and functionality

Communication Venues

Communication between you and your CivicEngage team will be continuous throughout your project. Sharing input and feedback through email, virtual meetings, phone calls, and our project management software, Mavenlink, will keep all stakeholders involved and informed. Mavenlink offers task management transparency with a multi-level work breakdown structure, Gantt Chart-based project plan, and a focused communication channel.

- Centralized project communication and task management tools are located in a cloud-based project workspace
- Conversations are linked to files and tasks for easy reference
- Tasks, deliverables, and milestones are aligned to your specific scope of work



The tools available through Mavenlink combined with regular check-ins with your Project Manager provide you ample opportunities to quickly and efficiently review your project, check deliverables, and communicate feedback.

CivicEngage CMS



The CivicEngage CMS is robust and flexible with all the features and functionality you need today and in the future. Developed for organizations that need to update their site frequently, CivicPlus provides a powerful government content management structure and website menu management system. The easy-to-use system allows non-technical employees to efficiently update any portion of your website.

Each website begins with a unique design developed to meet your specific communication and marketing goals, while showcasing the individuality of your community. Features and capabilities are added and customized as necessary, and all content is organized in accordance with web usability standards.



Modules

Citizen Engagement

CivicEngage offers several effective and easy-to-use citizen engagement features. These tools easily integrate with the other key CivicEngage features.

- **Alert Center** – Post emergency or important information on your website to notify citizens via email and SMS.
- **Blog** – Post opinions/information about various community topics and allow citizen comments and subscriptions.
- **Calendar** – Create multiple calendars and events to inform citizens of upcoming activities that are viewable by list, week, or month.
- **Citizen Request Tracker™ (CRT)** – Allow users to report a problem and provide follow-up communication with the point of contact. (Includes 3 User Licenses)
- **Community Voice™** – Interact with citizens about projects in your community.
- **ePayment Center** – Create a secure, PCI-compliant payment gateway for your online services with our opt-in service, CP Pay®. Additional fees apply.
- **My Dashboard** – Allow users to personalize their dashboard to stay updated on news, events, and information they care about.
- **News Flash** – Post organizational news items that are important to your citizens.
- **Notify Me®** – Send out SMS messages and mass emails to list subscribers. (Includes up to 500 SMS users)



Document Management

CivicEngage comes fully-equipped with a robust set of document management tools that work with other key features of our CMS and making it easy to build dynamic content that is easy for citizens to navigate and access.

- **Agenda Center** – Create and display agendas and minutes for various civic organizations.
- **Archive Center** – Store agendas, minutes, newsletters, and other data-driven documents.
- **Document Center** – Organize and house documents in one central location.
- **Form Center** – Create custom, online forms via simple drag-and-drop functionality. Receive notifications via email and track within the CMS.
- **Photo Gallery** – Store and display photos.
- **Staff Directory** – Share detailed contact information for your staff and offices.



Information & Navigation

Organize your content and pages to make it easy to locate the information you and your citizens need most with modules that help you update information quickly.

- **Frequently Asked Questions (FAQs)** – Answer the most frequently asked questions to reduce phone and foot traffic for staff.
- **Graphic Links** – Place graphics on your site as links to other pages.
- **Info Advanced** – Display important information on pages in a compact and easy-to-update module that provides detailed formatting.
- **Quick Links** – Place links to often-requested information directly on the page of your choice.

Department-Specific

There are several function-specific features and modules for government departments. These tools are integrated into the CivicEngage CMS and offer the ability to complete multiple steps in one action.

- **Activities** – Create, organize, and track activities.
- **Facilities & Reservations** – Showcase community facilities and allow reservations online.
- **Job Postings** – Post available jobs online and accept online applications.
- **Bids** – Post sortable and subscribable bids.

Widgets

Module Widgets

Some modules within CivicEngage have a specialized widget. These widgets allow you to choose the exact information from the module to display and tailor the look to meet the page's needs. In addition, the content will dynamically renew as it is updated in the module. Widget modules include:

- Alert Center
- Community Voice
- Graphic Links
- News Flash
- RSS
- Calendar
- FAQs
- Info Advanced
- Quick Links
- Staff Directory

Content Widgets

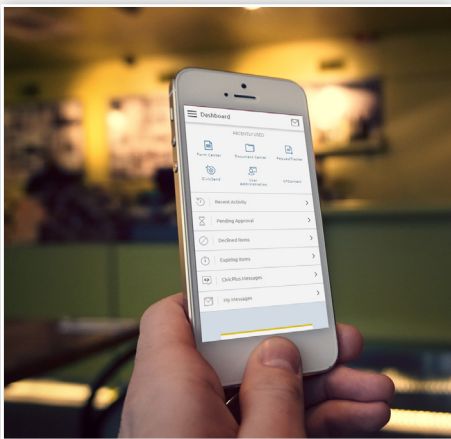
Edit your content directly on page in Live Edit mode with these widgets.

- **Carousel Widget** – Group and display widgets in one location with arrow navigation functionality.
- **Custom HTML Widget** – Embed videos or other HTML features in your page.
- **Editor Widget** – Edit text with word processing tools, plus web tools like code view and the Accessibility Checker.
- **Image Widget** – Add images to a page.
- **List Widget** – Create lists on a page.
- **Pages Widget** – List all related subpages.
- **Related Documents Widget** – Create a dynamic list of documents referenced in the Document Center.
- **Search Widget** – Add a search bar to a page.
- **Share Widget** – Add a share button to your page so citizens can share content to their social media.
- **Site Tools Widget** – Add a site navigation button.
- **Slideshow Widget** – Add a slideshow of images.
- **Spacer Widget** – Add a space to the page.
- **Tabbed Widget** – Add tabs to separate content in one central location.
- **Table Widget** – Add a table to your page.
- **Text Widget** – Add text to a page.

Administrative Features

The administration of your CivicEngage site is browser based, with no installation of software needed. You'll be able to update the site from an internet connection on any platform (Mac or PC). Administrators can control the access to pages and manipulation of content as well as use automated features to streamline processes.

- **Admin Dashboard** – A home base for messages and quick access to your recent activities and time-sensitive action items such as pending approvals and expiring items.
- **Dynamic Breadcrumbs & Site Map** – Breadcrumbs (used to show a visitor's location within the site) and the site map are dynamically generated and automatically update reflecting any changes made.
- **Dynamic Page Components** – Modules such as Calendar, FAQs, and News Flash, may be included as dynamic page components on any page.
- **History Log** – Track changes made to your website.
- **Intranet** – Use permissions to set a secure location on your website that allows employees to login and access non-public resources and information.
- **Levels of Permissions** – Assign staff members to groups with different levels of permissions of access and authority throughout the CMS.
- **Pending Approval Items** – Admins have access to a queue of pending items to be published or reviewed.
- **Website Statistics** – Piwik or Google Analytics provides web statistics for analysis.



- **Content Scheduling & Versioning** – Set your content to auto-publish and auto-expire, with an archive of all published content and previous versions.

User-Friendly Features

Not only is the CivicEngage CMS easy for your staff to use, various administrative features help your staff make a more attractive, engaging, and intuitive for your citizens.

- **Automatic Alt Tags** – Built-in features allow ongoing ADA compliance of your site.
- **Design Essentials** – Tools that allow your staff to build, modify, and manage your website's look within the design and structure parameters of your website.
- **Link Redirects** – Instead of sending your users to <http://civicplus.com/248/Awards-and-Recognition>, you can send them to <http://civicplus.com/awards>.
- **Maps** – Easily embed maps from Google, ESRI, and more using the HTML widget.
- **Mega Menu** – A main navigation menu makes it easy to get to any page on your site quickly.
- **Predictive Site Search & Log** – A powerful site search automatically indexes all content making it easy for visitors to find information across pages, documents, and images. All search words are kept in a log.
- **Printer Friendly** – Separates critical content from the site template to provide a clean print without menu structure and banner information included.
- **Real Simple Syndication (RSS) Feeds** – Allow patrons to sign up to receive email notifications.
- **Social Media** – Set various modules to automatically post to your Facebook and/or Twitter feeds and incorporate compatible social media feeds and widgets into your site.
- **Supported Browsers** – View your website in the two most recent versions of major browsers including Microsoft Edge, Firefox, Safari, and Chrome.
- **Third-Party Access** – Utilize iframes, embeds, and/or links to most of your third-party services. Or use our growing list of APIs as well as options from Zapier to build applications right from your website.



- **Translation** – Integration with Google Translate translates web pages into over 100 languages.

Functionality Disclosure

As CivicPlus continues to evolve and improve our solution to support our clients' needs and goals, we reserve the right to upgrade, replace, modify, or terminate any of the features and functionality elements listed, at our sole discretion, and when feasible, providing reasonable notice to our clients of any changes. These features and functionality are offered on a gratuitous basis to our clients, with no monetary value per feature, and should any changes be enacted, will not affect any terms in a signed agreement with CivicPlus.

ADA Section 508 Compliance

We provide highly compliant sites based on WCAG 2.0 A and AA guidelines, which encompass and surpass ADA accessibility requirements. Our focus is to provide a high degree of compliance with WCAG 2.0 A and AA, which maximizes accessibility for all users while providing freedom to create a visually rich and appealing site. Our approach for each website includes the following steps to provide you a compliant and accessible website:

- We will deliver you a site that meet ADA (Section 508) and WCAG 2.0 A and AA levels.
- Your staff can use the Accessibility Checker within the CMS to scan content in the editor widget, News Flash, and FAQs for any accessibility issues so you can correct them before publishing.
- Our trainers will teach your staff best practices to keep your content and design elements accessible and up-to-date with the latest ADA/WCAG standards.
- Any new regulations that require code changes are done automatically, at least quarterly, with no additional effort required from you.
- In addition to updating the code, our product team also updates our best practices and provides regular updates to clients via our CivicPlus website, blog articles, webinars, and other publications.

AudioEye Partnership

CivicPlus also partners with AudioEye to provide a suite of accessibility tools and services at a discounted rate to our clients. Additional details and a quote can be provided upon request.

Credit Card Processing with CP Pay®

Opt-in to use CP Pay, our secure, PCI-compliant, standalone payment gateway that is integrated within the CivicPlus Platform. Local governments can use CP Pay to collect payments online or in your office from any CivicPlus solution or third-party product.

CP Pay Merchant

Our recommended payment gateway, CP Pay Merchant is available through a partnership with OpenEdge. With CP Pay Merchant you'll enjoy next-day funding, EMV support, smart (chip card) payment transactions, and consolidated, real-time reporting. The OpenEdge Hardware Program for CivicPlus provides access to purchase or rent hardware to use specifically with CP Pay. An application and separate agreement will need to be completed directly with OpenEdge, who will assess separate merchant account and transaction fees.

Supported Gateway Providers

CP Pay can also provide access to the following supported gateways for a one-time set-up fee: Braintree, Authorize.net, Forte, PayPoint, Tempus, Converge, CyberSource, Heartland, JetPay, and OpenEdge (not CP Pay Merchant). While CP Pay will not be involved in your arrangement directly with any supported gateway, you will need to obtain the gateway credentials directly from such provider and your chosen supported gateway and present that information to CivicPlus during implementation.

Design



Flexible Layout Design

You will meet with your Art Director to discuss your website vision based on the goals and needs of your users. This process involves selecting the order, placement, and format of your homepage content from a library of over 1,200 vetted layout configurations aimed at achieving your usability goals. This layout wireframe will provide the structural blueprint for the visual design application.

We will then collaborate with you to customize your design to represent your community using your logo, chosen colors, and imagery. We will focus on including the functionality to meet your website needs, including an option for up to one advanced design component– a layout or design element that requires significant time to style and implement. Working with your Art Director, you'll identify the appropriate component to achieve or enhance the usability goals for your site.

One overall design concept will be created incorporating both a homepage layout and an interior page layout. Page layout options are available within the Online Page Editor content creation functionality. Unlimited pages can be created with the CivicEngage CMS following the finalized layout selection and reflecting font sizes and styles associated with the various heading levels and content types.



Home Page

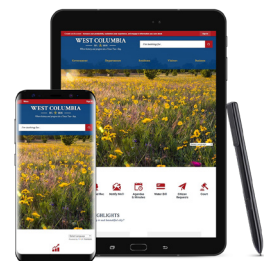


Interior Page – Public Works

Dynamic Page components such as Quick Links, Events Calendar, FAQs, Info Advanced, News Flash, and others, may be placed on any page and will help dedicated areas of the site appear as its own website.

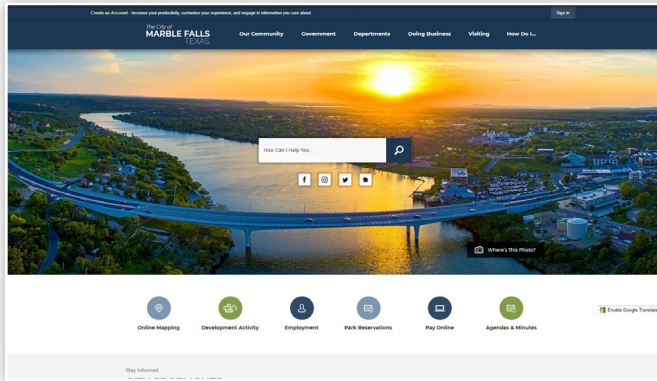
Responsive Design

As part of providing industry-leading technology, responsive design is included with your CivicPlus site. With responsive design, your site adjusts to the screen size regardless of what device is being used. CivicPlus websites are viewable in all common browsers. We optimize them for administrative use with Windows 2000+ and in the two most recent versions of major browsers including Microsoft Edge, Firefox, Safari, and Chrome. This flexibility provides a seamless user experience.

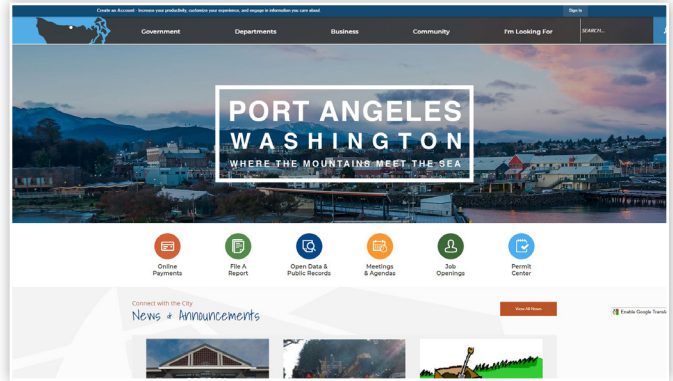


Design Portfolio

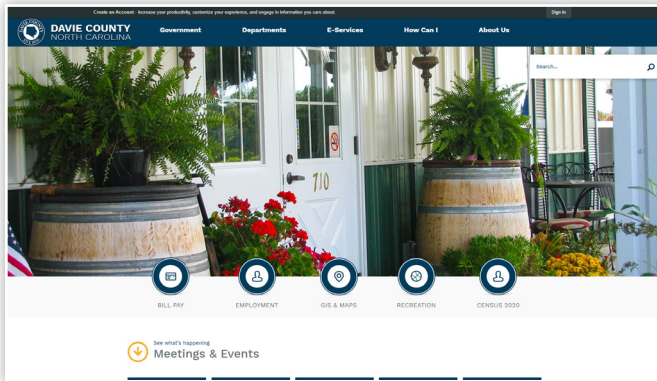
The included design portfolio will provide you with an idea of the different directions we can take your creative design. Please note that not all parties listed have agreed to be contacted for reference.



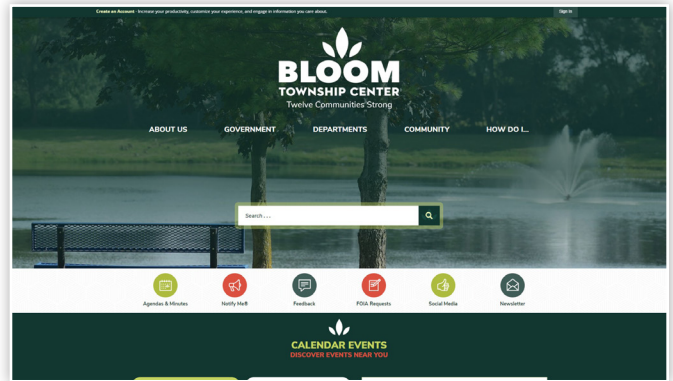
Marble Falls, Texas
www.marblefallstx.gov



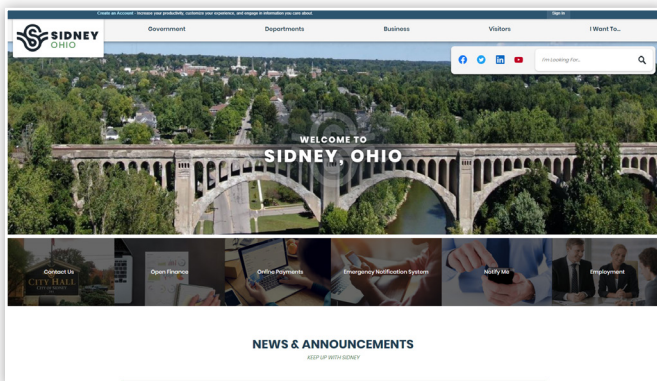
Port Angeles, Washington
www.cityofpa.us



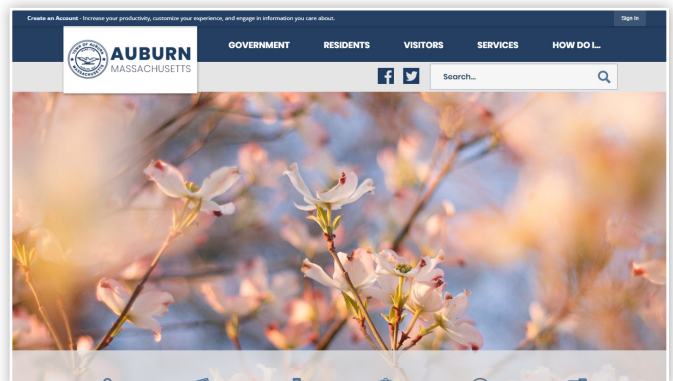
Davie County, North Carolina
www.daviecountync.gov



Bloom Township, Illinois
www.bloomtownship.org



Sidney, Ohio
www.sidneyoh.com



Auburn, Massachusetts
www.auburnguide.com

Implementation



Project Timeline

Design creation, content development, configuration for usability and accessibility, dedicated training – CivicPlus delivers all of this and more during the development of your new website.

A typical project timeline ranges from 16 – 28 weeks. McFarland's exact project timeline will be created based on detailed project scope, project enhancements purchased, availability for meeting coordination, action item return and completion, approval dates, and other factors.

Your project timeline, tasks, due dates, and communication will be managed and available in real-time via Mavenlink project management software.

1	Initiate ~2 – 4 Weeks
2	Analyze ~4 – 6 Weeks
3	Design & Configure ~6 – 10 Weeks
4	Optimize ~1 – 2 Weeks
5	Educate ~1 – 2 Weeks
6	Launch ~2 – 4 Weeks

Phase 1: Initiate

Project Kickoff

During this initial meeting, your Project Manager will perform introductions, detail deliverables needed, provide a high-level overview of the development process, and introduce tools and resources used to manage your project.

Planning & Scheduling

Your Project Manager will create a comprehensive project timeline based on the project scope and your specific needs.

Phase 2: Analyze

Client Deliverables

McFarland will be responsible for submitting deliverables as outlined:

- Photos for Design
- Logo(s)/Branding Material(s)
- Design Discovery Form
- DNS Form



Design Discovery Meeting

Your Project Manager and Art Director will meet with you to discuss design preferences and establish design structure from flexible layout options.

Content Process Meeting

Meet with your Project Manager and Web Content Specialist to detail our content development process.

Phase 3: Design & Configure

Design Concept Development

You'll have the chance to review a responsive, functioning design concept prototype in an actual production environment. You will have the opportunity to evaluate the presented design concept and collaborate with your Project Team on any feedback and then final approval.

Content Development

Our Content Development team will migrate the agreed upon number of pages of content (including their text, documents, and images) from your current website to your new, CivicEngage website. Content will be enhanced for usability and accessibility, and we will organize your website pages to make them easy to navigate.

Website Completion

McFarland will receive a completed production website featuring your approved design combined with the finished content.



Phase 4: Optimize

Website Finalization

Both the CivicEngage project team and you will prepare your website for launch. During this time, you will be able to make final adjustments to the content on your production site, as well as ensure overall satisfaction with your website.

Phase 5: Educate

Training Engagement

Our goal with your training plan is to give your staff the skills and tools they need to quickly and easily keep your website current. Your Trainer will deliver virtual training sessions for both administrators and users. These sessions will be customized to equip your staff with the knowledge and comfort level needed to prepare your website for launch and maintain it in the future. The training session will utilize your production website, so users are familiar with your specific configuration and you get real, hands-on learning opportunities.

Phase 6: Launch

Website Launch

After final confirmation, your website will be made live and available to the public.

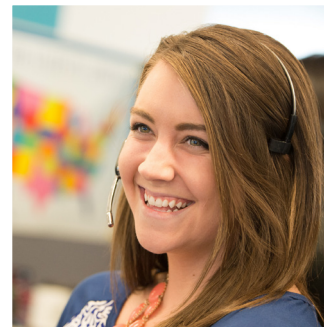


Your Role

We will need your help to create the strongest possible website for your community. We will need you to:

- ✓ Gather photos and logos that will be used in the overall branding and design of your new website
- ✓ Provide website statistics to be utilized in reorganizing your website content, navigation, and design
- ✓ Complete the Design Form to communicate design preferences
- ✓ Provide technical information in the DNS form for the set-up of your website domain name(s)
- ✓ Perform reviews and provide official approvals throughout the project
- ✓ Update the content on your current website and delete any pages you no longer need
- ✓ Track website updates to be completed during your training session
- ✓ Ensure you have the most up-to-date web browsers installed on your organization's computers
- ✓ Compile a list of your website users and desired permission levels
- ✓ Reserve training location and necessary resources (computers, conference phone, etc.)

Continuing Services



Around-the-Clock Service & Support

With technology, unlimited support is crucial. Our live support personnel based in the United States are ready to answer your staff members' questions and ensure their confidence. When you choose CivicPlus, our knowledgeable staff is available from 7 a.m. to 7 p.m. (CST) to field your calls, emails, and live chat. Emergency services are available free of charge after regular hours with our on-call staff 24-hours a day.

CivicPlus is also proactive in identifying any potential system issues. Through regularly scheduled reviews of site logs, error messages, servers, router activity, and the internet in general, our personnel often identify and correct issues before they ever affect our clients' websites.

Technical Support

- Dedicated support personnel available 7 a.m. – 7 p.m. (CST) Monday – Friday (excluding holidays)
- 4-hour response during normal hours
- 24/7 emergency support

Maintenance

- Full backups performed daily
- Regularly scheduled upgrades, including fixes and other enhancements, and OS system patches

For the last two years, CivicPlus Technical Support has won multiple Stevie® Awards, which are the world's top honors for customer service, contact center, business development, and sales professionals.

2020 – Silver for Front-Line Customer Service Team of the Year – Technology Industries & Bronze for Customer Service Training or Coaching Program of the Year – Technology Industries

2019 – Bronze award in the Front-Line Customer Service Team of the Year – Technology Industries

www.civicplus.help - The CivicPlus Help Center

CivicPlus clients have 24/7 access to our online Help Center where users can review articles, user guides, FAQs, and can get tips on best practices. The Help Center also provides our release notes to keep you in the loop on upcoming enhancements and maintenance. The Community Forum allows your staff to interact with each other, send CivicPlus feedback and suggestions for future system enhancements, and view trending topics.

Continuing Partnership

CivicPlus has a dedicated Client Success team to help you implement the tools needed to successfully meet the level of community engagement that you desire. Upon website launch, you will have a dedicated member of this team to provide you with further information on how to utilize the tools in your new website. Your Client Success Manager will keep you informed of new CivicPlus products and ways to optimize your site.

Hosting & Security

CivicPlus protects your investment and takes hosting and security of our client sites seriously. Redundant power sources and internet access ensure consistent and stable connections. We invest over \$1.0M annually to enable us to adapt to the ever-changing security landscape while providing maximum availability.

You'll find that our extensive, industry-leading process and procedures for protecting and hosting your site is unparalleled. From our secure data center facilities to constant and vigilant monitoring and updating of your system, including 99.9% guaranteed up-time (excluding maintenance). If you experience a DDoS attack or threat, CivicPlus has mitigation and DDoS Advanced Security options available to you at the time of an event. Whatever your needs are we have an option that will be a fit for your community.

Hosting & Security Features	
Data Center	Bandwidth
■ Highly reliable data center & secure facility ■ Managed network infrastructure ■ On-site power backup & generators ■ Multiple telecom/network providers ■ Fully redundant network ■ System monitoring – 24/7/365	■ Multiple network providers in place ■ Unlimited bandwidth usage for normal business operations (does not apply in the event of a cyber attack) ■ Burst bandwidth – 22 Gb/s
Hosting	
■ Automated CivicEngage software updates ■ Server management & monitoring ■ Multi-tiered software architecture ■ Server software updates & security patches ■ Database server updates & security patches	■ Antivirus management & updates ■ Server-class hardware from nationally recognized provider ■ Redundant firewall solutions ■ High performance SAN with N+2 reliability
Disaster Recovery	
■ Emergency after-hours support, live agent (24/7) ■ On-line status monitor by Data Center ■ Event notification emails ■ 8-hour guaranteed recovery TIME objective (RTO)	■ 24-hour guaranteed recovery POINT objective (RPO) ■ Pre-emptive monitoring for disaster situations ■ Multiple, geographically diverse data centers
DDoS Mitigation	DDoS Advanced Security Coverage
■ Defined DDoS Attack Process ■ Identify attack source and type ■ Monitor attack for threshold* engagement	Not Included. Additional coverage available at time of event. Additional fees will apply.

*THRESHOLDS: Traffic exceeds 25 Mb/s sustained for 2+ hours. Traffic over 1 Gb/s at any point during attack

Investment Proposal



All quotes are priced per project and presented in US dollars. Pricing is valid for 60 days from June 19, 2020.

Website Implementation	
Features & Functionality	■ CivicEngage CMS tools, widgets, and features ■ One SSL certificate ■ 100 GB of storage
Design & Content	■ One website layout built using available flexible layout options ■ One custom website design built using approved layout and up to one advanced design component ■ 150 pages Content Development (migration & enhancement) from URL www.mcfarland.wi.us ■ Four-year premium website redesign
Training Services	■ Two days virtual training (limit eight attendees/session)
Annual Services	
Hosting, Maintenance, & Support	■ Hosting and security ■ Software maintenance including service patches and system enhancements ■ Technical support including 24/7 emergency services and the CivicPlus Help Center ■ Dedicated Client Success Manager ■ Annual Services are subject to a cumulative annual 5% technology fee increase beginning Year 3 (for non-CPA payment projects) and beyond
Total Investment – Year 1 \$24,912 Annual Services (Beginning Year 2) \$6,522	

CivicPlus Project Pricing & Invoicing

CivicPlus has endeavored to meet McFarland's needs and expectations for your newly designed website based on the information provided. This investment proposal is subject to change should additional functionality, custom development, security, escrow requirements, or other design or project enhancements, outside of the included scope, are added prior to contract signing.

CivicPlus prices on a per-project, all-inclusive basis. This type of pricing structure eliminates surprise costs, the uncertainty of paying by the hour, and is overall more cost effective for our clients. It provides you with a price based on the products and features listed in this proposal that only varies if additional functionality of work, outside of the original project scope, is requested. We understand that local governments must look beyond just functionality and that multiple factors come into play when determining which vendor can meet not only your functional needs, but also your budgetary needs. CivicPlus offers:

- **Standard CivicEngage Invoicing** – 30% of your Total Investment – Year 1 fees (detailed on the previous page) will be due at contract signing and the remaining 70% will be due at completion of implementation or at the six-month mark in the implementation process – whichever date is earlier.
- **CPA Invoicing** – The CivicPlus Advantage (CPA) provides zero interest, level payments that divides the Year 1 expense of your project over the first three years of your contract. Each payment also includes your Annual Hosting/Maintenance Services and other fees if applicable. This option may not be available with all products offered by CivicPlus.
- **Customized Billing/Invoicing** – Although not available with all products offered by CivicPlus, we will be happy to discuss other billing options with you prior to contract signing and, if feasible, develop a plan that works for both of us. Please contact your sales representative for details.
- **Annual Services** – The annual fee for your first year is included with your Total Investment – Year 1 fees. Subsequent annual invoicing occurs on the anniversary of the contract signing date, subject to a 5% technology fee uplift each year starting in Year 3 of your contract.
- **CP Pay Merchant Account** – CP Pay Merchant will collect and disburse all credit card monies. CP Pay will assess a percentage + transaction fee (3% + \$0.30 per transaction). In addition, merchant account fees apply and will be paid directly to OpenEdge. These are separate from your Annual Services.

CivicPlus wants our clients to succeed in delivering a viable, sustainable, and flexible web environment for their communities and we will work with you prior to contract signing to determine which of our billing processes will meet both your needs for budget planning and our accounting processes.

Right to Negotiate

A successful project begins with a contract that meets the needs of both parties. This proposal is intended as a non-binding document, and the contents hereof may be superseded by an agreement for services. Its purpose is to provide information on a proposed project we believe will meet your needs based on the information available. If awarded the project, CivicPlus reserves the right to negotiate the contractual terms, obligations, covenants, and insurance requirements before a final agreement is reached. We look forward to developing a mutually beneficial contract with McFarland.



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, July 13, 2020

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion and action regarding the issuance of a Request for Proposals (RFP) to create a Sustainability Plan for McFarland.

PREVIOUS ACTION:

The Sustainable McFarland Ad-Hoc Committee reviewed the draft RFP at their meeting on July 7, 2020 and recommended approval to the Village Board.

There was one change they noted from the original draft and that was to add the Vice-Chair to the Evaluation Team with the other positions listed.

ISSUE SUMMARY:

One of the three principal tasks of the Committee addressed in Resolution 2020-04 is to develop a Sustainability Plan for McFarland. The 2020 Budget includes funding to hire a consultant to assist the Committee and Village Staff with development of this plan. Within the packet is a draft Request for Proposal for discussion and recommendation to the Village Board.

Portions of the draft RFP include standardized language included in most RFP's issued by the Village. Of particular note for Committee discussion, are Sections 3 Plan Guidelines and Section 4 Scope of Work. Note, that Section 4.1. identifies creating plan sections built around the themes/topics of: Community Health & Social Equity, Energy, Land Use & Development, Transportation, Waste, Water, and General Sustainability. As part of the development of the draft RFP, Staff reviewed about a dozen municipal sustainability plans and found 22 separate section themes/topics. These are provided in the list below for informational purposes. What is included in the RFP are those elements that were most common to each plan. Note, the absence of any of these from the RFP does not prevent consideration of specific action items within one of the identified umbrella section themes/topics.

- Atmosphere
- Buildings
- Catalytic Projects
- Economy
- Education & Outreach
- Energy



- Food Systems
- General
- Government
- Hazardous Materials
- Human Capital
- Infrastructure
- Integrated Pest Management
- Invasive Species Management
- Land Use & Development
- Outdoor Lighting
- Natural Resources
- Purchasing & Materials
- Safe & Healthy Community
- Transportation & Mobility
- Waste
- Water

FINANCIAL/BUDGET IMPACT:

Funds for this project have been included in the Village's 2020 Budget. The projected cost is around \$25,000.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

Resolution 2020-04.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended for approval to issue the presented RFP.

ATTACHMENTS:

1. McFarland Sustainability Plan RFP 07012020 mgs



Request For Proposals

Sustainability Plan

RFP Issuance Date: July 15, 2020

RFP Due Date: August 14, 2020

Please Submit to:

McFarland Department of Community Development
Attn: Sustainability Plan RFP
5915 Milwaukee Street, PO Box 110
McFarland, WI 53558

SECTION 1

Purpose

The purpose of this Request for Proposals (RFP) is to receive competitive proposals from qualified consultants who are interested in completing a new Sustainability Plan for the Village of McFarland. The creation of this document is meant to contain a guiding vision, measurable objectives, and targeted strategies (plans of action) intended to help the Village practically implement ideas for operating more efficient and sustainable. The plan will need to be far reaching to outline sustainable opportunities within our Community as well as within the operations of the Village. To that end, the plan will require input on its development from the public, staff, businesses, other stakeholders, and all Village boards, commissions, and committees. The selected Consultant will need to be dynamic and engaging to announce sustainable best practices within the Community in order to complete a meaningful plan for implementation.

SECTION 2

History and Background

The Village of McFarland is located adjacent to the southeast side of the City of Madison in Dane County. The current population of McFarland is estimated over 8,700 residents. The Village is serviced by WI State Highway 51 serving as the main connection point between the cities of Madison and Stoughton. The Village of McFarland has 75 permanent employees supplemented by seasonal, temporary, and part-time employees when necessary. The Village's primary departments include Administration, Community Development, Communications/Technology, Fire and Rescue, Library, Public Works (including Parks and Utilities), Police, and Senior Outreach. More information about the Village is available at www.mcfarland.wi.us.

On January 13, 2020, the Village Board for the Village of McFarland adopted Resolution #2020-04 in order to create the Sustainable McFarland Ad-Hoc Committee. While temporary in nature, they were charged with completing three main tasks: 1) Draft and Develop a Sustainability Plan for the Village; 2) Evaluate Joining the WDNR Green Tier Program; and 3) Make Recommendation on being Established as a Standing Committee. They were given until May 1, 2021 to complete these tasks and make their final recommendation to the Village Board. This Committee has now been called to order and held their first meeting on June 2, 2020 and will be the Committee of record for the Consultant to work with to develop the Sustainability Plan. Staff Support shall be provided by the Community Development Department. The Committee meets on the first Tuesday of the month at 6:00 pm.

SECTION 3 Plan Guidelines

This Plan will look to embrace the following sustainability guidelines as appropriate and applicable:

1. Reduce dependence on fossil fuels and extracted underground metals and minerals.
2. Reduce dependence on chemicals and other manufactured substances that can accumulate in nature.
3. Reduce dependence on activities that harm life-sustaining ecosystems.
4. Reduce barriers to achieving present and future human needs equitably and efficiently.

SECTION 4 Scope of Work

The selected Consultant will provide a full range of municipal planning services required to create an independent Sustainability Plan as listed. The desired services include, but are not limited to the following:

1. Development of a Sustainability Plan for the Village of McFarland that is engaging within our Community and comprehensive in its execution. This plan will include but is not limited to the development of sections addressing Community Health & Social Equity, Energy, Land Use & Development, Transportation, Waste, Water, and General Sustainability.
2. Each Section of the Plan will prepare a Vision Statement to describe in qualitative terms what sustainability looks like within that section and how the noted sections function in our Community.
3. Specific metrics will be drafted within each section that will serve as baseline sustainability indicators to align with the vision statement by which the Village can quantify performance and progress.
4. The Plan will list performance targets within each section as the Village's Improvement Goals as specific, measurable goals to which the Village aspires to achieve.

5. There will be an action plan for each section that provides for specific projects, programs, and initiatives to help the Village achieve the set targets and vision. The action plan will identify individuals, departments, or committee's responsible for advancing completion of projects, programs, and initiatives as well as timeframes and priorities for completion. The action plan will also identify potential partners outside of the Village that may assist in achieving actions as well as sources of funding.
6. The Plan will be drafted in such a way for the Village to measure performance towards its targets each year as defined within the sections as part of its annual renewal commitment to the identified sustainable efforts.
7. Selected Consultant shall be responsible for plan engagement to gather input from the following:
 - a. General Public.
 - b. Village Boards, Commissions, and Committees.
 - c. Local Businesses.
 - d. School District
 - e. Village Departments through their Department Heads
 - f. Other Key Stakeholders
 - g. Consultant will work with the Village on best practices for engaging these audiences whether through surveys, focus groups, open houses, virtual meetings, or other means to be suggested and determined.
8. Review of the Village's Strategic Plan, Comprehensive Plan, Parks and Open Space Plan, and all other relevant existing plan documents for sustainable elements or suggestions to add sustainable best practices.
9. Work with the Village's Sustainable McFarland Ad-Hoc Committee as is necessary to prepare plan.
10. Consultant will be responsible for preparing the final report that is user friendly, incorporating graphics and minimizing text to present a clear and concise planning document.

These are the general requirements for the creation of a Sustainability Plan and are not intended to be a comprehensive list of tasks and deliverables. It is expected that the chosen consultant will provide the Village with more specific recommendations for approaches, tasks, and deliverables based on their experience and expertise from past work on similar projects.

SECTION 5 Deliverables

The selected Consultant shall complete a final Sustainability Plan document that contains a phased implementation schedule, relevant graphics, supporting metrics/data points, estimated costs, narrative description of recommendations, and associated narrative in order to present a complete document. A final presentation of the plan will be required once the document is complete to both the Sustainable McFarland Ad-Hoc Committee and Village Board. The Consultant should also budget for an appropriate amount of meetings with the Committee to build the plan. The final plan put forth for acceptance shall be completed in such a way that it can be fully integrated with other plans and initiatives adopted by the Village. The selected Consultant shall provide the Village with an electronic copy of the final plan in its original and pdf format, including all maps, graphics, or tables used to create the plan. The selected Consultant shall provide the Village with 10 hard copies of the final plan. Draft deliverables may be provided in pdf format.

SECTION 6 RFP Submittal Requirements

1) Qualification Details consisting of:

- a. Cover Letter – Including, but not limited to a statement of understanding and approach to this project.
- b. Experience – Specific project experience detailing completed, similar or relevant projects that the applicant has executed. Links to similar or relevant projects are encouraged.
- c. References – Provide a minimum of three municipal client references for which the applicant has provided similar planning services within the last three to five years. Include the name and telephone number of the contact person and a description of services provided to that contact.

2) Technical Proposal consisting of:

- a. Project Approach – A description of the approach to be taken toward completion of the project, an explanation of any variances to the proposed scope of work as outlined in the RFP, and any insights into the project gained as a result of developing the proposal.
- b. Scope of Work – Scope of work that includes steps to be taken, including any products or deliverables as aligned with this RFP.
- c. Estimated Labor Hours – A summary of estimated labor hours by task that clearly identifies the project team members and the number of hours performed by each participant organized by task.
- d. Key Personnel – List of personnel directly assigned to the project, along with responsibilities on this project and resumes. Include organizational chart of personnel involved in the project. The firm's Project Manager, who will be responsible for planning, coordinating, and conducting the majority of the work, including meeting attendance with the Committee, must be identified and committed to the project. Village reserves the right to approve Consultant's project manager and any requested personnel and subcontractor changes during the course of the project.
- e. Project Schedule – A proposed schedule that indicates project milestones and overall time for completion of the Plan.
- f. Supplemental Information – Any other information deemed necessary to address the requests of this RFP.

3) Cost Proposal consisting of:

- a. Cost – Lump Sum price to complete the plan as proposed in the Scope of Work.
- b. Additional Fees – Hourly price by employee to complete any additional items not identified in the above Scope of Work.

4) General requirements consisting of:

- a. Due Date – Responses to the RFP must be received by the end of day on Friday, August 14, 2020. Proposals received late, for any reason, shall not be accepted.
- b. Location – RFP submittals shall be provided to McFarland Department of Community Development, Attn: Sustainability Plan RFP, 5915 Milwaukee Street, PO Box 110, McFarland, WI 53558.
- c. Format – Prospective consultants shall provide seven (7) printed copies of the proposal and one (1) electronic copy. Hard copies of similar or relevant plans are not required and can be provided electronically.
- d. Property – All information developed as part of this RFP, including graphics and data, shall become the property of the Village upon completion of the report. All text shall be submitted electronically as is most convenient. All original graphics generated as a part of the RFP shall be submitted to the Village in an easily reproducible hardcopy and electronic format as applicable.

SECTION 7 Evaluation Criteria

The following criteria will be used to evaluate each proposal submitted:

- Experience and qualifications relevant to key personnel.
- Project understanding and knowledge of area depth or relevant technical experience.
- Proven ability to appeal to a wide audience and incorporate public comment into plan.
- Ability to be responsive in meeting schedule required to complete the plan and deliverables.
- Ability to meet budget/value as related to proposed and additional costs.
- Level of experience with local government entities of similar size, structure and complexity.

- Demonstration of innovative approaches particular to technical solutions.
- Quality, clarity and completeness of submittal package.

SECTION 8 Method of Selection

The Village Administrator; Community and Economic Development Director; and Chairperson and Vice-Chairperson for the Sustainable McFarland Ad-Hoc Committee will conduct the evaluation of proposals submitted. This will comprise the RFP Evaluation Team. They will make a recommendation to the Sustainable McFarland Ad-Hoc Committee whom will make the final recommendation to the Village Board for action. The following method and timeline will be utilized in order to select the desired proposal:

- **July 15th – RFP Issuance Date**
- **August 14th – RFP Due Date**
- **August 17th – Evaluation:** During this week, the Evaluation Team will review the proposals and decide which, in its sole discretion, it chooses to further consider via an in-person interview.
- **August 24th – Interviews:** During this week, the Evaluation Team will host interviews of perspective consultants in order to make a selection.
- **August 28th – Make Recommendation:** The Evaluation Team will make its recommendation to the Committee for further consideration following completion of their work to evaluate the proposals.
- **September 1st – Sustainable McFarland Ad-Hoc Committee:** The Committee will consider the recommendation of the Evaluation Team in order to make their own recommendation to the Village Board.
- **September 14th – Village Board:** The Board will take final action to consider acceptance of the recommended proposal and enter into a contract for this purpose.
- **October 1st – Estimated project commencement date.**
- **May 1, 2021 – Estimated project completion date.**

SECTION 9

Terms and Conditions

Each proposal will be reviewed to determine if it meets the submittal requirements contained within this RFP. Failure to meet the requirements for the RFP can be cause for rejection of the proposal. The Village may reject any proposal if it is conditional, incomplete, contains irregularities, or if in the sole discretion of the Village not considered in our best interest. The Village may waive an immaterial deviation in a proposal, but this shall in no way modify the proposal document or excuse the Consultant from compliance with the contract requirements if the Consultant is awarded a contract. A prospective Consultant may be requested for an interview at the sole discretion of the Village. The recommended Consultant will be selected and approved by the Village Board.

The Village uses a standard template contract for such services and will require its utilization for this project. A copy of the standard template can be provided for review upon request and will be updated to adapt to the proposal ultimately selected.

There is no expressed or implied obligation for the Village to reimburse firms for any expenses incurred in preparing proposals in response to this request. Materials submitted by respondents are subject to public inspection under Wisconsin law. Any language purporting to render the entire proposal confidential or proprietary will be ineffective and will be disregarded.

The Village reserves the right to retain all proposals submitted, and to use any idea in a proposal, regardless of whether the proposal was selected. Submission of a proposal indicates acceptance by the firm of the conditions contained in the RFP, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the Village and the Consultant.

All property rights, including publication rights of all reports produced by the selected firm in connection with services performed under this agreement shall be vested in the Village.

The Village reserves the right to reject any or all proposals submitted.



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, July 13, 2020

SECTION: Business

DEPARTMENT: Public Works

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

AGENDA ITEM: Discussion and action regarding the award of contract for the 2020 Park Facility Projects.

PREVIOUS ACTION:

The bids were reviewed by the Committee on July 9, 2020 and action was taken to recommend award of the contract for all three projects. on a vote of 6 - 2 the project as a whole was recommended for award. Dissenting votes within the Committee meeting were that of Trustee Clow (Chair) and Trustee Utter (Vice-Chair).

ISSUE SUMMARY:

Enclosed please find the letter from the Architect regarding review of bid opening and the bid tabulation from those bidders participating. This project, as we've discussed previously, would construct a new shelter at the Dog Park that would provide for restrooms, indoor/outdoor dog washing, storage, and small enclosure for year round use. Additionally, it provides for a second open air shelter at McDaniel Park as well as an addition to the existing restroom facility within this park to add concession space and a renovation of those restrooms to make them ADA compliant.

FINANCIAL/BUDGET IMPACT:

Please find attached a full breakdown of the project costs as associated with the now known construction costs.

As a whole, the bid for all three projects is substantially under budget including contingency. The total cost of all of this work is projected at \$988,925 and the total availability for funds for all projects included is \$1,077,482 which leaves us in a surplus condition after completion of nearly \$90,000.

Individually, this is a different story. The facility at the Dog Park came in well under its estimated allocation of funds while the two facilities at McDaniel Park came in well over their estimated allocation of funds. However, the amount under for the Dog Park project was in excess of the deficiency at McDaniel Park allowing the bid as a whole to fall in line with budget parameters.



The project as a whole is funded mainly by borrowed funds that have already been received for 2020. If we are not to apply these then we would need to quickly re-purpose them for a similar use in 2021.

VILLAGE PLAN REFERENCE:

There are numerous inclusions of these projects within our plans to serve as background and justification for their consideration:

- **Outdoor Recreation and Open Space Plan 2019** - The overall plan for our Park System recommended continued implementation of the Master Plan for McDaniel Park (page 32). Specifically to "plan and construct second shelter/storage building" and "continue to explore innovative possibilities to enhance the area". The two projects for this park are also included within the planned budget listed on page 41. This plan also recommended further expansion of the Dog Park, ADA improvements, and drinking fountain (page 36). Funding was also allocated within this plan for improvements within this park in line with the facility that is proposed (page 41).
- **McDaniel Park Master Plan 2017** - Both projects as presented were suggested through this Master Plan. The second pavilion is detailed on page 4 of this plan. The building addition is documented on page 6 of this plan. We did not intend to have to renovate the bathrooms as much as this bid does include, this is contributing to the higher than expected cost. We want to be able to have all our parks be as ADA compliant as possible and moving forward with this design will accomplish this.
- **Urso/Schuetz Park Master Plan 2017** - Facility improvements to this park were always envisioned to help provide additional amenities. This project is proposed to improve the parking lot after a parking lot on the west side of the park was improved a few years ago. The partnering with the facility helps to provide better use of the park for dog park users and will improve accessibility and use of the park in the long run in the spirit of this plan.
- **McFarland Village Board Goals/Objectives 2019-2020** - One of the key objectives for the Village Board is to "develop opportunities to create amenities for special needs kids, adults, and other health/wellness initiatives not otherwise provided through the Community" (page 2). All three projects fulfill this objective in different ways. Another portion of this has an action plan to "review public/private partnerships in Parks as an Economic Benefit". It has been our intent to do that with the addition within McDaniel Park after the space has been created.
- **McFarland Strategic Plan 2020** - Goal F within this plan strives to "support the development of active and passive recreational amenities that appeal to all age groups and abilities" (Page 10). One of the key strategies for this is to "develop new and diverse park amenities for indoor and outdoor use that are not currently offered in our Community" (Page 10). The second open air shelter in McDaniel is a replication of what we currently have there, but the other two proposed projects fall in line within this



strategy in order to achieve this goal.

The Outdoor Recreation and Open Space Plan, McDaniel Park Master Plan, and Urso/Schuetz Park Master Plan can be found through this link:

https://www.mcfarland.wi.us/parks_recreation_and_natural_resources_committee

The McFarland Village Board Goals/Objectives and Strategic Plan can be found through this link:

<https://www.mcfarland.wi.us/villageboard>

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

The Committee recommended to the Village Board to award the contract to US Vet General Contractors of McFarland in a contract amount of \$758,739 including all three projects with the bid alternative, and authorize a 10% contingency as part of the project costs.

The action was approved on a vote of 6 - 2 to make this recommendation. Dissenting votes within the Committee meeting were that of Trustee Clow (Chair) and Trustee Utter (Vice-Chair).

The number presented includes the based bid for all three locations plus the alternate which is additional site work at the small dog area to improve drainage and wet areas. The recommended 10% contingency is not included as part of the recommended contract award and is carried as part of the project costs and not part of the bidders construction contract.

ATTACHMENTS:

1. 3491 McFarland Park Projects - Issued to Bid SMALL
2. 3491 McFarland Bid Review letter.
3. 2020 Park Facility Project Funding 07022020 mgs

McFarland Park Facility Projects

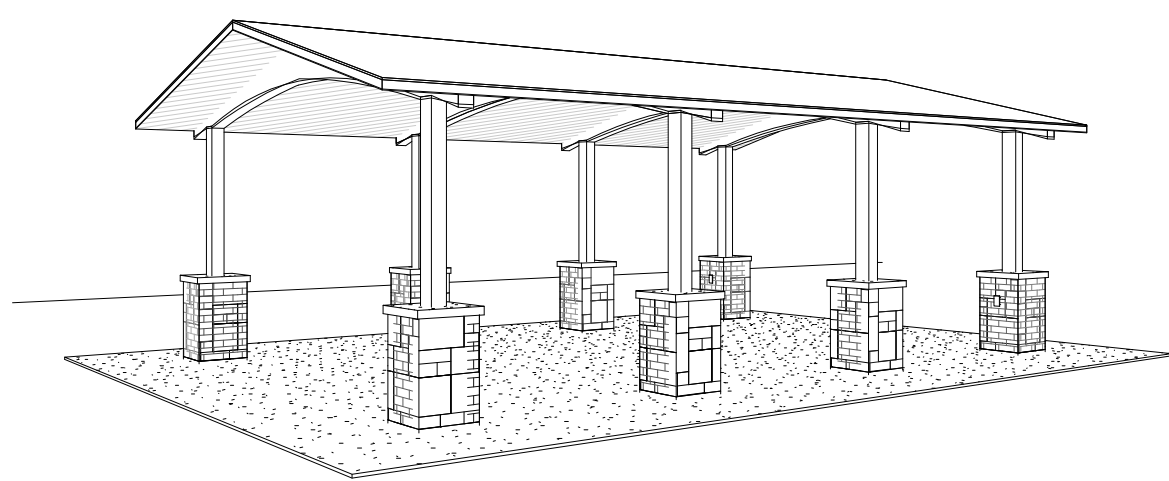
Village of McFarland
McFarland, WI

Construction Documents June 5, 2020



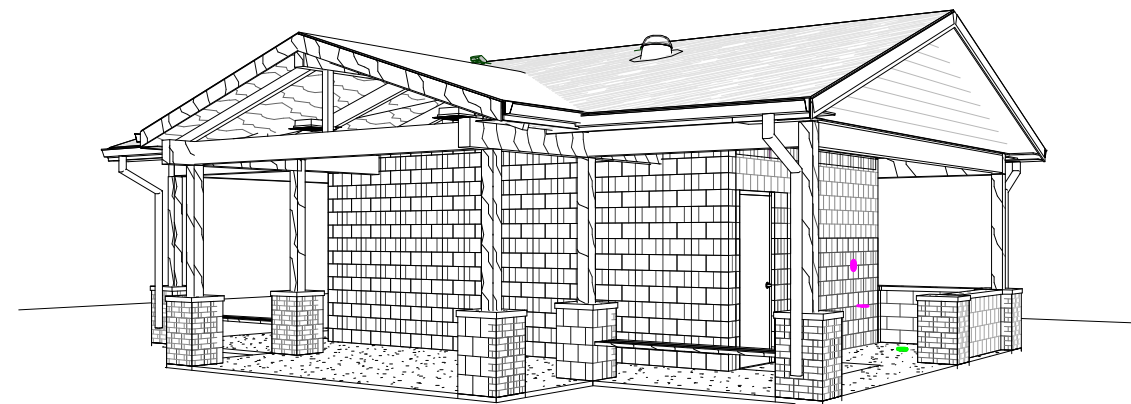
Pavilion Addition

Scale:



Open Air Park Shelter

Scale:



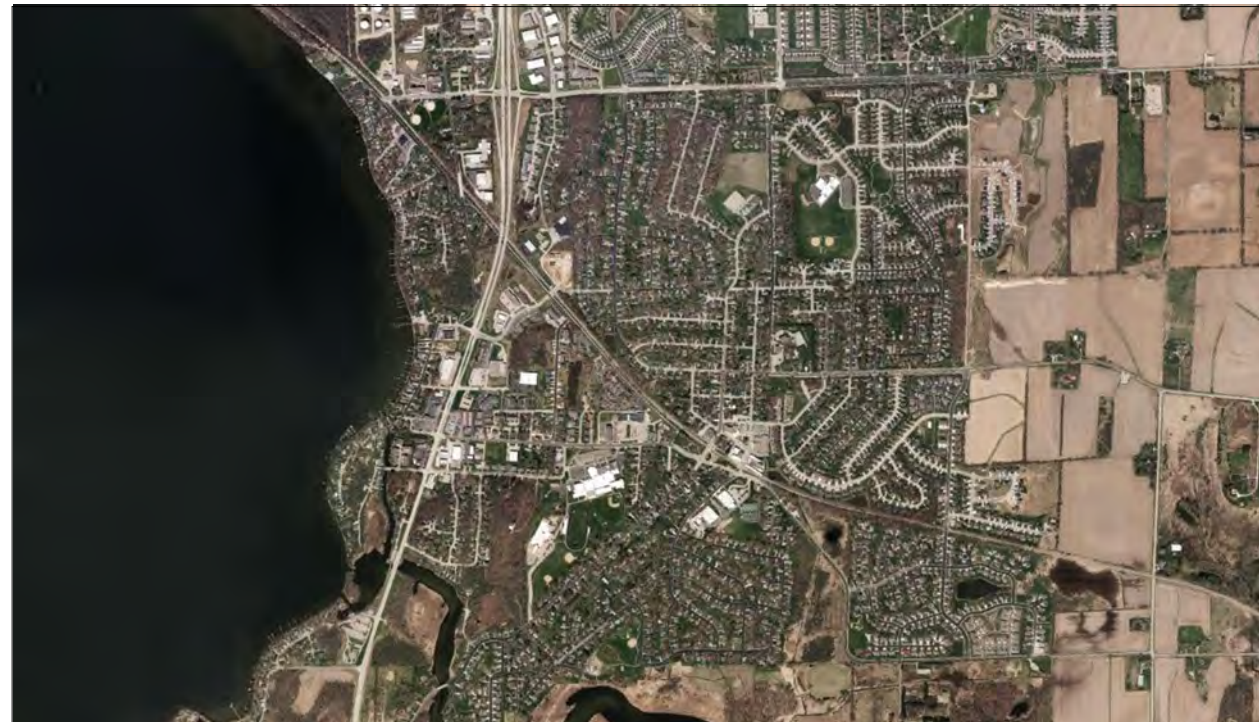
Toilet/Dog Wash Shelter

Scale:

Pavilion Addition and Open Air Park Shelter
McDaniel Park
4806 McDaniel Lane
McFarland, WI

Toilet/Dog Wash Shelter
6300 Elvehjem Road
McFarland, WI

CONCEPTUAL RENDERING - NOT FOR CONSTRUCTION



REGIONAL MAP



LOCAL MAP

Consultants

Civil/Landscape

Town & Country Engineering, Inc.
2912 Marketplace Drive, Suite 103
Madison, WI 53719
Phone: (608) 273-3350

Structural

Ambrose Engineering, Inc.
W66 N215 Commerce Ct., Suite #100
Cedarburg, WI 53012
Phone: (262) 377-7602

HVAC

Fredericksen Engineering
12308 Corporate Parkway, Suite 400
Mequon, WI 53092
Phone: (262) 243-9090

Plumbing

Muermann Engineering, a Division of MSA
W227 N16867 Tillie Lake Court, Suite 202
Jackson, WI 53037
Phone: (262) 677-4588

Electrical

Muermann Engineering, a Division of MSA
W227 N16867 Tillie Lake Court, Suite 202
Jackson, WI 53037
Phone: (262) 677-4588

DRAWING INDEX

GENERAL INFORMATION	
G0.0	Cover Sheet
G0.1	Overall Code Plans
G0.2	Wall Types, Abbreviations, Symbols, Mounting Heights, General Notes
CIVIL/LANDSCAPE	
C1.0	Erosion Control Plan & Notes
C1.1	Standard Construction Details - Erosion Control
C1.2	Dog Park Site & Utility Layout Plan
C1.3	Dog Park Site Grading Plan
C1.4	McDaniel Park Site Layout Plan
C1.5	Standard Construction Details - Street Improvements
STRUCTURAL	
S0.1	General Notes and Abbreviations
S0.2	Project Schedules and Notes
S1.0	Toilet/Dog Wash Shelter Foundation and Roof Framing Plans
S1.1	Open Shelter Foundation and Roof Framing Plans
S1.2	Pavilion Addition Foundation and Roof Framing Plans
S3.0	Framing Elevations
S5.0	Sections and Details
S5.1	Sections and Details
S5.2	Sections and Details
ARCHITECTURAL	
A1.1A	Toilet/Dog Wash Shelter Plans & Elevations
A1.1B	Open Shelter Plans and Details
A1.1C	Pavilion Addition Plans
A2.0	Pavilion Addition Elevations and Sections
A2.1	Pavilion Wall Sections & Details
A2.2	Open Shelter Elevations, Sections and Details
A2.3	Toilet/Dog Wash Shelter Sections & Details
A2.4	Details
A8.0	Door Schedule, Door & Frame Types, Details
A9.0	Finish Plans, Interior Finish Legend, General Finish Notes and Details
PLUMBING	
P0.0	Legend and General Notes
P1.1A	Toilet/Dog Wash Shelter Plans
P1.1C	Pavilion Addition Plans
P2.0A	Toilet/Dog Wash Shelter Isometric - Sanitary DWV
P2.0C	Pavilion Addition Isometric - Sanitary DMV
P2.1A	Toilet/Dog Wash Shelter Isometric - Domestic Water
P2.1C	Pavilion Addition Isometric - Domestic Water
P3.0	Details
P4.0	Schedules
P4.1	Schedules
HVAC	
H1.1	Schedules and Details
H2.1	HVAC Floor Plans
ELECTRICAL	
E1.1A	Toilet/Dog Wash Shelter Plans
E1.1B	Open Shelter Plans
E1.1C	Pavilion Addition Plans



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Project Title:

McFarland Park Facility Projects
Village of McFarland
McFarland, WI

REVISIONS:

DATE DESCRIPTION

Project Number:

3491

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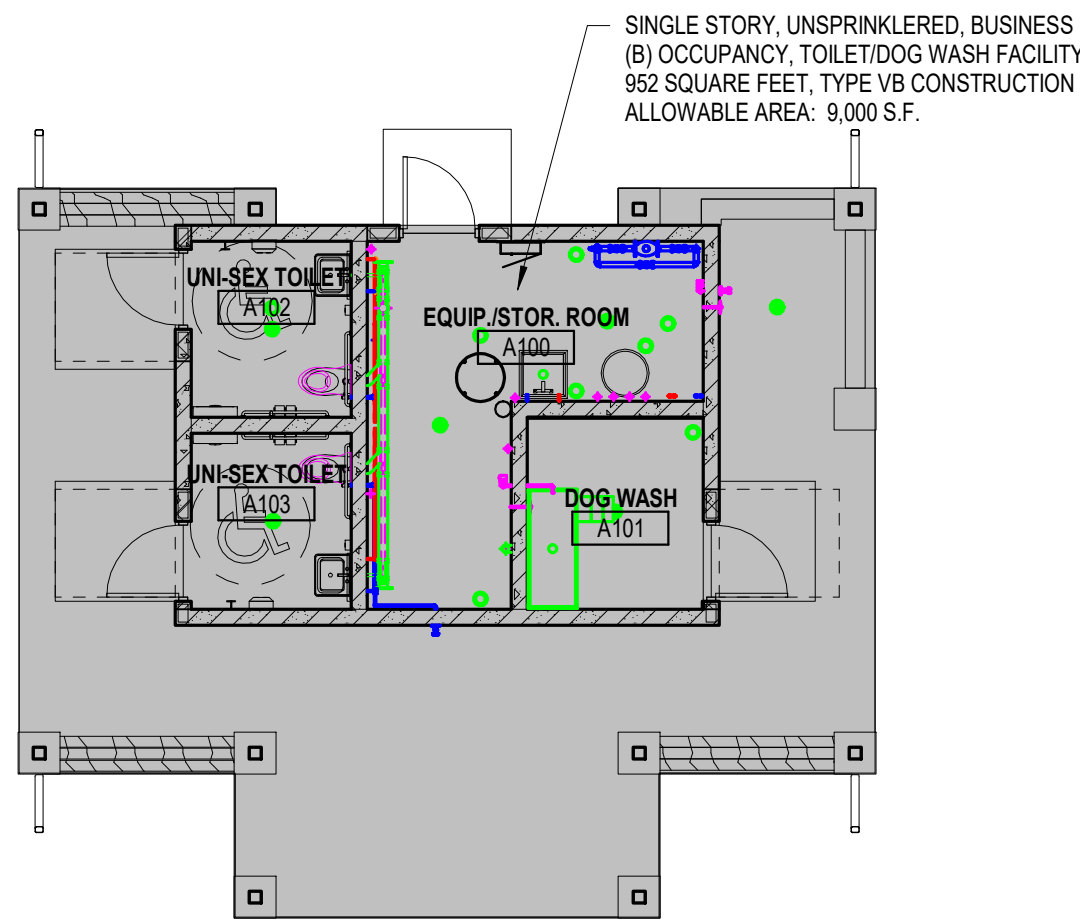
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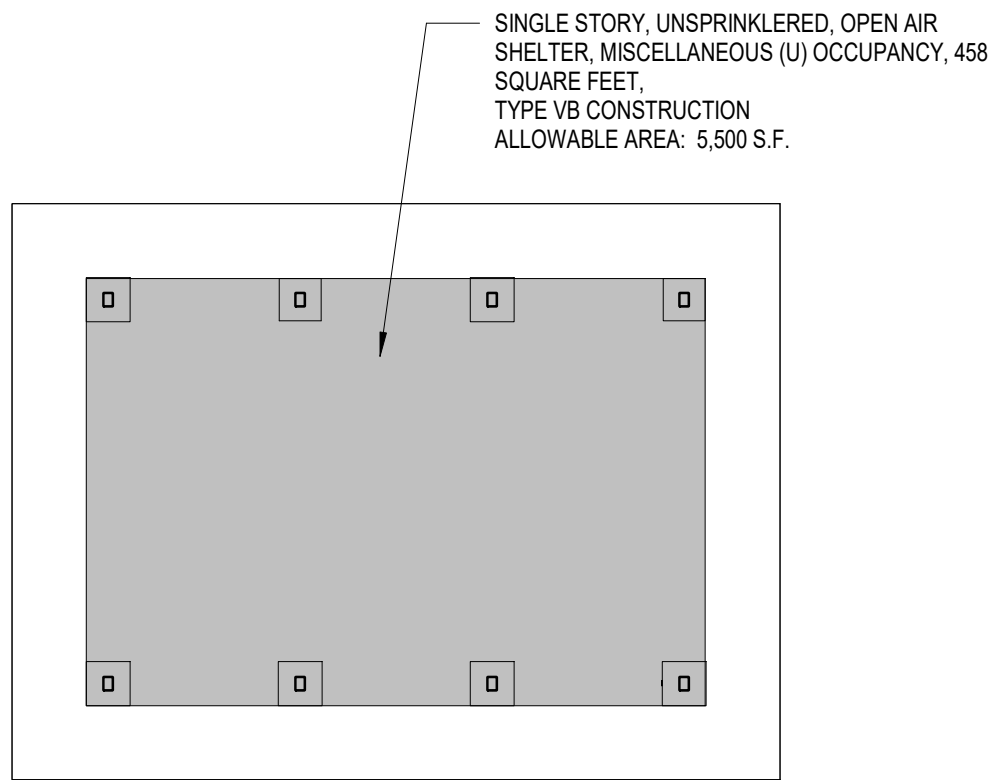
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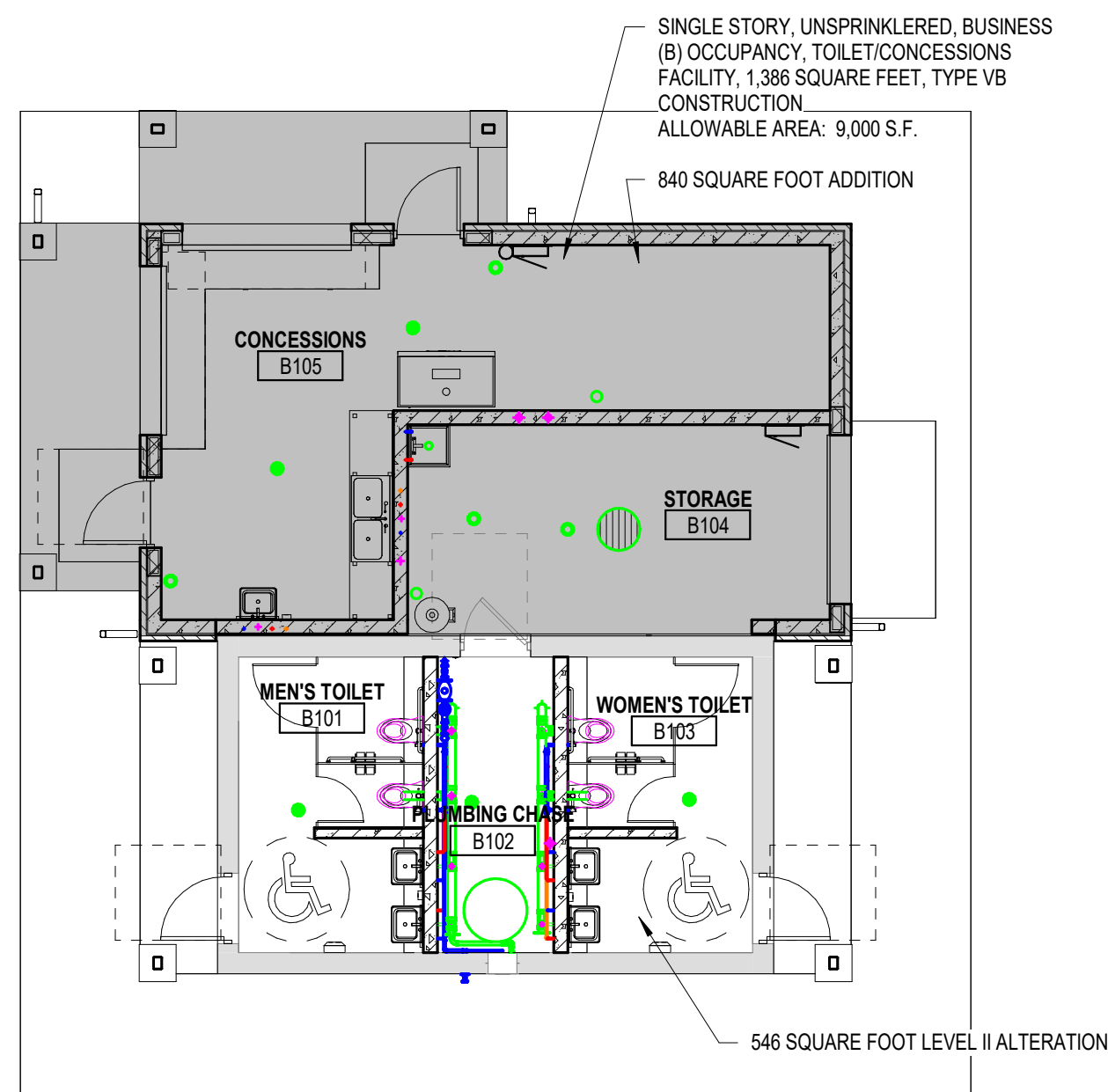
Overall Toilet/Dog Wash Shelter Plan
Scale: 1/8" = 1'-0"



Overall Open Park Shelter Plan
Scale: 1/8" = 1'-0"



Overall Pavilion Addition Plan
Scale: 1/8" = 1'-0"



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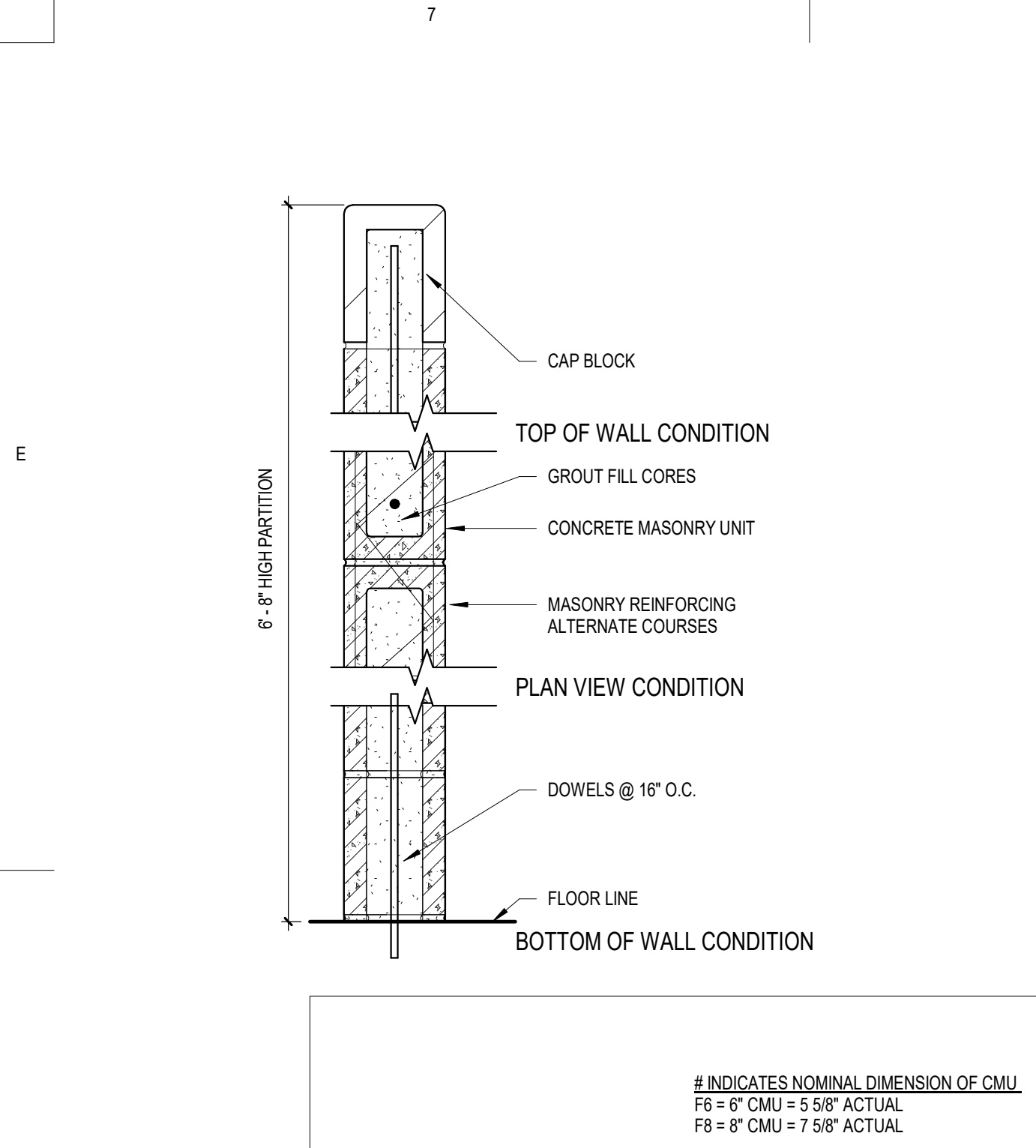
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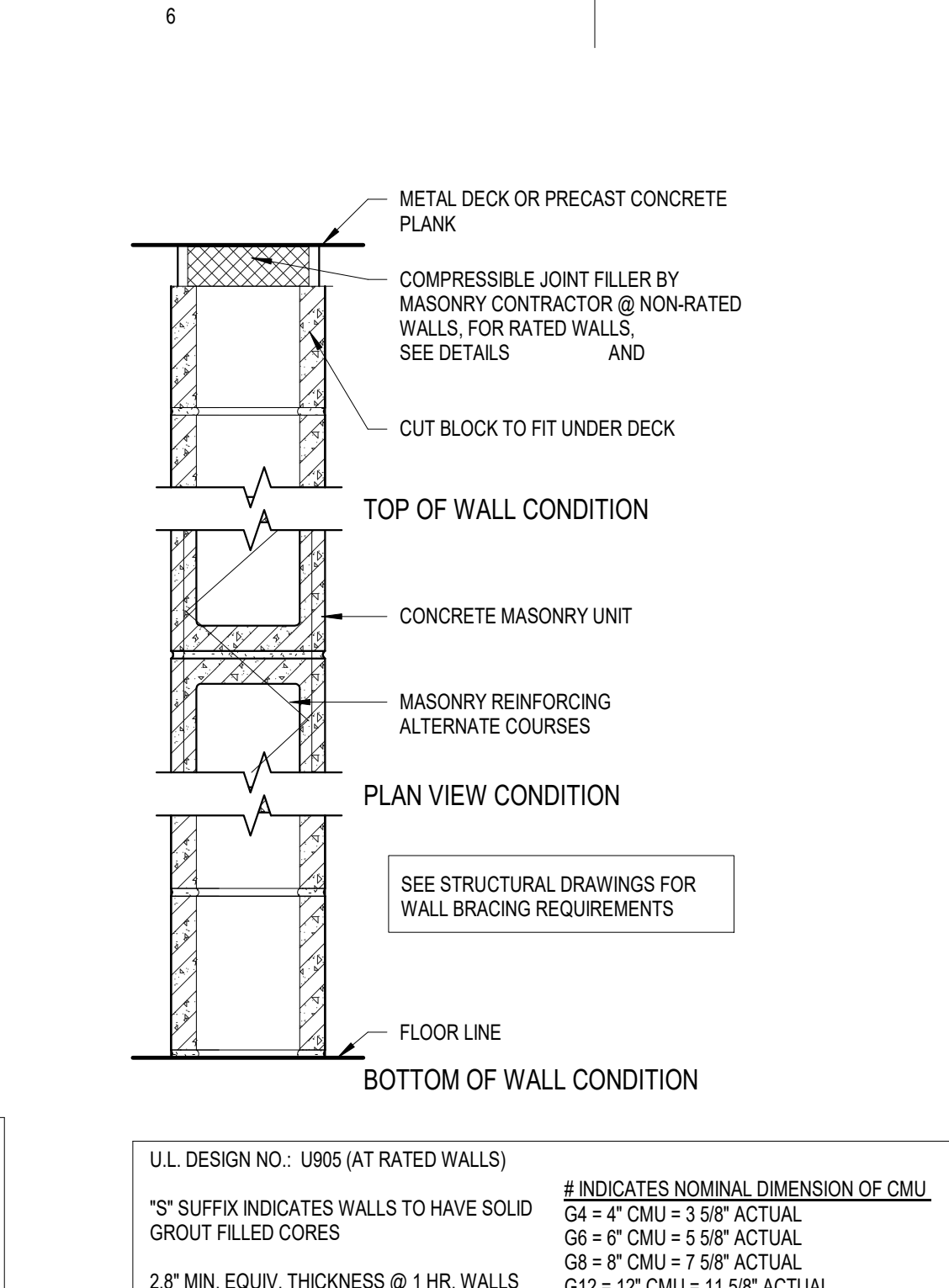
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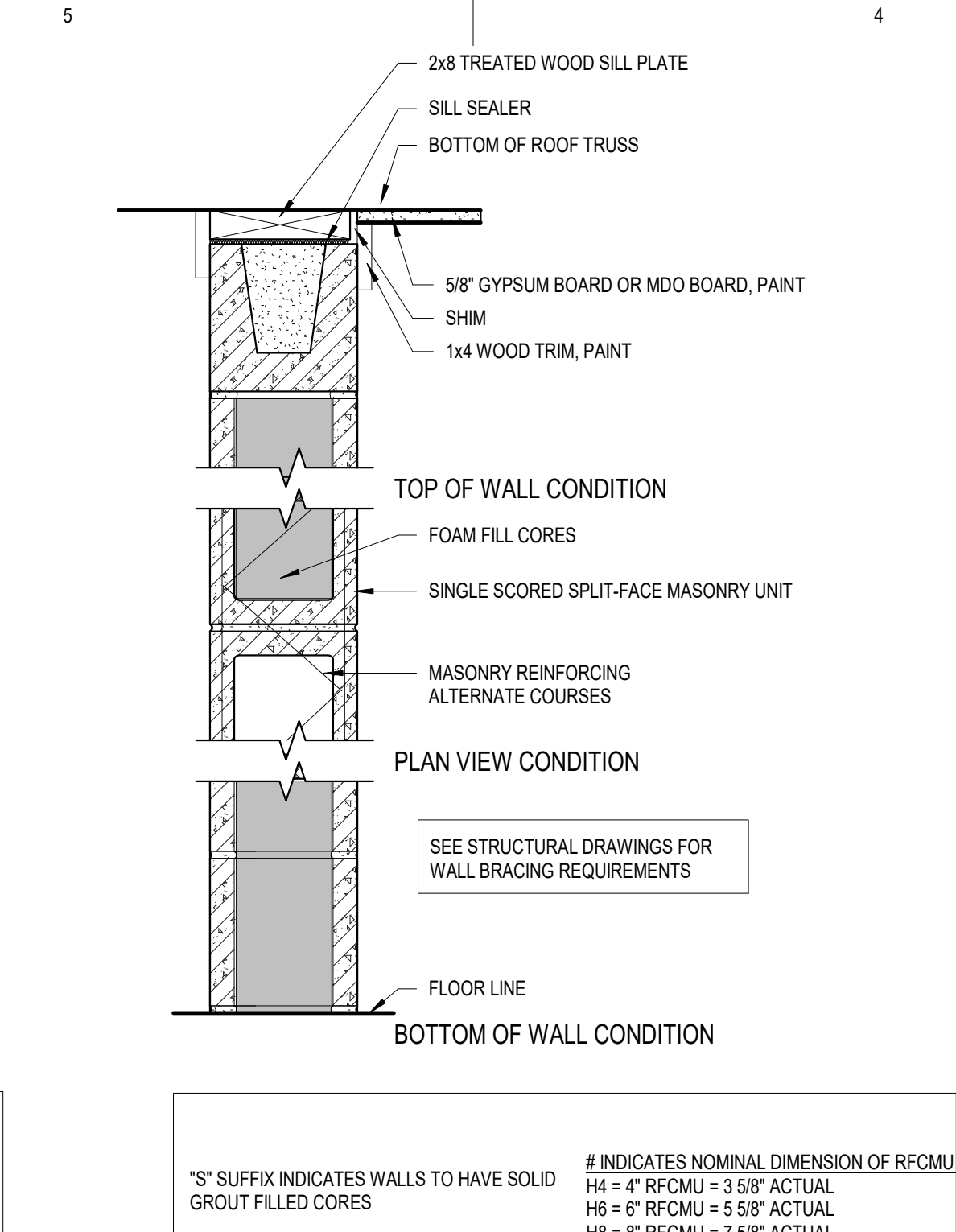
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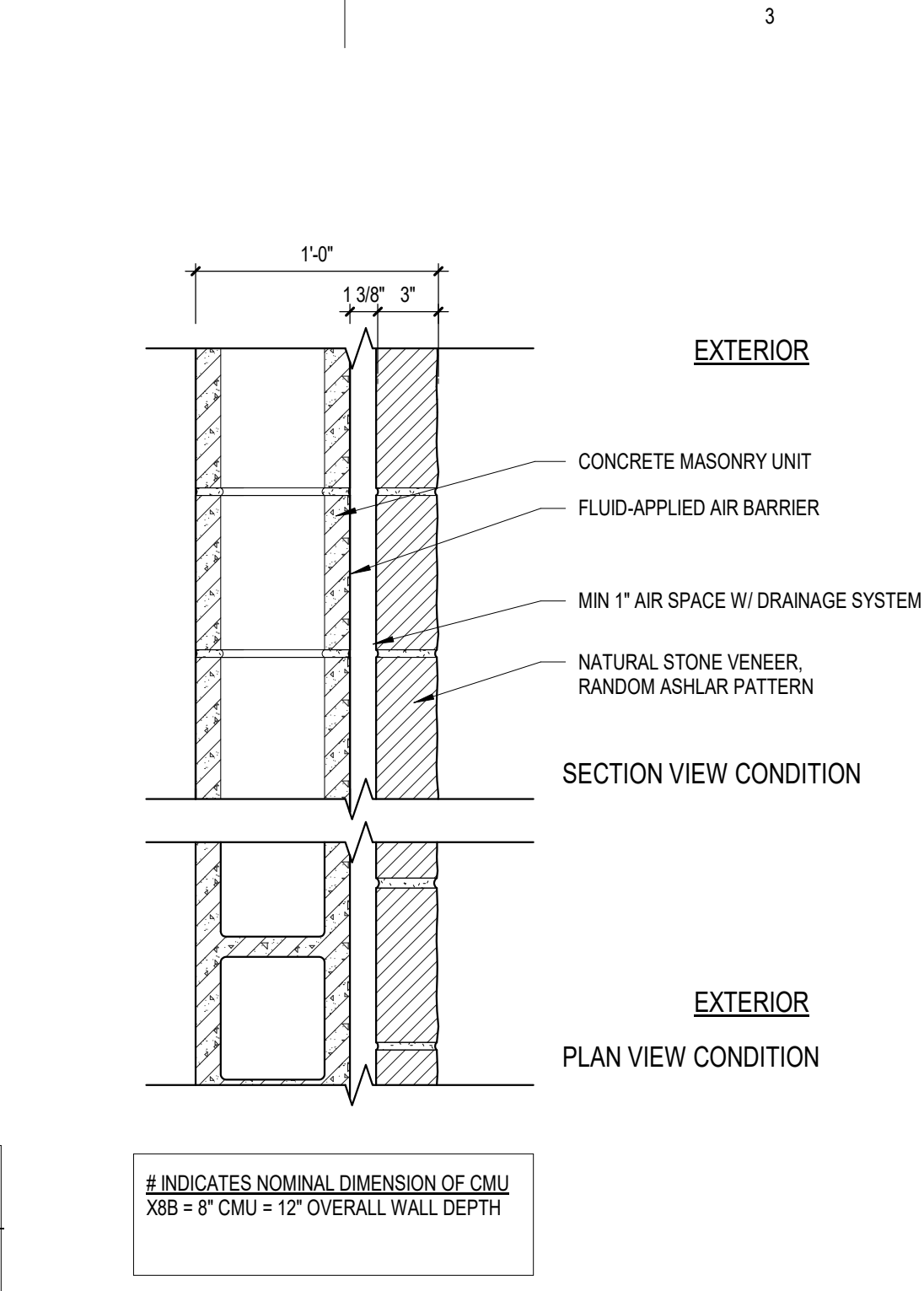
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WALL TYPE H#

Scale: 1 1/2" = 1'-0"



WALL TYPE X#S

Scale: 1 1/2" = 1'-0"

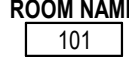
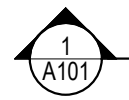
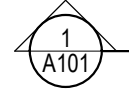
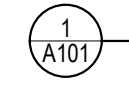
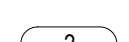
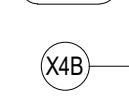
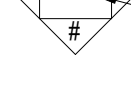
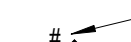
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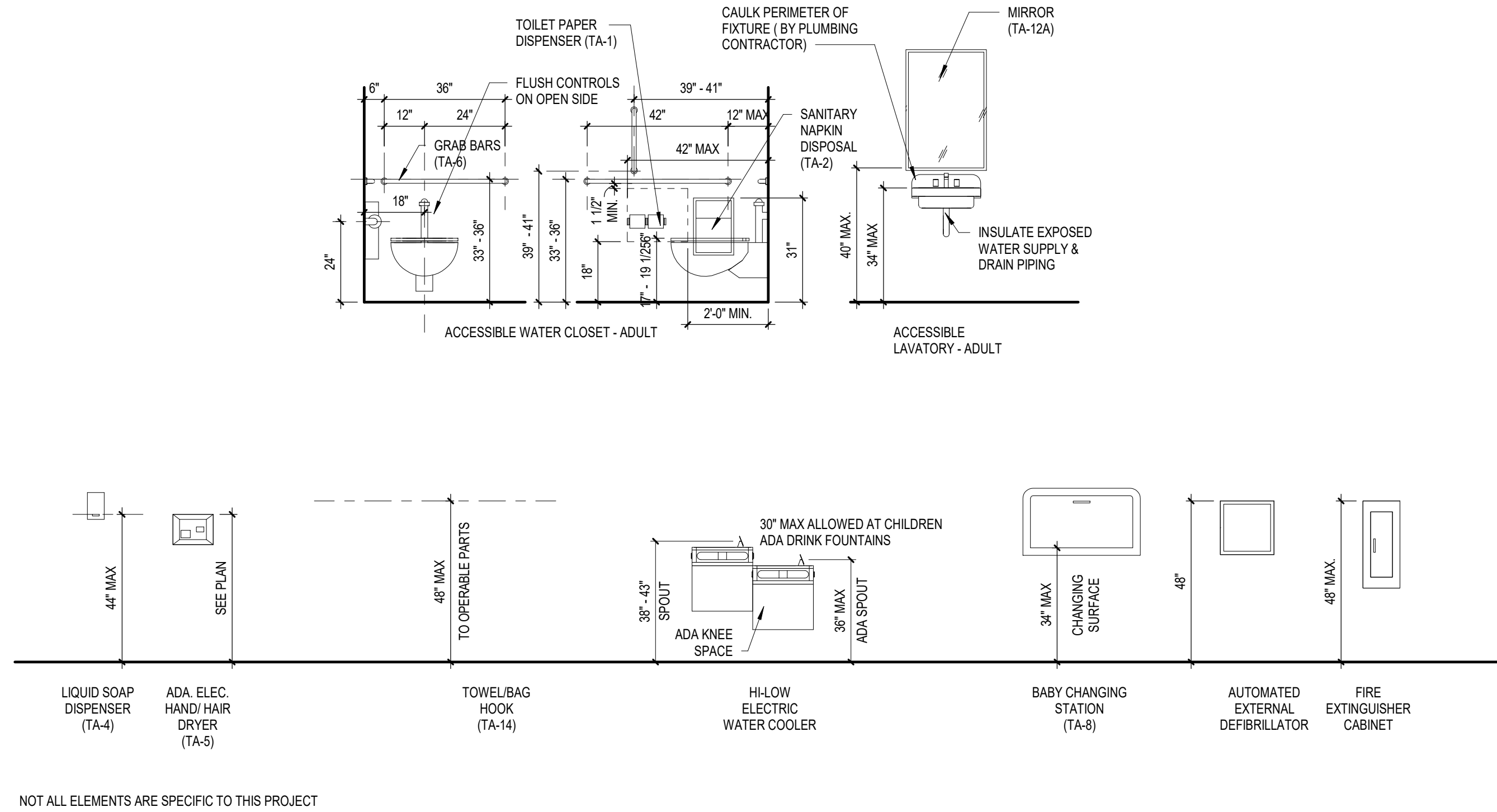
- | | | | |
|-----|---|--|--|
| 1. | DO NOT SCALE FROM DRAWINGS. | HR | HOUR |
| 2. | EXISTING CONDITIONS: EXISTING CONDITIONS SHOWN ON DRAWINGS REPRESENT CURRENT BUILDING. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO FIELD VERIFY EXISTING CONDITIONS PRIOR TO PERFORMING WORK. REPORT ANY DISCREPANCIES TO THE ARCHITECT FOR REVIEW. WORK DONE WITHOUT RESOLUTION OF DISCREPANCIES MUST BE REDONE AT THE REQUEST OF THE ARCHITECT AT NO ADDITIONAL COST TO THE CONTRACT. | HVAC
INFO
LAB
LAM
LOC
MAXZ
MEZZ
MFR
MIN
MISC
MO
MTH
N
NA
NIC
NO
NTS
OCH
PLAM | HEATING/VENTILATION & AIR CONDITIONING
INFORMATION
JANITOR CLOSET
LABORATORY
LAMINATION(ED)(ION)
LOCATION
MAXIMUM
MEZZANINE
MANUFACTURER
MINIMUM
MISCELLANEOUS
MASONRY OPENING
MOUNTED
NOT APPLICABLE
NOT IN CONTRACT
NUMBER
NOT TO SCALE
ON CENTER
OVERHEAD
PLASTIC LAMINATE |
| 3. | REFER TO SHEET 00.2 FOR WALL TYPES. | | |
| 4. | REFER TO SHEET 00.2 FOR TYPICAL MOUNTING HEIGHTS. REFER TO INTERIOR ELEVATION SHEET FOR ROOM SPECIFIC FIXTURE MOUNTING HEIGHTS. | | |
| 5. | REFER TO SHEET A9.0 FOR FLOOR TRANSITION DETAILS. | | |
| 6. | REFER TO SHEET A0.0 FOR TYPICAL FLOORBASE CONDITIONS. | | |
| 7. | CMU WALLS ARE DIMENSIONED TO FACE OF WALL. | | |
| 8. | HOUSEKEEPING PADS BY GENERAL CONTRACTOR. SEE PLUMBING DRAWINGS FOR LOCATIONS. | | |
| 9. | PITCH ALL CONCRETE STOOPS AND APRONS 1/4" PER FOOT AWAY FROM BUILDING. | | |
| 10. | SLOPE ALL INTERIOR FLOOR SLABS TO DRAINS, MINIMUM 1/4" PER FOOT. | | |

PROJECT KEYNOTE LEGEND

EPT-1	EPOXY PAINT
FRP-1	FIBER REINFORCED PANEL
PT-4	PAINT
RES-1	RESINOUS FLOOR
SSV-1	WOOD STAIN - SEE INTERIOR FINISH LEGEND
TA-1	TOILET PAPER DISPENSER - FURNISHED BY OWNER, INSTALLED BY CONTRACTOR
TA-4	LIQUID SOAP DISPENSER - FURNISHED BY OWNER, INSTALLED BY CONTRACTOR
TA-6	ELECTRIC HAND DRYER - FURNISHED BY ELEC. CONTRACTOR, INSTALLED BY ELEC. CONTRACTOR
TA6	42" 36" 19" GRAB BAR SET - FURNISHED BY CONTRACTOR, INSTALLED BY CONTRACTOR
TA7	WALL CHANGING STATION - FURNISHED BY CONTRACTOR, INSTALLED BY CONTRACTOR
TA-12	MIRROR - SEE INTERIOR ELEVATION FOR SIZE - FURNISHED BY CONTRACTOR, INSTALLED BY CONTRACTOR
TA-14	ROBE HOOK - FURNISHED BY CONTRACTOR, INSTALLED BY CONTRACTOR

SYMBOL LEGEND

MATERIAL SYMBOLS		GRAPHIC SYMBOLS	
	ALUMINUM		ROOM NAME ROOM NUMBER
	BATT INSULATION		BUILDING SECTION NUMBER SHEET NUMBER
	CONCRETE		WALL SECTION NUMBER SHEET NUMBER
	CONCRETE BLOCK		DETAIL NUMBER SHEET NUMBER
	EARTH		DOOR NUMBER
	FACE BRICK		
	FINISH WOOD		
	GRAVEL		
	GROUT		
	GYPSUM BOARD		DEMO KEYNOTE KEYNOTE
	PLYWOOD		WALL TYPE
	RIGID INSULATION		VERTICAL WORKING POINT ELEVATION
	ROUGH LUMBER		REVISION
	SAND		NORTH ARROW PLAN NORTH
	SPRAY APPLIED INSULATION		
	STEEL		
			EXTERIOR ELEVATION NUMBER SHEET NUMBER
			INTERIOR ELEVATION NUMBER SHEET NUMBER
			EXISTING WALL EXISTING DOOR
			DEMOLISHED WALL DEMOLISHED DOOR
			NEW WALL NEW DOOR
			NEW GRID LINES



TYPICAL MOUNTING HEIGHTS

Scale: $3/8" = 1'-0"$

TYPICAL ABBREVIATIONS LIST

AB	AT
A/C	AIR CONDITIONING
ADJ	ADJUSTABLE
AFF	ASIDE FINISH FLOOR
ALT	ALTERNATE
ALUM	ALUMINUM
APPROX	APPROXIMATE
ARCH	ARCHITECT(UA)
AC	ACUSTICAL TILE
AVG	AVERAGE
AWP	ACOUSTICAL WALL PANEL
BCJ	BRICK CONTROL JOINT
B	BUILDING
BOT	BOTTOM
BRG	BEARING
CAB	CABINET
CG	CORNER GUARD
CI	CAST IN PLACE
CLJ	CONTROL JOINT
CLG	CEILING
CMU	CONCRETE MASONRY UNIT
CONC	CONCRETE
CONT	CONTINUOUS
CPT	CARPET
CT	CERAMIC TILE
DEMOL	DEMOLITION/DEMOLISH
DEPT	DEPARTMENT
DF	DRINK FOUNTAIN
DIA	DIAMETER
DN	DOWN
DS	DOWNSPOUT
DWG	DRAWING
DWS	EXTERIOR FINISH SYSTEM
EFS	EXTERIOR INSULATION FINISH SYSTEM
EJ	EXPANSION JOINT
ELEC	ELECTRICAL
EPX	EPOXY PAINT
EXT	EXISTING
FAB	FABRIC
FB	FACE BRICK
FD	FLOOR DRAIN
FE	FIRE EXTINGUISHER
FN	FINISH
FL	FLOOR
FOM	FACE OF MASONRY
FOW	FACE OF WALL
FP	FIREPROOFING
FW	FIELD (VARYING)
FS	FIELD (SQUARE)

The logo for Bray Architects, featuring a stylized red and white graphic element resembling a folded corner or a stylized 'B' to the left of the text 'bray architects' in a lowercase, sans-serif font.

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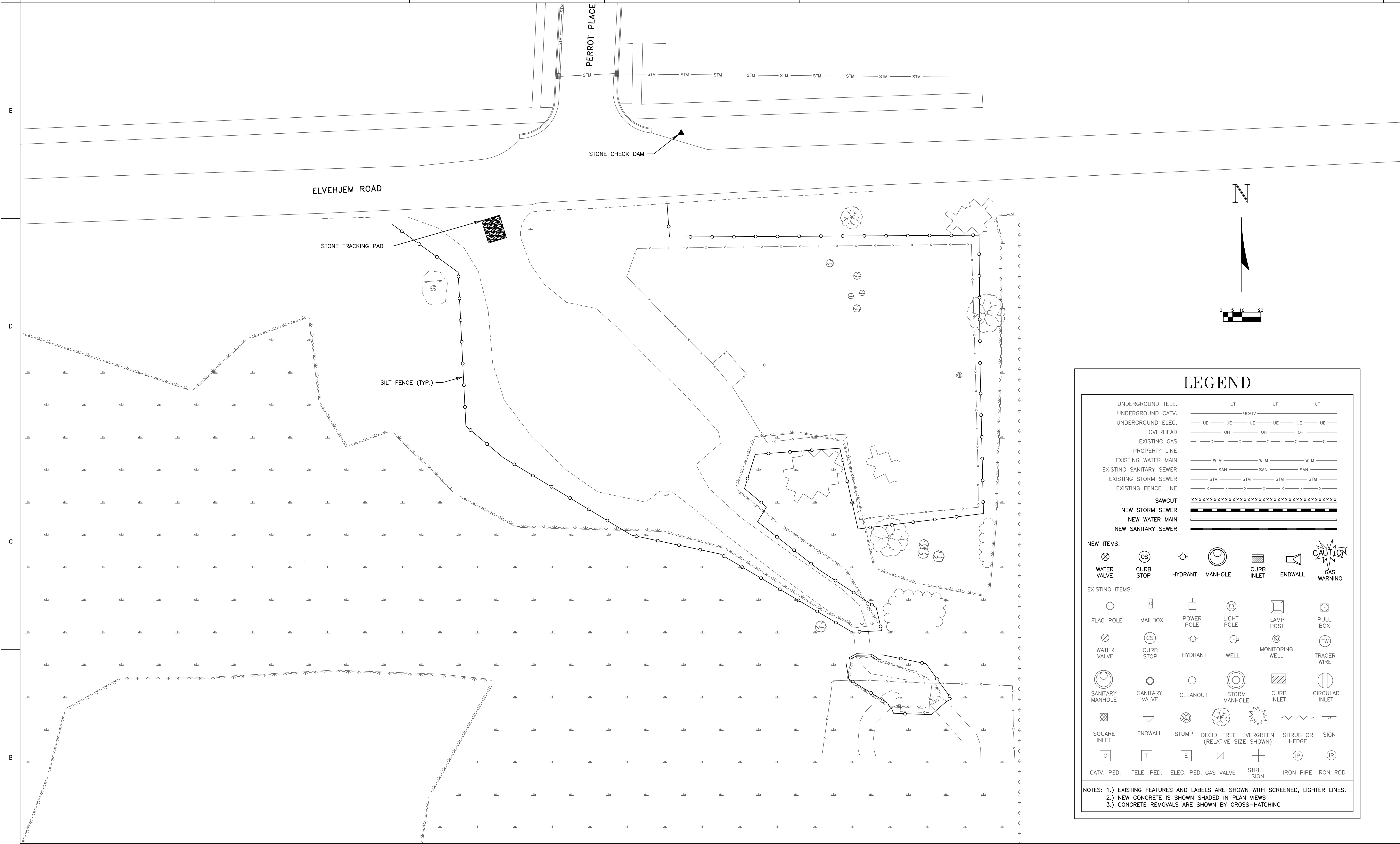
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**Wall Types,
Abbreviations,
Symbols,
Mounting Heights,
General Notes**

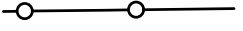
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EROSION CONTROL NOTES:

- CONSTRUCT A STONE CHECK DAM IN GUTTER LINE AT ALL LOCATIONS MARKED WITH "▲"
- SURFACE FLOW DIRECTION IS INDICATED WITH 
- SILT FENCE INSTALLATION IS INDICATED WITH 
- POST WDNR CERTIFICATE OF PERMIT COVERAGE ON SITE AND MAINTAIN UNTIL CONSTRUCTION ACTIVITIES HAVE CEASED, THE SITE IS STABILIZED, AND A NOTICE OF TERMINATION IS FILED WITH WDNR.
- KEEP A COPY OF THE CURRENT EROSION CONTROL PLAN ON SITE THROUGHOUT THE DURATION OF THE PROJECT.
- THE CONTRACTOR IS RESPONSIBLE FOR ROUTINE SITE INSPECTIONS AT LEAST ONCE EVERY 7 DAYS AND WITHIN 24 HOURS AFTER A RAINFALL EVENT OF 0.5 INCHES OR GREATER. KEEP INSPECTION REPORTS ON-SITE AND MAKE THEM AVAILABLE UPON REQUEST.
- INSPECT AND MAINTAIN ALL INSTALLED EROSION CONTROL PRACTICES UNTIL THE CONTRIBUTING DRAINAGE AREA HAS BEEN STABILIZED.
- WHEN POSSIBLE: PRESERVE EXISTING VEGETATION (ESPECIALLY ADJACENT TO SURFACE WATERS), MINIMIZE LAND-DISTURBING CONSTRUCTION ACTIVITY ON SLOPES OF 20% OR MORE, MINIMIZE SOIL COMPACTION, AND PRESERVE TOPSOIL.
- REFER TO THE WDNR STORMWATER CONSTRUCTION TECHNICAL STANDARDS AT http://dnr.wi.gov/topic/stormwater/standards/const_standards.html.
- INSTALL PERIMETER EROSION CONTROLS AND ROCK TRACKING PAD CONSTRUCTION ENTRANCE(S) PRIOR TO ANY LAND-DISTURBING ACTIVITIES, INCLUDING CLEARING AND GRUBBING. USE WDNR TECHNICAL STANDARD STONE TRACKING PAD AND TIRE WASHING #1057 FOR ROCK CONSTRUCTION ENTRANCE(S).

- STAGE CONSTRUCTION GRADING ACTIVITIES TO MINIMIZE THE CUMULATIVE EXPOSED AREA. CONDUCT TEMPORARY GRADING FOR EROSION CONTROL PER WDNR TECHNICAL STANDARD TEMPORARY GRADING PRACTICES FOR EROSION CONTROL #1067.
- NOTIFY THE OWNER IF DEWATERING IS SCHEDULED TO OCCUR IN AREAS OF SOIL AND/OR GROUNDWATER CONTAMINATION, OR IF DEWATERING WILL OCCUR FROM A HIGH CAPACITY WELL (70 GPM OR MORE). DEWATER ONLY AFTER THE APPROPRIATE WDNR DEWATERING DISCHARGE PERMIT HAS BEEN OBTAINED.
- PROVIDE ANTI-SCOUR PROTECTION AND MAINTAIN NON-EROSIVE FLOW DURING DEWATERING. LIMIT PUMPING RATES TO EITHER (A) THE SEDIMENT BASIN/TRAP DESIGN DISCHARGE RATE, OR (B) THE BASIN DESIGN RELEASE RATE WITH THE CORRECTLY-FITTED HOSE AND GEOTEXTILE FILTER BAG. PERFORM DEWATERING OF ACCUMULATED SURFACE RUNOFF IN ACCORDANCE WITH WDNR TECHNICAL STANDARD DE-WATERING #1061.
- COMPLETE AND STABILIZE SEDIMENT BASINS/TRAPS OR WET PONDS PRIOR TO MASS LAND DISTURBANCE TO CONTROL RUNOFF DURING CONSTRUCTION. REMOVE SEDIMENT AS NEEDED TO MAINTAIN 3 FEET OF DEPTH TO THE OUTLET, AND PROPERLY DISPOSE OF SEDIMENT REMOVED DURING MAINTENANCE (REFER TO NR 528). CONSTRUCT AND MAINTAIN THE SEDIMENT BASIN PER WDNR TECHNICAL STANDARD SEDIMENT BASIN #1064 AND SEDIMENT TRAP #1063.
- CONSTRUCT AND PROTECT THE BIOINFILTRATION BASIN AND VEGETATION FROM RUNOFF AND SEDIMENT DURING CONSTRUCTION. REFERENCE THE WDNR TECHNICAL STANDARD BIORETENTION FOR INFILTRATION #1004.
- INSTALL AND MAINTAIN SILT FENCING PER WDNR TECHNICAL STANDARD SILT FENCE #1056. REMOVE SEDIMENT FROM BEHIND SILT FENCES AND SEDIMENT BARRIERS BEFORE SEDIMENT REACHES A DEPTH THAT IS EQUAL TO ONE-HALF OF THE FENCE AND/OR BARRIER HEIGHT.
- REPAIR BREAKS AND GAPS IN SILT FENCES AND BARRIERS IMMEDIATELY. REPLACE DECOMPOSING STRAW BALES (TYPICAL BALE LIFE IS 3 MONTHS). LOCATE, INSTALL, AND MAINTAIN STRAW BALES PER WDNR TECHNICAL STANDARD DITCH CHECKS #1062.

- INSTALL AND MAINTAIN FILTER SOCKS IN ACCORDANCE WITH WDNR TECHNICAL STANDARD INTERIM MANUFACTURED PERIMETER CONTROL AND SLOPE INTERRUPTION PRODUCTS #1071.
- IMMEDIATELY STABILIZE STOCKPILES AND SURROUND STOCKPILES AS NEEDED WITH SILT FENCE OR OTHER PERIMETER CONTROL IF STOCKPILES WILL REMAIN INACTIVE FOR 7 DAYS OR LONGER.
- IMMEDIATELY STABILIZE ALL DISTURBED AREAS THAT WILL REMAIN INACTIVE FOR 14 DAYS OR LONGER. BETWEEN SEPTEMBER 15 AND OCTOBER 15: STABILIZE WITH MULCH, TACKIFIER, AND A PERENNIAL SEED MIXED WITH WINTER WHEAT, ANNUAL OATS, OR ANNUAL RYE, AS APPROPRIATE FOR REGION AND SOIL TYPE. OCTOBER 15 THROUGH COLD WEATHER: STABILIZE WITH A POLYMER AND DORMANT SEED MIX, AS APPROPRIATE FOR REGION AND SOIL TYPE.
- STABILIZE AREAS OF FINAL GRADING WITHIN 7 DAYS OF REACHING FINAL GRADE.
- SWEEP/CLEAN UP ALL SEDIMENT/TRASH THAT MOVES OFF-SITE DUE TO CONSTRUCTION ACTIVITY OR STORM EVENTS BEFORE THE END OF THE SAME WORKDAY OR AS DIRECTED BY THE OWNER. SEPARATE SWEEPED MATERIALS (SOILS AND TRASH) AND DISPOSE OF APPROPRIATELY.
- THE CONTRACTOR IS RESPONSIBLE FOR CONTROLLING DUST PER WDNR TECHNICAL STANDARD DUST CONTROL ON CONSTRUCTION SITES #1068.
- PROPERLY DISPOSE OF ALL WASTE AND UNUSED BUILDING MATERIALS (INCLUDING GARBAGE, DEBRIS, CLEANING WASTES, OR OTHER CONSTRUCTION MATERIALS) AND DO NOT ALLOW THESE MATERIALS TO BE CARRIED BY RUNOFF INTO THE RECEIVING CHANNEL.
- COORDINATE WITH THE OWNER TO UPDATE THE LAND DISTURBANCE PERMIT TO INDICATE THE ANTICIPATED OR LIKELY DISPOSAL LOCATIONS FOR ANY EXCAVATED SOILS OR CONSTRUCTION DEBRIS THAT WILL BE HAULED OFF-SITE FOR DISPOSAL. THE DEPOSITED OR STOCKPILED MATERIAL NEEDS TO INCLUDE PERIMETER SEDIMENT CONTROL MEASURES (SUCH AS SILT FENCE, HAY BALES, FILTER SOCKS, OR COMPACTED EARTHEN BERMS).
- INSTALL ADDITIONAL EROSION AND SEDIMENT CONTROL MEASURES (SUCH AS TEMPORARY SEDIMENT BASINS, DITCH CHECKS, EROSION CONTROL MATTING, SILT FENCING, FILTER SOCKS, WATTLES, SWALES, ETC.), OR AS DIRECTED BY THE OWNER.

LEGEND

UNDERGROUND TELE. UT	UT	UT
UNDERGROUND CATV. UCATV	UCATV	
UNDERGROUND ELEC. UE	UE	UE
OVERHEAD OH	OH	OH
EXISTING GAS G	G	G
PROPERTY LINE		
EXISTING WATER MAIN WM	WM	WM
EXISTING SANITARY SEWER SAN	SAN	SAN
EXISTING STORM SEWER STM	STM	STM
EXISTING FENCE LINE		
SAWCUT	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	
NEW STORM SEWER		
NEW WATER MAIN		
NEW SANITARY SEWER		

NEW ITEMS:						
WATER VALVE	CURB STOP	HYDRANT	MANHOLE	CURB INLET	ENDWALL	GAS WARNING
EXISTING ITEMS:						
FLAG POLE	MAILBOX	POWER POLE	LIGHT POLE	LAMP POST	PULL BOX	
WATER VALVE	CURB STOP	HYDRANT	WELL	MONITORING WELL	TRACER WIRE	
SANITARY MANHOLE	SANITARY VALVE	CLEANOUT	STORM MANHOLE	CURB INLET	CIRCULAR INLET	
SQUARE INLET	ENDWALL	STUMP	DECID. TREE (RELATIVE SIZE SHOWN)	EVERGREEN	SHRUB OR HEDGE	SIGN
CATV. PED.	TELE. PED.	ELEC. PED.	GAS VALVE	STREET SIGN	IRON PIPE	IRON ROD

NOTES: 1.) EXISTING FEATURES AND LABELS ARE SHOWN WITH SCREENED, LIGHTER LINES.
2.) NEW CONCRETE IS SHOWN SHADED IN PLAN VIEWS.
3.) CONCRETE REMOVALS ARE SHOWN BY CROSS-HATCHING



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TOWN & COUNTRY ENGINEERING, INC.

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Erosion Control Plan & Notes

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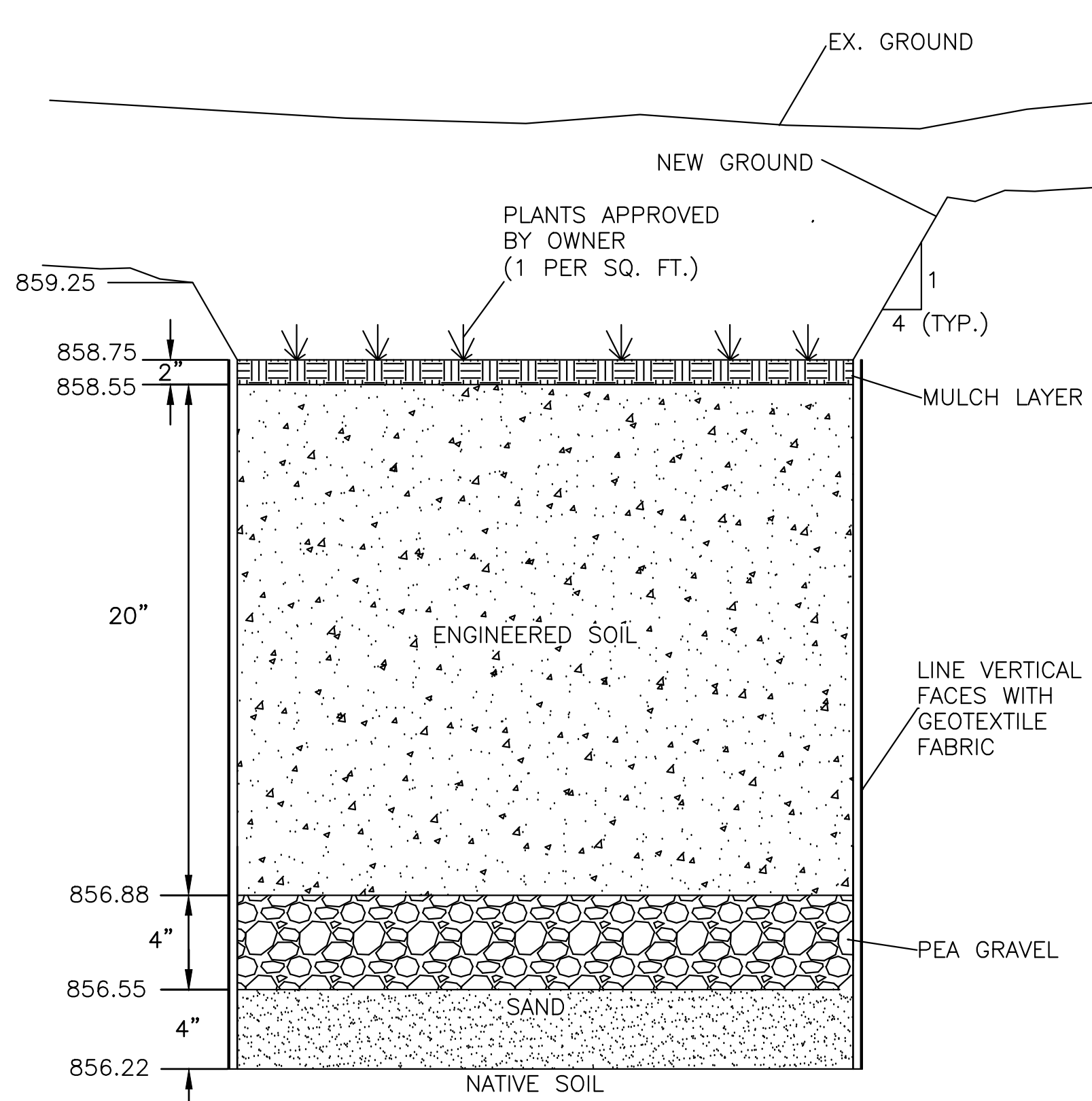
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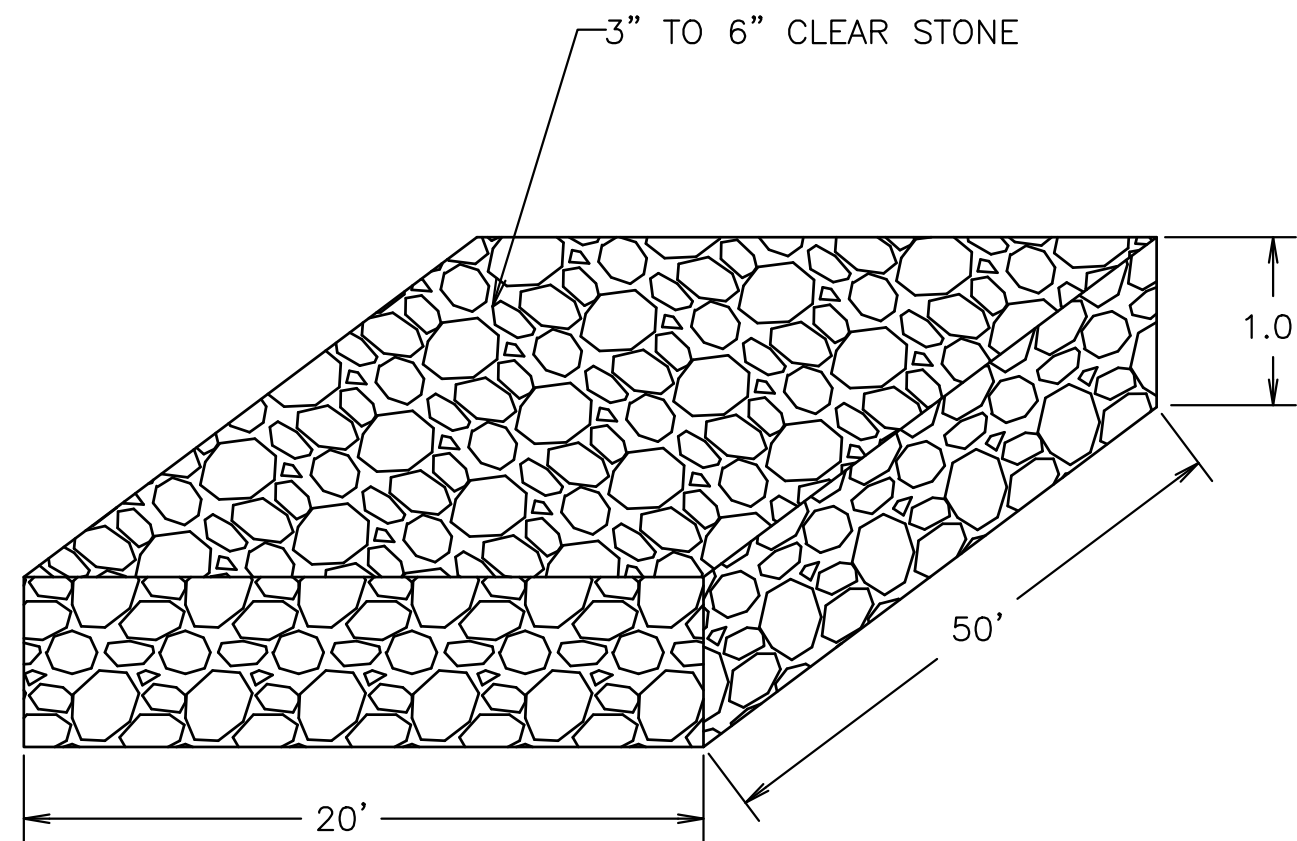
Page 125 of 248

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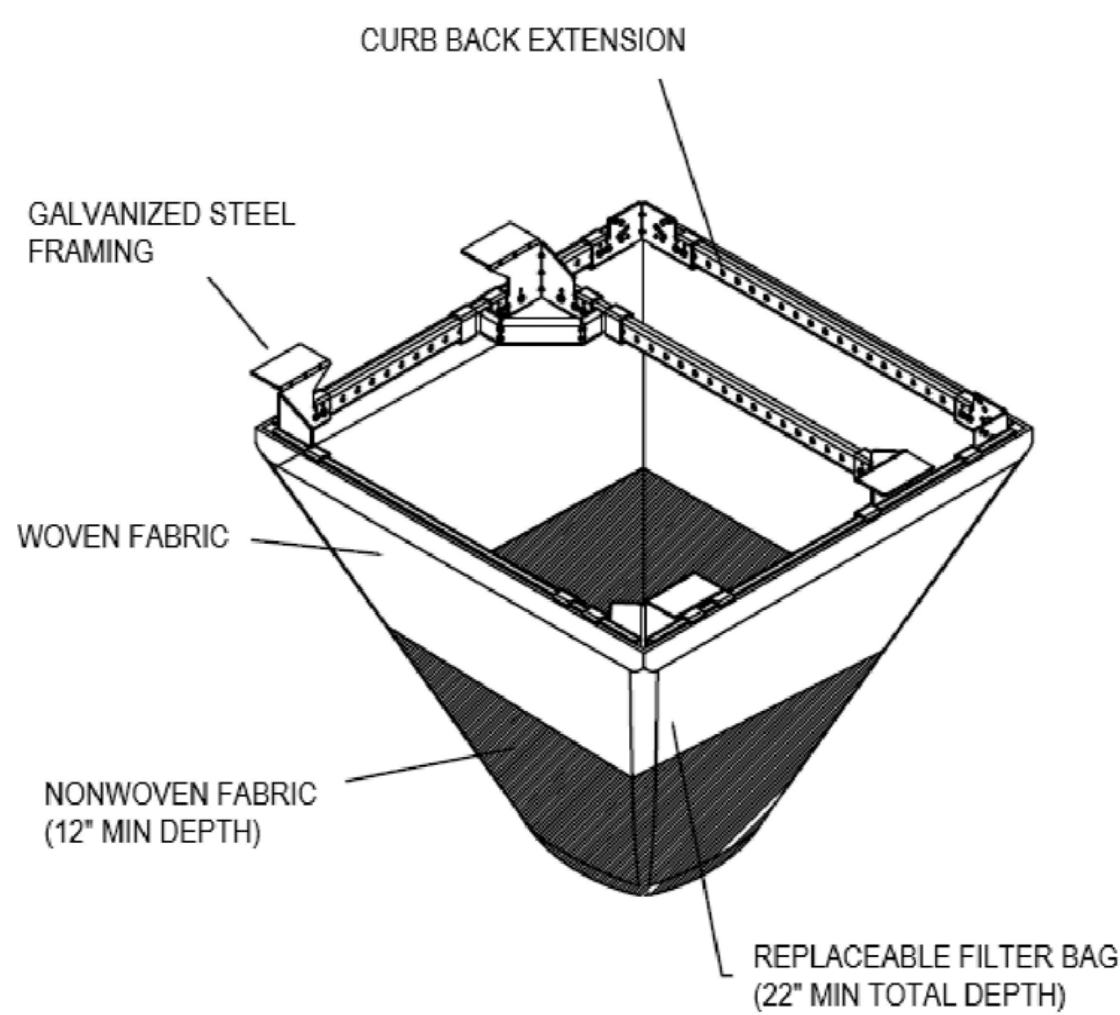


DETAIL
BIO-RETENTION AREA



NOTE:
— ON STREET SURFACES
CRUSHED AGGREGATE BASE STONE
SERVES AS TRACKING PAD.

DETAIL
CLEAR STONE TRACKING PAD

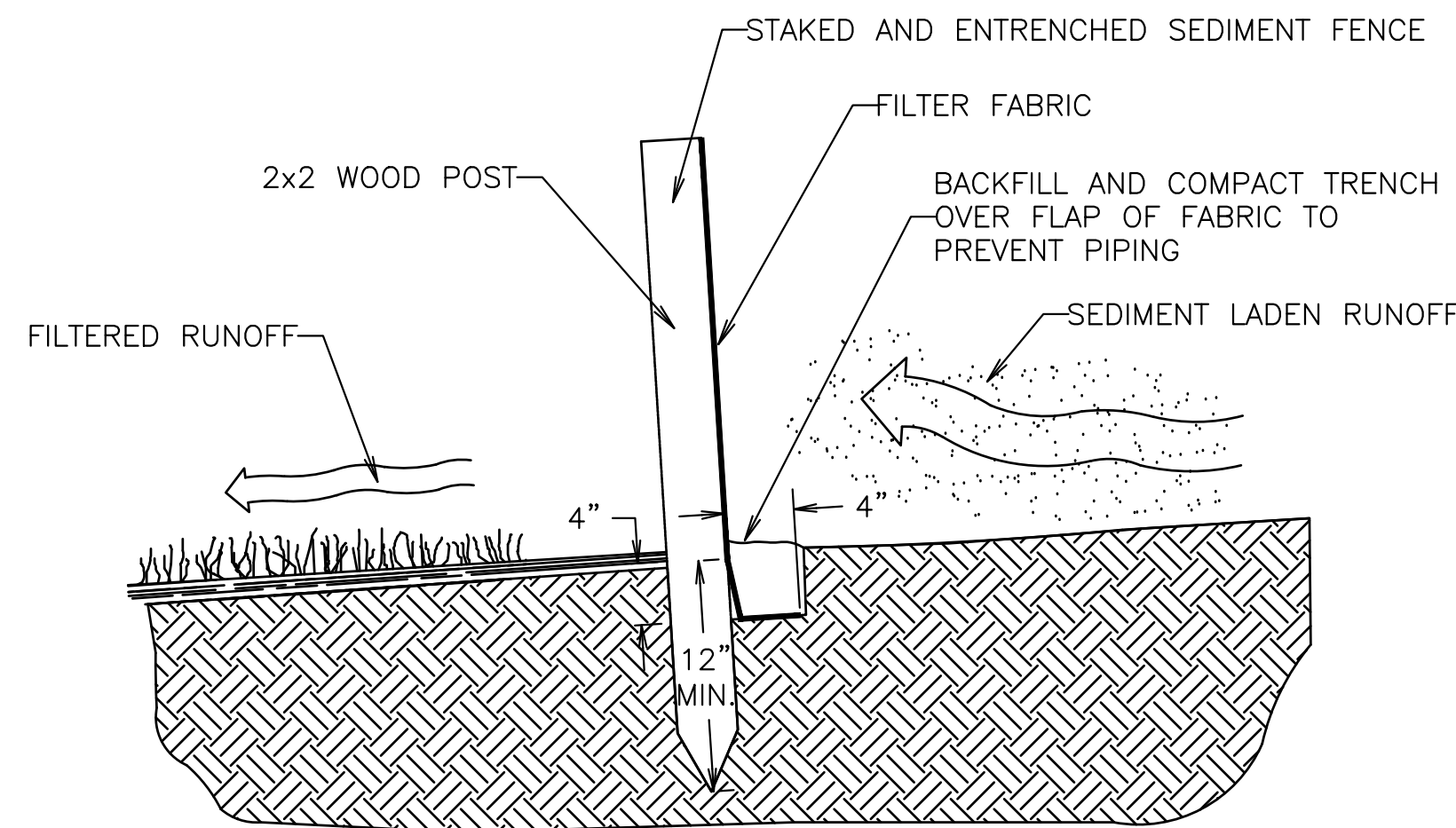


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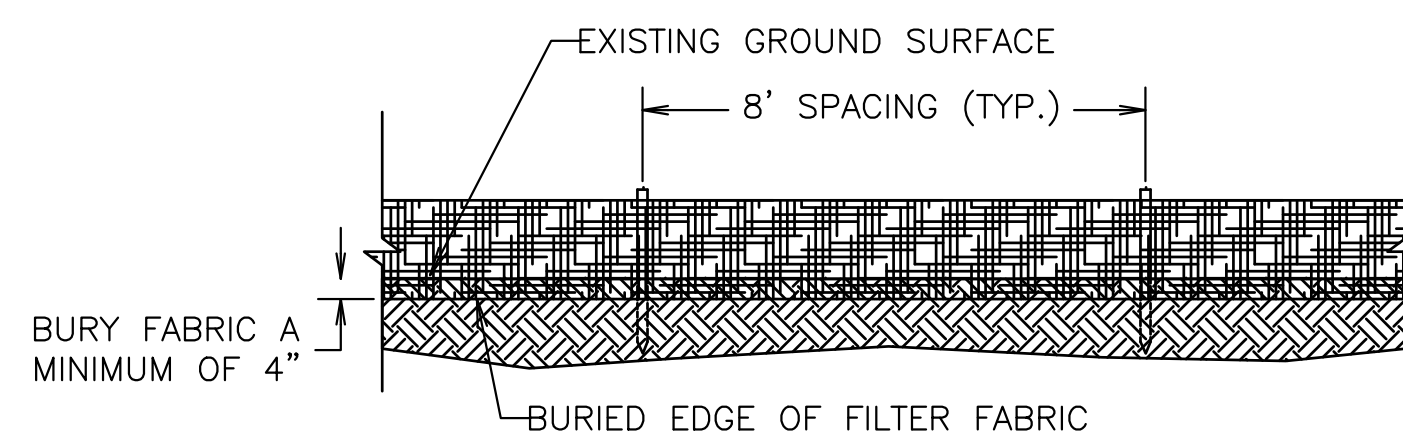
WHEN REMOVING OR MAINTAINING INLET PROTECTION, CARE SHALL BE TAKEN SO THAT THE SEDIMENT TRAPPED IN THE GEOTEXTILE FABRIC DOES NOT FALL INTO THE INLET. ANY MATERIAL FALLING INTO THE INLET SHALL BE REMOVED IMMEDIATELY.

FRAMED INLET PROTECTION SHALL BE COMPLIANT WITH ALL ASTM STANDARD D8057-17 REQUIREMENTS, INCLUDING:
A. BYPASS OVERFLOW THAT MEETS OR EXCEEDS INLET DESIGN FLOW
B. FRAME AND BAG STRONG ENOUGH TO HANDLE FULL SEDIMENT LOAD.

DETAIL
INLET PROTECTION - FRAMED (W/ CURB BOX)



CROSS-SECTION OF A PROPERLY INSTALLED SEDIMENT FENCE



SEDIMENT FENCE DETAIL

DETAIL
SEDIMENT FENCE



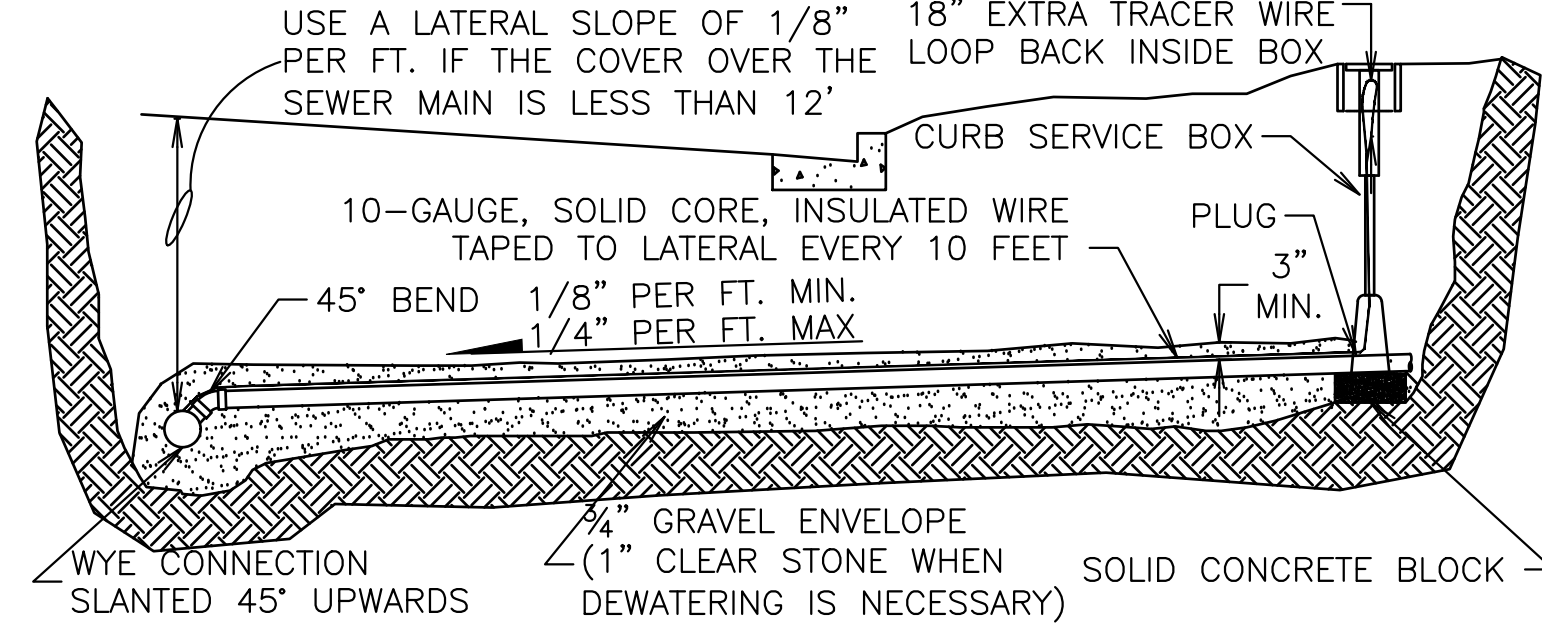
INSTALLATION NOTES:

NO PART OF INLET PROTECTION SHALL BE PROJECTING ABOVE THE GRATE.

FOR COMBINATION INLETS, PROTECTION SHALL CAPTURE RUNOFF ENTERING BOTH GRATE AND CURB OPENING.

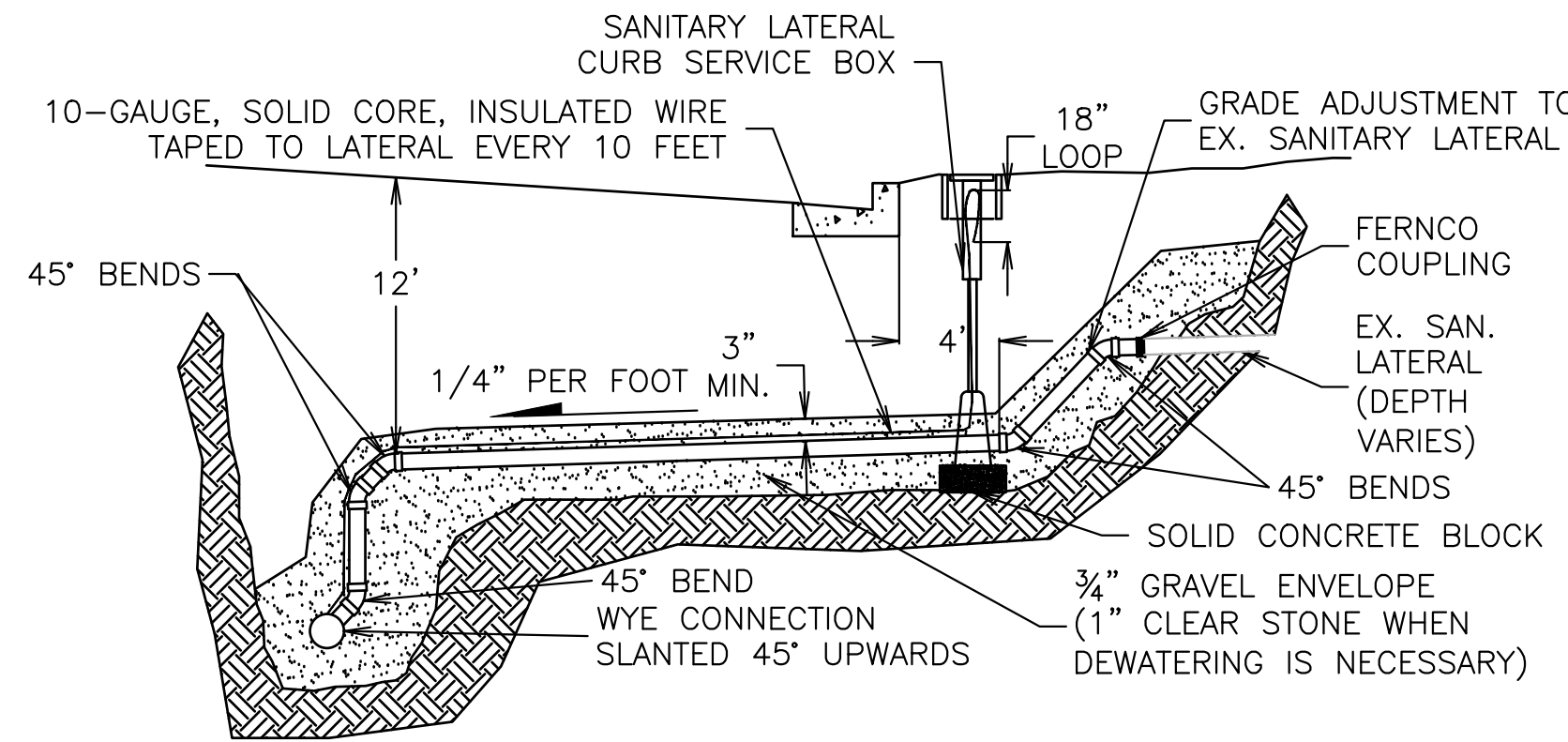
A DUAL FABRIC FILTER BAG, WITH NON-WOVEN BOTTOM AND WOVEN TOP SHALL BE USED.

THE INSTALLED BAG SHALL HAVE A MINIMUM SIDE CLEARANCE, BETWEEN THE INLET WALLS AND THE BAG, MEASURED AT THE BOTTOM OF THE OVERFLOW HOLES, OF 3". WHERE NECESSARY THE CONTRACTOR SHALL CINC THE BAG, USING PLASTIC ZIP TIES, TO ACHIEVE THE 3" CLEARANCE. THE TIES SHALL BE PLACED AT A MAXIMUM OF 4" FROM THE BOTTOM OF THE BAG.



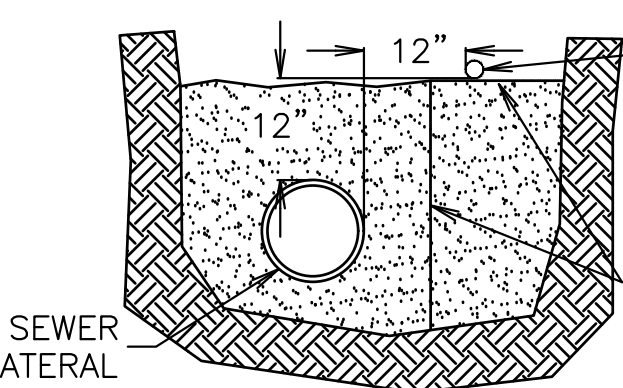
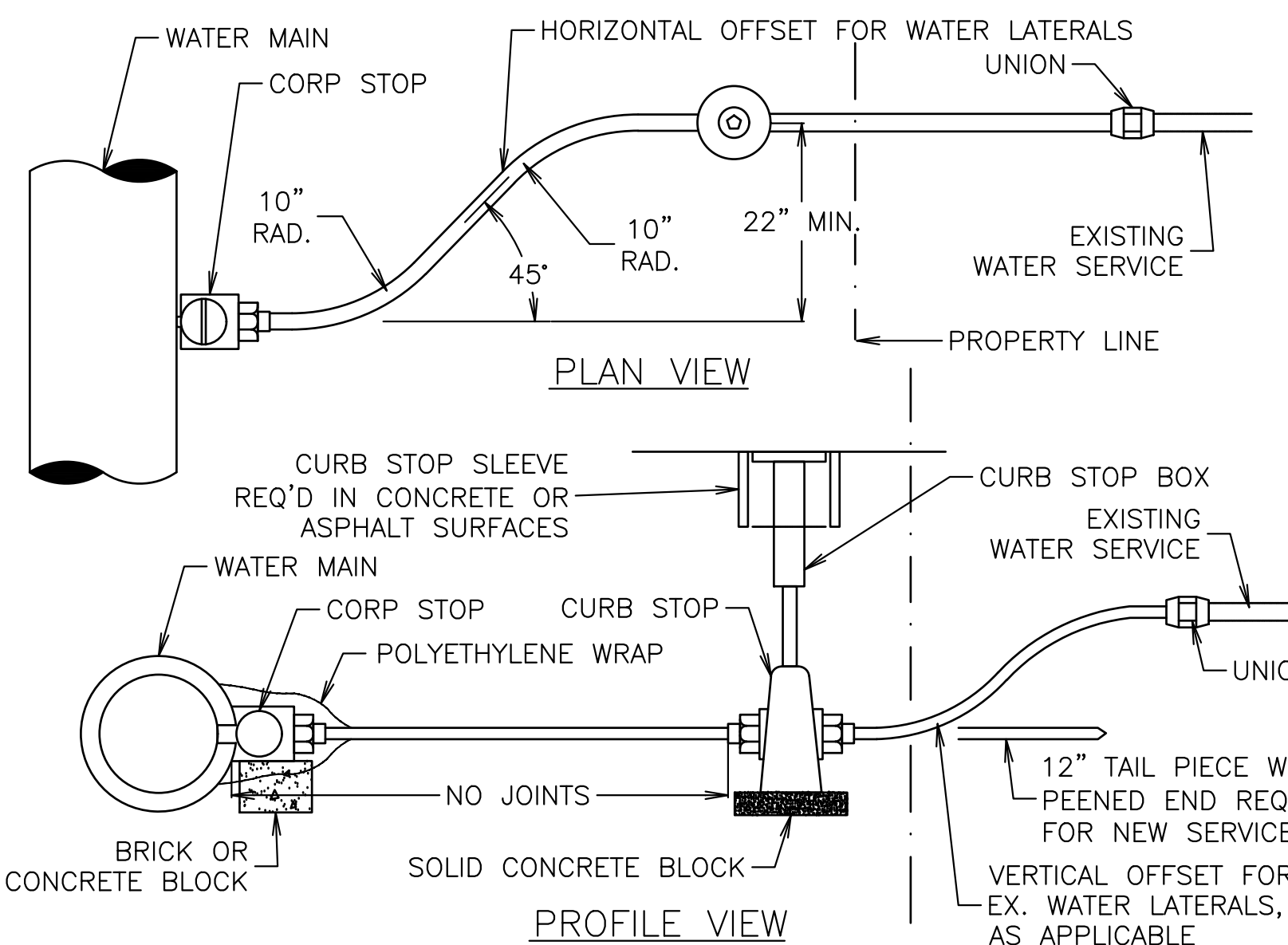
STANDARD INSTALLATION

- NOTES:
1. CONSTRUCT LATERALS IN CONFORMANCE WITH CHAPTER SPS 382 OF THE WISCONSIN ADMINISTRATIVE CODE.
 2. LATERAL SLOPE SHALL BE 1/4" PER FOOT WHERE SUFFICIENT COVER EXISTS.
 3. CONTRACTOR SHALL VERIFY SIZE, DEPTH, AND LOCATION OF EXISTING LATERALS.
 4. WHERE LATERALS ARE NOT IMMEDIATELY CONNECTED TO BUILDING SEWERS THE ENDS OF THE LATERALS SHALL BE MARKED BY POSITIONING 4"x4" BOARDS VERTICALLY FROM THE ENDS OF THE LATERALS TO AT LEAST 2' ABOVE THE GROUND SURFACE.
 5. THE LOCATION OF ALL SEWER LATERALS CROSSING UNDER THE CURB & GUTTER SHALL BE MARKED BY STAMPING AN "S" IN THE TOP OF THE CURB OVER THE LOCATION OF THE SEWER LATERAL.

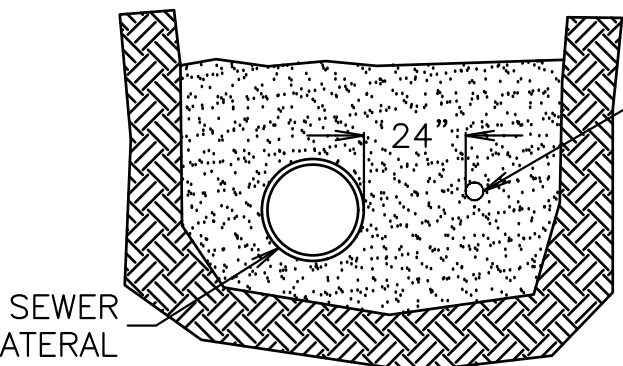


INSTALLATION WITH VERTICAL RISER

DETAIL
SANITARY SEWER LATERAL



JOINT TRENCH INSTALLATION



JOINT TRENCH INSTALLATION W/
LESS THAN 12" VERTICAL SEPARATION

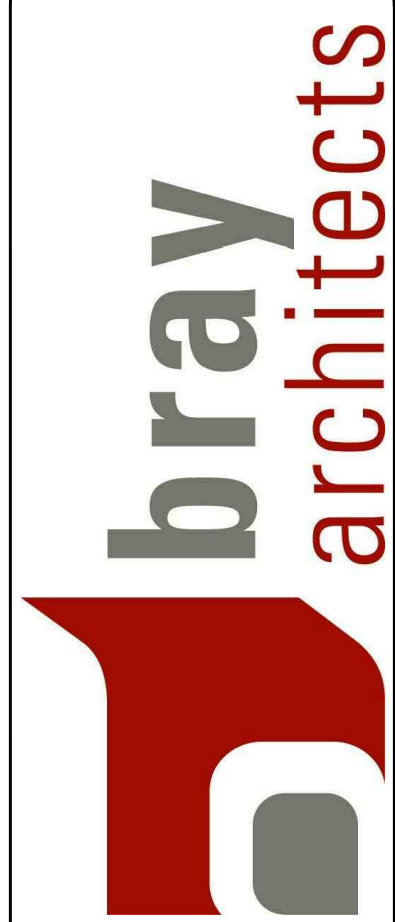
DETAIL
WATER SERVICE INSTALLATION

NOTES:
— HORIZONTAL AND VERTICAL OFFSETS SHALL BE MADE WITH AN APPROVED PIPE BENDING TOOL. SHARP BENDS OR KINKS IN THE WATER SERVICE ARE NOT ALLOWED.
— VERTICAL OFFSETS SHALL BE MADE ON THE PROPERTY LINE SIDE OF THE CURB STOP.

— PLASTIC OR CAST IRON CURB BOX SLEEVES SHALL BE INSTALLED WHERE CURB BOXES ARE INSTALLED IN CONCRETE OR ASPHALT SURFACES.

—THE SEWER LATERAL SHALL BE LOCATED ON THE DOWNSTREAM SIDE OF THE WATER SERVICE, BASED ON SEWER MAIN FLOW DIRECTION.

—THE LOCATION OF ALL WATER SERVICES CROSSING UNDER THE CURB & GUTTER SHALL BE MARKED BY STAMPING A "W" IN THE TOP OF CURB OVER THE LOCATION OF THE WATER SERVICE LINE.



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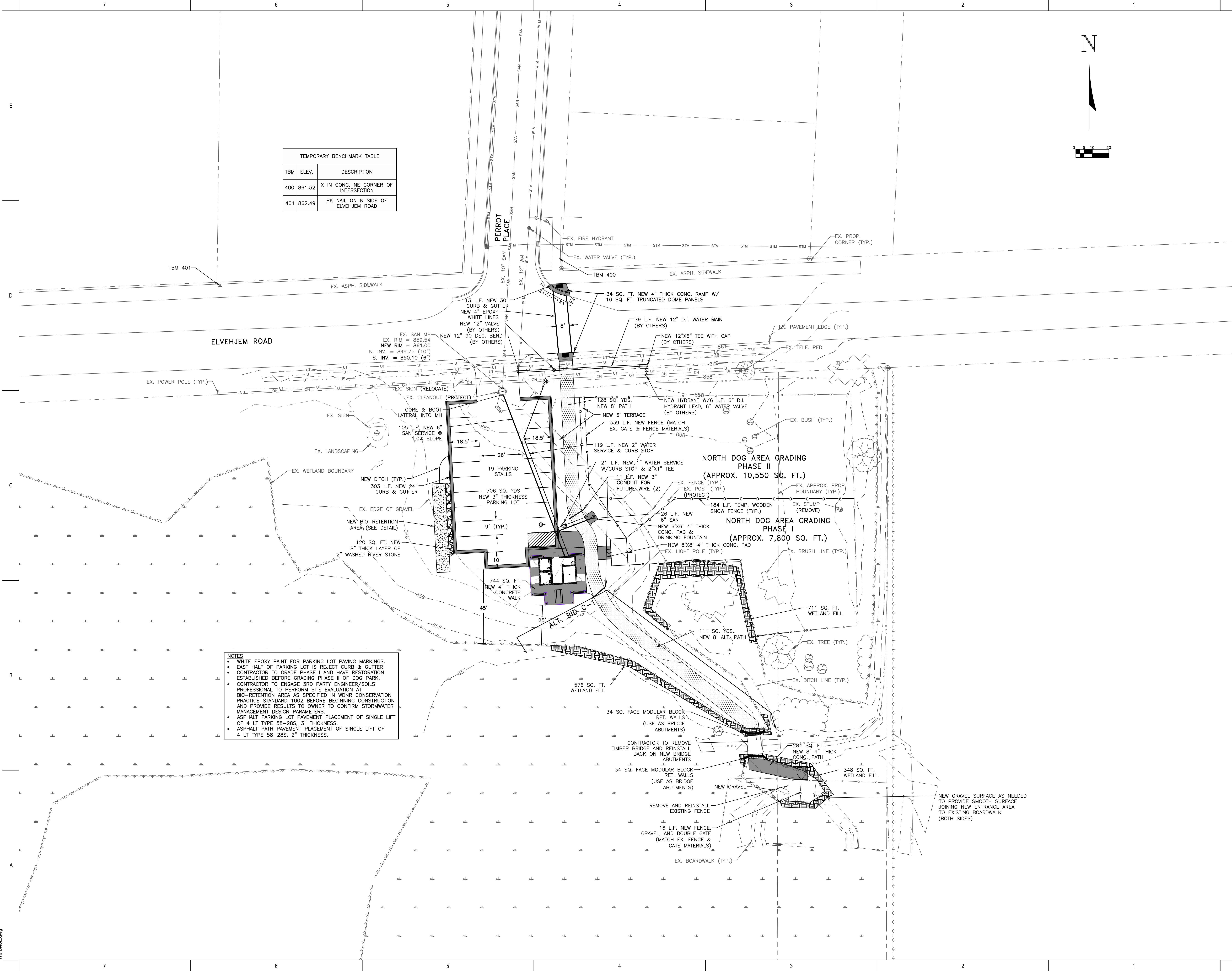
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Standard Construction Details - Erosion Control

Sheet Number:

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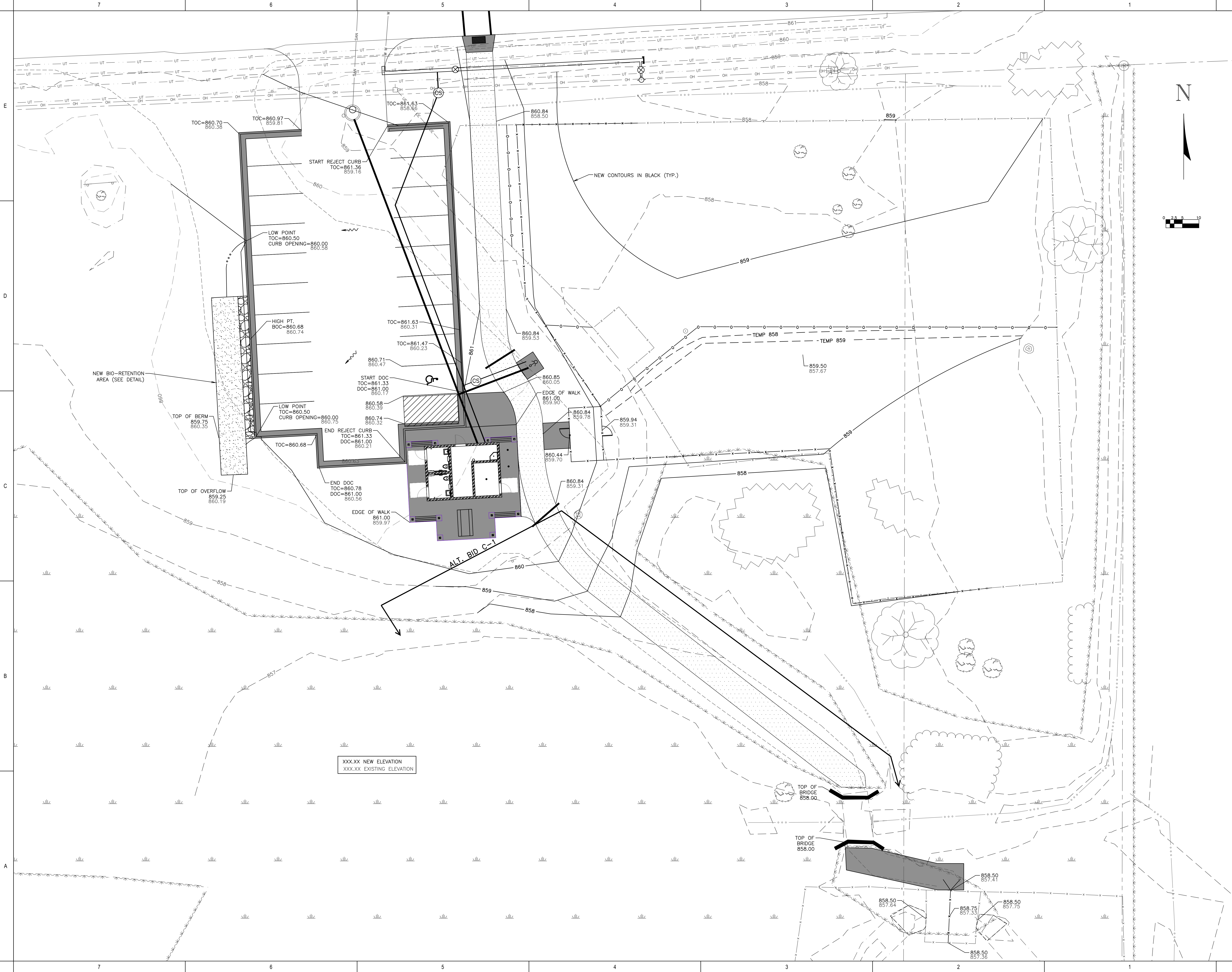
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Sheet Title:
**Dog Park
Site & Utility
Layout Plan**

Sheet Number:
C1.2

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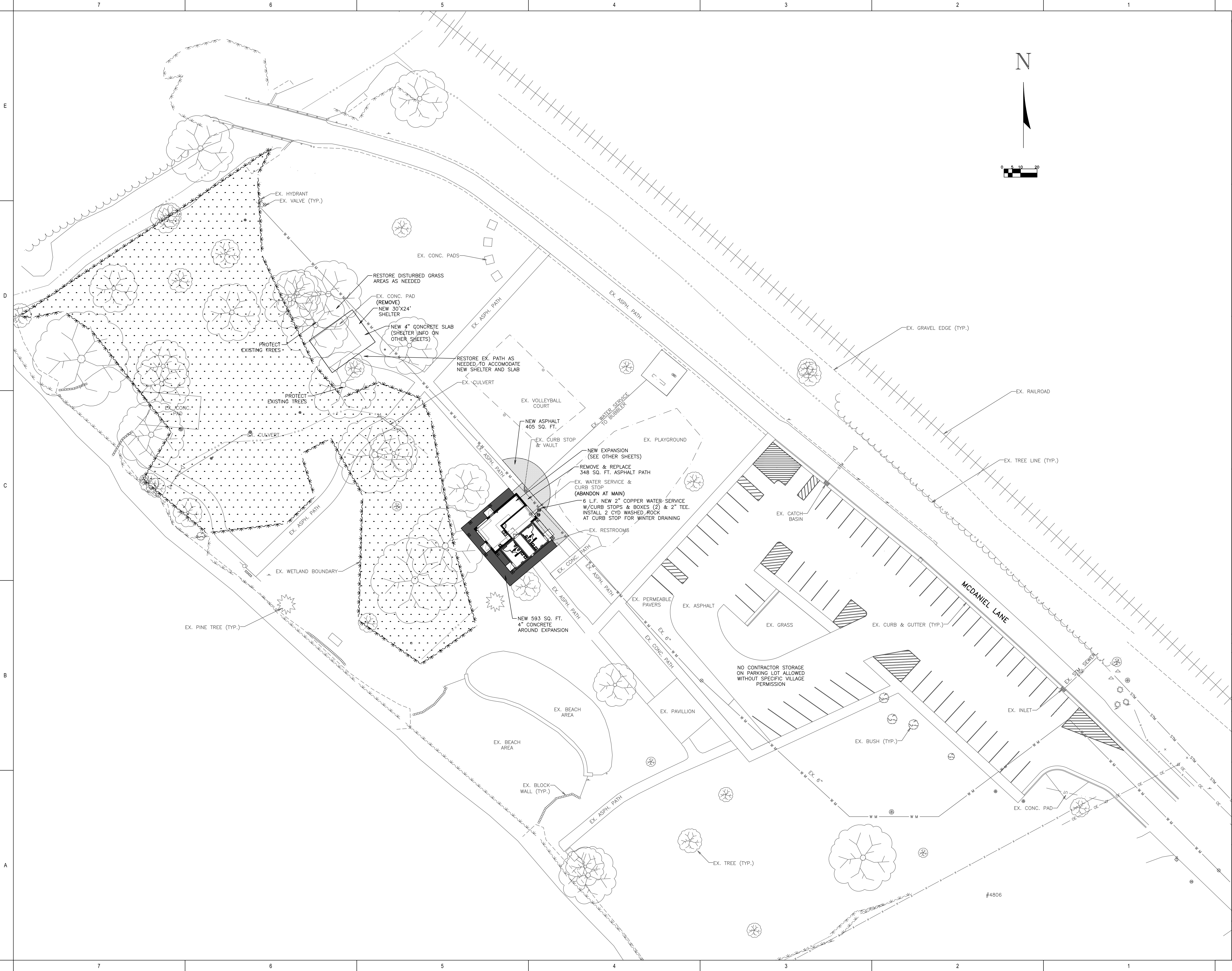
Sheet Title:

Dog Park Grading Plan

Sheet Number:

C1.3

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Site\Drawings\MCDANIEL PARK.dwg



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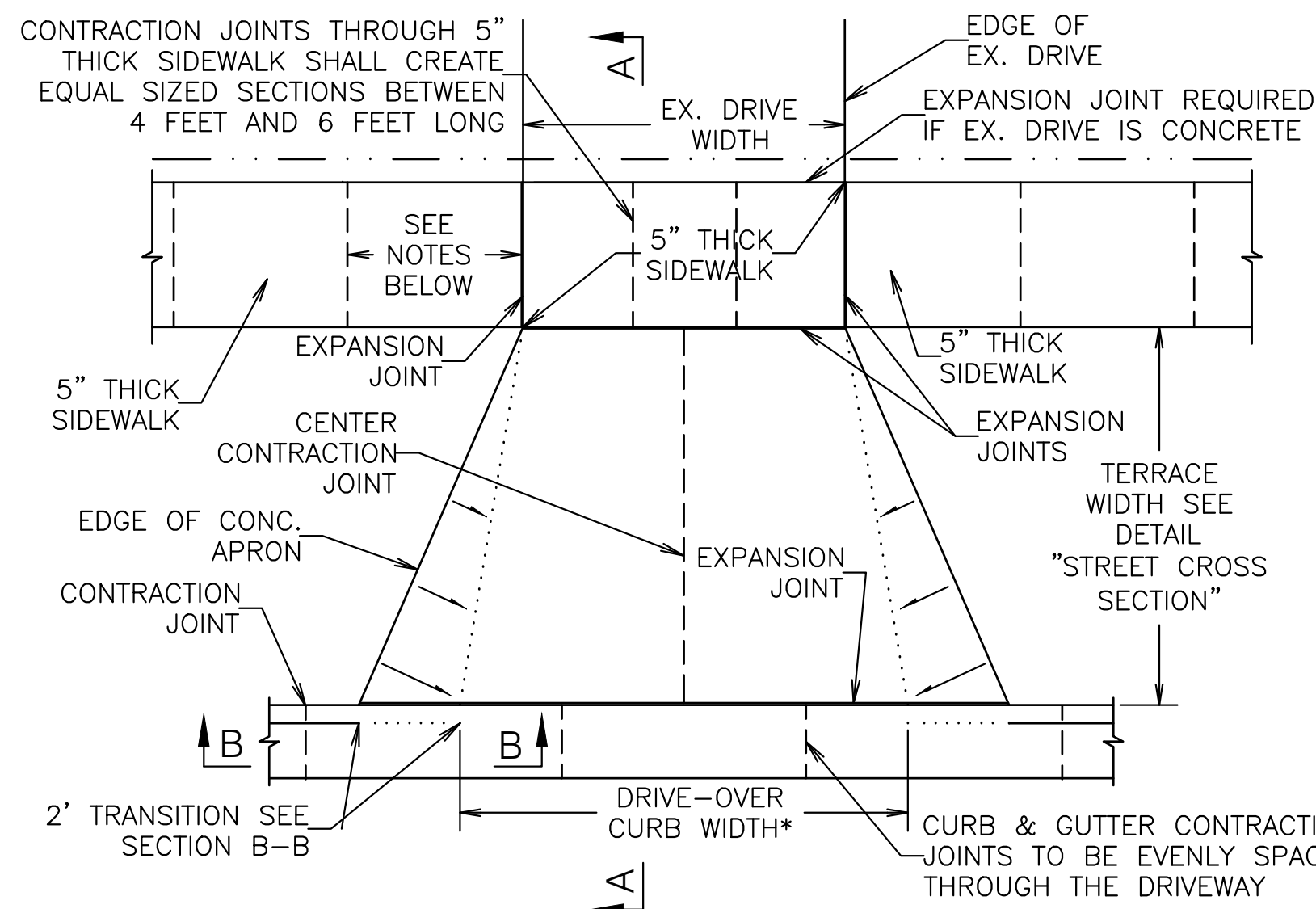
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Sheet Title:
**McDaniel Park
Site Layout Plan**

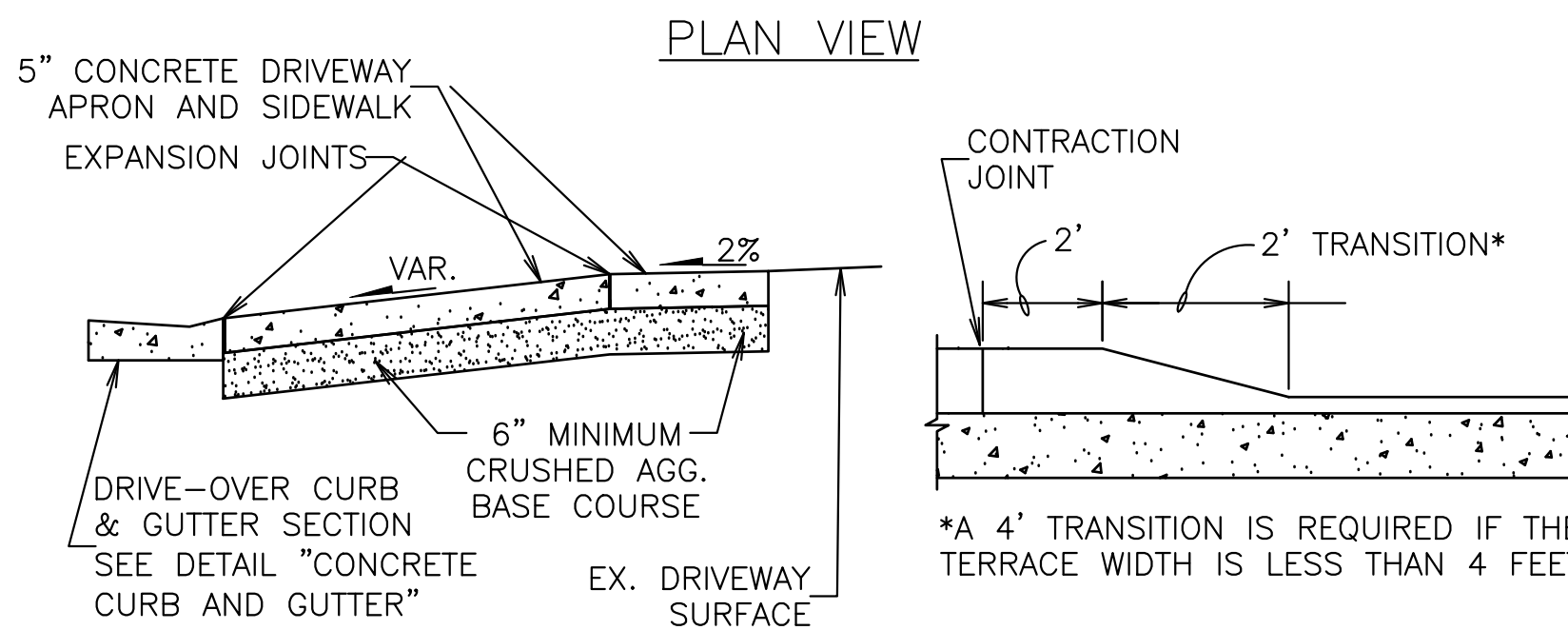
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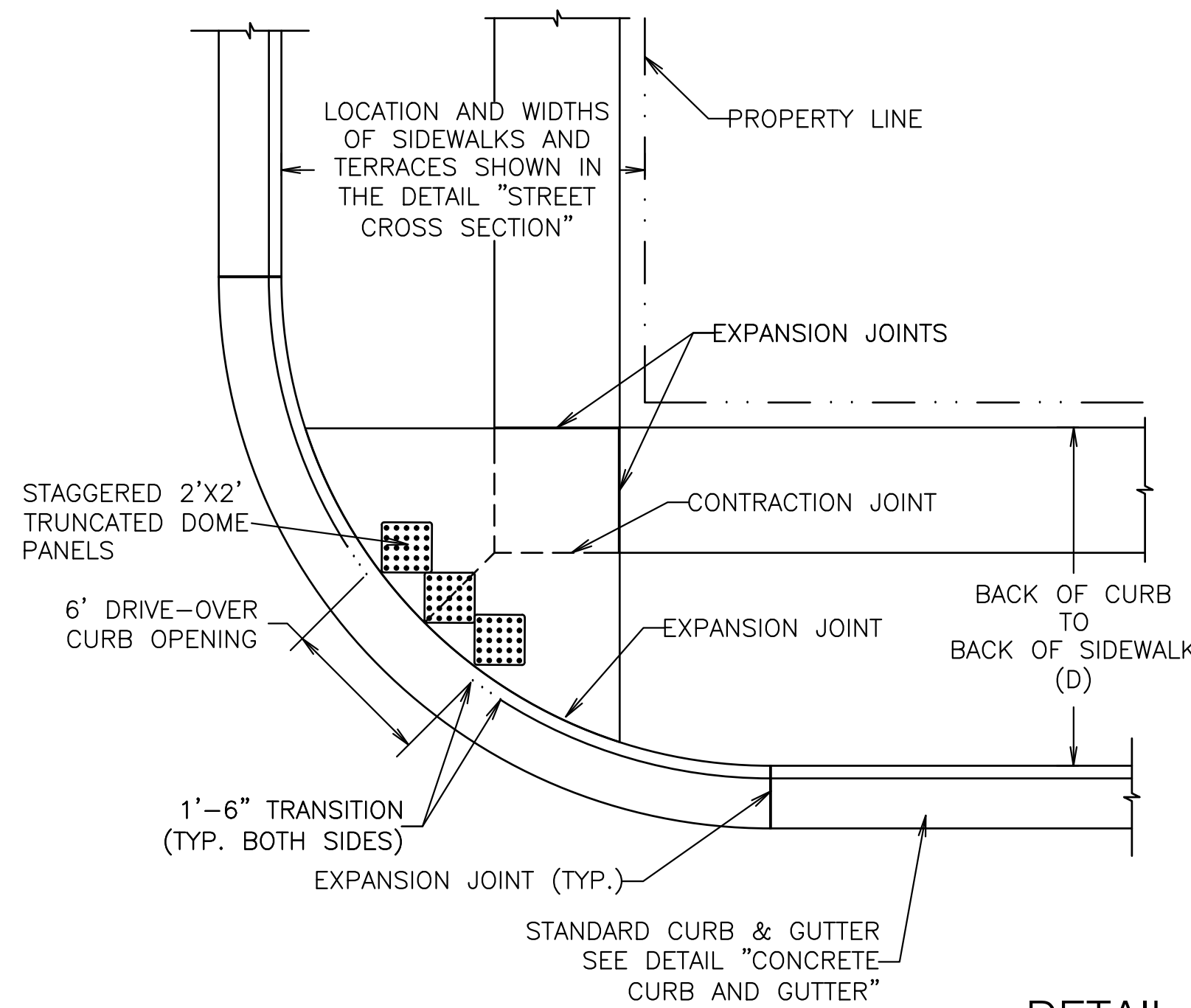


NOTES: - 5" THICK WALK WIDTH SHALL BE EQUAL TO THE EX. DRIVE WIDTH OR A MINIMUM OF 12' CENTERED ON THE EX. DRIVE. THE DRIVE-OVER CURB WIDTH SHALL BE EQUAL TO THE 5" THICK WALK WIDTH PLUS 2', CENTERED ON THE EX. DRIVE.
- CONTRACTION JOINTS IN 5" THICK SIDEWALKS SHALL BE PLACED EVERY 5'. EXPANSION JOINTS SHALL BE PLACED AT INTERVALS NOT TO EXCEED 96 FEET.



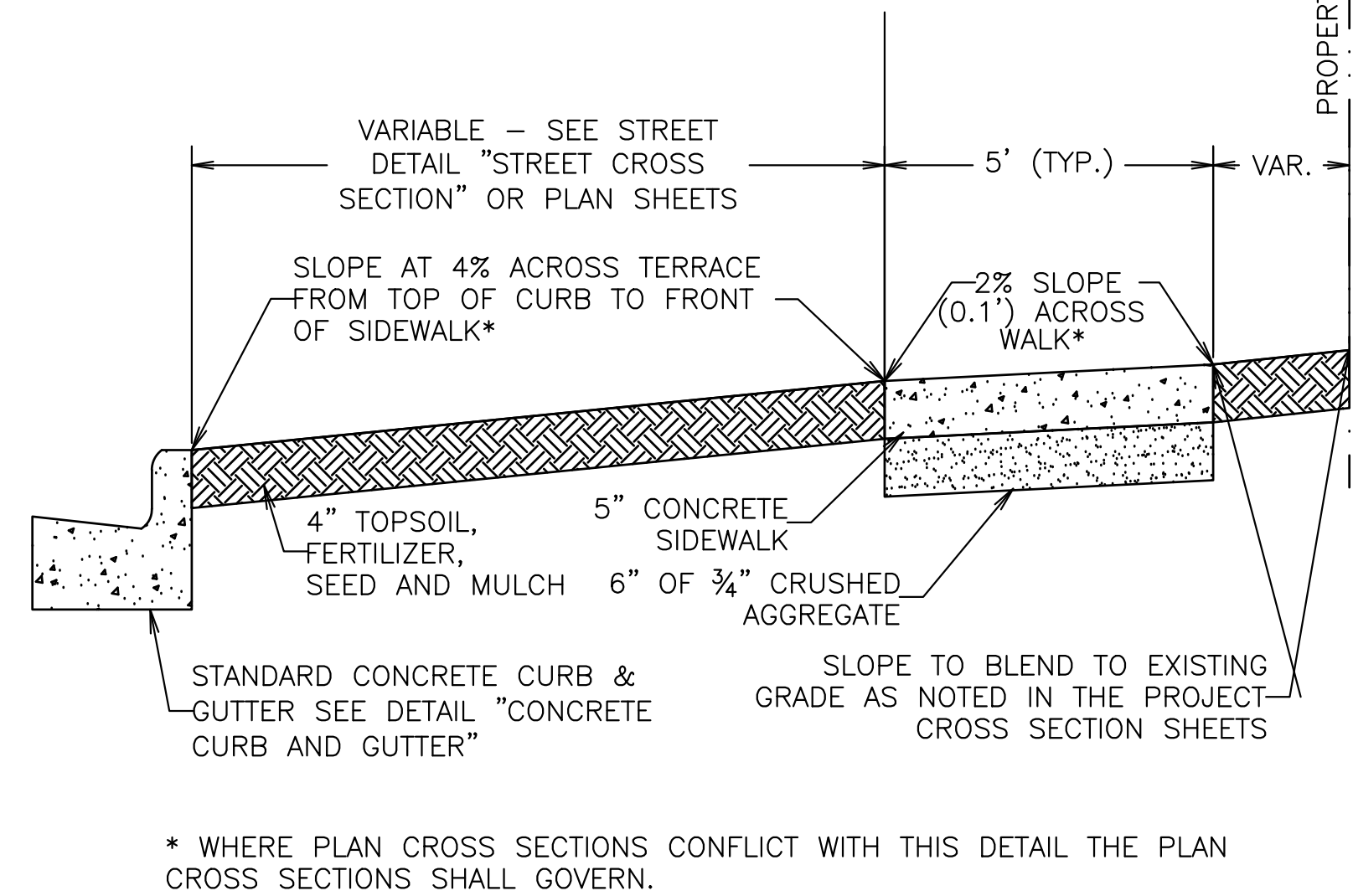
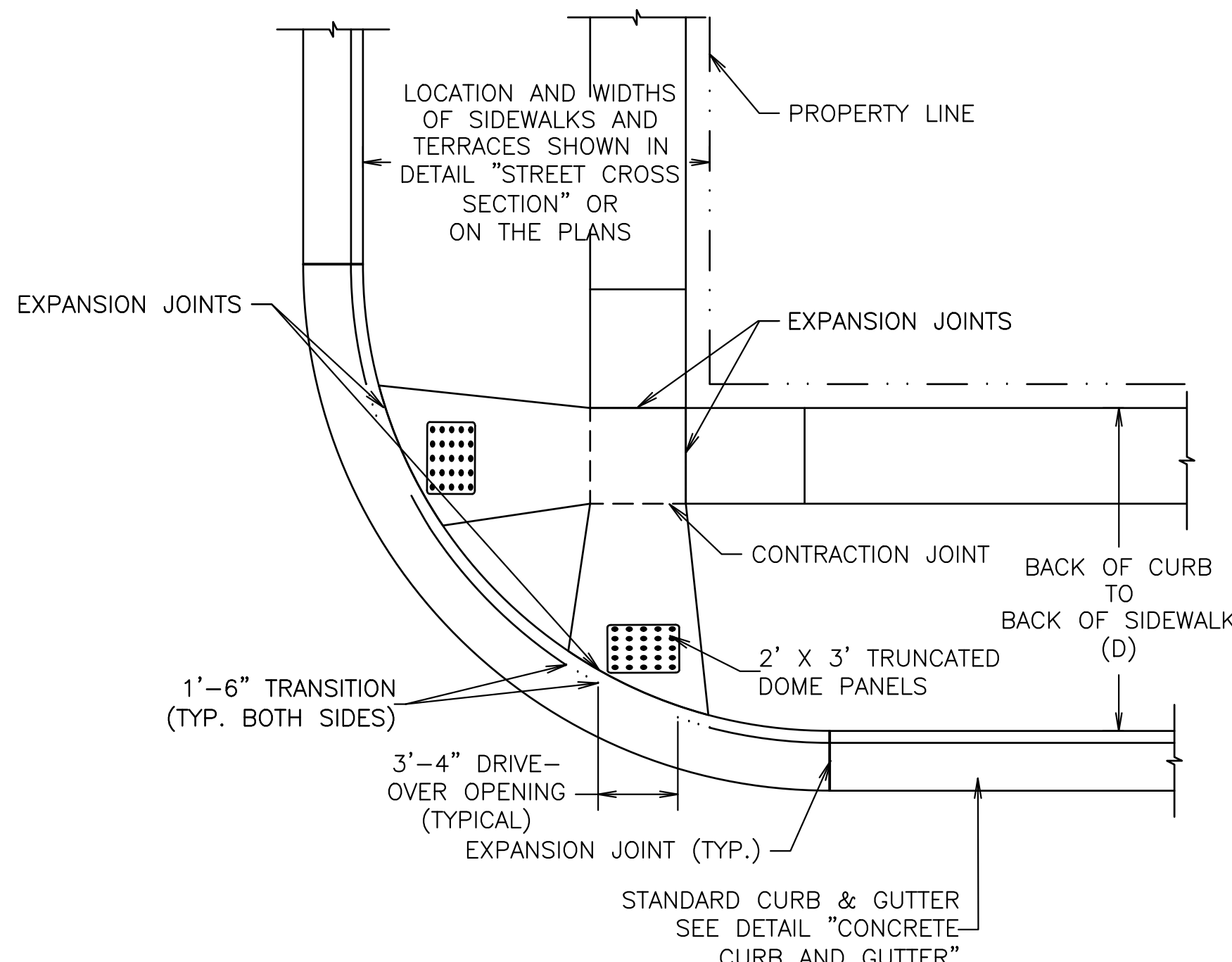
DETAIL
DRIVEWAY

TYPE 1 CURB RAMP
- FOR USE WHEN THE DISTANCE FROM THE BACK OF THE CURB TO THE BACK OF THE SIDEWALK (D) IS LESS THAN 12 FEET.

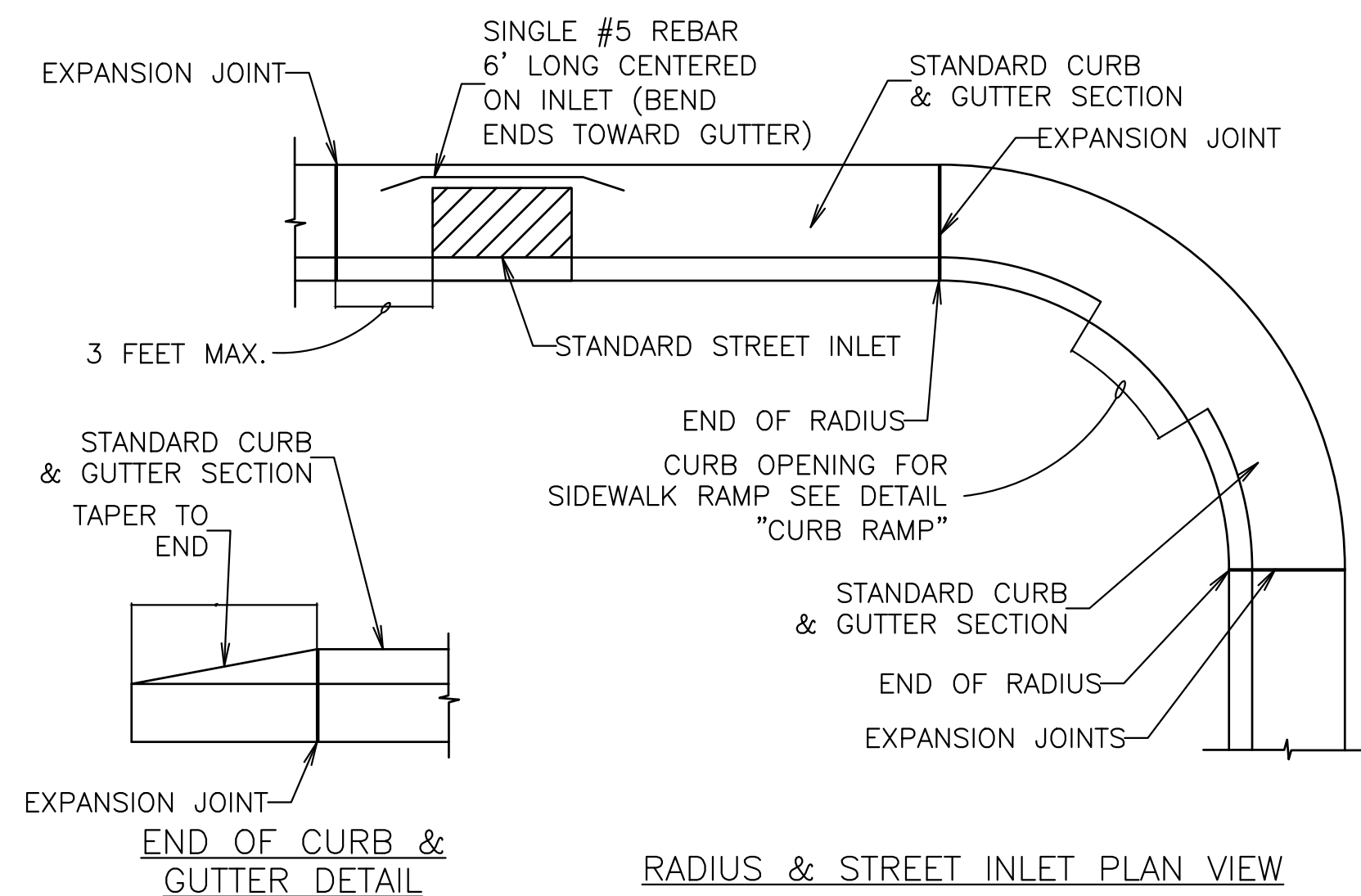
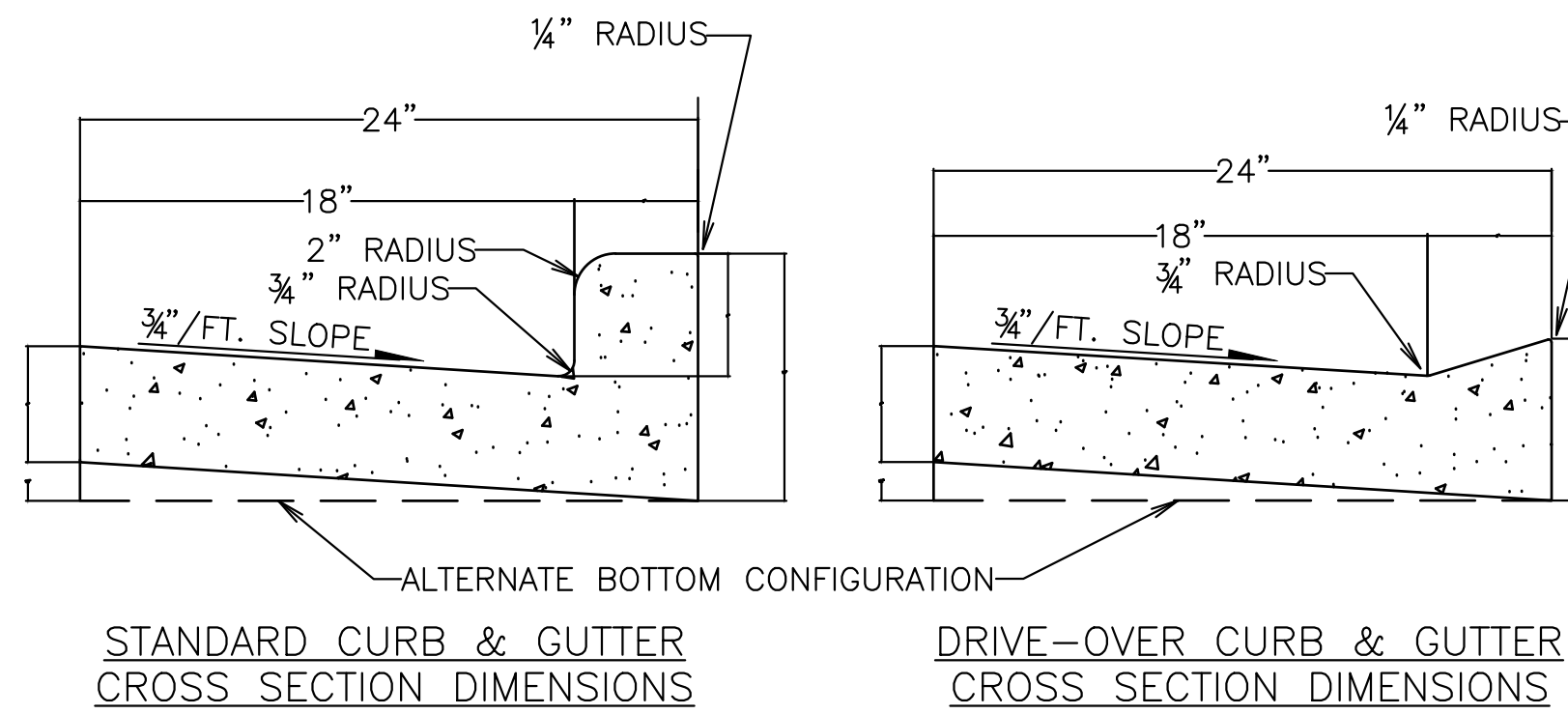


DETAIL
CURB RAMP

TYPE 2 CURB RAMP
- FOR USE WHEN THE DISTANCE FROM THE BACK OF THE CURB TO THE BACK OF THE SIDEWALK (D) IS GREATER THAN OR EQUAL TO 12 FEET.

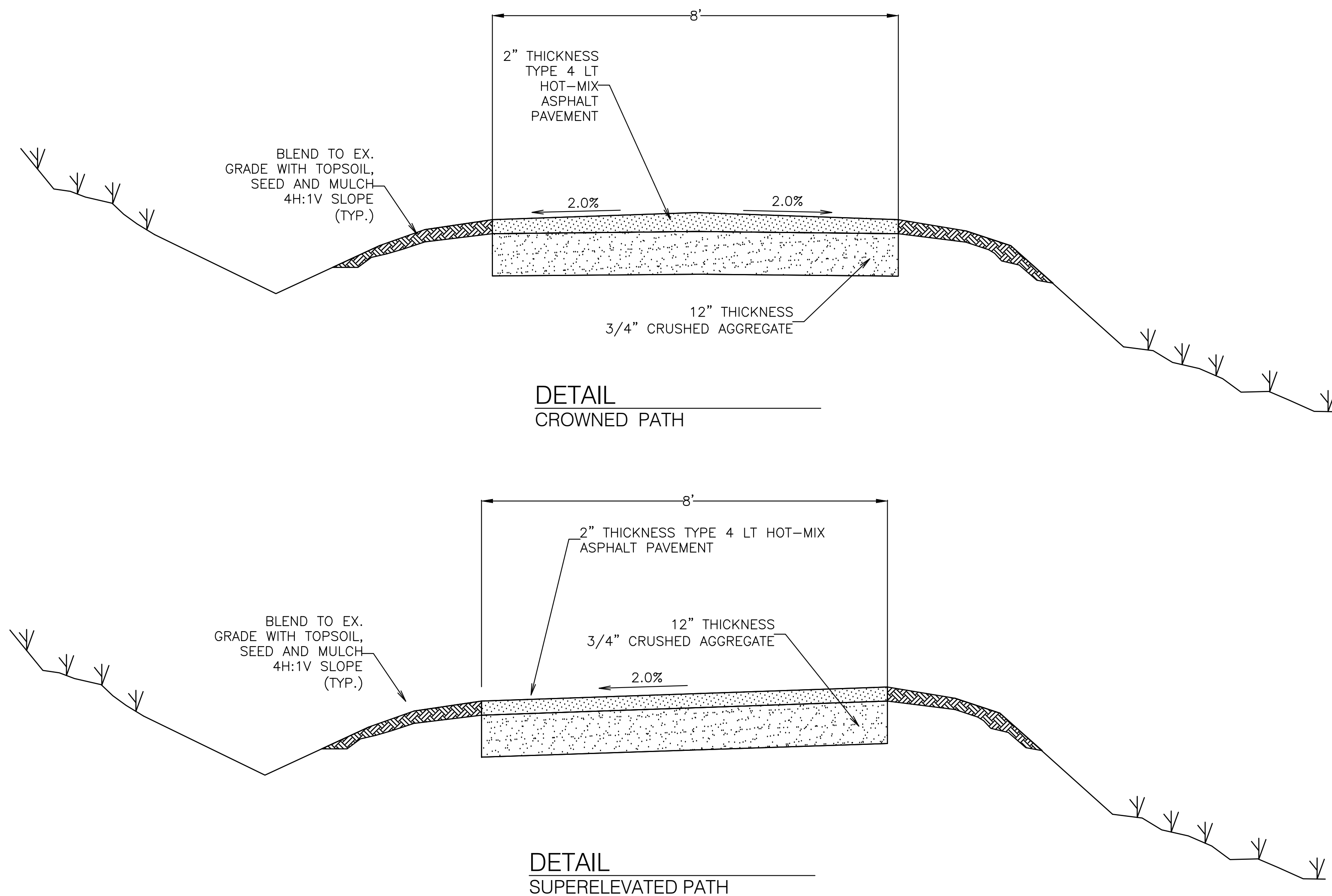


DETAIL
SIDEWALK - TERRACE SECTION



NOTES:
1.) CONTRACTION JOINTS SHALL BE PLACED EVERY 6 TO 12 FEET AND AT LOCATIONS SHOWN IN THE CURB RAMP AND DRIVEWAY DETAILS.
2.) EXPANSION JOINTS SHALL BE PLACED AT EVERY END OF RADIUS, 3 FEET ON ONE SIDE OF EACH STREET INLET AND AT INTERVALS NOT TO EXCEED 300 FEET.

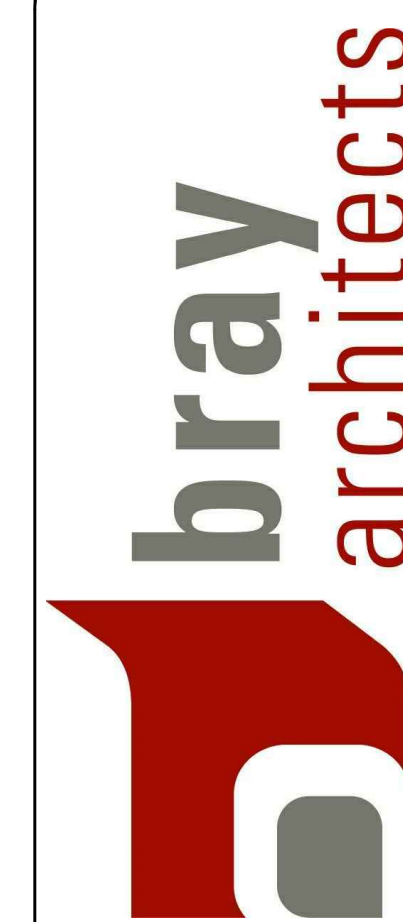
DETAIL
CONCRETE CURB AND GUTTER



DETAIL
CROWNED PATH

DETAIL
SUPERELEVATED PATH

NOTES:
TRUNCATED DOME PANELS MUST TOUCH ONE CORNER TO RADIUS OF BACK OF CURB. IF MORE THAN ONE IS USED THEY MUST TOUCH OR OVERLAP. DOMES SHALL BE ALIGNED WITH CROSS WALK DIRECTION.



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Sheet Title:
Standard Construction Details - Street Improvements

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C1.5

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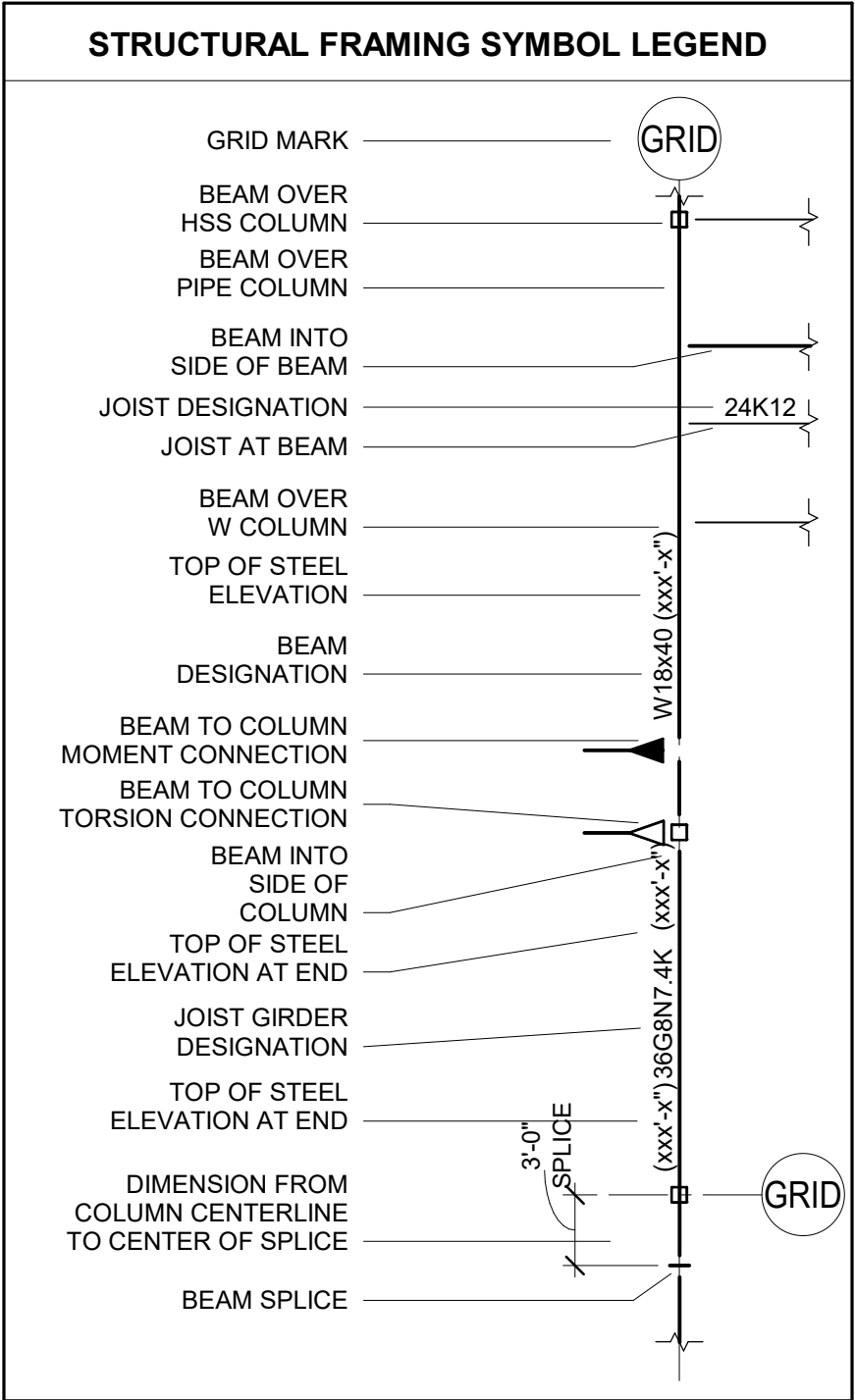
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STEEL LINTEL SCHEDULE				
MARK	TYPE	SIZE	PLATE	GUSSETS
L-01	A	W8x10	PL1/4x7	-----
L-02	B	W8x10	PL5/16x11	1/4" @ 32" o/c
L-03	B	W8x18	PL5/16x11	1/4" @ 32" o/c

SEE SHEET S5.1 FOR TYP LINTEL SECTIONS AND DETAILS



WOOD TRUSS FRAMING NOTES

- RD-01: 5/8" PLYWOOD ROOF SHEATHING
- RD-02: 3" NOMINAL WOOD DECK SIMPLE SPAN LAYUP
- TB xxx'-x" INDICATES TRUSS BEARING ELEVATIONS
- FRAME ALL HVAC ROOF OPENINGS w/ 2x4
- TRUSSES SHALL BE DESIGNED FOR THE LOADS INDICATED IN GENERAL NOTE 1.1.3 AND ANY ADDITIONAL LOADS, INCLUDING DRIFTING SNOW LOADS, SHOWN ON THIS PLAN.
- TEMPORARY TRUSS BRACING: SHALL BE PROVIDED BY THE GENERAL CONTRACTOR TO RESIST WIND AND ERECTION LOADS, UNTIL PERMANENT BRACING IS INSTALLED.
- TEMPORARY BRACING: SHALL BE SELECTED BY OTHERS BUT SHALL NOT BE LESS THAN 2x4 @ 6'-0" OC AT TOP CHORDS, 8'-0" OC AT BOTTOM CHORDS AND 20'-0" OC AT WEB MEMBERS.
- IN ADDITION TO ROOF SHEATHING AND OTHER PERMANENT BRACING AS INDICATED ON DRAWINGS, PROVIDE HORIZONTAL/DIAGONAL WEB MEMBER BRACING AS SPECIFIED BY THE TRUSS DESIGNER.
- TRUSSES SUPPORTING PIGGYBACK TRUSSES OR OTHER OVER FRAMING SHALL HAVE THE TOP CHORDS BRACED WITH 2x4 @ 24" o/c UNO. PROVIDE ADDITIONAL TOP CHORD BRACING AS SPECIFIED BY THE TRUSS DESIGNER, CONNECT BRACING TO THE ROOF SHEATHING OR END WALLS.
- ROOF TRUSS DESIGN LOADS
 - TOP CHORD DL 15 PSF
 - BOTTOM CHORD DL 10 PSF
 - BALANCED SNOW LOAD 25.2 PSF
 - UNBALANCED SNOW LOAD

EXISTING CONDITIONS NOTE

- ALL EXISTING CONDITIONS TO BE FIELD MEASURED AND FIELD VERIFIED PRIOR TO FABRICATION OR CONSTRUCTION. IN CASE OF DISCREPANCY BETWEEN PLANS & FIELD CONDITIONS NOTIFY ARCHITECT. DO NOT PROCEED UNTIL THE CONDITIONS ARE RESOLVED.
- SEE ARCHITECTURAL DRAWINGS FOR DEMOLITION INFORMATION NOT SHOWN ON THIS DRAWING.
- SEE ARCHITECTURAL DRAWINGS FOR ALL DIMENSIONS NOT SHOWN ON THIS DRAWING.
- CONTRACTORS ARE RESPONSIBLE FOR CORRECT AND COMPLETE USE OF INFORMATION PROVIDED IN CONSTRUCTION DOCUMENTS. IN CASE OF MISSING INFORMATION OR DISCREPANCY NOTIFY ARCHITECT OR ENGINEER. DO NOT PROCEED UNTIL THE CONDITIONS ARE RESOLVED.

WOOD POST SCHEDULE			
MARK	SIZE	POST BASE	ANCHORS
WP-01	6x6 DF-L NO 1	CBSQ66 - SDS2	---

COLUMN SCHEDULE			
MARK	SIZE	BASE PLATE	ANCHOR BOLTS
C-01	HSS7x5x1/4	PL3/4x11x0'-11"	(4) 3/4"

PROVIDE 1/4" SETTING PLATE SAME SIZE AS BASE PLATE.

ANCHOR BOLT EMBEDMENT: 12 x (BOLT DIAMETER).

PROVIDE PLATE WASHER PL3/8x3x0'-3" w/ NUT TOP & BOT, TACK WELD NUTS TO BOLT.

MASONRY PIER SCHEDULE			
MARK	SIZE	VERT REINF	TIES
MP-01	8'x12"	(2) #5	#3 @ 8" OC
MP-02	8'x16"	(2) #5	#3 @ 8" OC
MP-03	8'x22"	(2) #5	#3 @ 8" OC

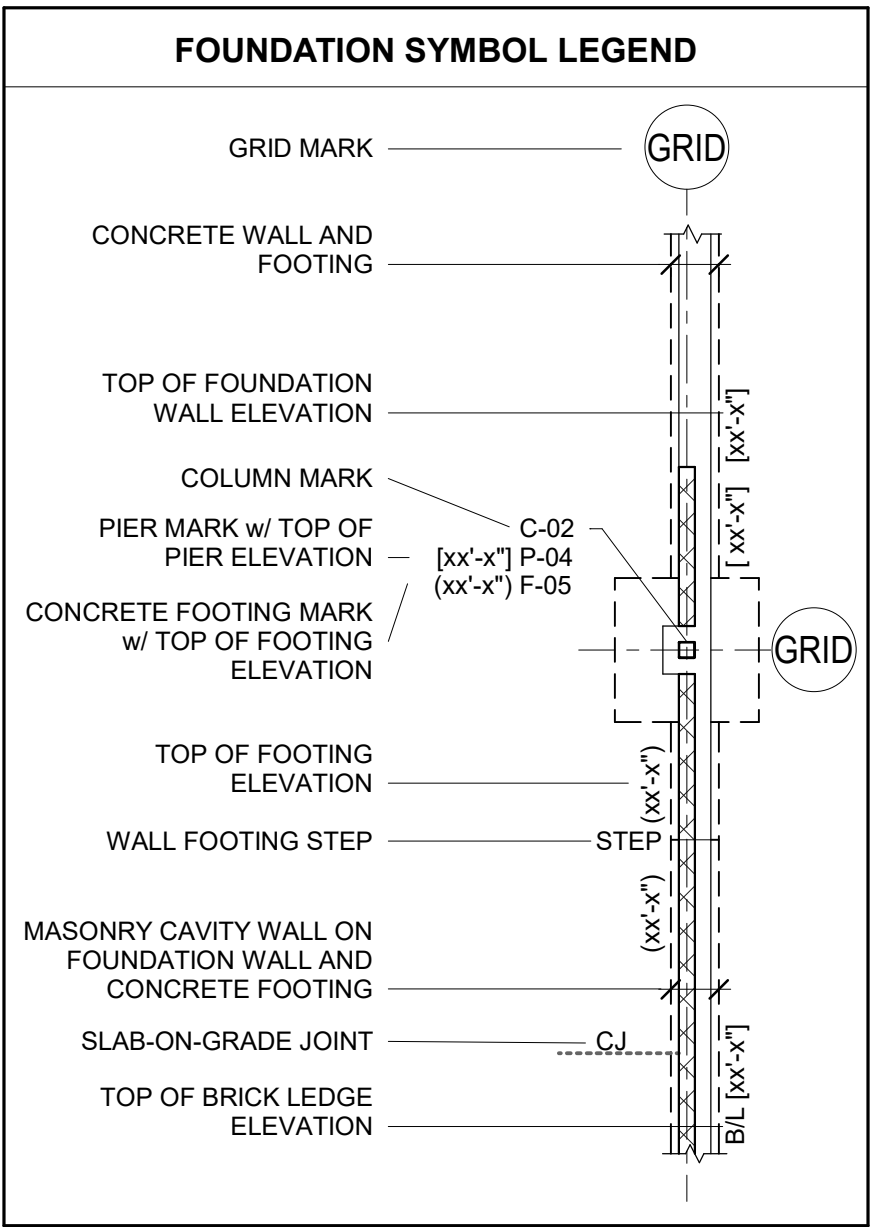
PROVIDE DOWELS INTO FOUNDATION WALL OR FOOTING SAME SIZE AND QUANTITY AS PIER VERTICALS.

CONCRETE PIER SCHEDULE			
MARK	SIZE	VERT REINF	TIES
CP-01	20"x20"	(4) #7	#3 @ 12" OC

PROVIDE DOWELS INTO FOOTING SAME SIZE AND QUANTITY AS PIER VERTICALS.

FOOTING SCHEDULE		
MARK	SIZE	REINFORCING EACH WAY
F-01	3'-0"x3'-0"x12"	(4) #5

SOIL CAPACITY = 2000 PSF (ASSUMED).



SLAB ON GRADE NOTES

- FINISHED FLOOR - EL 100'-0" (unless noted otherwise)
FIN FLR IS FOR REFERENCE ONLY - SEE CIVIL DWGS FOR DATUM INFORMATION
- SEE ARCHITECTURAL DRAWINGS FOR UNDER SLAB INSULATION REQUIREMENTS
- SEE DETAILS 17/S5.0 AND 2/S5.0 FOR TYPICAL CONCRETE FOUNDATION WALL DETAILS.
- STOOP SLABS
5" SLAB W/ #3 @ 12" OC EACH WAY

MASONRY WALL NOTES

- ALL MASONRY TO BE LAID IN RUNNING BOND PATTERN (unless noted otherwise)
- SEE PLANS & DETAILS FOR REINFORCING OF MASONRY WALLS

CONCRETE FOUNDATION NOTES

- FINISHED FLOOR - EL 100'-0" (unless noted otherwise)
- TOP OF FOOTINGS
INTERIOR - EL 99'-4" (unless noted otherwise)
EXTERIOR - EL 96'-0" (unless noted otherwise)
- (xx'-x") INDICATES TOP OF FOOTING ELEVATIONS.
- (xx'-x") INDICATES TOP OF FOUNDATION WALL/PIER ELEVATIONS
TOW - EL 100'-0" (unless noted otherwise)
TOP - EL 99'-4" (unless noted otherwise)
- WALL FOOTINGS
EXTERIOR - 2'-0" x 10" NO REINF (unless noted otherwise)
STOOPS - 1'-4" x 8" NO REINF (unless noted otherwise)
- PROVIDE (2) #4 TOP BARS IN INTERIOR WALL FOOTINGS AT ALL OPENINGS 6'-0" OR GREATER.
- BL (xx'-x") INDICATES BRICK LEDGE ELEVATION
BRICK LEDGE - EL 99'-4" (unless noted otherwise)
- CONCRETE FOUNDATION WALL REINFORCING
(2) #5 CONT TOP AND BOTTOM (unless noted otherwise)
- SEE ARCH PLANS FOR LOCATION OF NON-BEARING WALLS.
- COORDINATE ALL FLOOR DRAINS AND PITCHED SLABS WITH ARCHITECTURAL AND PLUMBING DRAWINGS.
- SEE DETAIL 1/S5.0 AND 2/S5.0 FOR TYPICAL CONCRETE FOUNDATION WALL DETAILS.
- SEE DETAIL 3/S5.0 FOR TYPICAL PIPE PENETRATIONS THROUGH FOUNDATIONS.

AMBROSE ENGINEERING
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AE PROJECT # 000137

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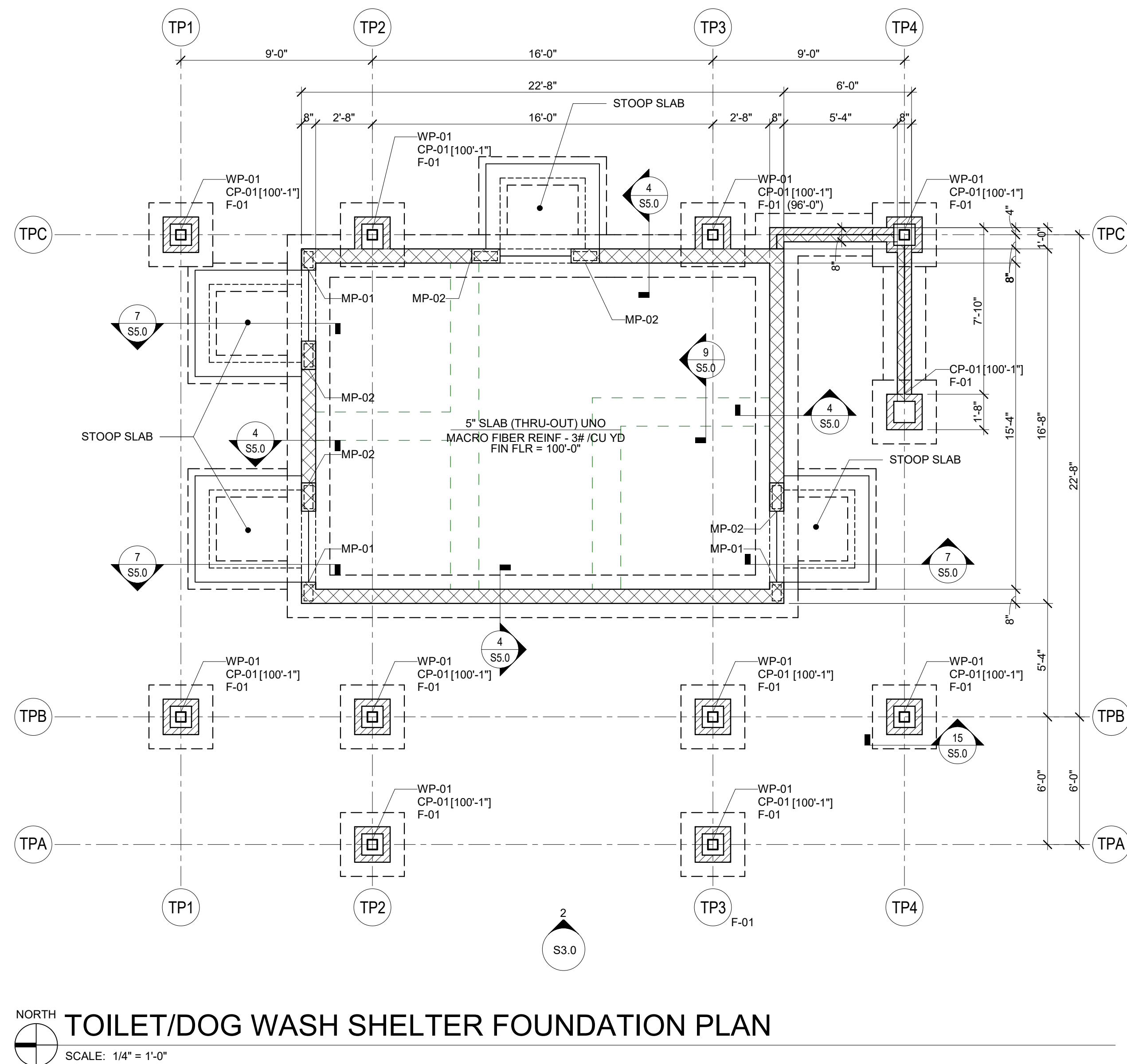
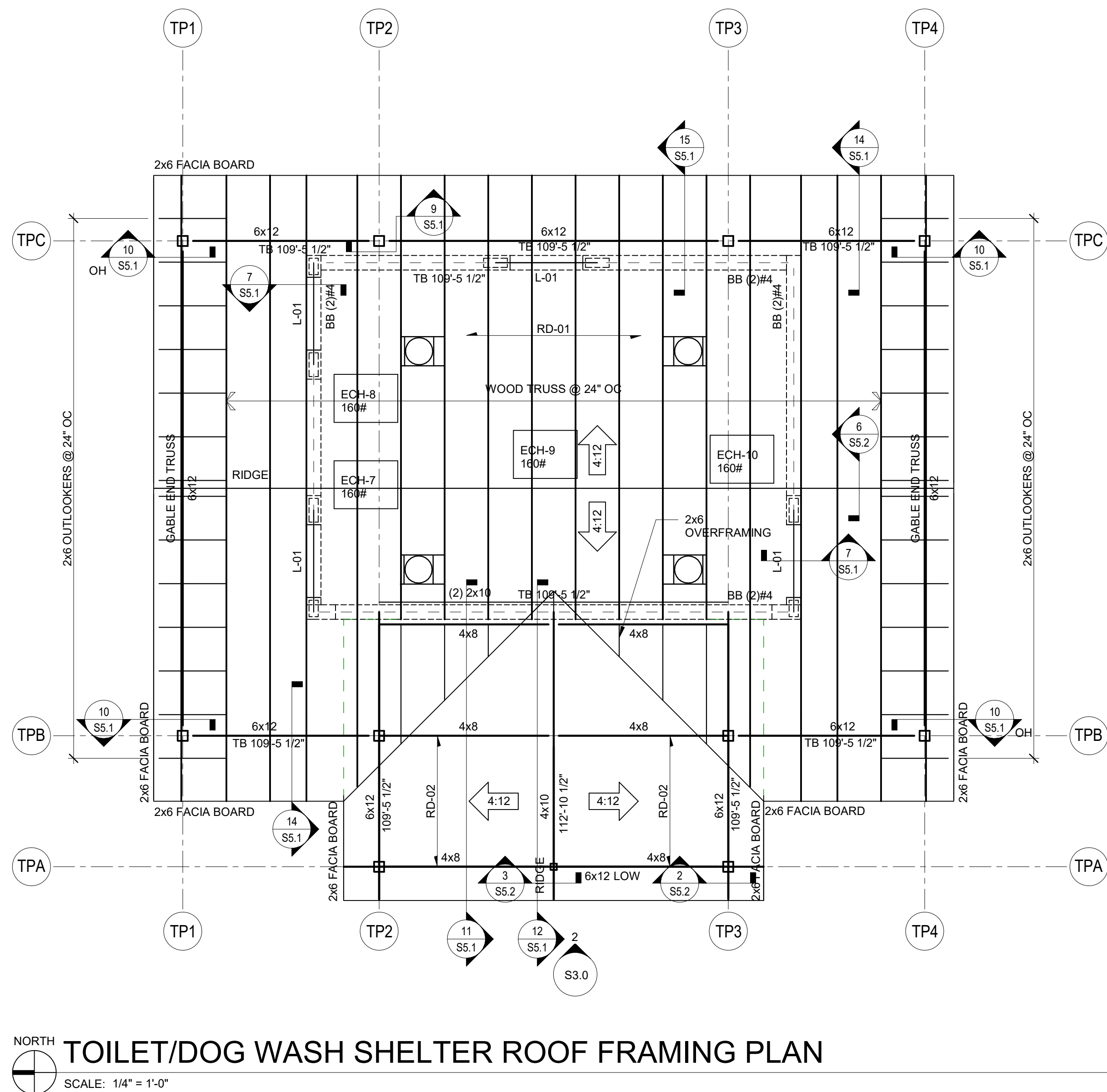
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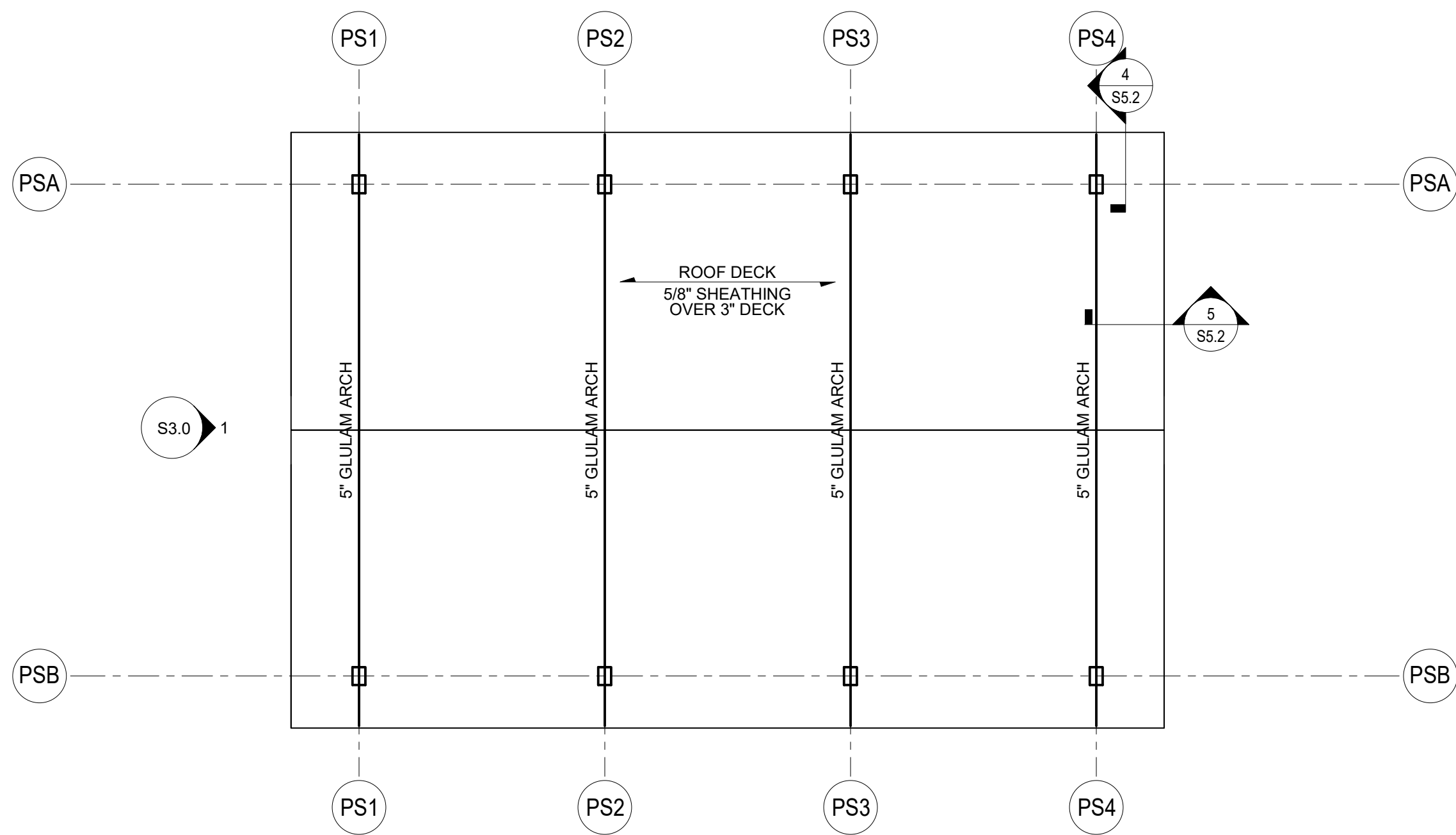
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Sheet Title:
TOILET/DOG WASH SHELTER FOUNDATION AND ROOF FRAMING PLANS

Sheet Number:

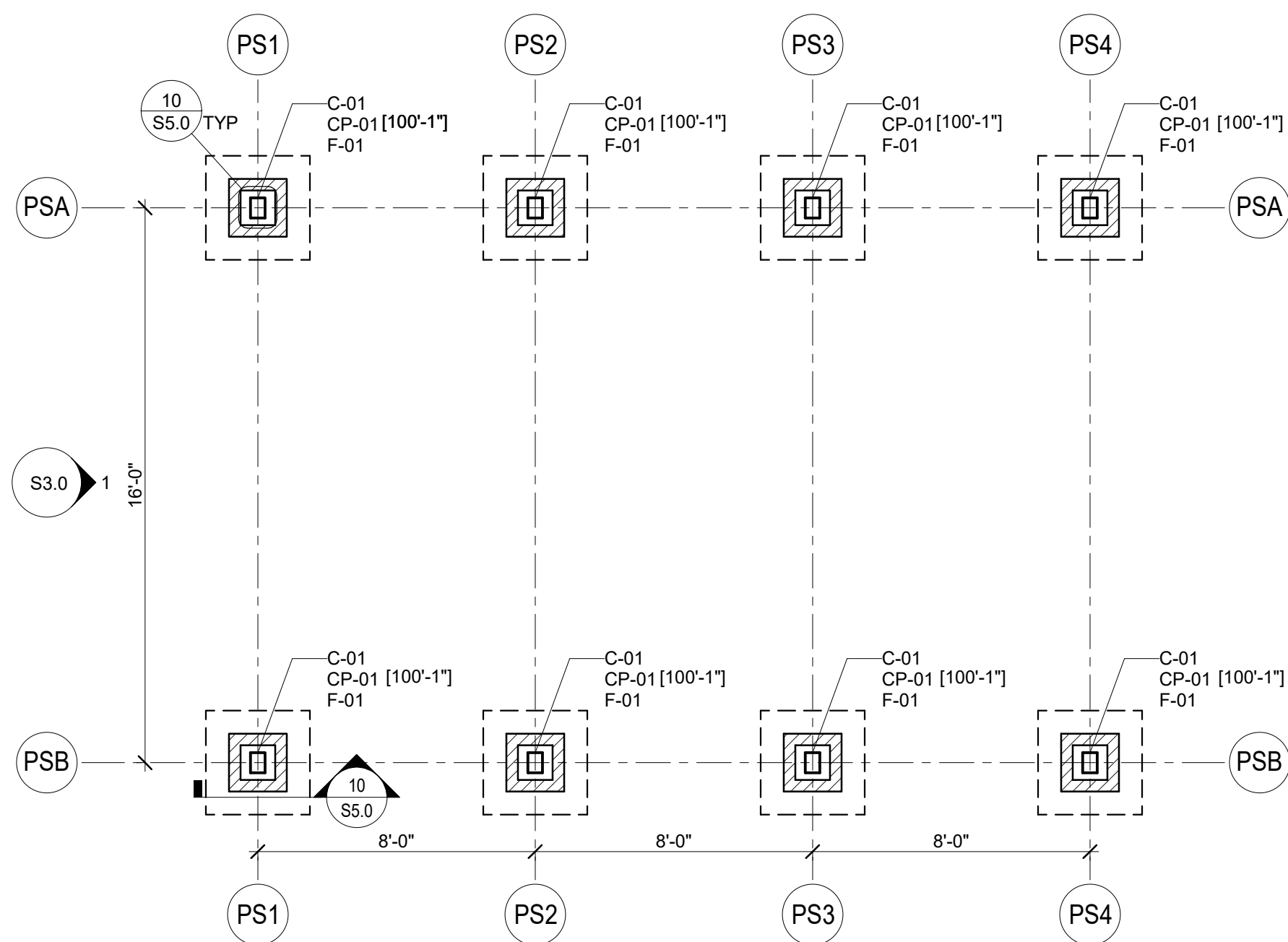
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NORTH
SCALE: 1/4" = 1'-0"

OPEN SHELTER ROOF FRAMING PLAN



NORTH
SCALE: 1/4" = 1'-0"

OPEN SHELTER FOUNDATION PLAN



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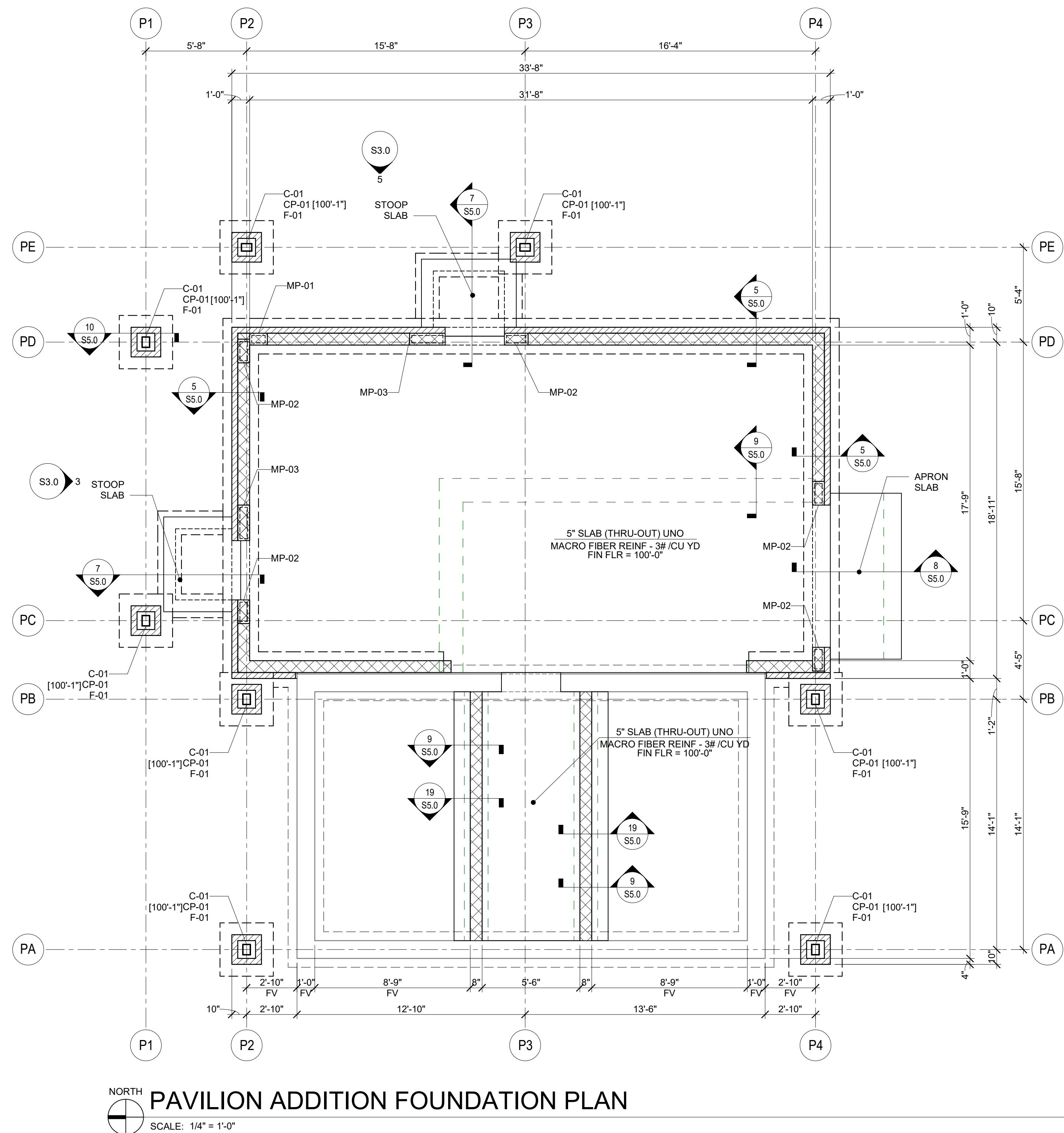
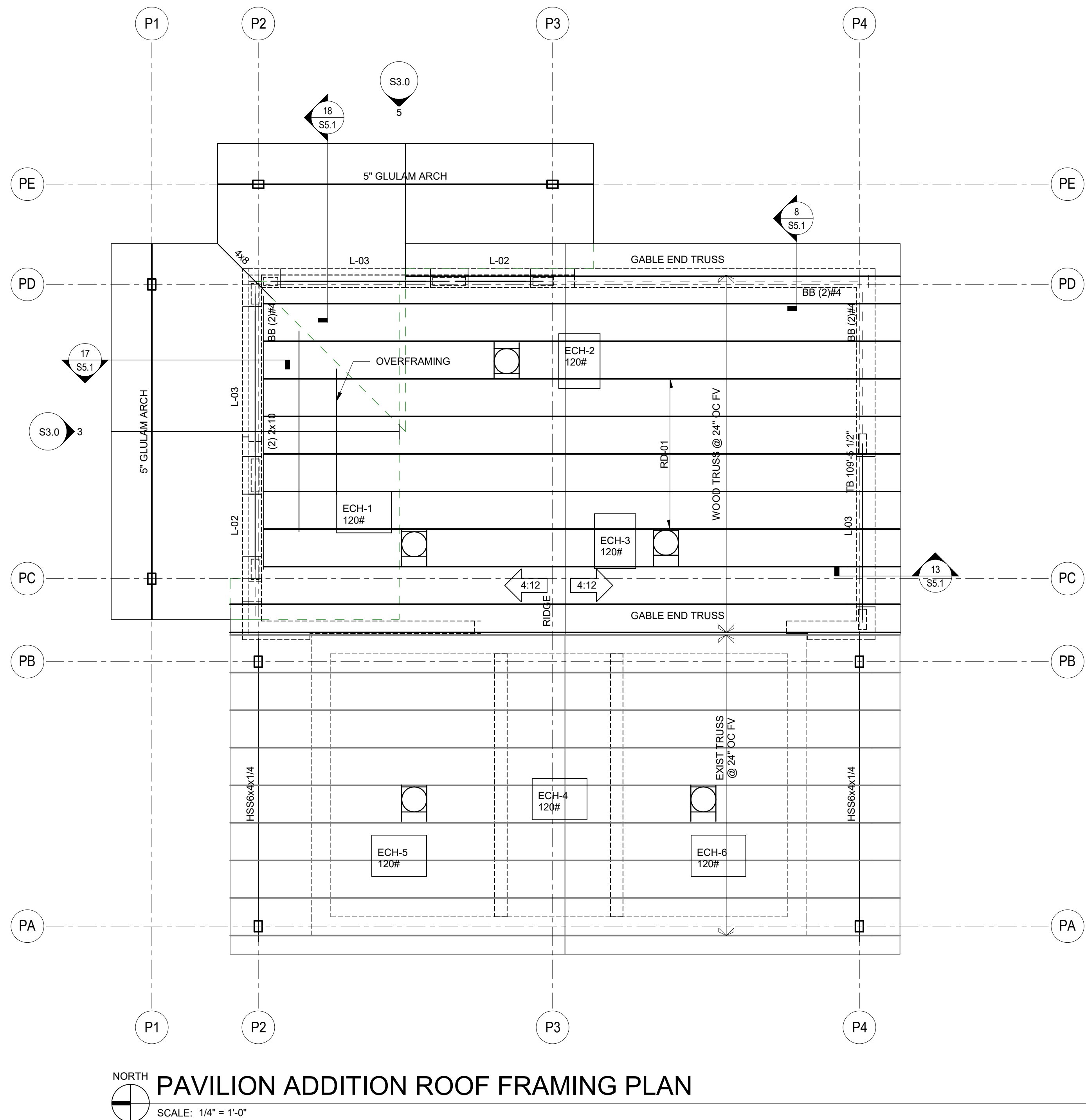
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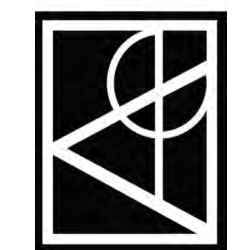
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ADDITION
FOUNDATION AND
ROOF FRAMING
PLANS

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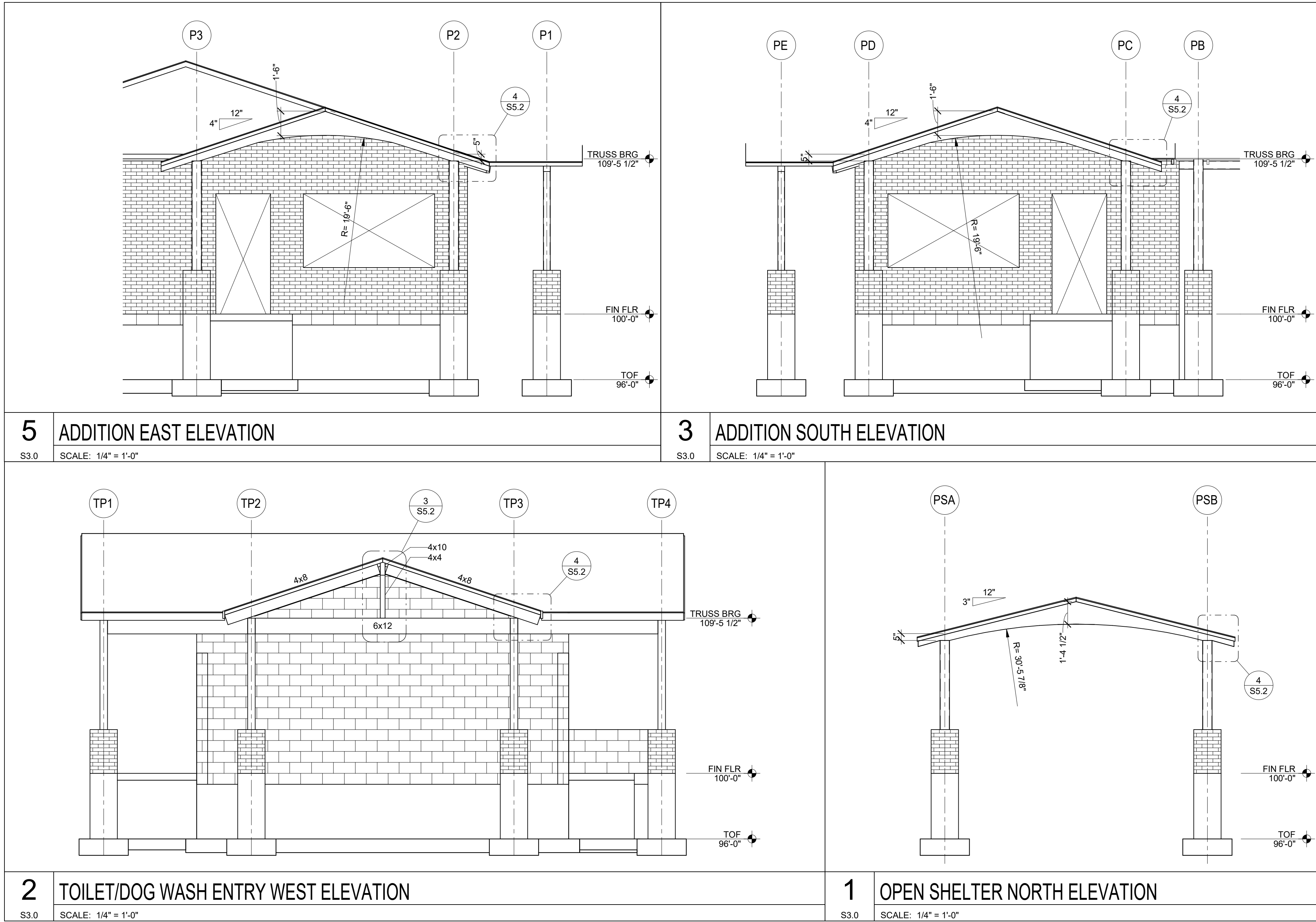
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PHONE: 262-377-7802
AE PROJECT# 000-137



Project Title:

McFarland Park Facility Projects
Village of McFarland
McFarland, WI

REVISIONS:

DATE	DESCRIPTION
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Project Number:

3491

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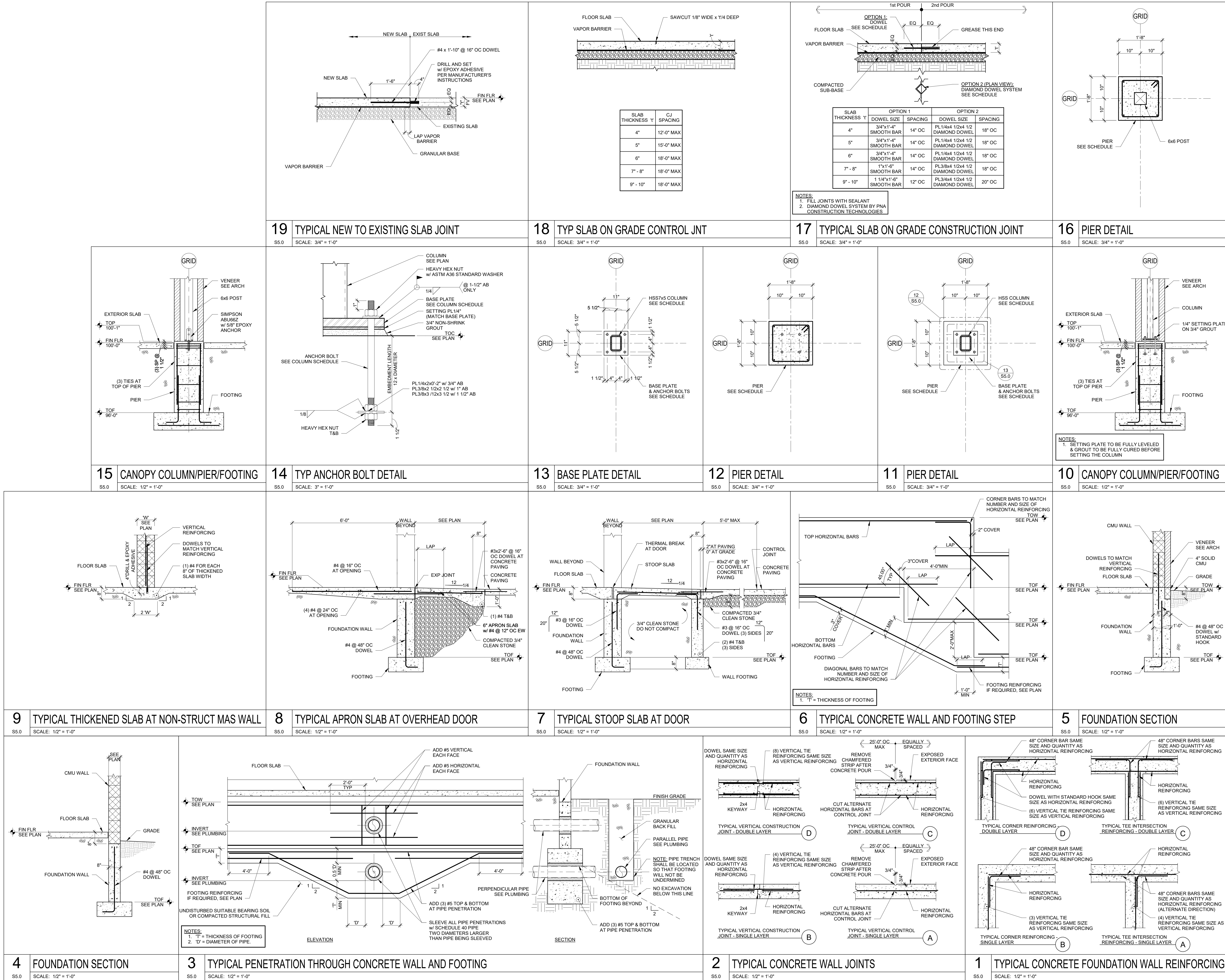
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FRAMING ELEVATIONS

Sheet Number:

S3.0

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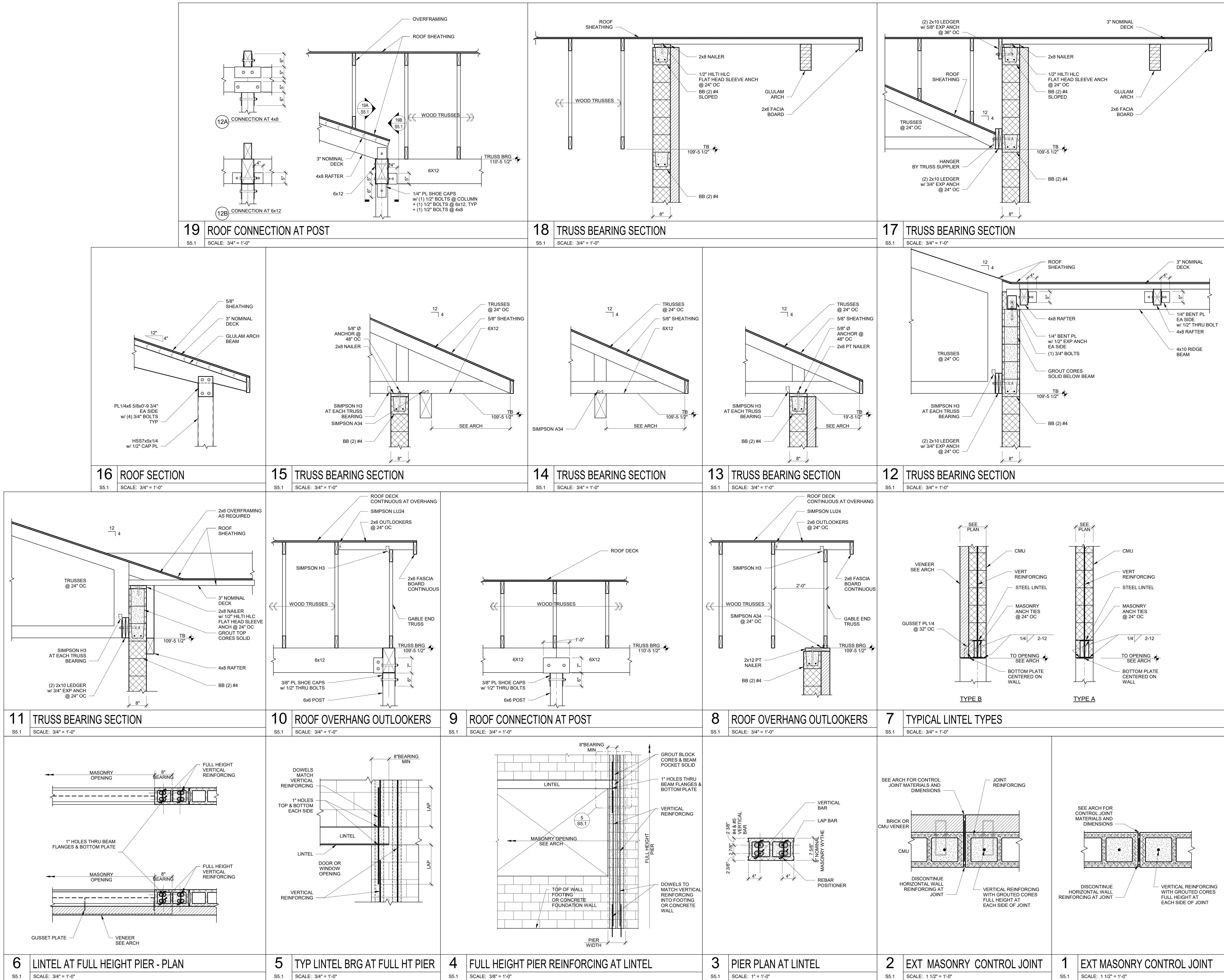
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SECTIONS AND DETAILS

Sheet Number:

S5.0

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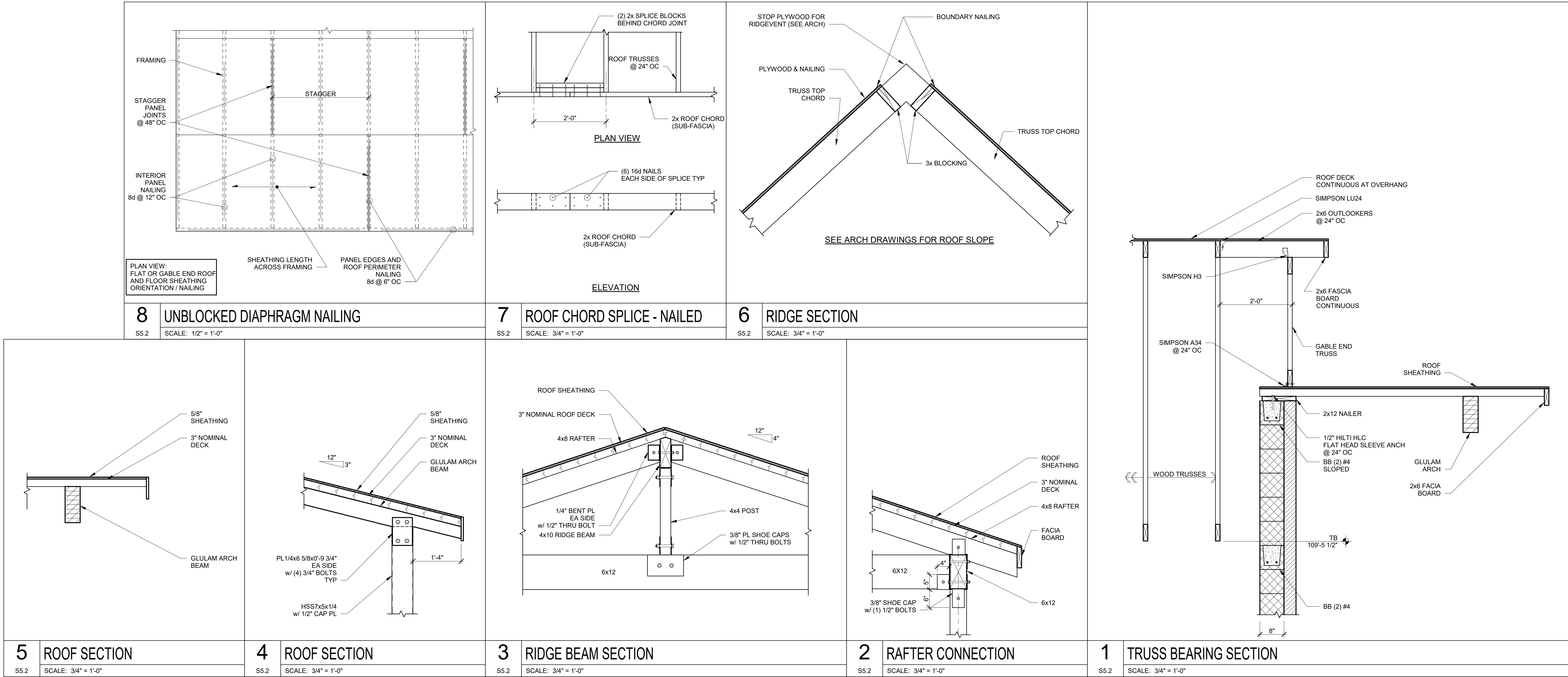
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SECTIONS AND DETAILS

Sheet Number:

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Project Title:
**McFarland Park Facility Projects
Village of McFarland
McFarland, WI**

REVISIONS:	
DATE	DESCRIPTION

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Sheet Title:
SECTIONS AND DETAILS

Sheet Number:
S5.2



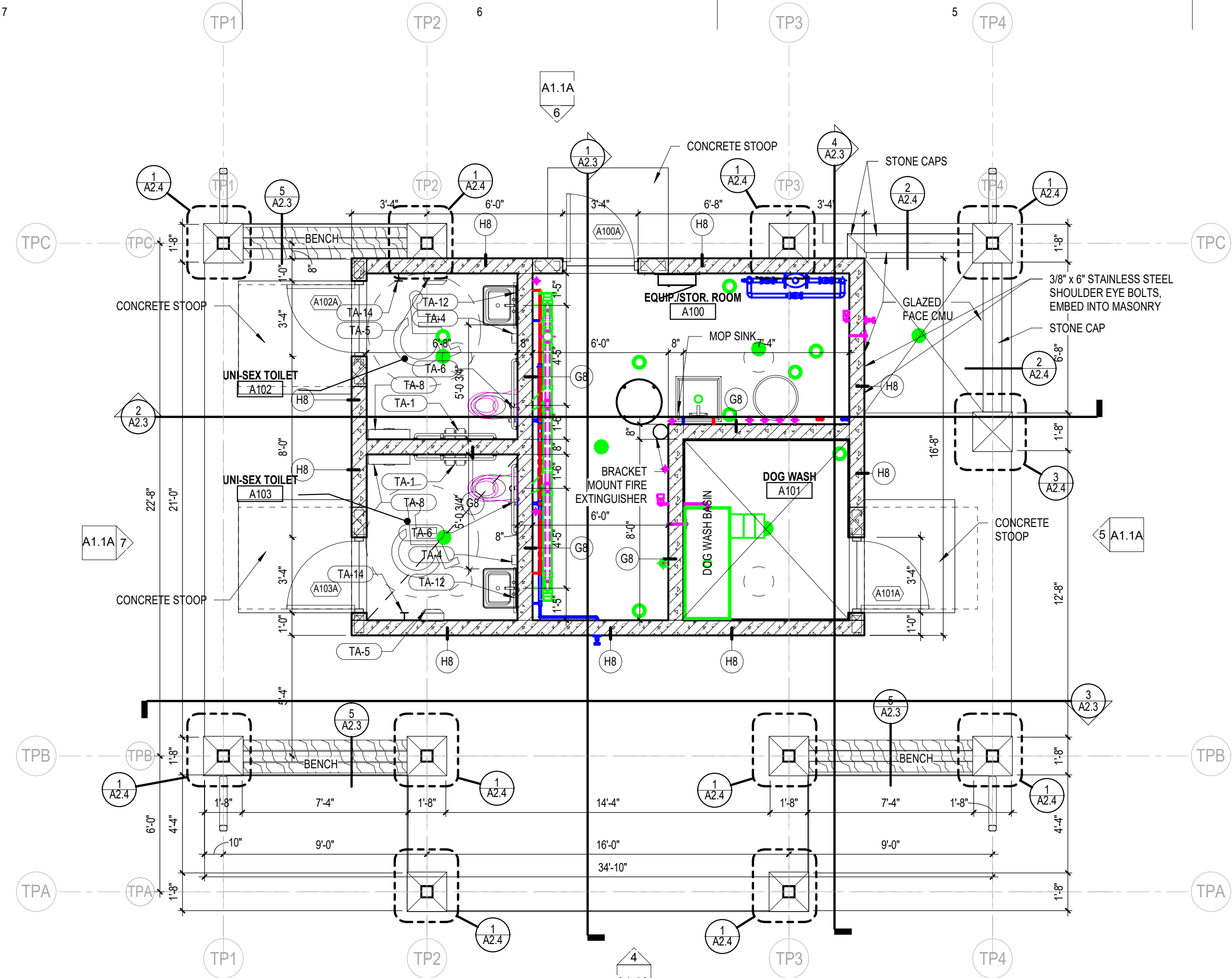
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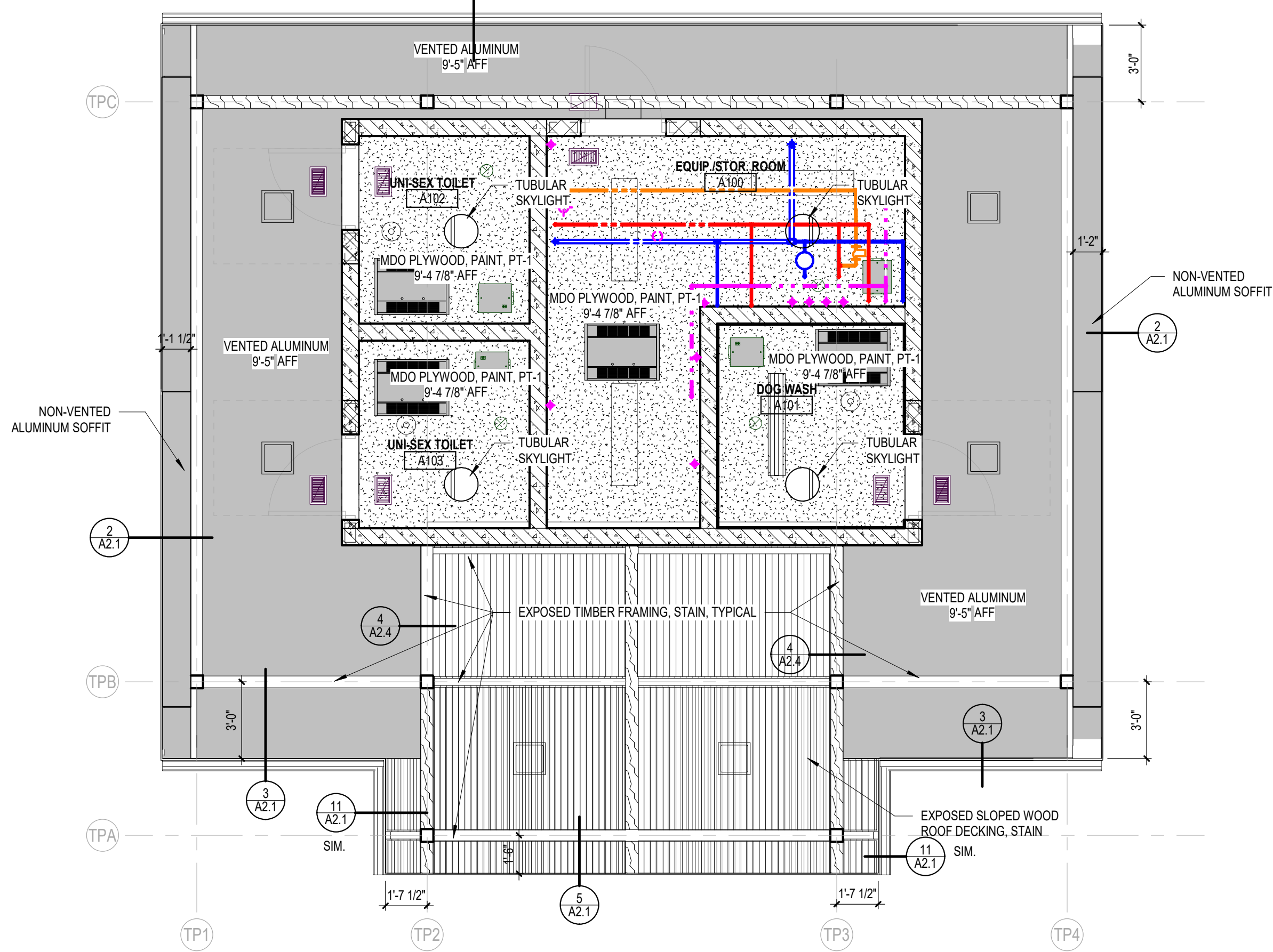
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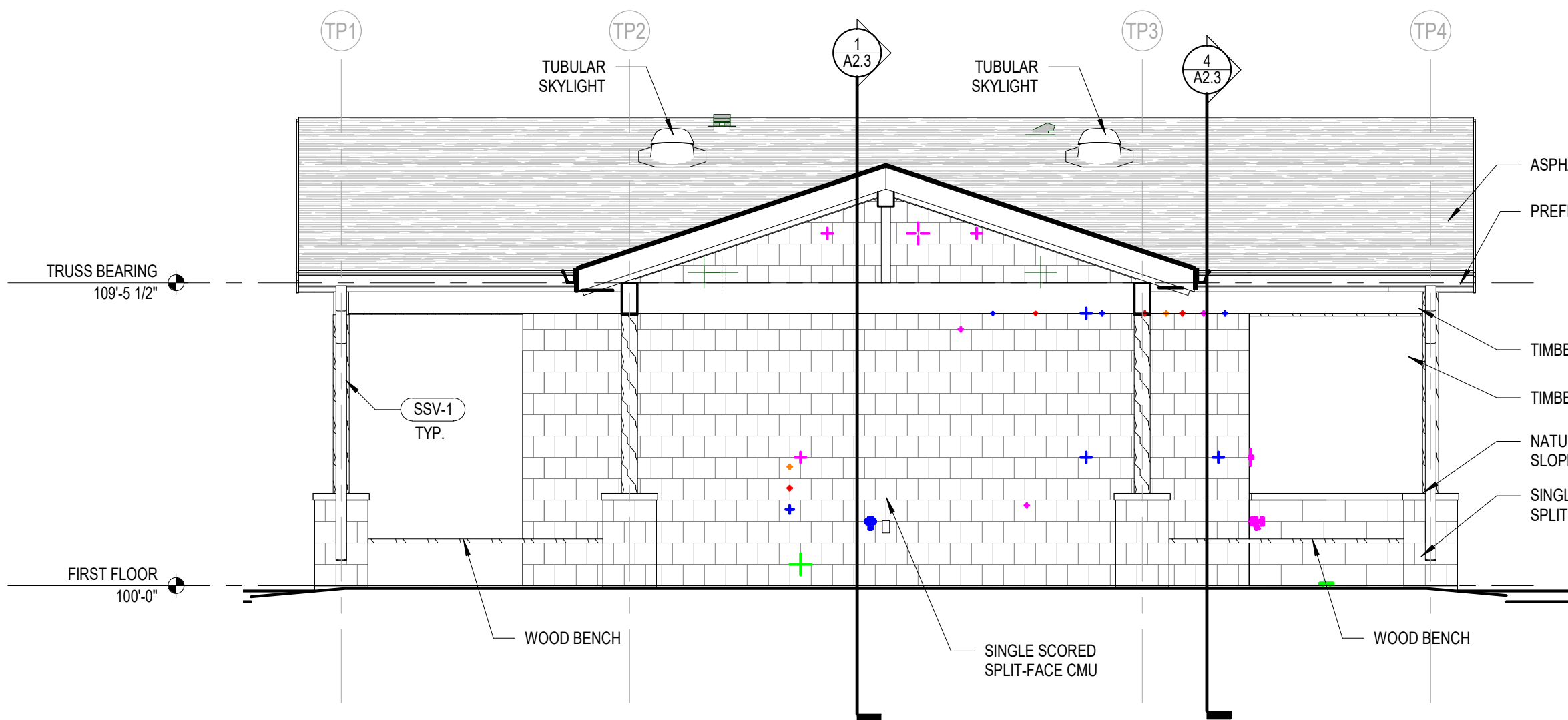
1 Toilet/Pet Wash Shelter Floor Plan

A1.1A Scale: 1/4" = 1'-0"



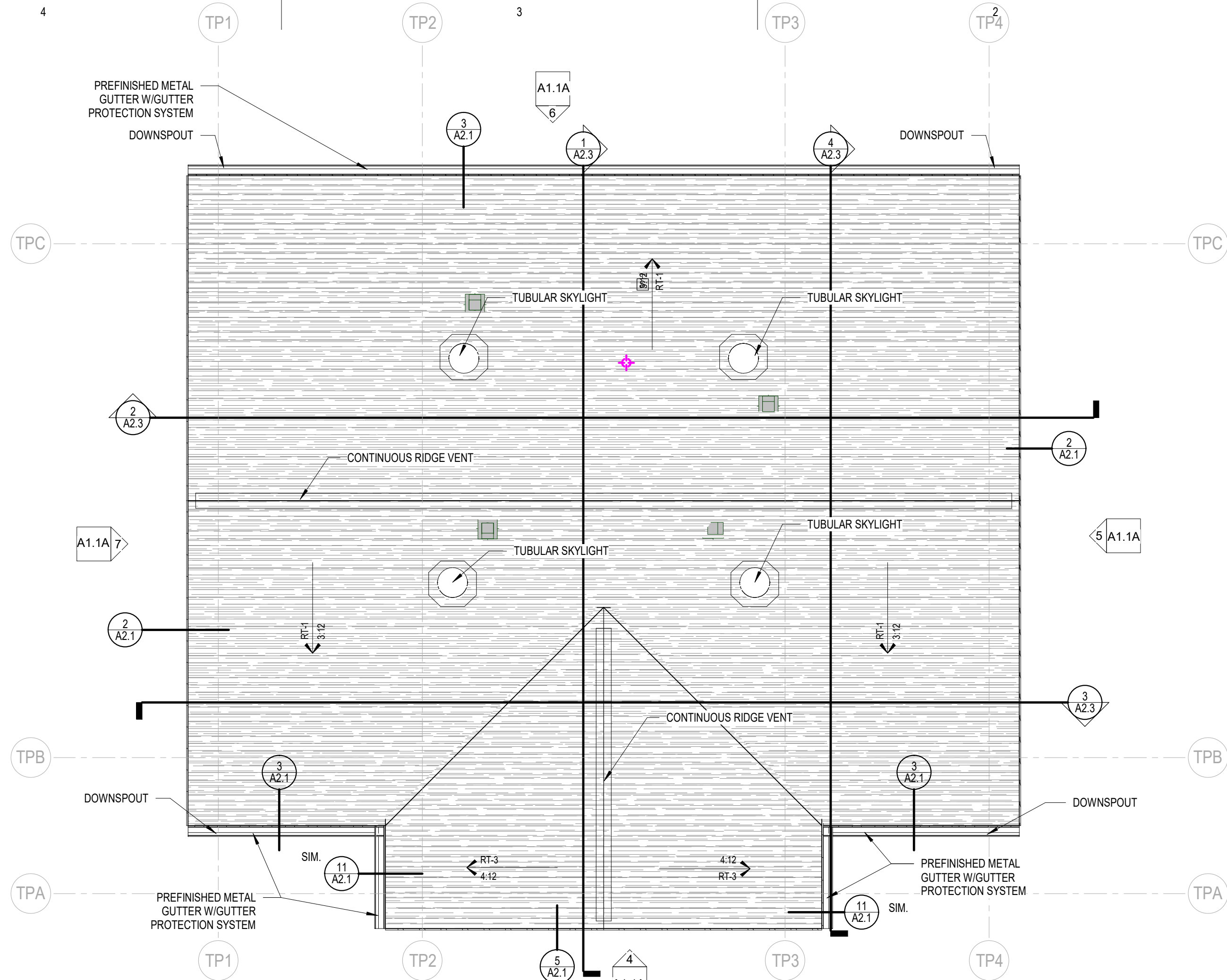
3 Reflected Ceiling Plan Toilet/Pet Wash Shelter

A1.1A Scale: 1/4" = 1'-0"



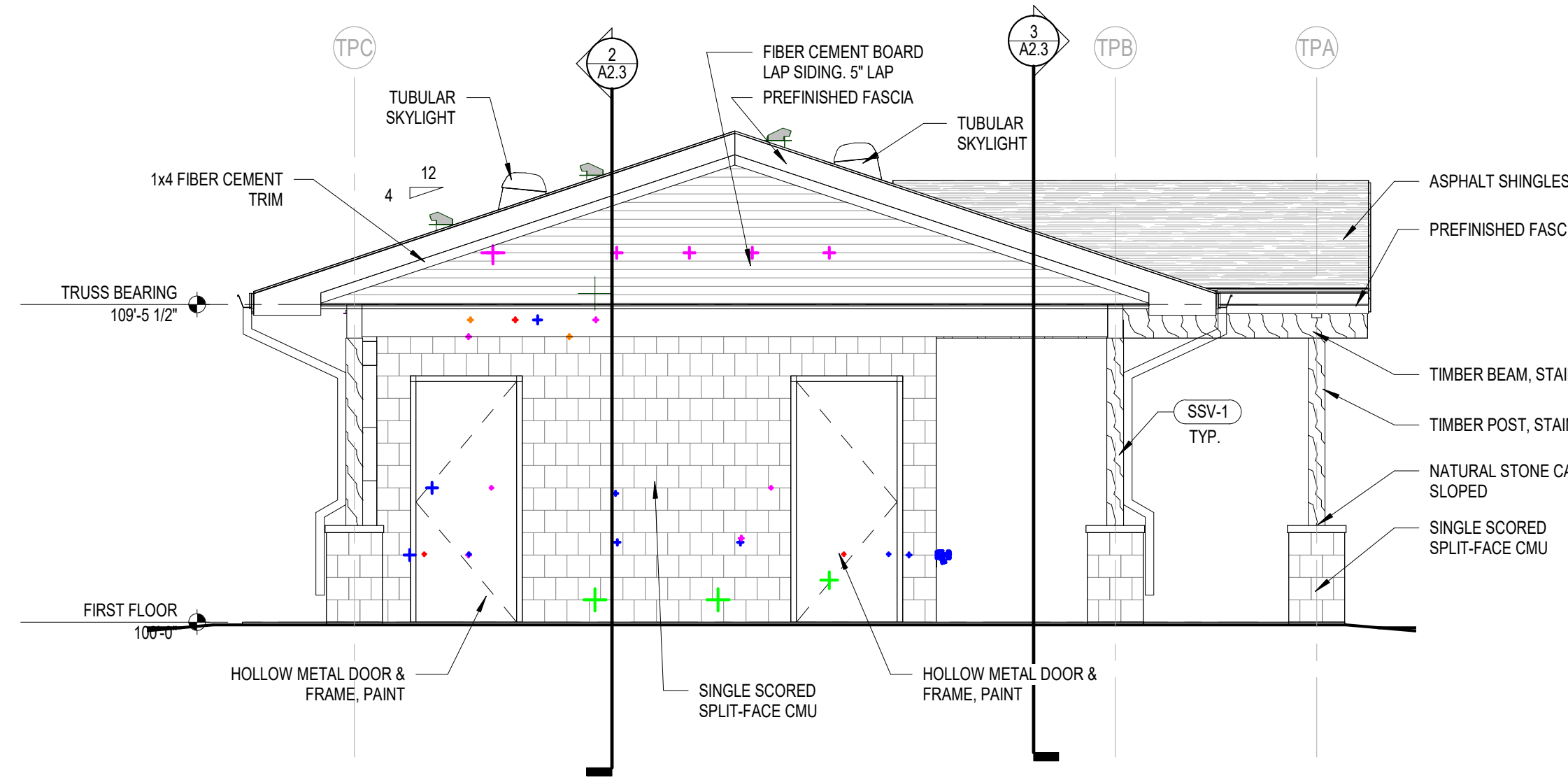
4 Toilet/Pet Wash Shelter Front Elevation

A1.1A Scale: 1/4" = 1'-0"



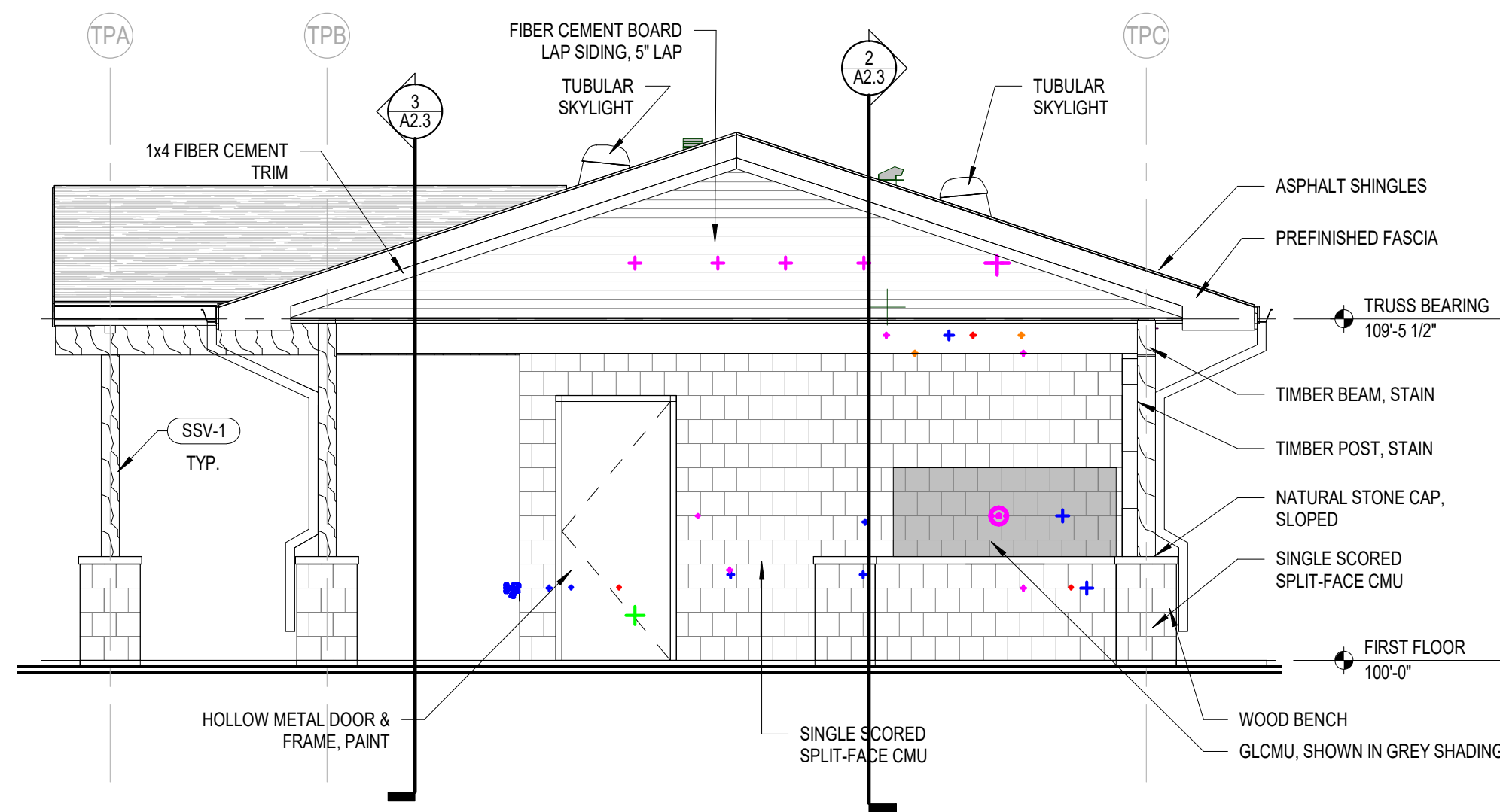
2 Toilet/Pet Wash Shelter Roof Plan

A1.1A Scale: 1/4" = 1'-0"



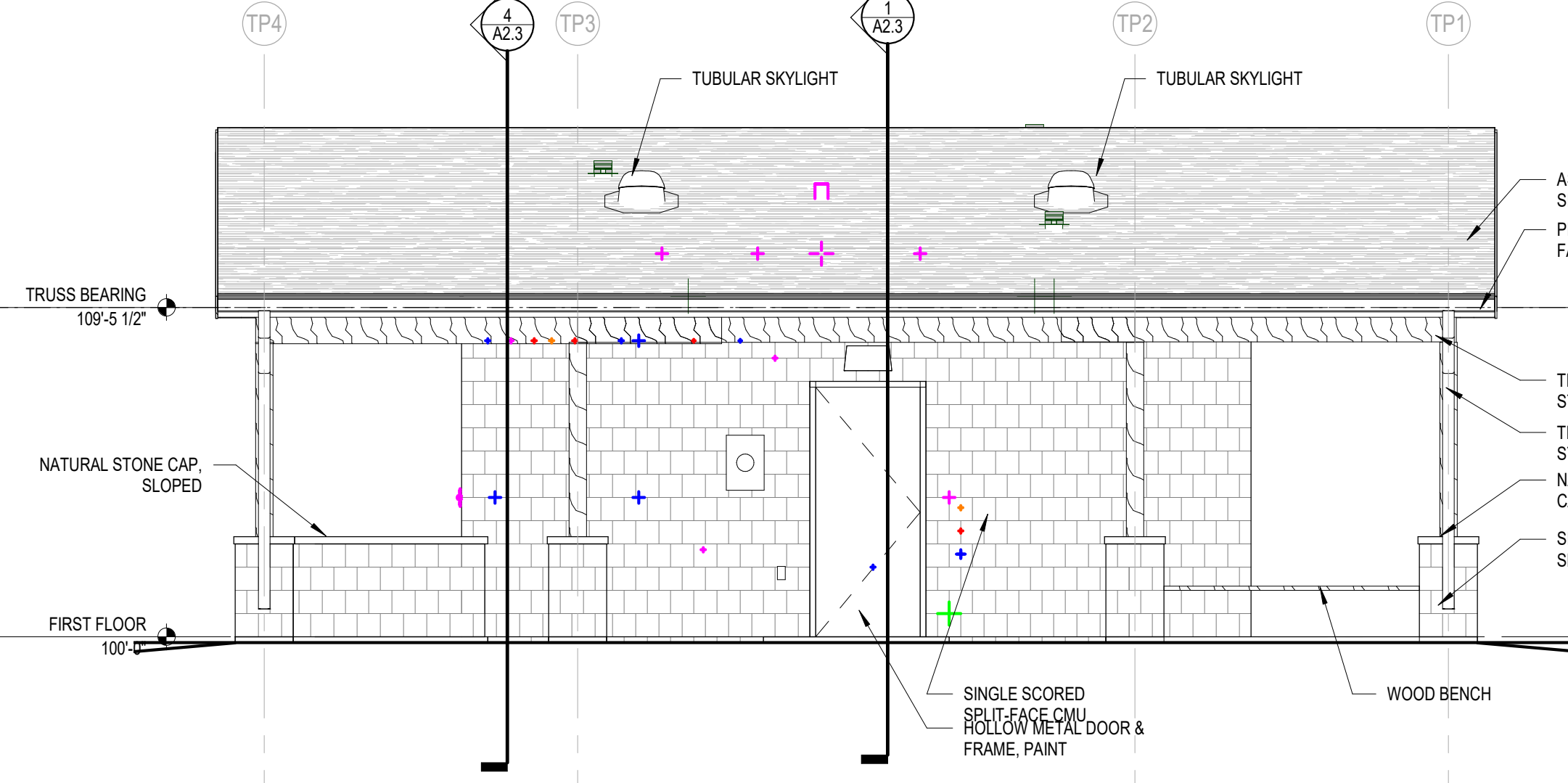
7 Toilet/Pet Wash Shelter Side Elevation B

A1.1A Scale: 1/4" = 1'-0"



5 Toilet/Pet Wash Shelter Side Elevation A

A1.1A Scale: 1/4" = 1'-0"



6 Toilet/Pet Wash Shelter Rear Elevation

A1.1A Scale: 1/4" = 1'-0"

KEYNOTE LEGEND

SSV-1	WOOD STAIN - SEE INTERIOR FINISH LEGEND
TA-1	TOILET PAPER DISPENSER - FURNISHED BY OWNER, INSTALLED BY CONTRACTOR
TA-4	LIQUID SOAP DISPENSER - FURNISHED BY OWNER, INSTALLED BY CONTRACTOR
TA-5	ELECTRIC HAND DRYER - FURNISHED BY ELEC. CONTRACTOR, INSTALLED BY ELEC. CONTRACTOR
TA-6	42" x 36" 18"V GRAB BAR SET - FURNISHED BY CONTRACTOR, INSTALLED BY CONTRACTOR
TA-8	BABY CHANGING STATION - FURNISHED BY CONTRACTOR, INSTALLED BY CONTRACTOR
TA-12	MIRROR - SEE INTERIOR ELEVATION FOR SIZE - FURNISHED BY CONTRACTOR, INSTALLED BY CONTRACTOR
TA-14	ROBE HOOK - FURNISHED BY CONTRACTOR, INSTALLED BY CONTRACTOR

GENERAL NOTES

- DO NOT SCALE FROM DRAWINGS.
- EXISTING CONDITIONS: EXISTING CONDITIONS SHOWN ON DRAWINGS REPRESENT CURRENT BUILDING. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO FIELD VERIFY EXISTING CONDITIONS PRIOR TO PERFORMING WORK. REPORT ANY DISCREPANCIES TO THE ARCHITECT FOR REVIEW. WORK DONE WITHOUT RESOLUTION OF DISCREPANCIES MUST BE REDONE AT THE REQUEST OF THE ARCHITECT AT NO ADDITIONAL COST TO THE CONTRACT.
- REFER TO SHEET G0.2 FOR WALL TYPES.
- REFER TO SHEET G0.2 FOR TYPICAL MOUNTING HEIGHTS. REFER TO INTERIOR ELEVATION SHEET FOR ROOM SPECIFIC FIXTURE MOUNTING HEIGHTS.
- REFER TO SHEET A9.0 FOR FLOOR TRANSITION DETAILS.
- REFER TO SHEET A9.0 FOR TYPICAL FLOOR/BASE CONDITIONS.
- CMU WALLS ARE DIMENSIONED TO FACE OF WALL.
- HOUSEKEEPING PADS BY GENERAL CONTRACTOR. SEE PLUMBING DRAWINGS FOR LOCATIONS.
- PITCH ALL CONCRETE STOOPS AND APRONS 1/4" PER FOOT AWAY FROM BUILDING.
- SLOPE ALL INTERIOR FLOOR SLABS TO DRAINS, MINIMUM 1/4" PER FOOT.

ROOF PLAN LEGEND & NOTES

ROOF TYPE 1 (RT-1):	- ASPHALT SHINGLES - SYNTHETIC UNDERLAYMENT 5/8" PLYWOOD SHEATHING
ROOF TYPE 2 (RT-2):	- ASPHALT SHINGLES - SYNTHETIC UNDERLAYMENT - EXISTING PLYWOOD SHEATHING
ROOF TYPE 3 (RT-3):	- ASPHALT SHINGLES - SYNTHETIC UNDERLAYMENT 5/8" PLYWOOD SHEATHING 2X6 T&G WOOD DECKING 4:12 SLOPE
ROOF TYPE 4 (RT-4):	- ASPHALT SHINGLES - SYNTHETIC UNDERLAYMENT 5/8" PLYWOOD SHEATHING 2X6 T&G WOOD DECKING 3:12 SLOPE

- NOT ALL ROOF PENETRATIONS ARE SHOWN. ROOFING CONTRACTOR TO VERIFY PENETRATIONS WITH ALL BUILDING TRADES.
- SEE PLUMBING AND HVAC DRAWINGS FOR SIZES, QUANTITIES, LOCATIONS AND TYPES OF ROOF PENETRATIONS.

GENERAL CEILING PLAN NOTES

	MOO PLYWOOD CEILING
	EXISTING GYP. BOARD CEILING

- ALL CEILINGS AND SOFFITS TO BE PAINTED PT-1 UNLESS NOTED OTHERWISE. WHERE A PAINT COLOR IS INDICATED, PAINT THE BOTTOM AND FACE OF THE SOFFIT THE COLOR INDICATED.
- COORDINATE WITH MECHANICAL, PLUMBING AND ELECTRICAL THE EXACT LOCATIONS OF CEILING FIXTURES, HVAC EQUIPMENT, ETC. CONSULT WITH ARCHITECT REGARDING ANY DISCREPANCIES.
- SEE ELECTRICAL AND MECHANICAL DRAWINGS FOR CEILING MOUNTED DEVICE SYMBOL LEGEND.

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McFarland, WI

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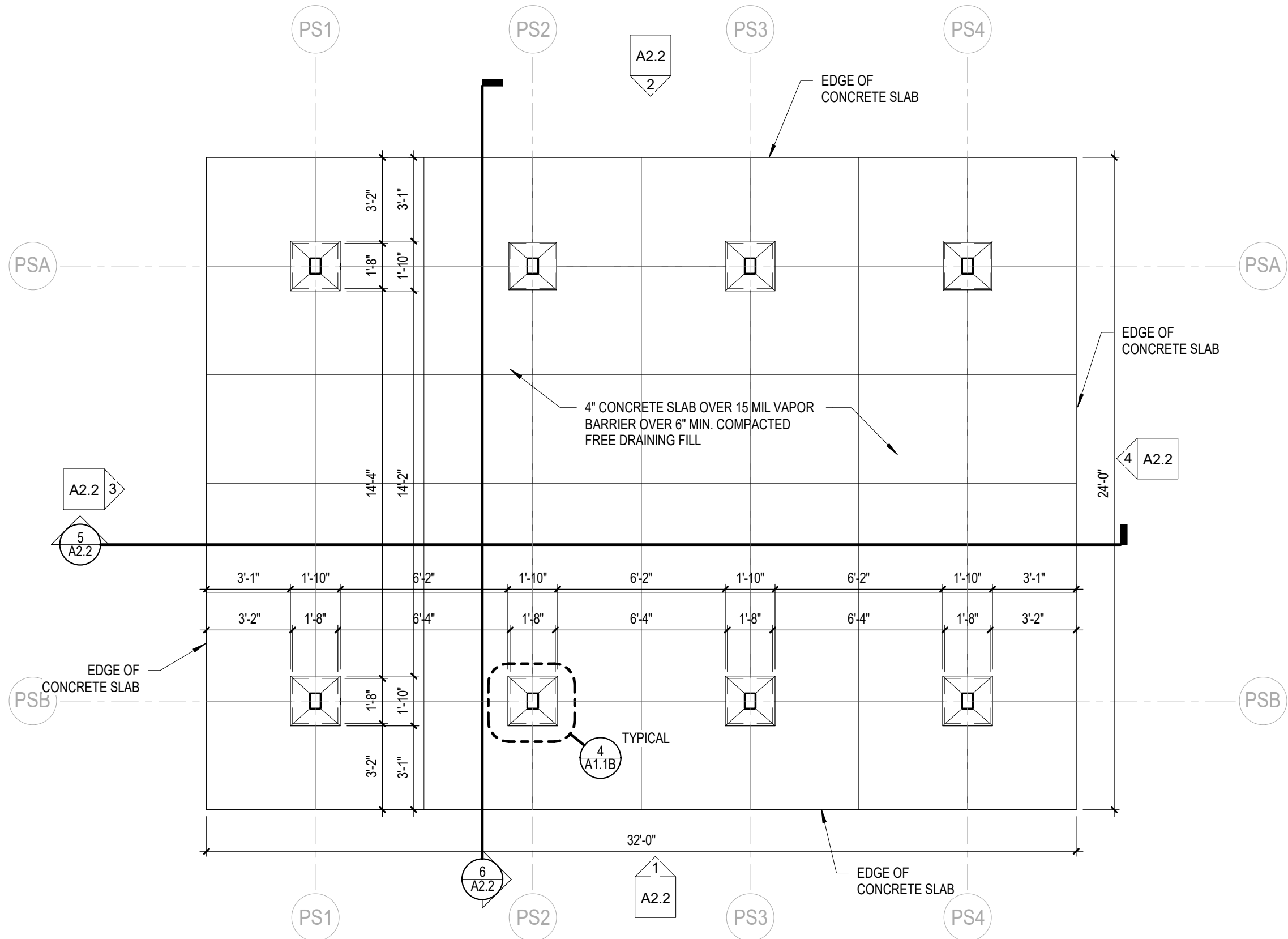
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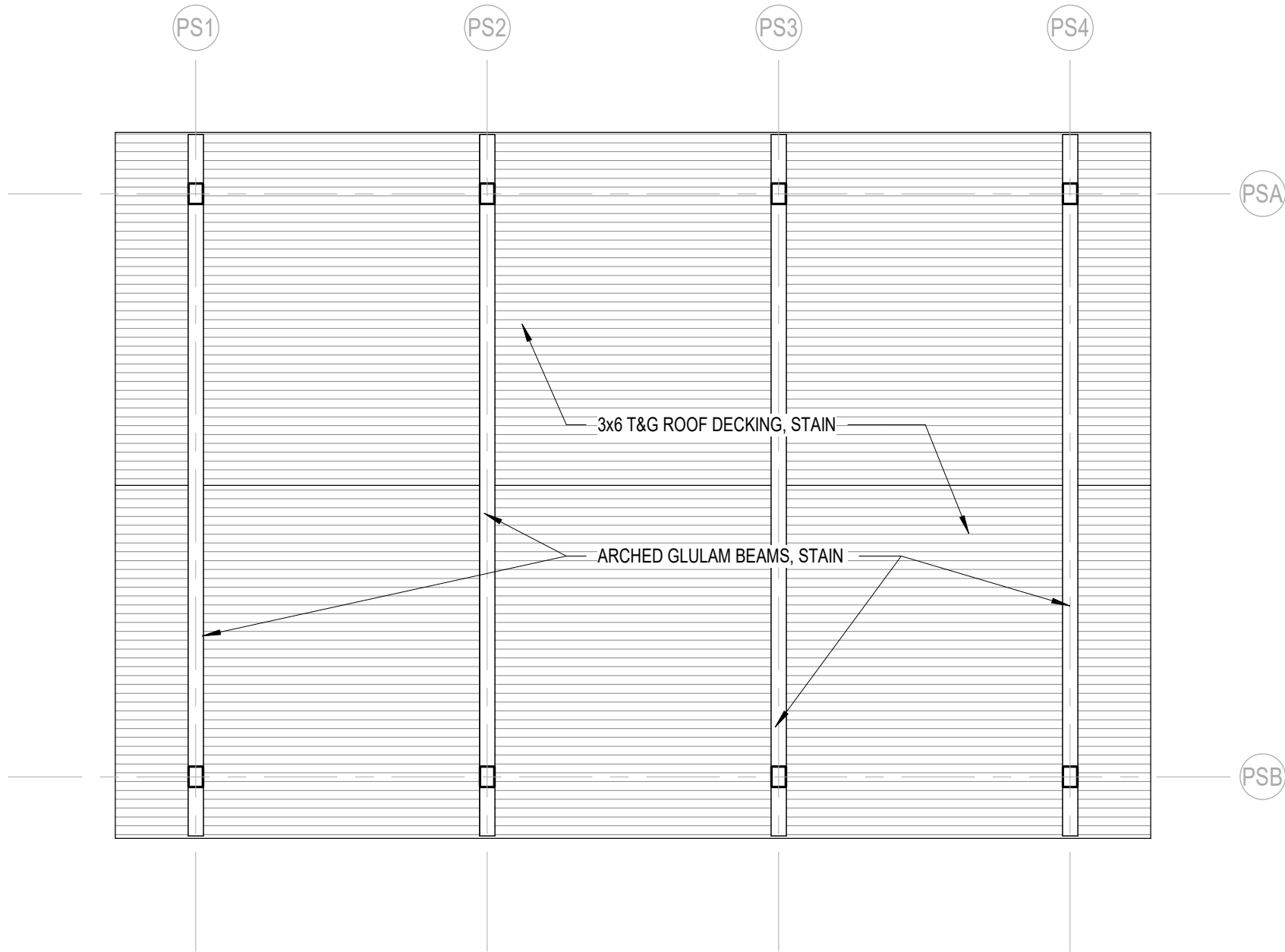
Toilet/Dog Wash Shelter Plans & Elevations

Sheet Number:

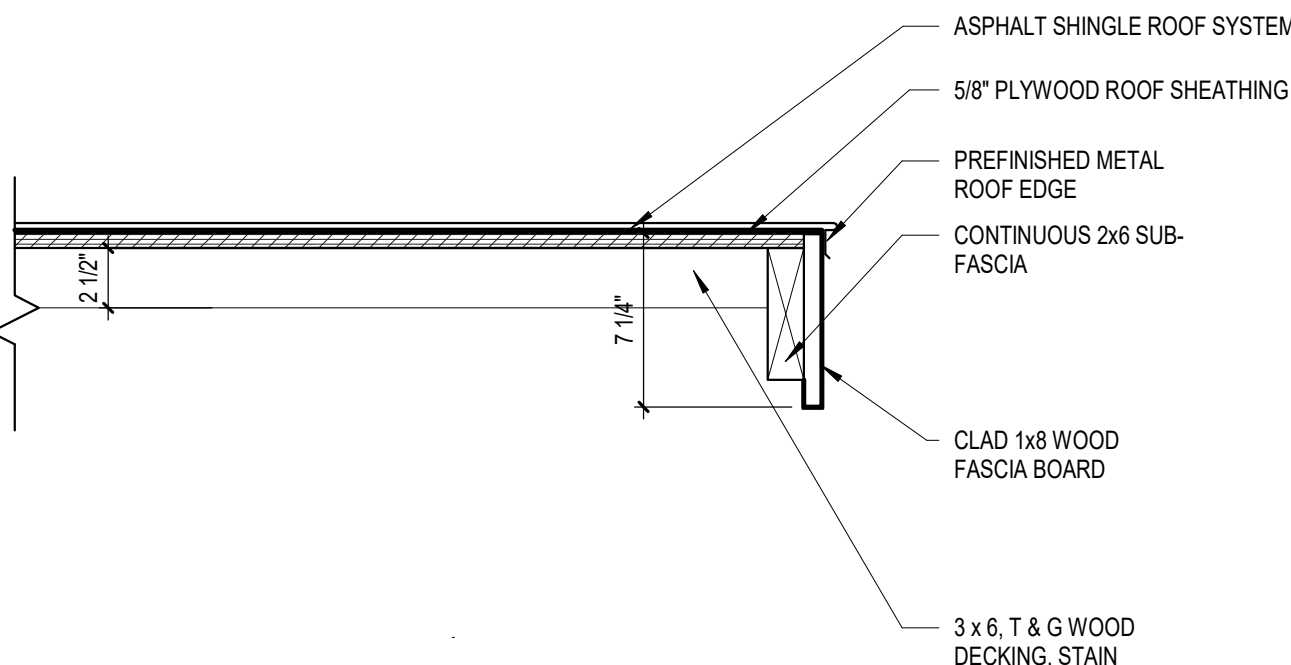
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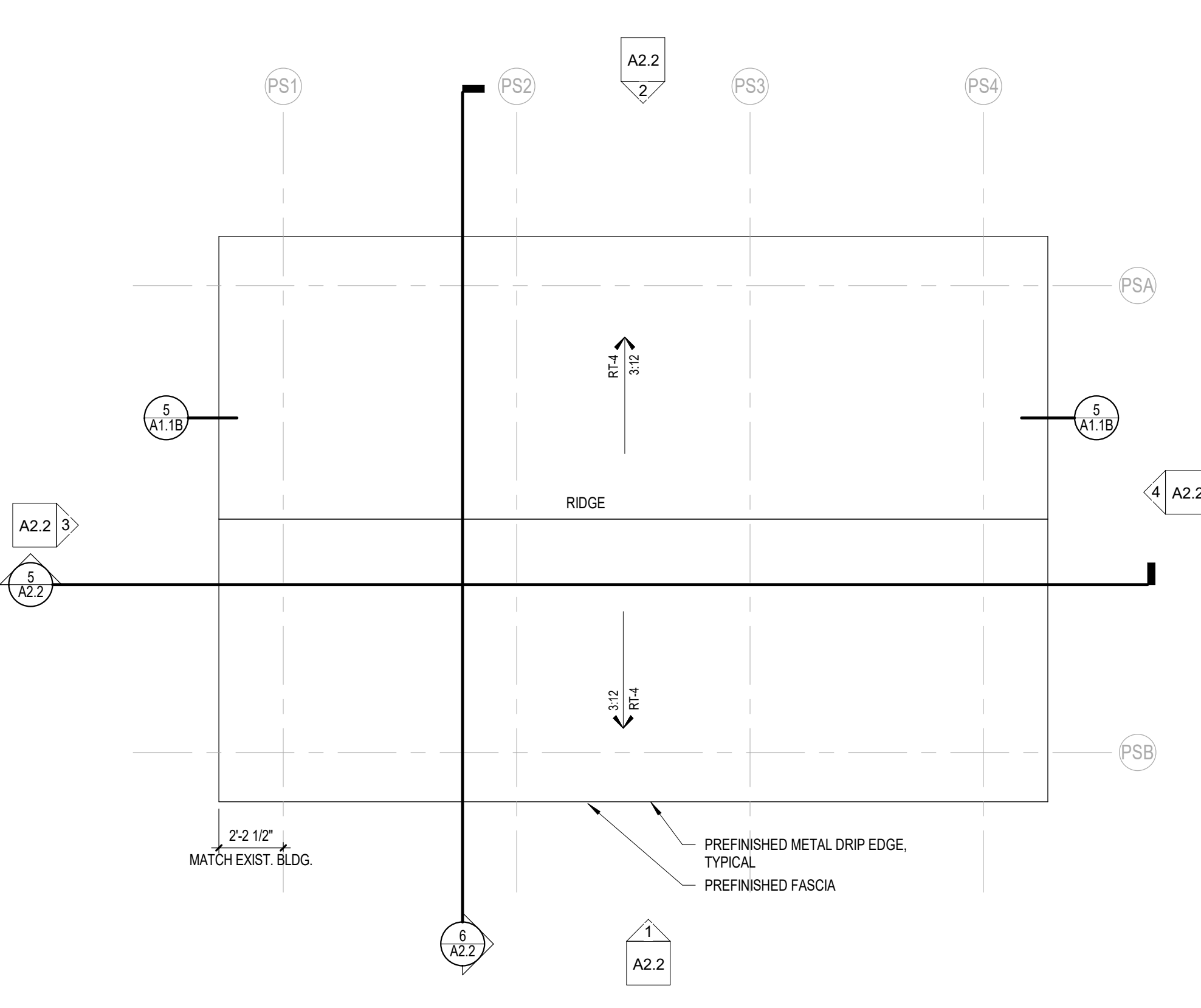
1 Open Park Shelter Floor Plan
A1.1B Scale: 1/4" = 1'-0"



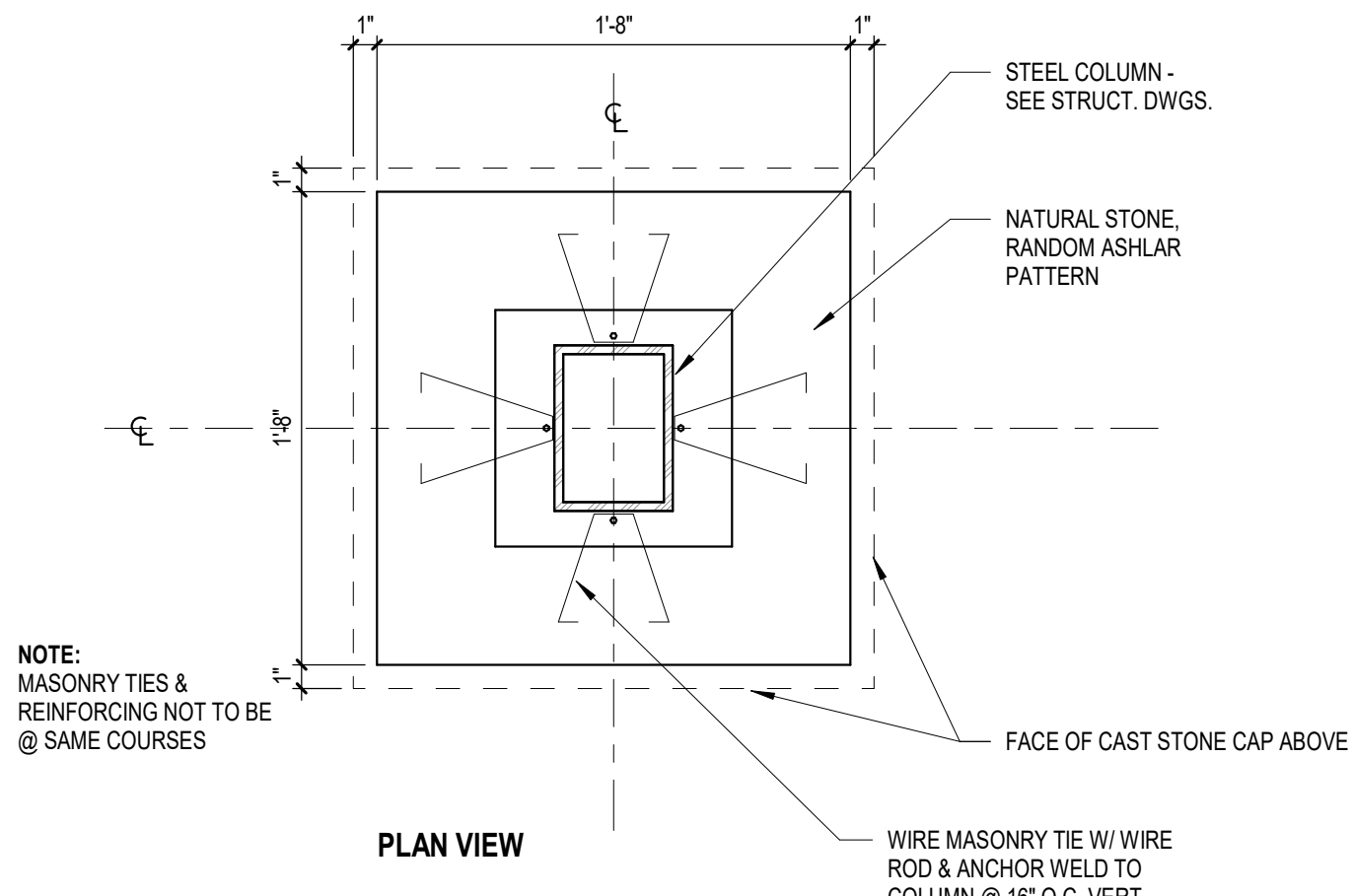
3 Reflected Ceiling Plan Open Shelter
A1.1B Scale: 1/4" = 1'-0"



5 Gable End at Open Air Park Shelter
A1.1B Scale: 1 1/2" = 1'-0"



2 Open Shelter Roof Plan
A1.1B Scale: 1/4" = 1'-0"



4 Stone Pier Detail
A1.1B Scale: 1 1/2" = 1'-0"

ROOF PLAN LEGEND & NOTES	
ROOF TYPE 1 (RT-1):	• ASPHALT SHINGLES • SYNTHETIC UNDERLAYMENT • 5/8" PLYWOOD SHEATHING
ROOF TYPE 2 (RT-2):	• ASPHALT SHINGLES • SYNTHETIC UNDERLAYMENT • EXISTING PLYWOOD SHEATHING
ROOF TYPE 3 (RT-3):	• ASPHALT SHINGLES • SYNTHETIC UNDERLAYMENT • 5/8" PLYWOOD SHEATHING • 2X6 T&G WOOD DECKING • 4:12 SLOPE
ROOF TYPE 4 (RT-4):	• ASPHALT SHINGLES • SYNTHETIC UNDERLAYMENT • 5/8" PLYWOOD SHEATHING • 2X6 T&G WOOD DECKING • 3:12 SLOPE
1. NOT ALL ROOF PENETRATIONS ARE SHOWN. ROOFING CONTRACTOR TO VERIFY PENETRATIONS WITH ALL BUILDING TRADERS.	
2. SEE PLUMBING AND HVAC DRAWINGS FOR SIZES, QUANTITIES, LOCATIONS AND TYPES OF ROOF PENETRATIONS.	

GENERAL NOTES	
1.	DO NOT SCALE FROM DRAWINGS.
2.	EXISTING CONDITIONS: EXISTING CONDITIONS SHOWN ON DRAWINGS REPRESENT CURRENT BUILDING. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO FIELD VERIFY EXISTING CONDITIONS PRIOR TO PERFORMING WORK. REPORT ANY DISCREPANCIES TO THE ARCHITECT FOR REVIEW. WORK DONE WITHOUT RESOLUTION OF DISCREPANCIES MUST BE REDONE AT THE REQUEST OF THE ARCHITECT AT NO ADDITIONAL COST TO THE CONTRACT.
3.	REFER TO SHEET G0.2 FOR WALL TYPES.
4.	REFER TO SHEET G0.2 FOR TYPICAL MOUNTING HEIGHTS. REFER TO INTERIOR ELEVATION SHEET FOR ROOM SPECIFIC FIXTURE MOUNTING HEIGHTS.
5.	REFER TO SHEET A9.0 FOR FLOOR TRANSITION DETAILS.
6.	REFER TO SHEET A9.0 FOR TYPICAL FLOOR/BASE CONDITIONS.
7.	CMU WALLS ARE DIMENSIONED TO FACE OF WALL.
8.	HOUSEKEEPING PADS BY GENERAL CONTRACTOR. SEE PLUMBING DRAWINGS FOR LOCATIONS.
9.	PITCH ALL CONCRETE STOOPS AND APRONS 1/4" PER FOOT AWAY FROM BUILDING.
10.	SLOPE ALL INTERIOR FLOOR SLABS TO DRAINS. MINIMUM 1/4" PER FOOT.

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Village of McFarland
McFarland, WI

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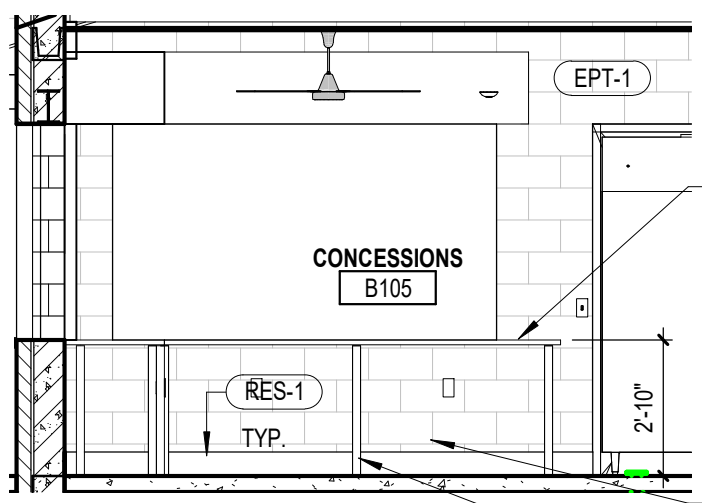
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Sheet Title:
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Plans and Details

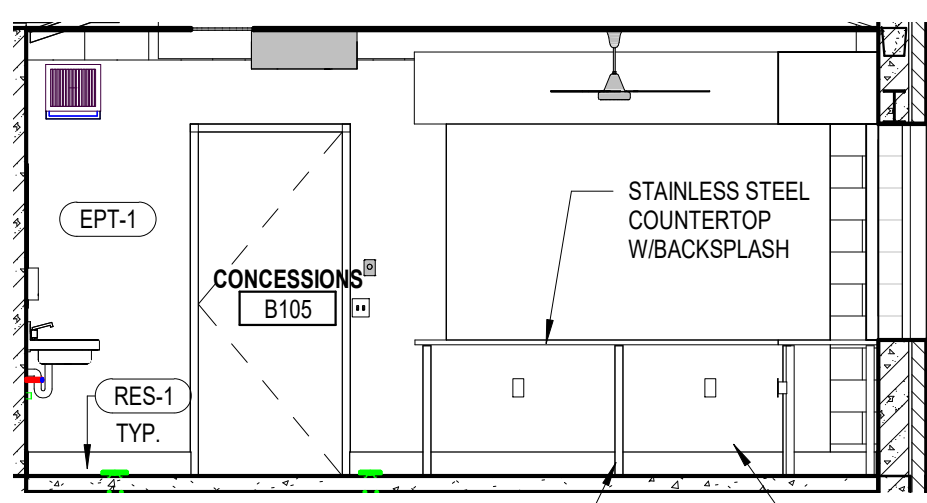
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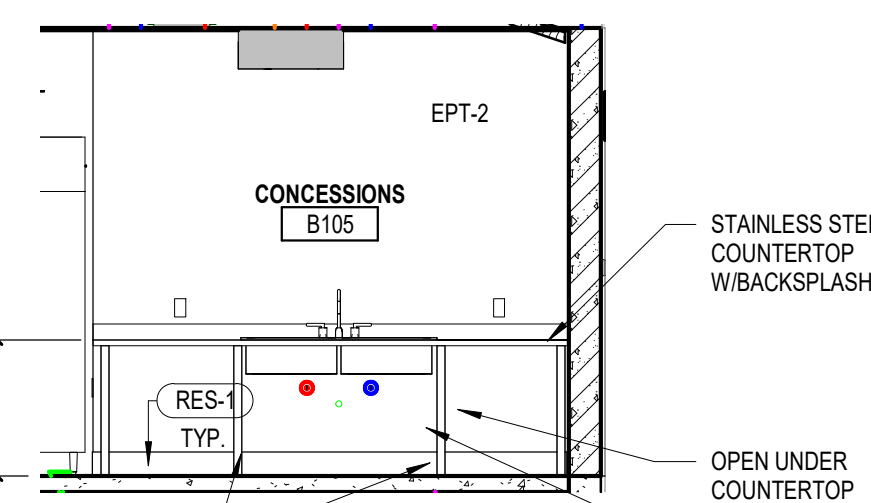
Page 141 of 248



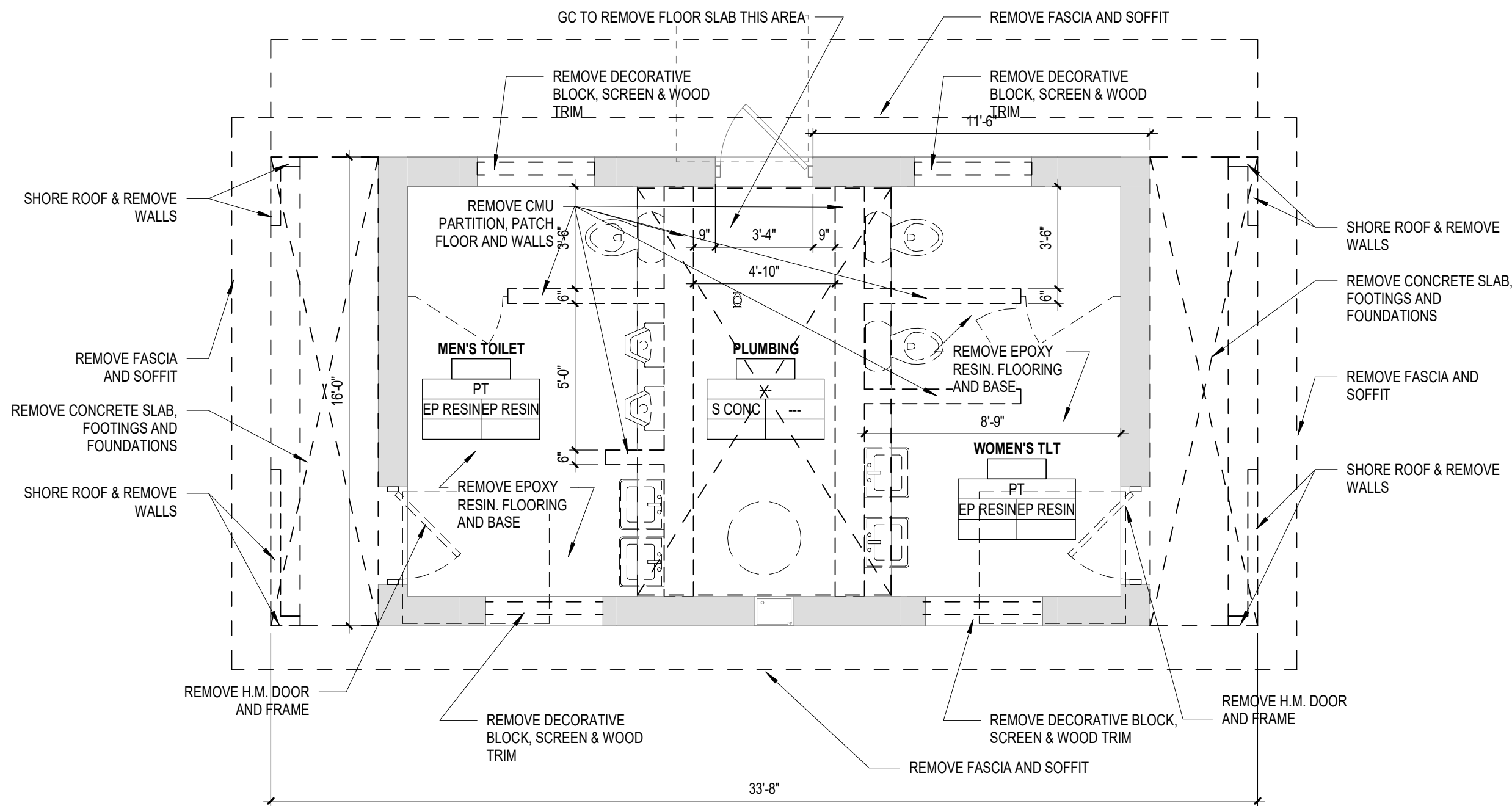
5 B105 - Concessions A
A1.1C Scale: 1/4" = 1'-0"



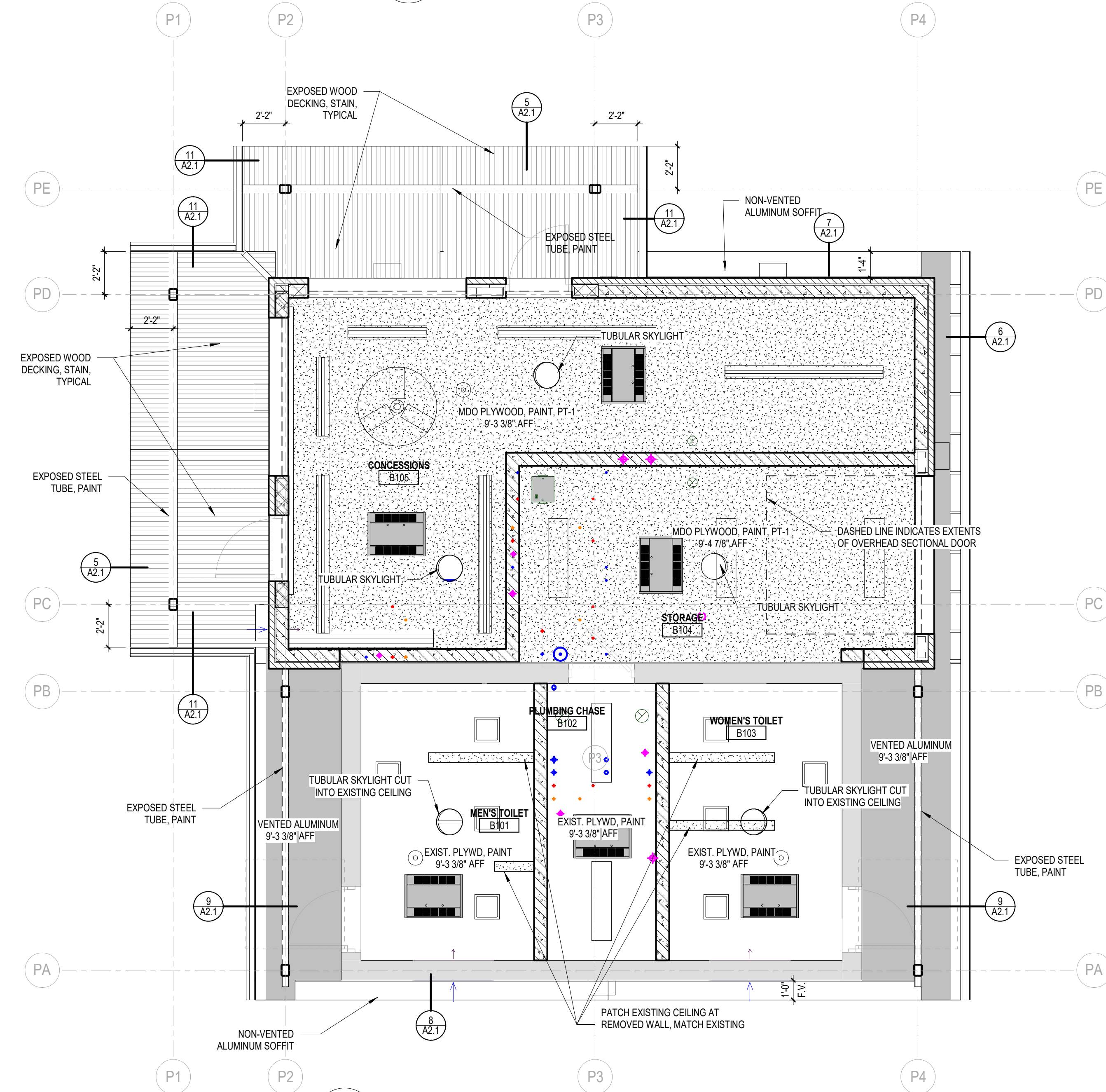
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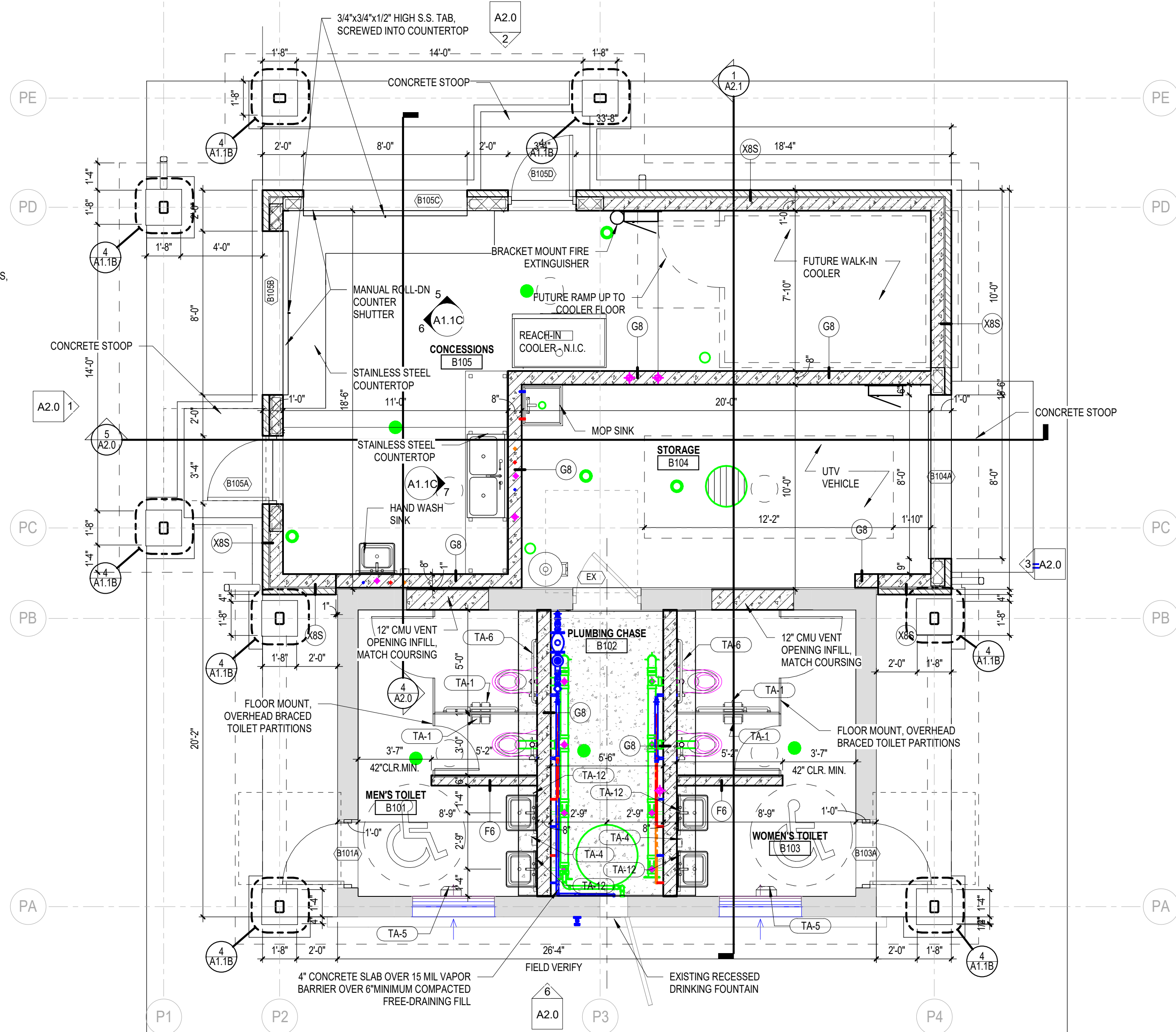
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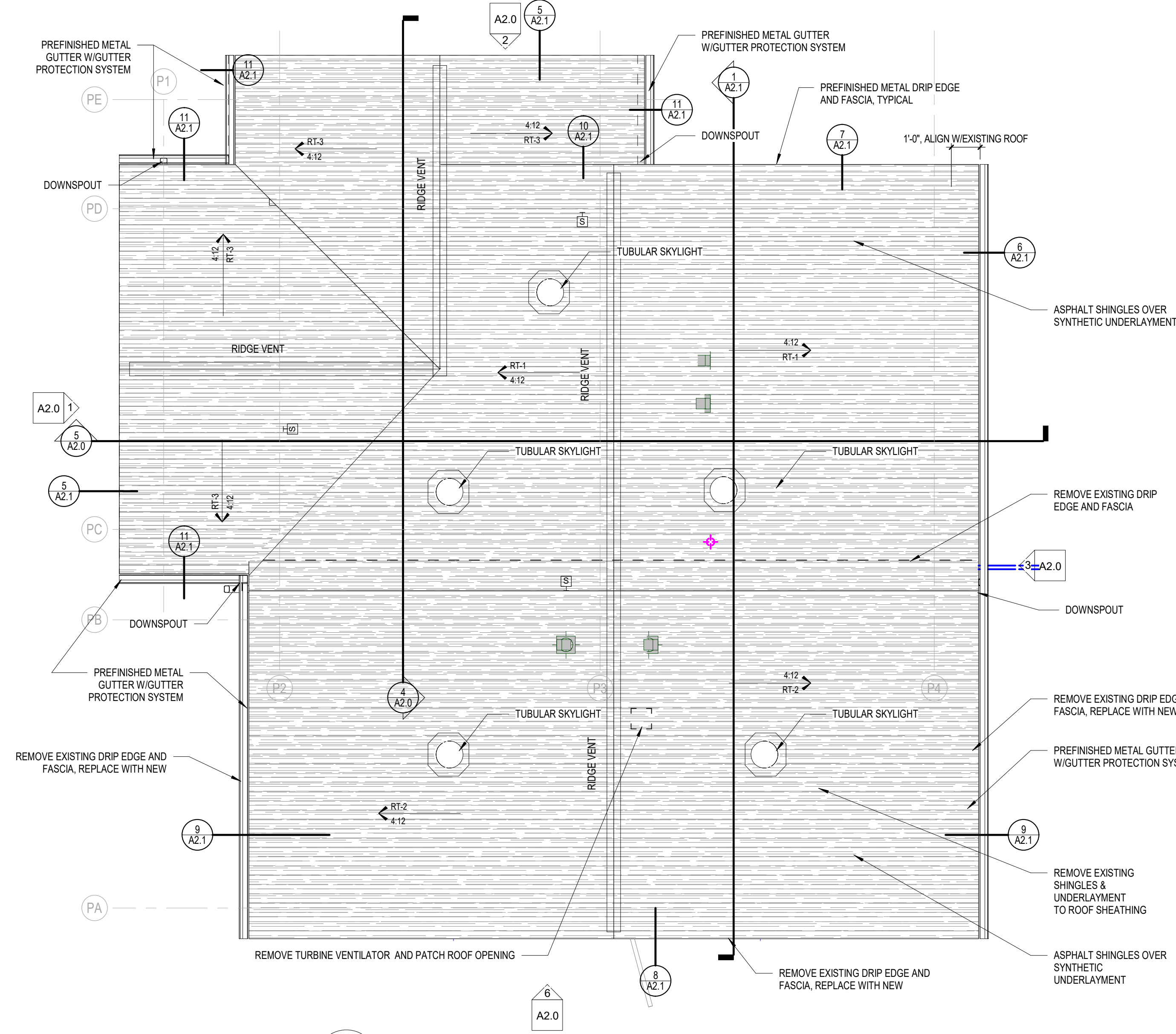
1 Pavilion Addition Demolition Plan
A1.1C Scale: 1/4" = 1'-0"



3 Reflected Ceiling Plan Pavilion Addition
A1.1C Scale: 1/4" = 1'-0"



2 Pavilion Addition Floor Plan
A1.1C Scale: 1/4" = 1'-0"



4 Pavilion Addition Roof Plan
A1.1C Scale: 1/4" = 1'-0"

GENERAL DEMOLITION NOTES

EXISTING ROOM TAG LEGEND:

EXISTING ROOM NAME	EXISTING WALL FINISHES
EXIST. RM #	EXISTING WALL BASE TYPE
EXISTING FLOOR FINISH	EXISTING CEILING HEIGHT
EXISTING CEILING TYPE	

- OWNER IS RESPONSIBLE FOR REMOVAL OF ALL LOOSE FURNISHINGS PRIOR TO GENERAL DEMOLITION. ALL ITEMS INCLUDING DOORS, DOOR HARDWARE, CEILING TILES CONSIDERED SALVAGEABLE SHALL ALSO BE REMOVED BY THE OWNER PRIOR TO GENERAL DEMOLITION.
- REMOVE ALL APPLIED FINISHES AND PREPARE SUBSTRATE FOR NEW FINISHES. SEE ROOM FINISH SCHEDULE FOR FINISHES.
- EXISTING CONDITIONS: EXISTING CONDITIONS SHOWN ON DRAWINGS REPRESENT CURRENT BUILDING. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO FIELD VERIFY EXISTING CONDITIONS PRIOR TO PERFORMING WORK. REPORT ANY DISCREPANCIES TO THE ARCHITECT FOR REVIEW. WORK DONE WITHOUT RESOLUTION OF DISCREPANCIES MUST BE REDONE AT THE REQUEST OF THE ARCHITECT AT NO ADDITIONAL COST TO THE CONTRACT.
- UNLESS NOTED OTHERWISE, PATCH ALL FLOORS, BASE, WALLS AND CEILINGS AT EXPOSED AREAS AFFECTED BY DEMOLITION REGARDLESS OF TRADE DOING THE DEMOLITION WORK. PATCH TO MATCH ADJACENT EXISTING CONSTRUCTION WHERE SPECIFIC INFORMATION IS NOT NOTED OR SCHEDULED. REFER TO ROOM FINISH SCHEDULE.
- DISPOSE OF ALL BUILDING MATERIAL IN LAWFUL MANNER.
- SEE FLOOR PLANS, ELEVATIONS, SECTIONS AND DETAILS FOR ADDITIONAL DEMOLITION INFORMATION WHICH MAY NOT BE INDICATED ON DEMOLITION PLANS AND TO COORDINATE EXTENT OF DEMOLITION REQUIRED.
- SEE PROJECT MANUAL AND PLUMBING, HVAC AND ELECTRICAL DRAWINGS FOR ANY REQUIRED DEMOLITION OF PLUMBING, HVAC AND ELECTRICAL EQUIPMENT/MATERIALS PERFORMED BY THOSE TRADES.

KEYNOTE LEGEND

EPT-1	EPoxy PAINT
RES-1	RESINOUS FLOOR
TA-1	TOILET PAPER DISPENSER - FURNISHED BY OWNER, INSTALLED BY CONTRACTOR
TA-4	LIQUID SOAP DISPENSER - FURNISHED BY OWNER, INSTALLED BY CONTRACTOR
TA-5	ELECTRIC HAND DRYER - FURNISHED BY ELEC. CONTRACTOR, INSTALLED BY ELEC. CONTRACTOR
TA-6	42" 36" 18V GRAB BAR SET - FURNISHED BY CONTRACTOR, INSTALLED BY CONTRACTOR
TA-12	MIRROR - SEE INTERIOR ELEVATION FOR SIZE - FURNISHED BY CONTRACTOR, INSTALLED BY CONTRACTOR

GENERAL CEILING PLAN NOTES

MDO PLW WOOD CEILING	EXISTING GYP. BOARD CEILING
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- SEE ELECTRICAL AND MECHANICAL DRAWINGS FOR CEILING MOUNTED DEVICE SYMBOL LEGEND.

ROOF PLAN LEGEND & NOTES

ROOF TYPE 1 (RT-1):	• ASPHALT SHINGLES • SYNTHETIC UNDERLAYMENT • 5/8" PLYWOOD SHEATHING
ROOF TYPE 2 (RT-2):	• ASPHALT SHINGLES • SYNTHETIC UNDERLAYMENT • EXISTING PLYWOOD SHEATHING
ROOF TYPE 3 (RT-3):	• ASPHALT SHINGLES • SYNTHETIC UNDERLAYMENT • 5/8" PLYWOOD SHEATHING • 2X6 T&G WOOD DECKING • 4:12 SLOPE
ROOF TYPE 4 (RT-4):	• ASPHALT SHINGLES • SYNTHETIC UNDERLAYMENT • 5/8" PLYWOOD SHEATHING • 2X6 T&G WOOD DECKING • 3:12 SLOPE

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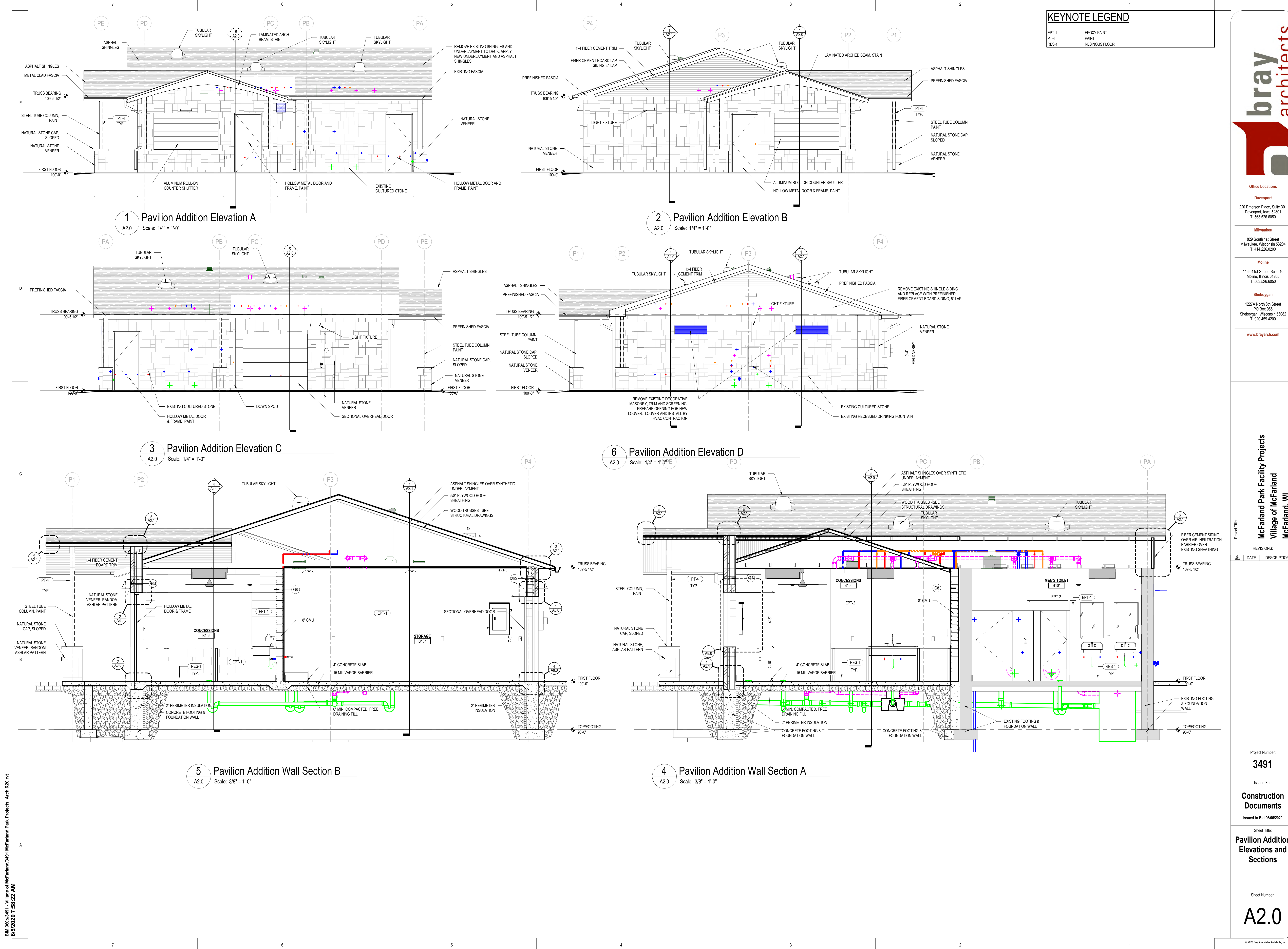
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Sheet Title:

Pavilion Addition
Plans

Sheet Number:

A1.1C



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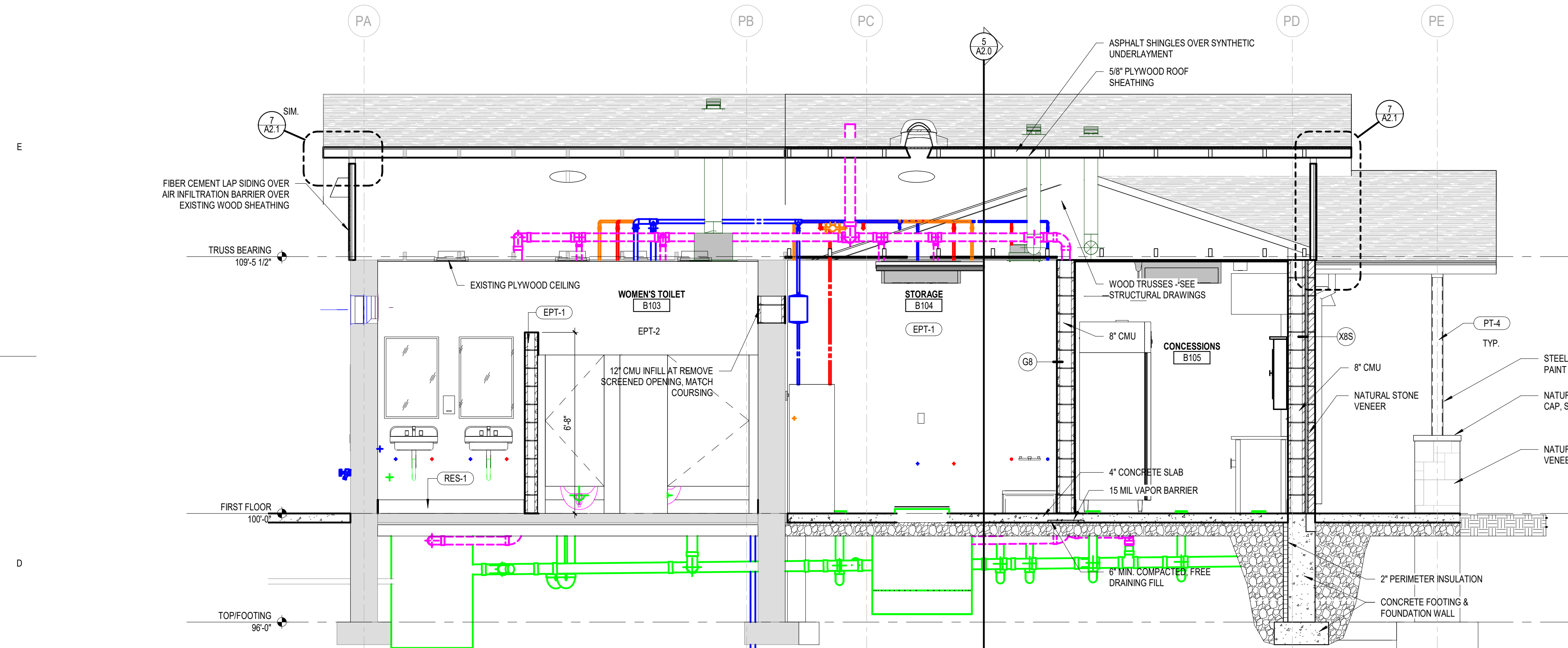
Pavilion Addition
Elevations and
Sections

Sheet Number:

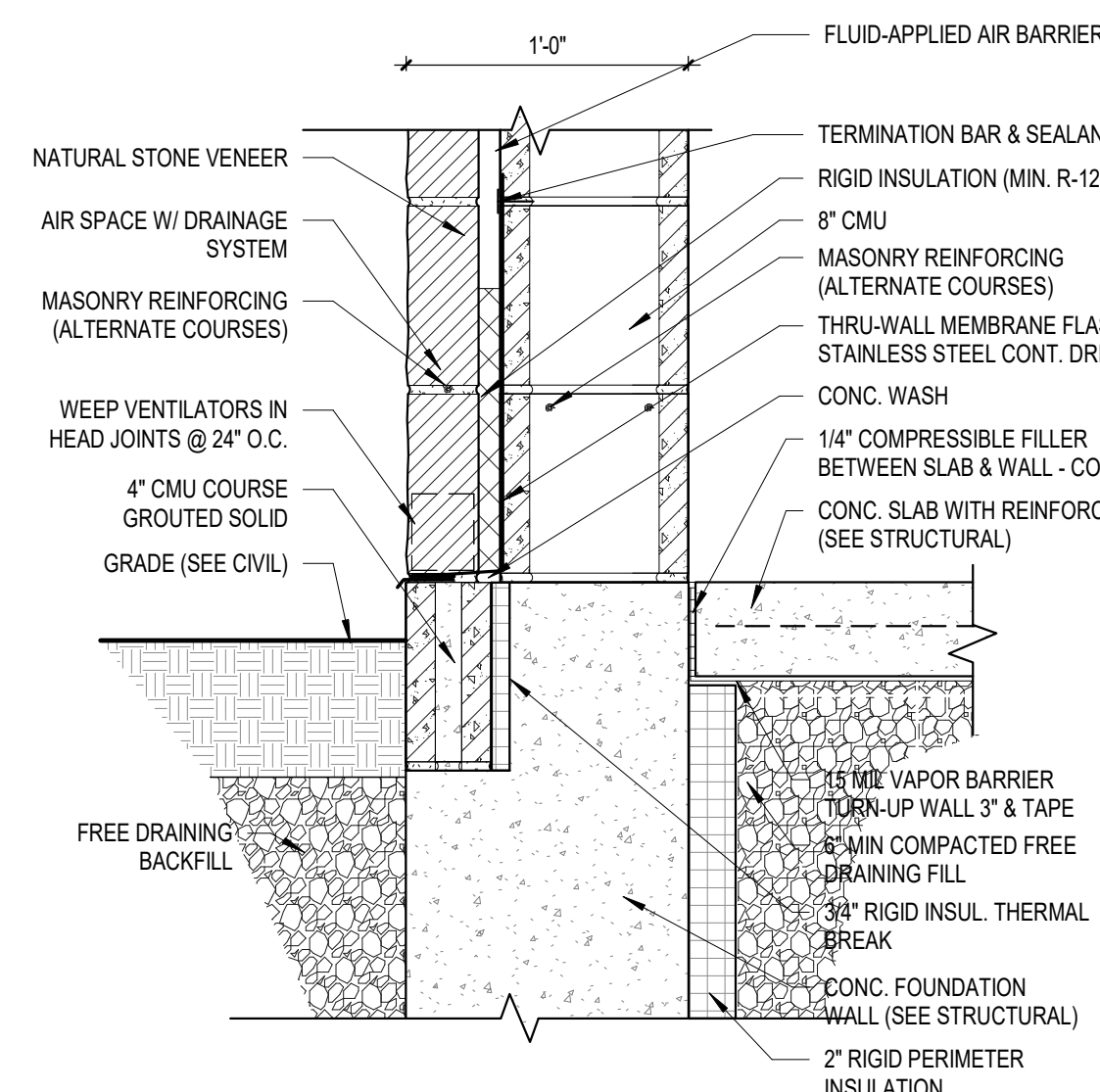
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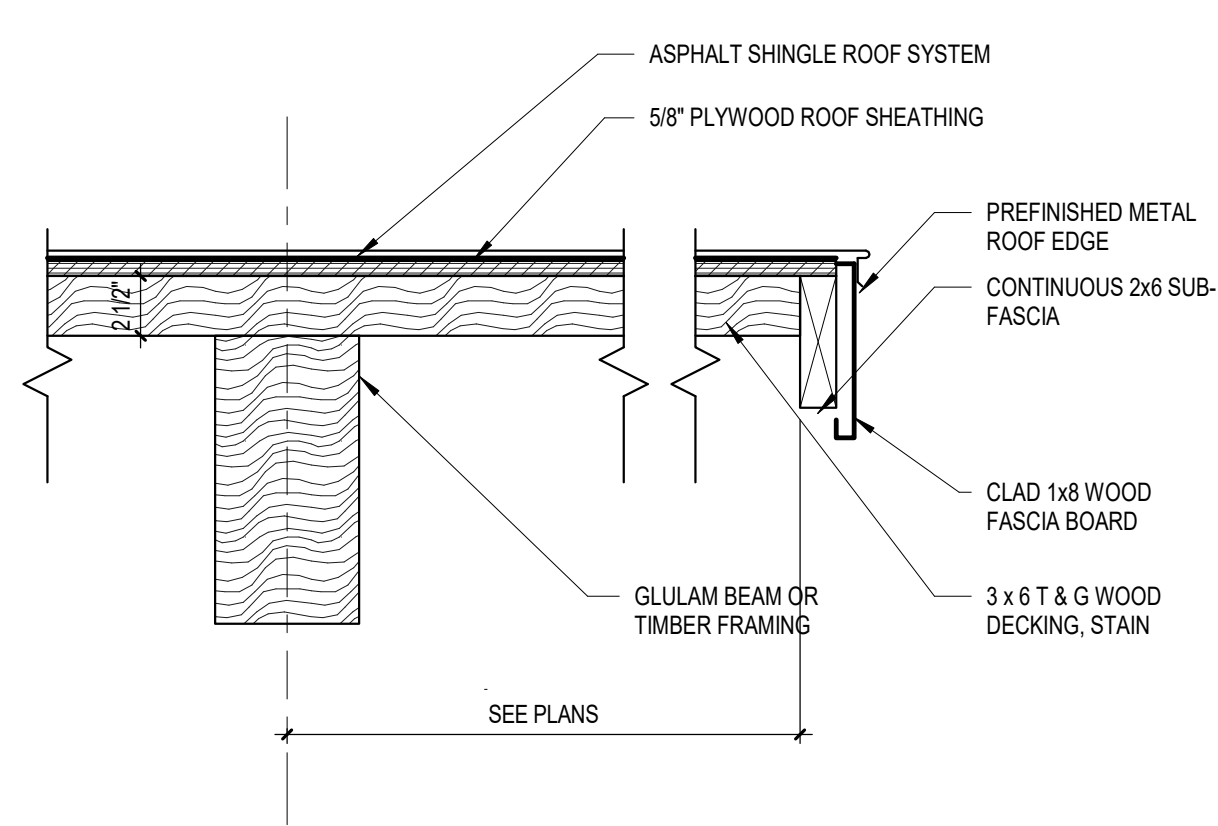
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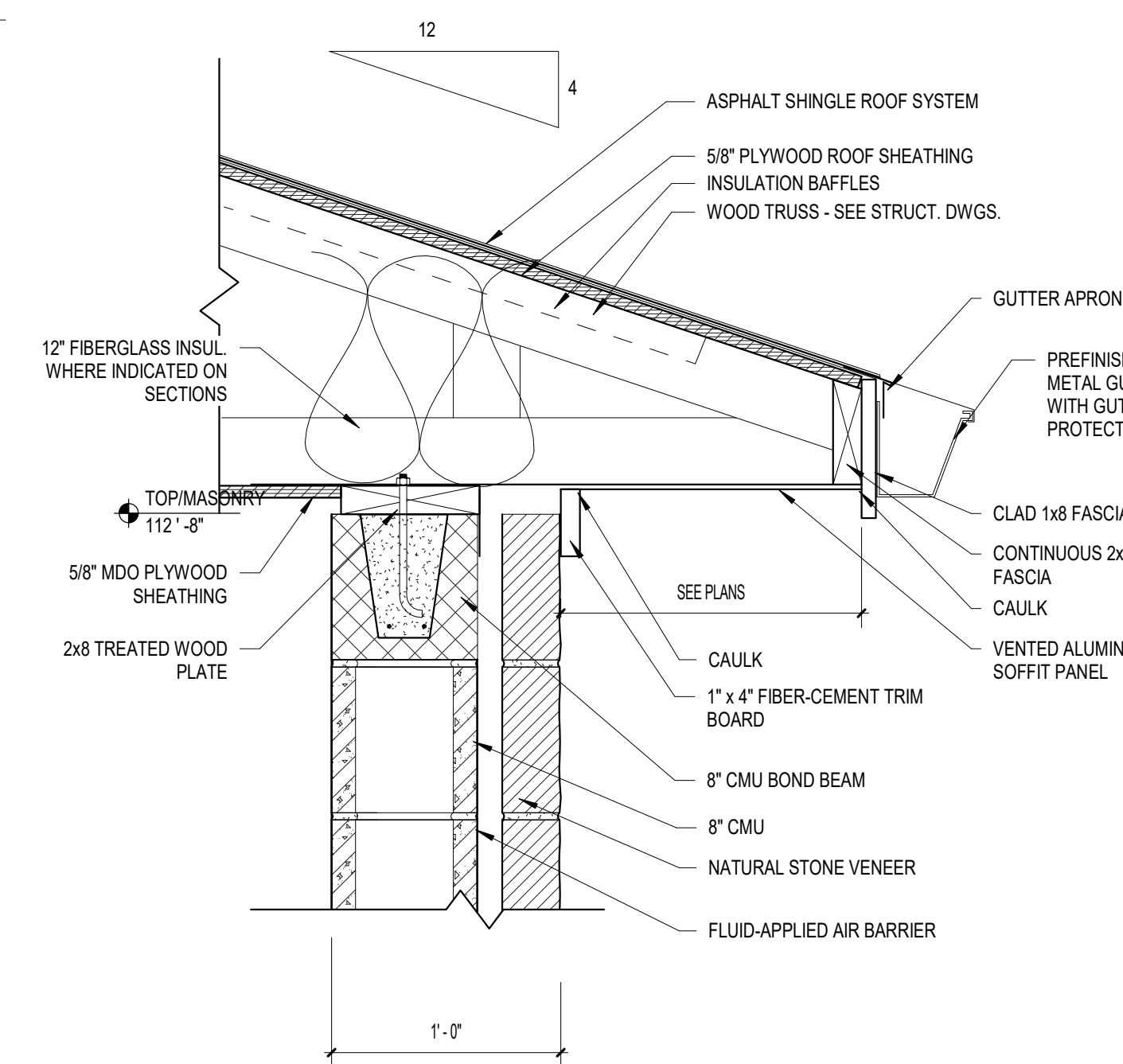
1 Pavilion Addition Wall Section C
A2.1 Scale: 3/8" = 1'-0"



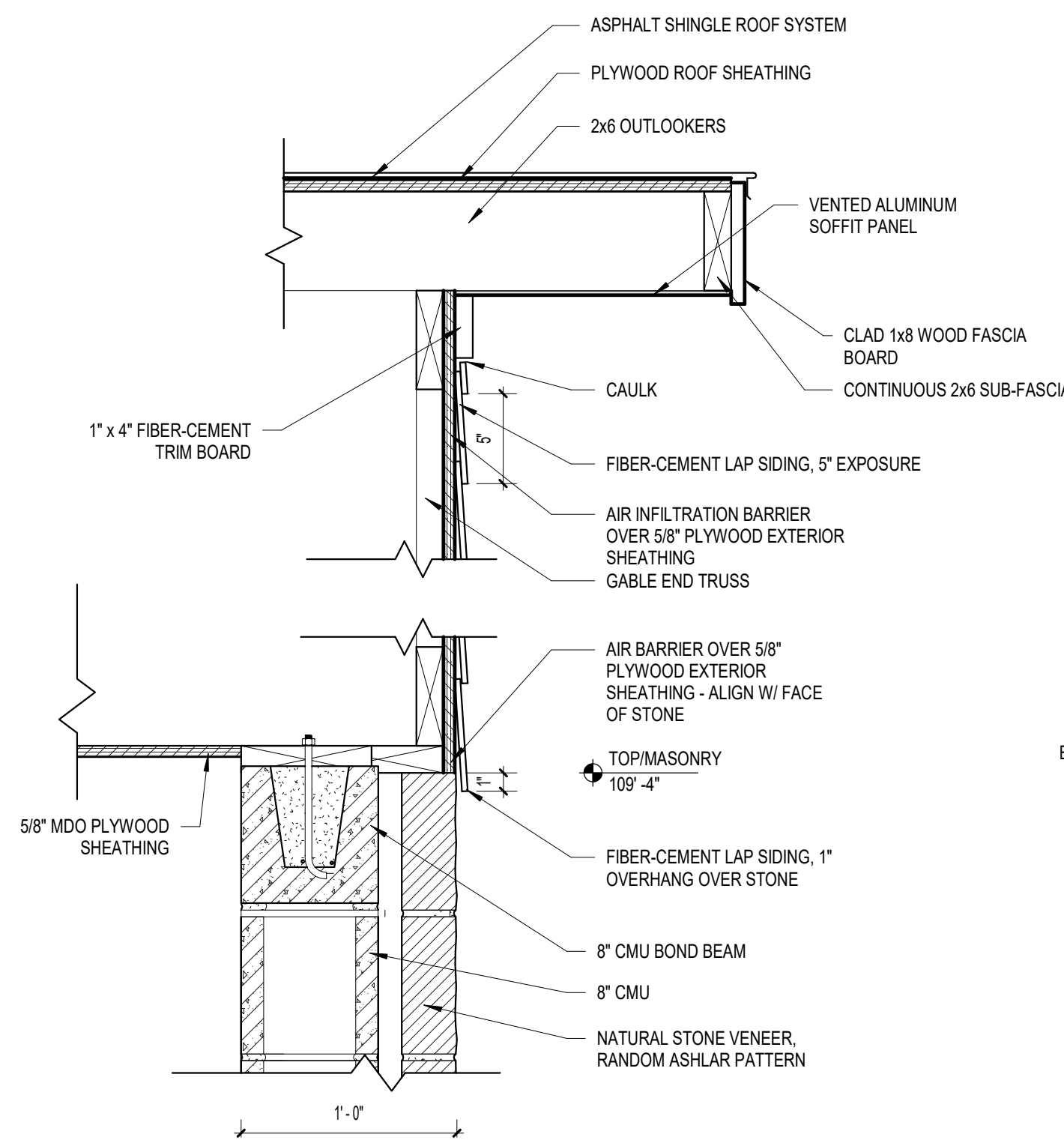
4 Floor to Exterior Wall
A2.1 Scale: 1 1/2" = 1'-0"



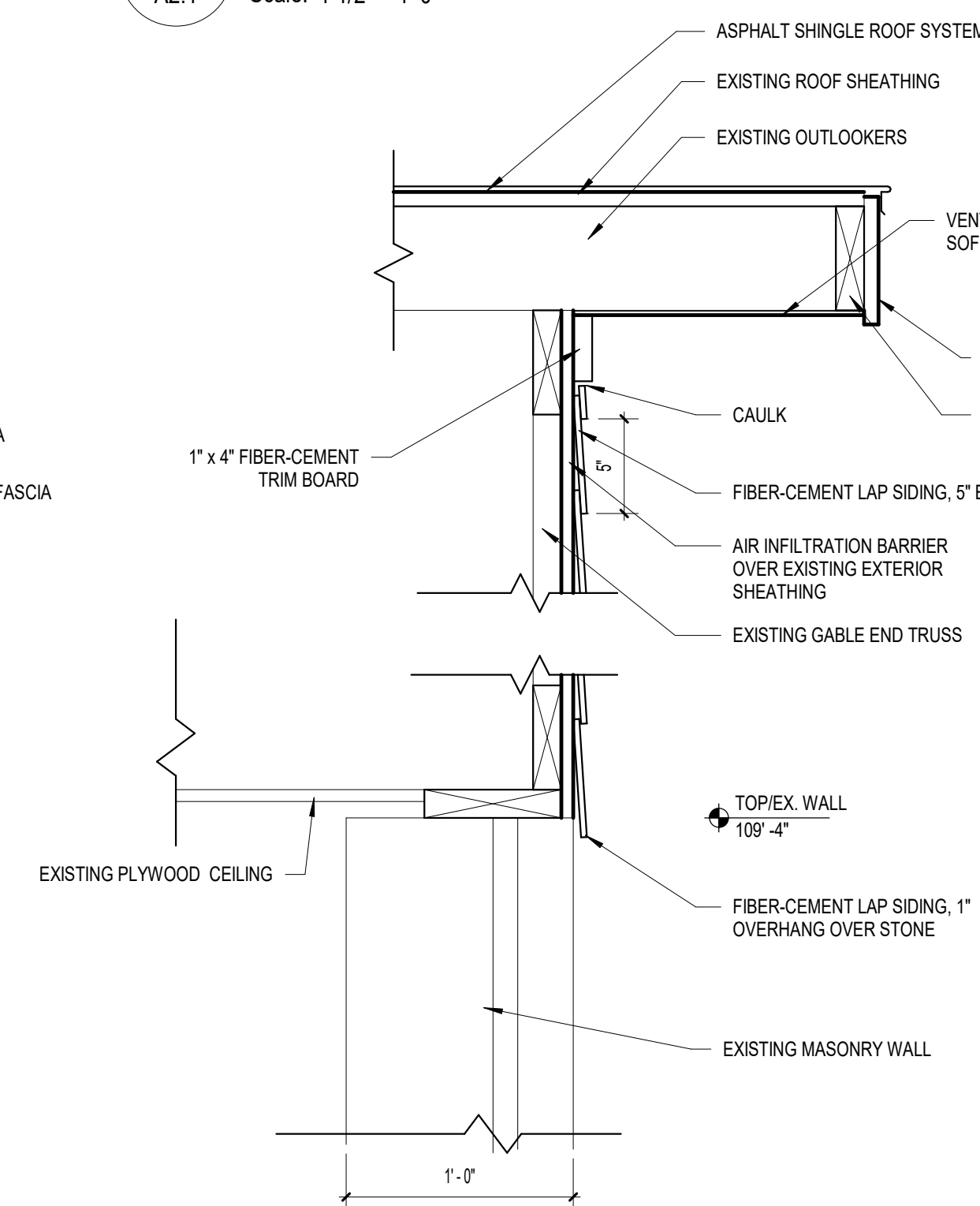
5 Gable End at Exposed Deck
A2.1 Scale: 1 1/2" = 1'-0"



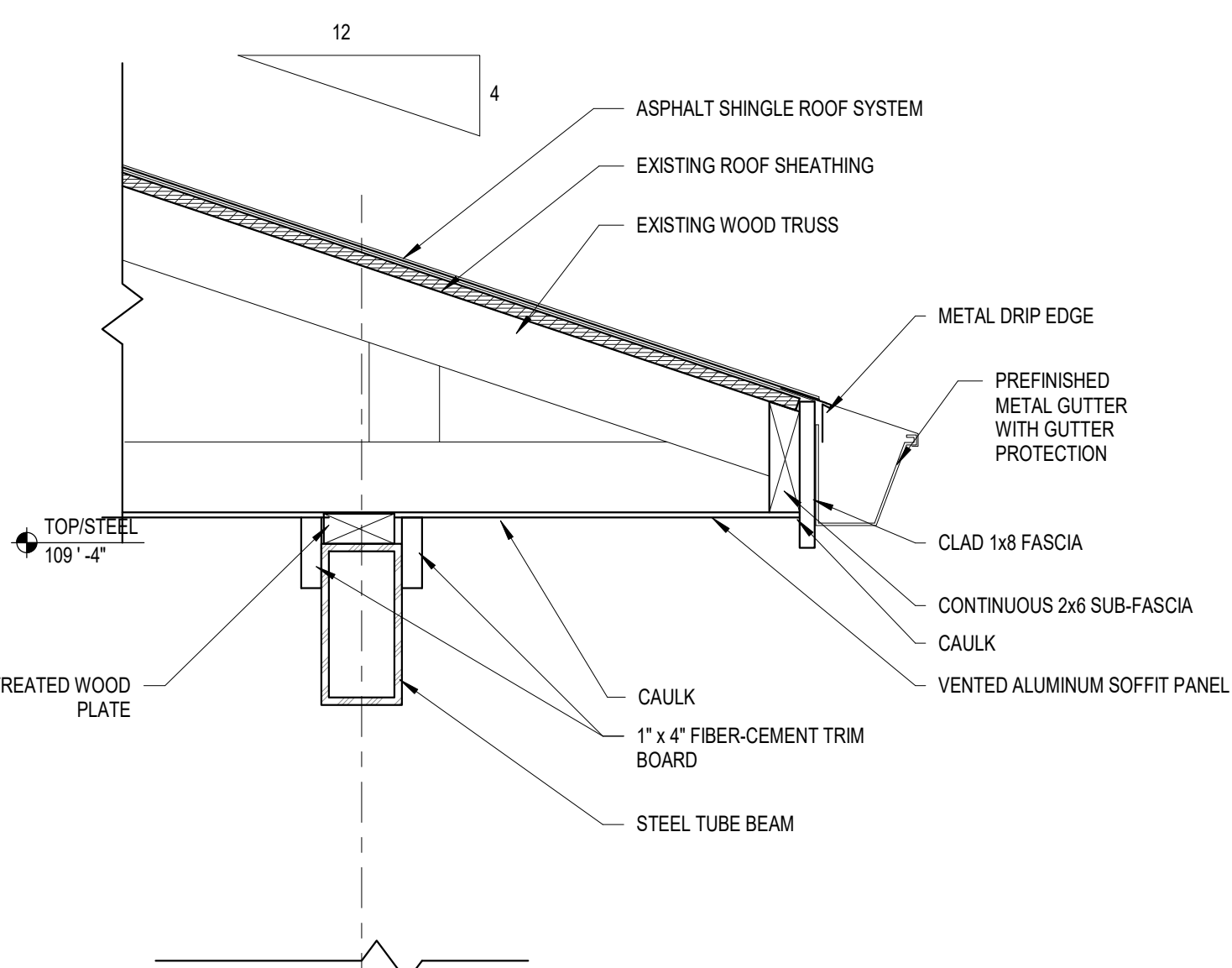
6 Soffit Overhang @ CMU/Stone
A2.1 Scale: 1 1/2" = 1'-0"



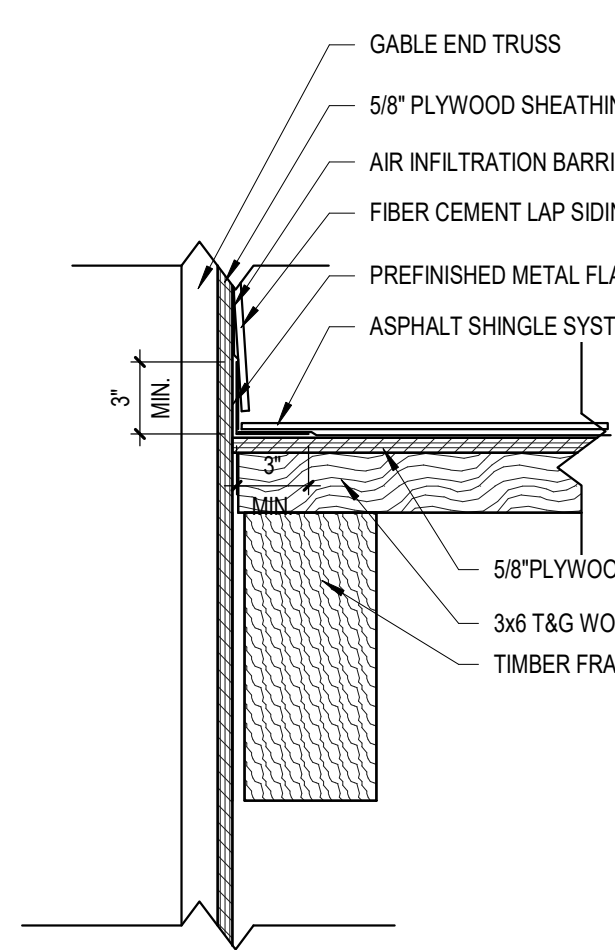
7 Gable End Overhang @ CMU/Stone
A2.1 Scale: 1 1/2" = 1'-0"



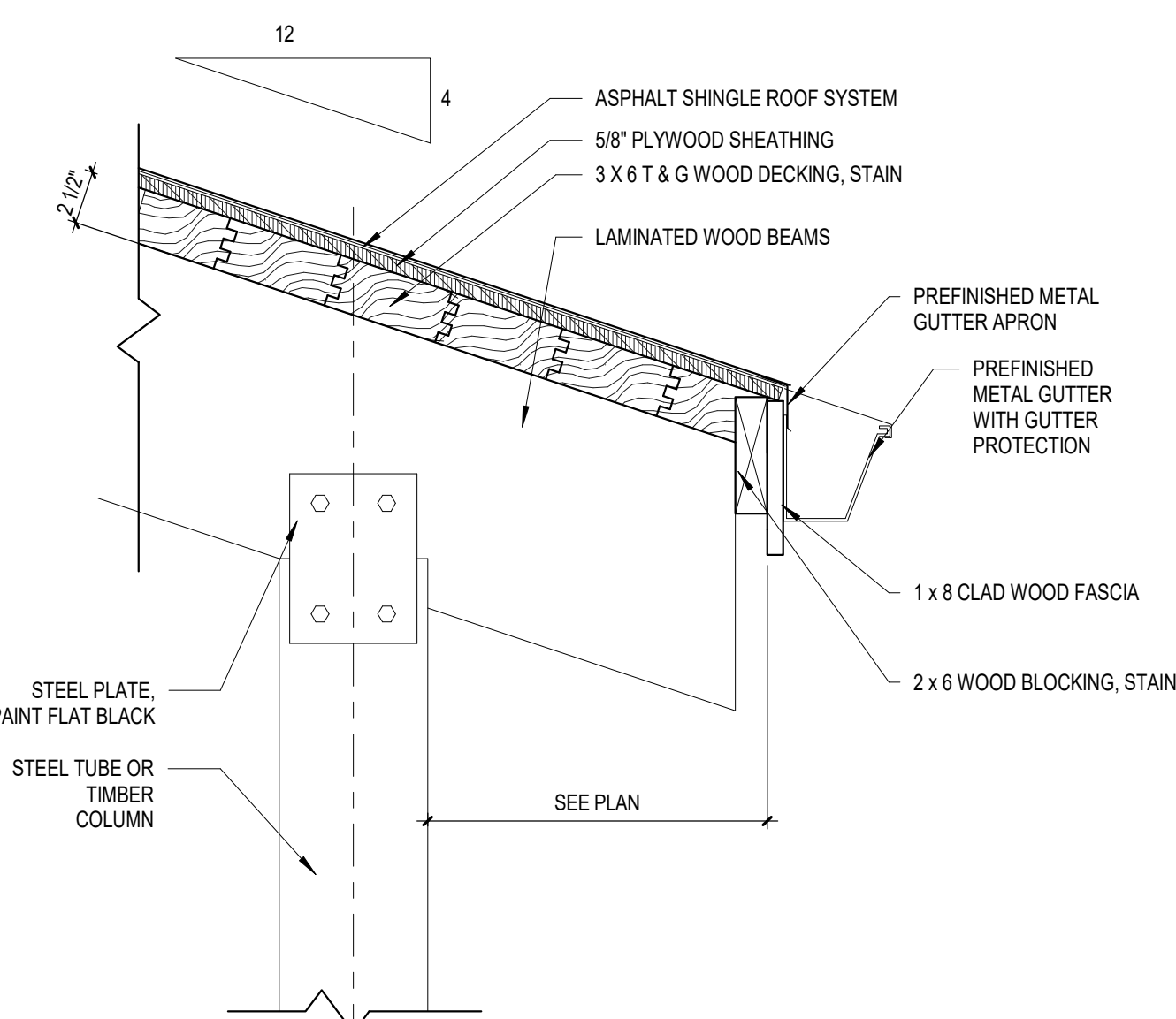
8 Gable End Overhang @ Existing Wall
A2.1 Scale: 1 1/2" = 1'-0"



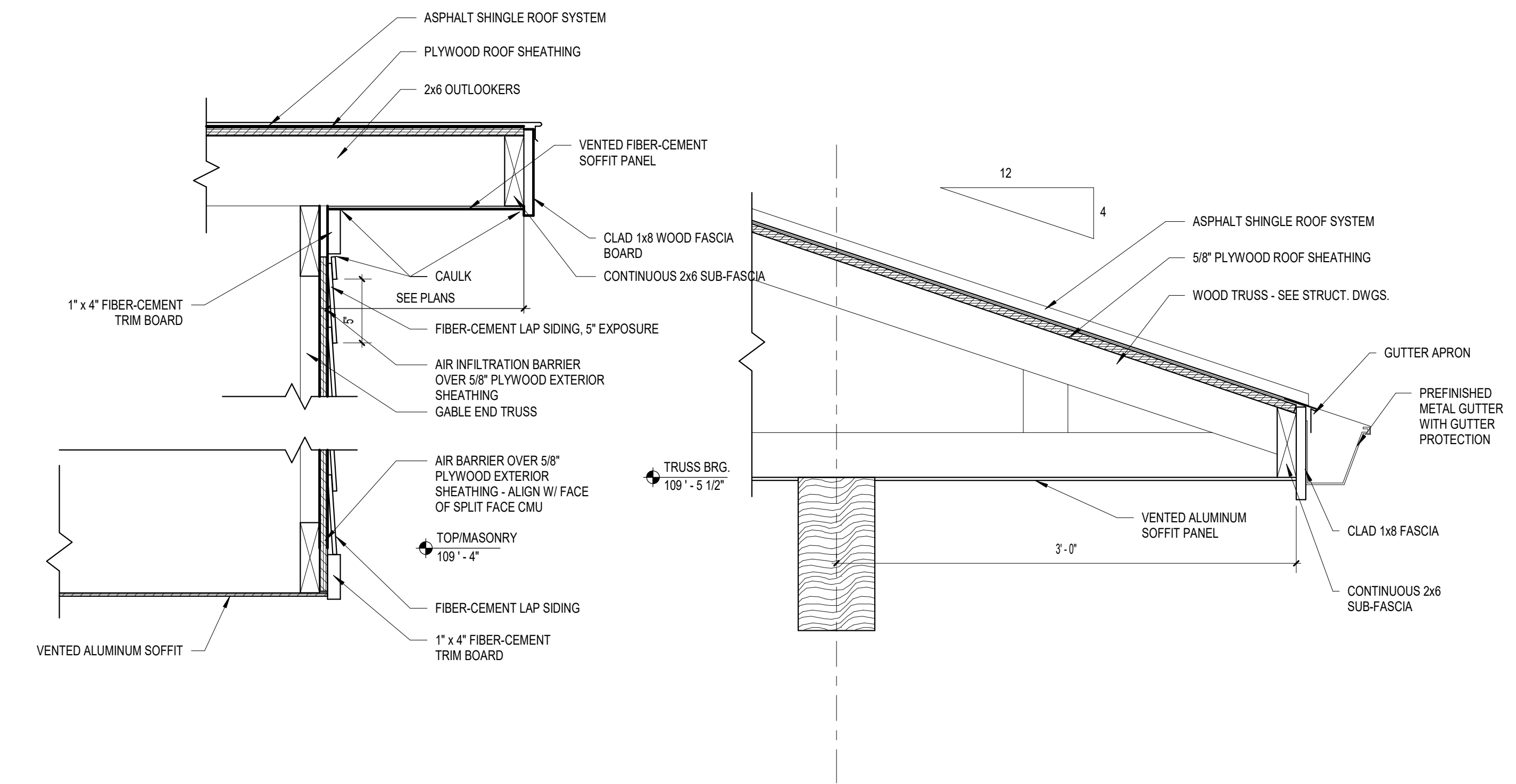
9 Soffit Overhang @ Existing Wall
A2.1 Scale: 1 1/2" = 1'-0"



10 Roof to Wall Details
A2.1 Scale: 1 1/2" = 1'-0"



11 Exposed Roof Decking Overhang Detail
A2.1 Scale: 1 1/2" = 1'-0"



2 Gable End Overhang
A2.1 Scale: 1 1/2" = 1'-0"

3 Soffit Overhang
A2.1 Scale: 1 1/2" = 1'-0"

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Village of McFarland
McFarland, WI

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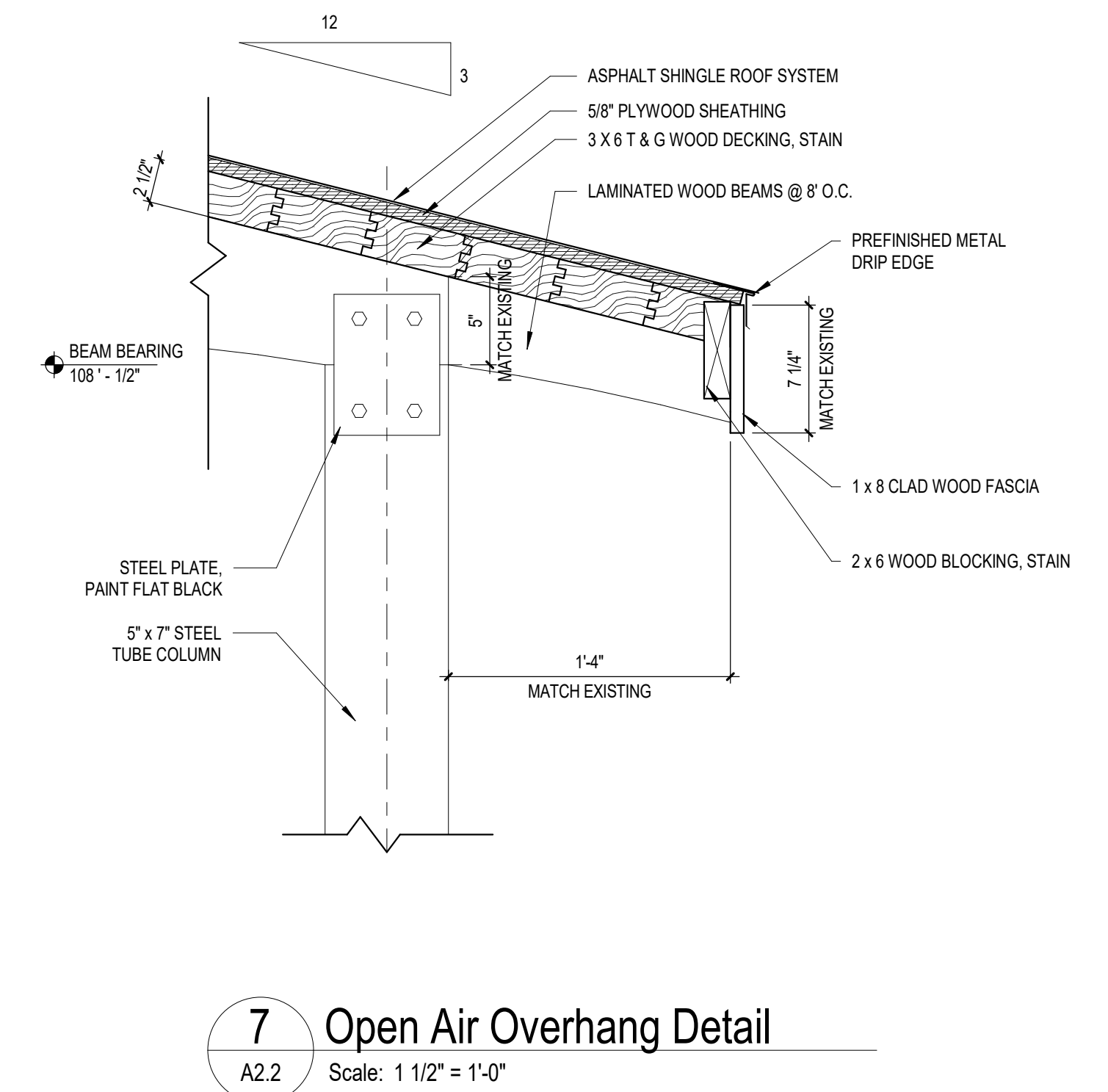
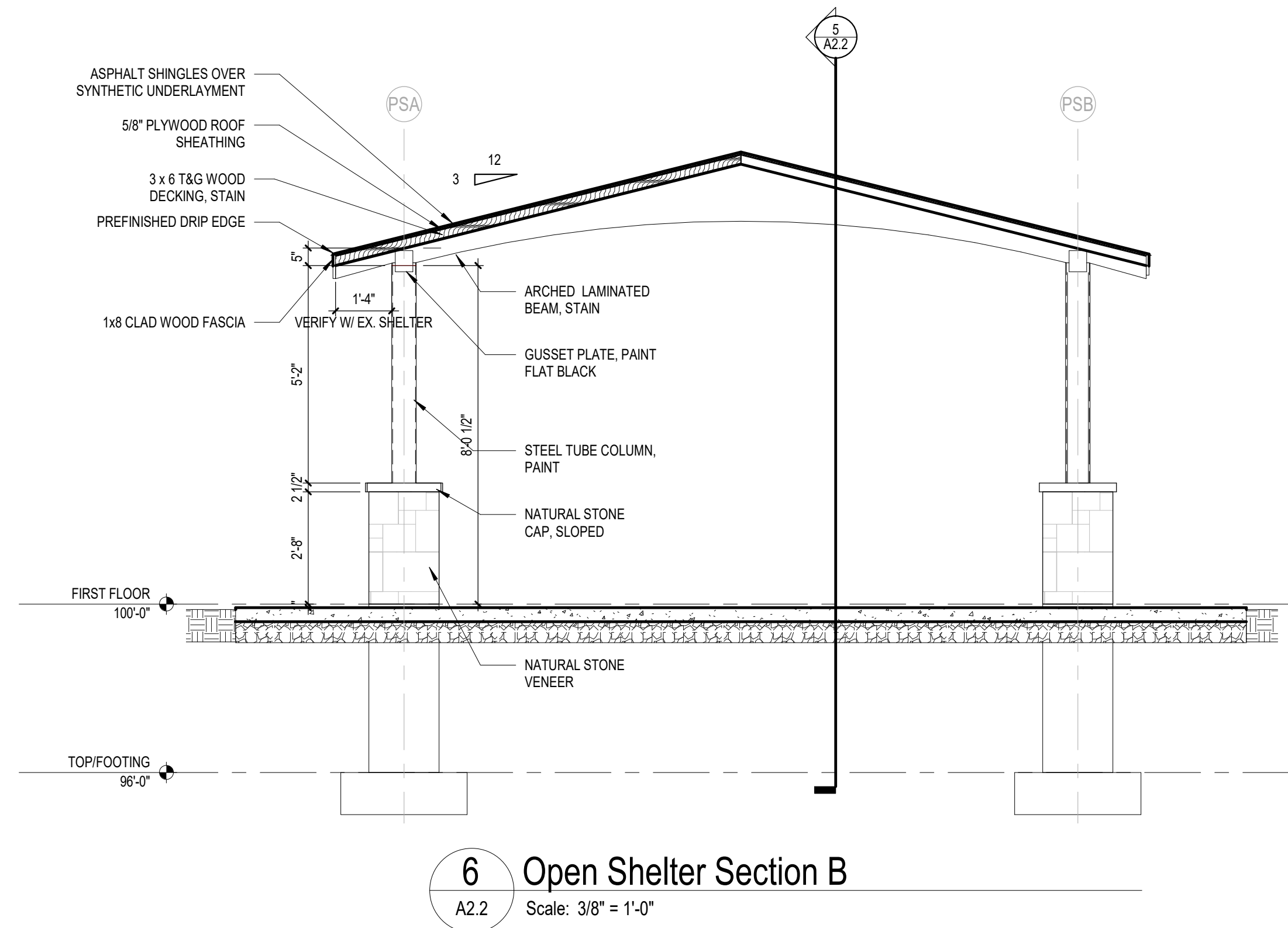
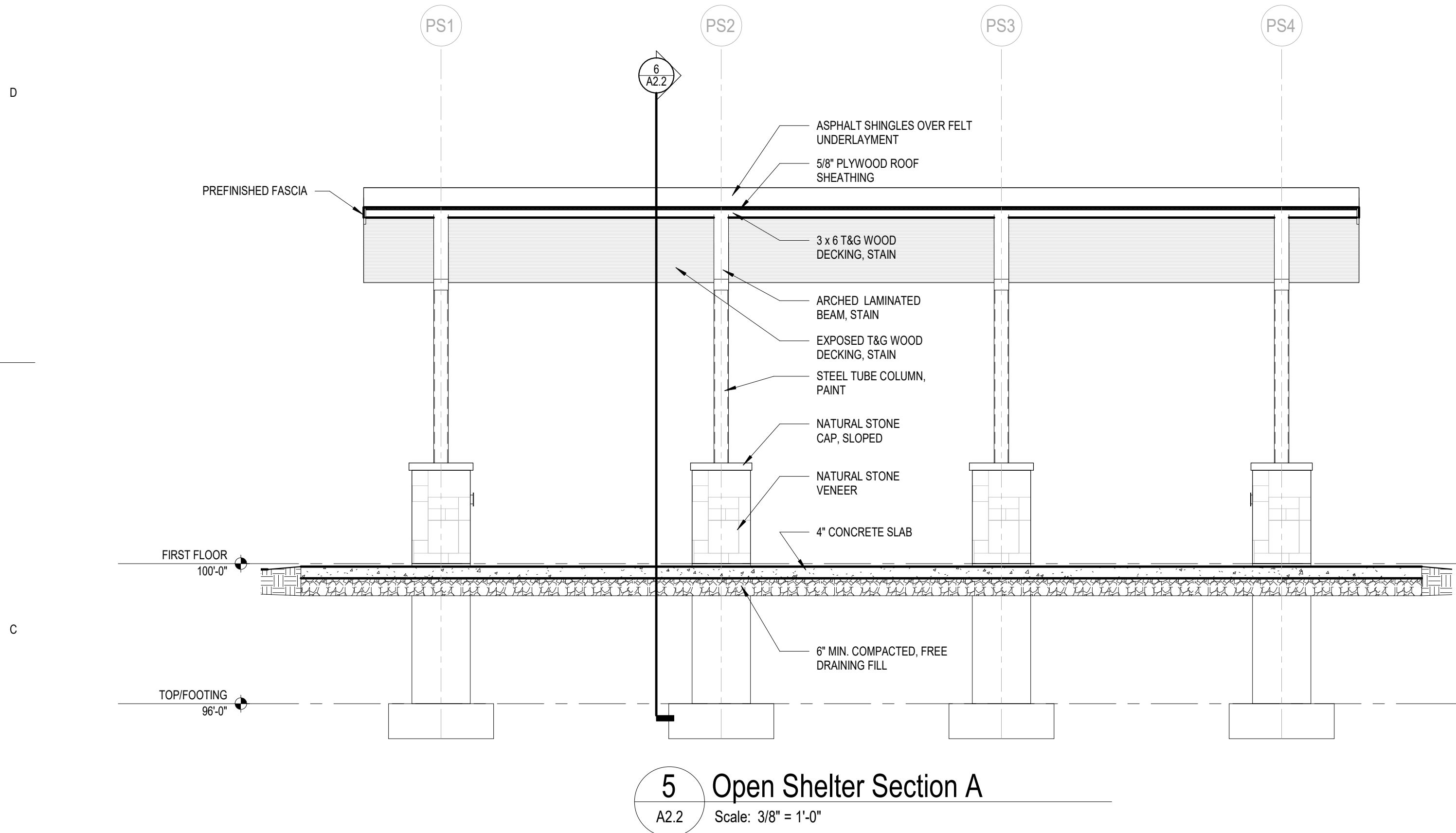
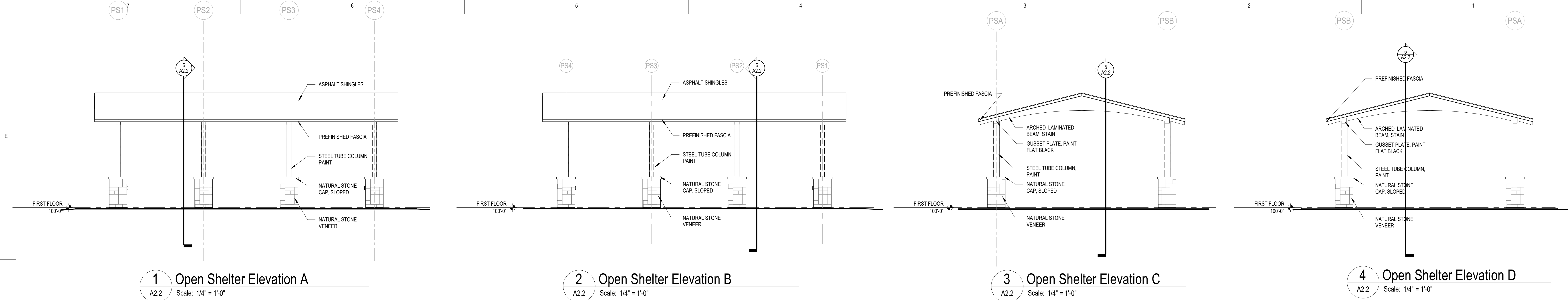
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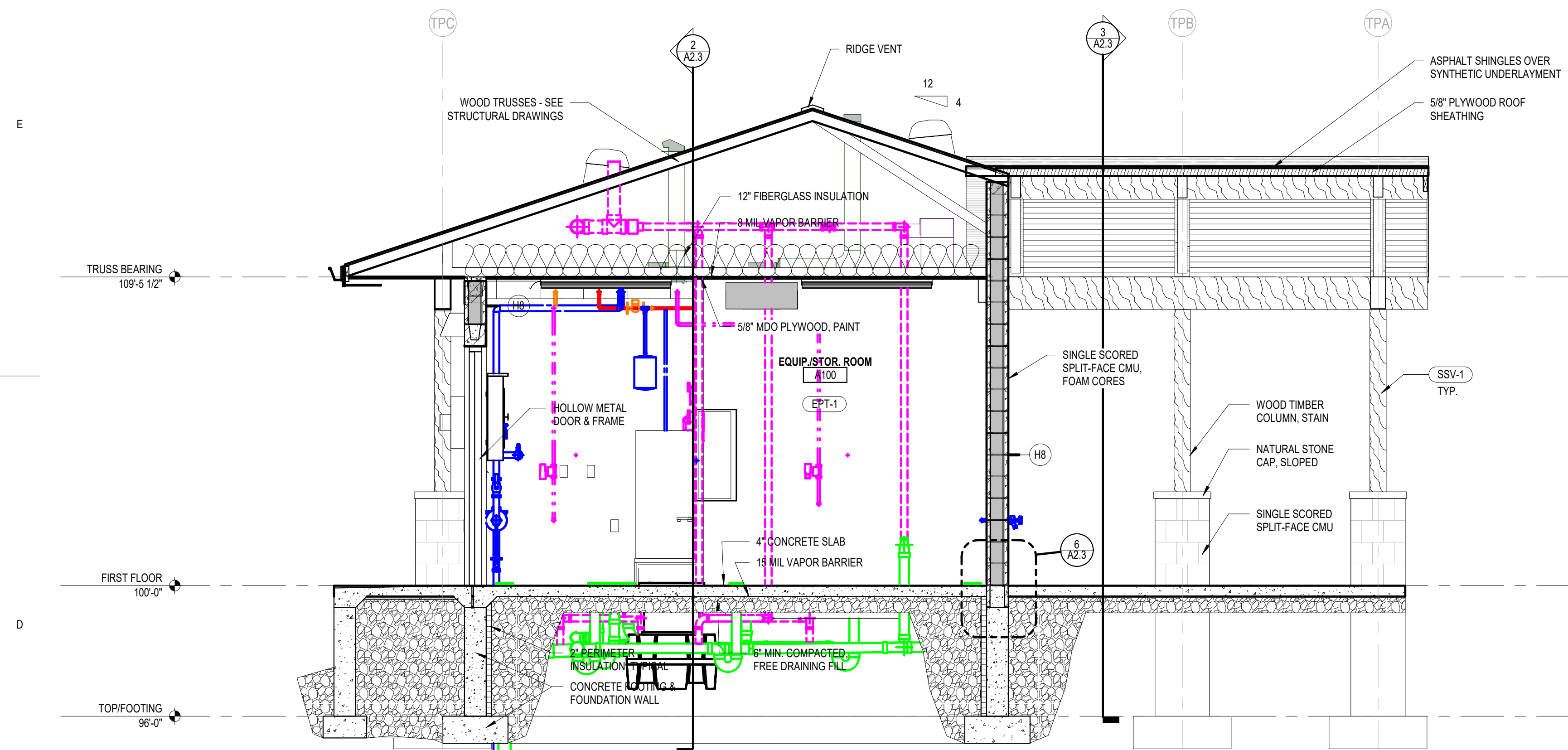
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Pavilion Wall
Sections & Details

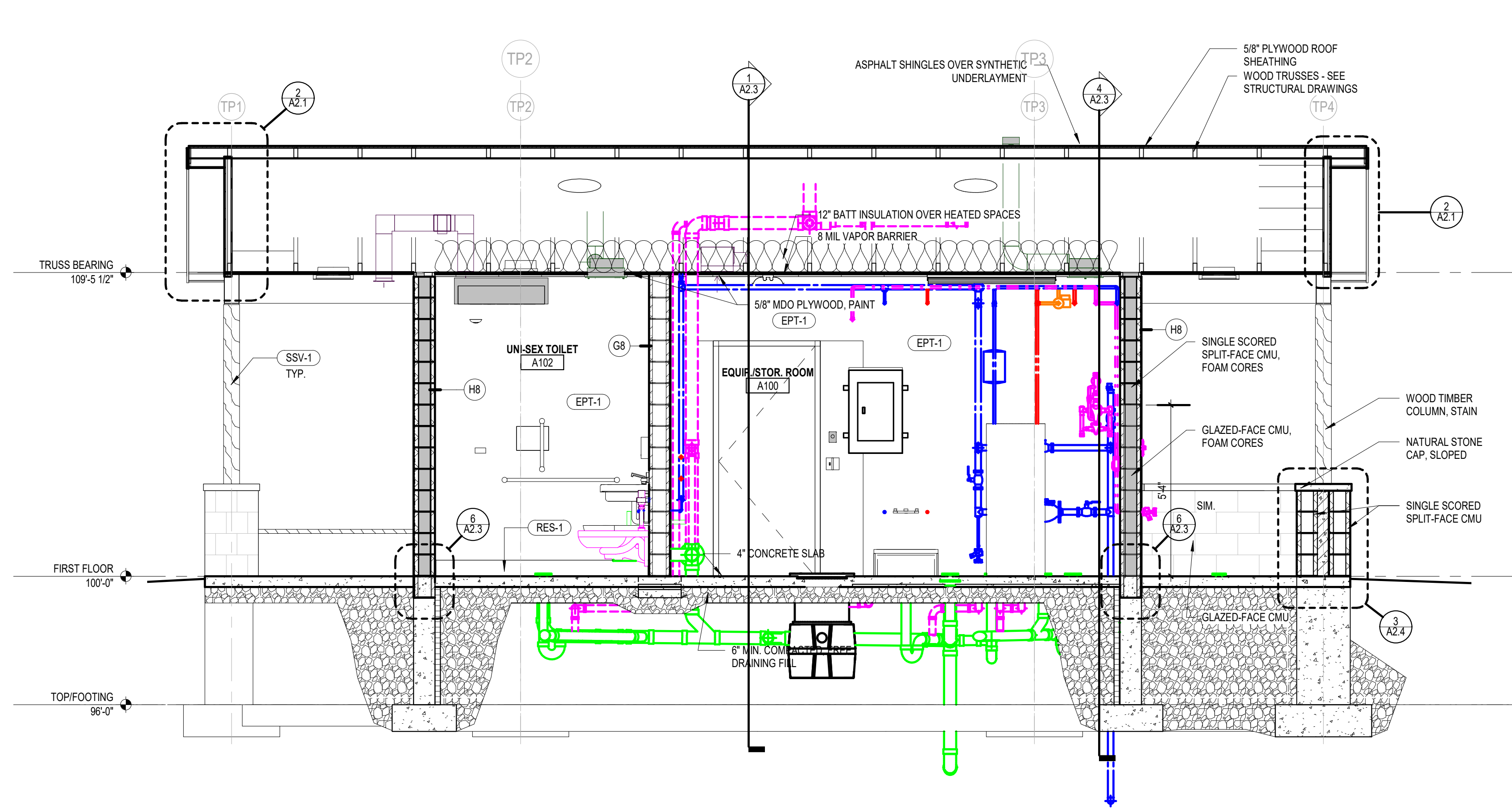
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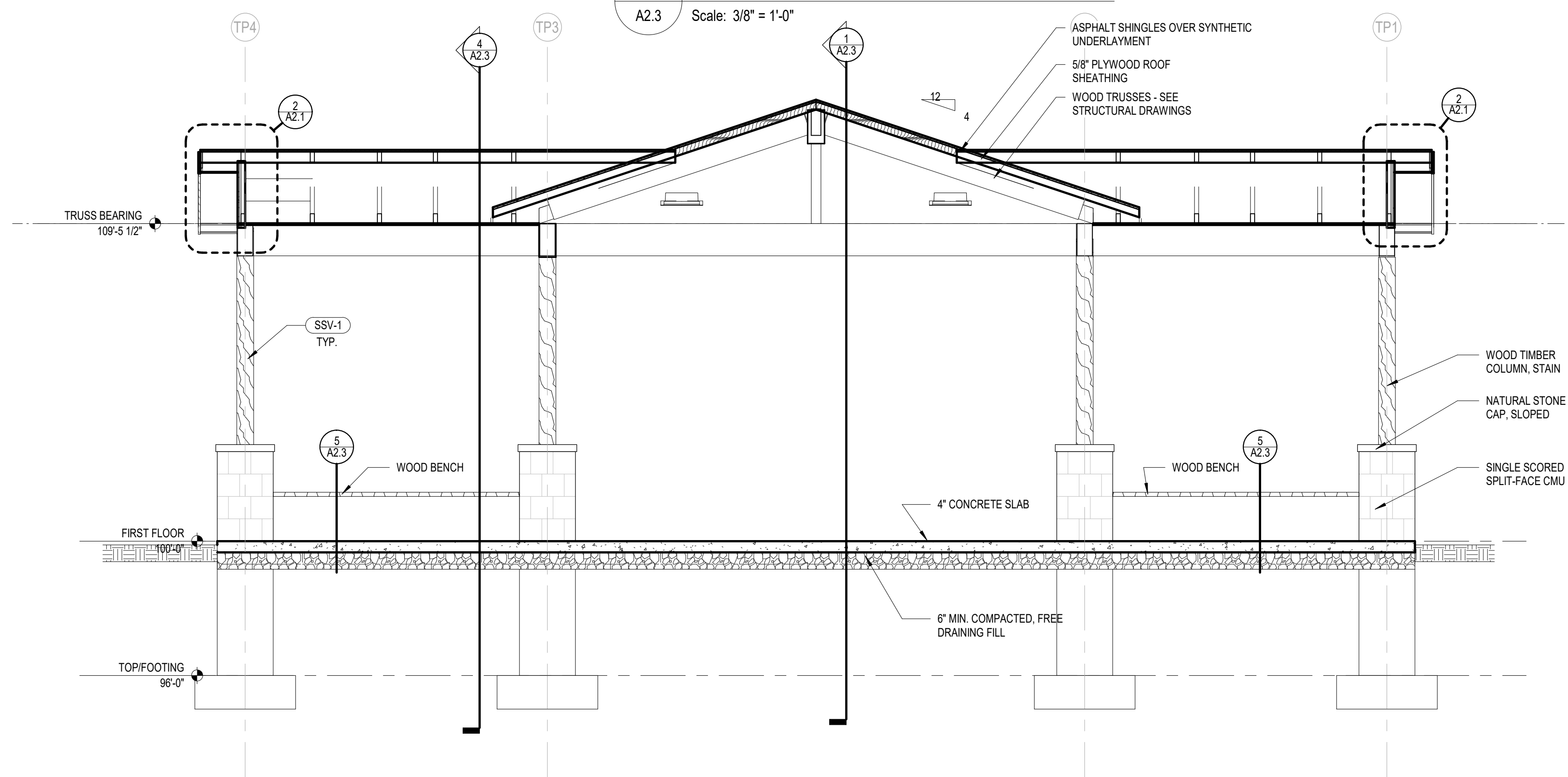




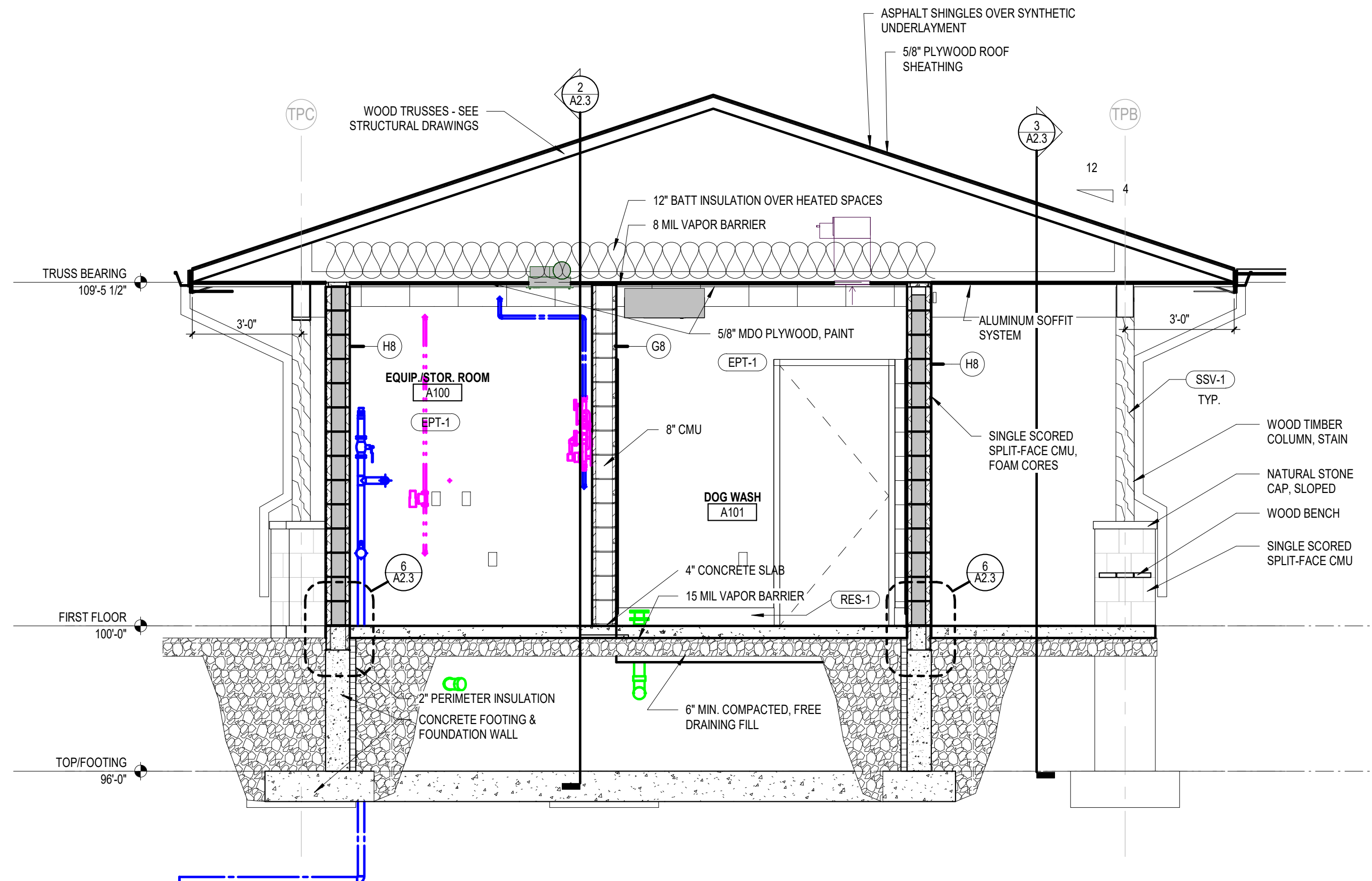
1 Toilet/Pet Wash Wall Section A
A2.3 Scale: 3/8" = 1'-0"



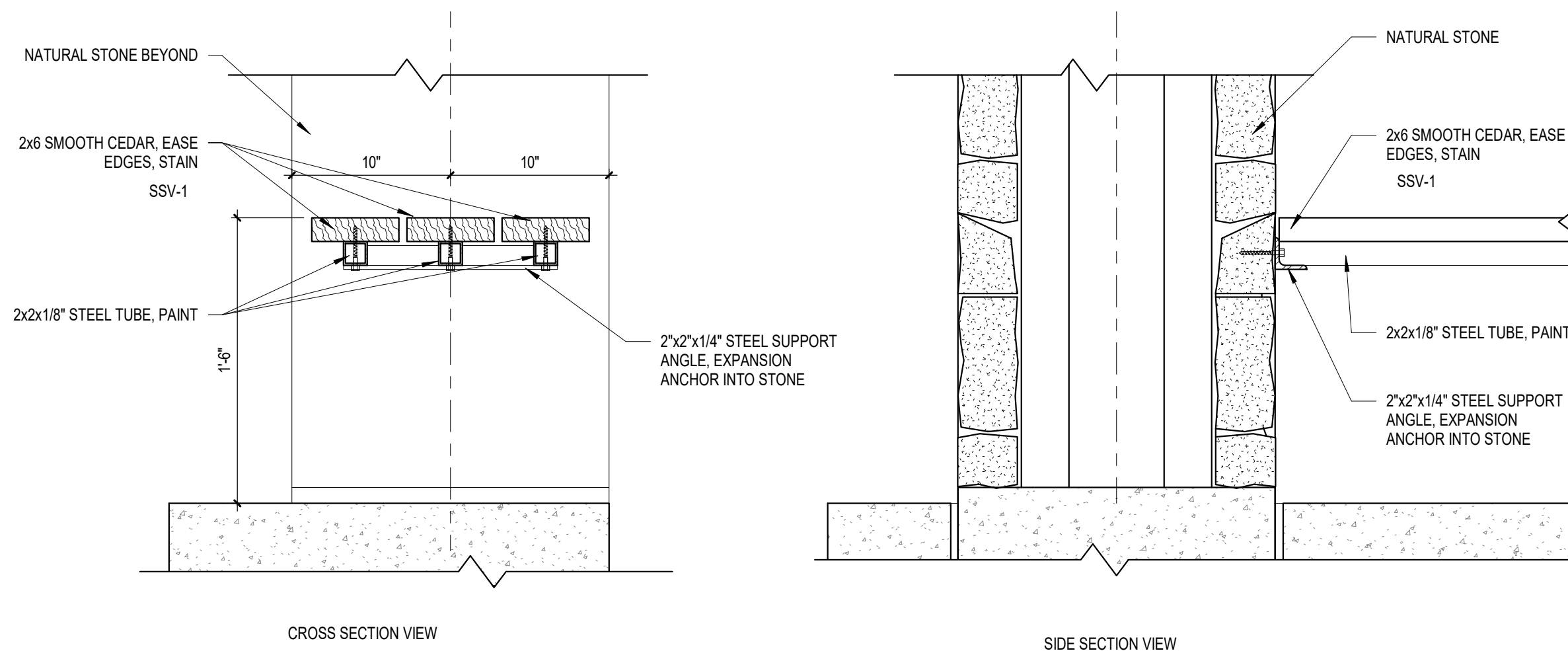
2 Toilet/Pet Wash Wall Section B
A2.3 Scale: 3/8" = 1'-0"



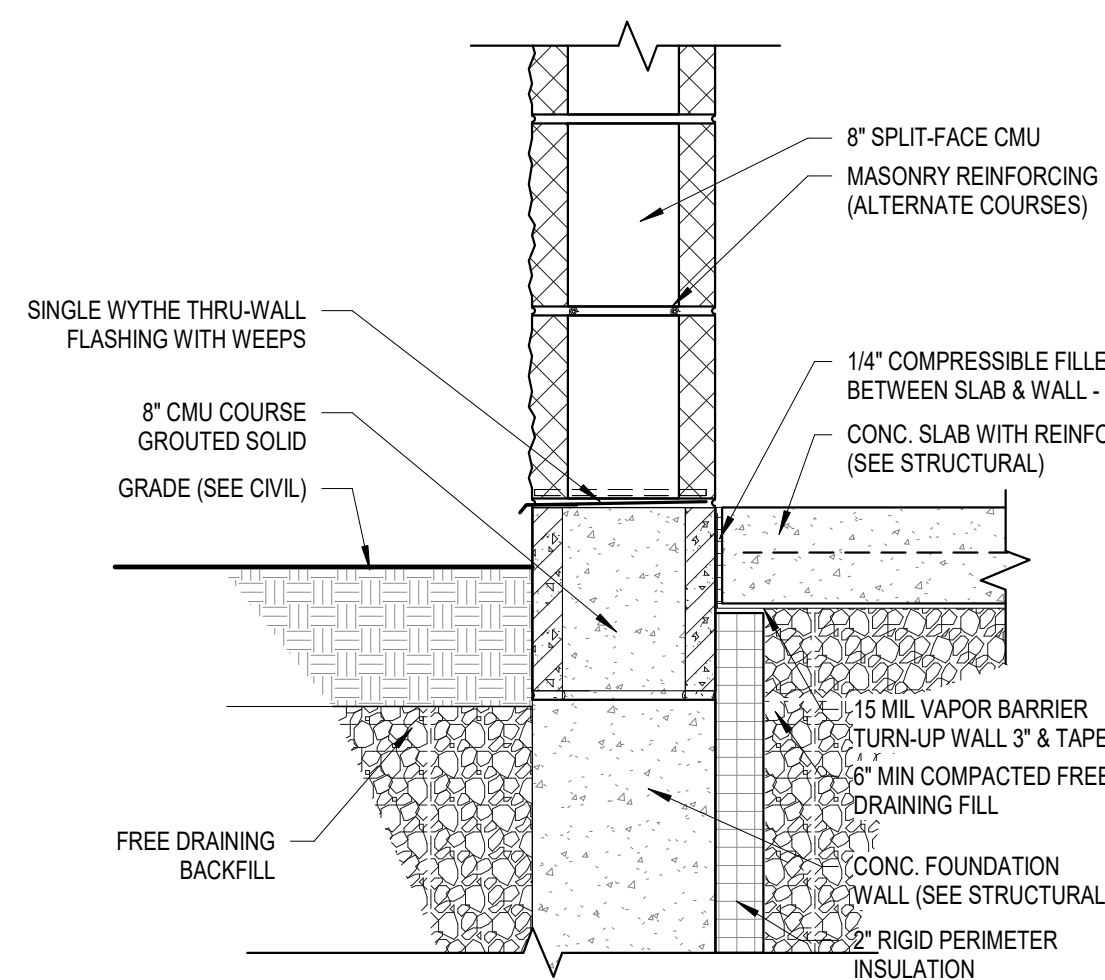
3 Toilet/Pet Wash Wall Section C
A2.3 Scale: 3/8" = 1'-0"



4 Toilet/Pet Wash Wall Section D
A2.3 Scale: 3/8" = 1'-0"



5 Bench Detail
A2.3 Scale: 1 1/2" = 1'-0"



6 Floor to Single Wythe Exterior Wall
A2.3 Scale: 1 1/2" = 1'-0"

KEYNOTE LEGEND

EPT-1 EPOXY PAINT
RES-1 RESINOUS FLOOR
SSV-1 WOOD STAIN - SEE INTERIOR FINISH LEGEND

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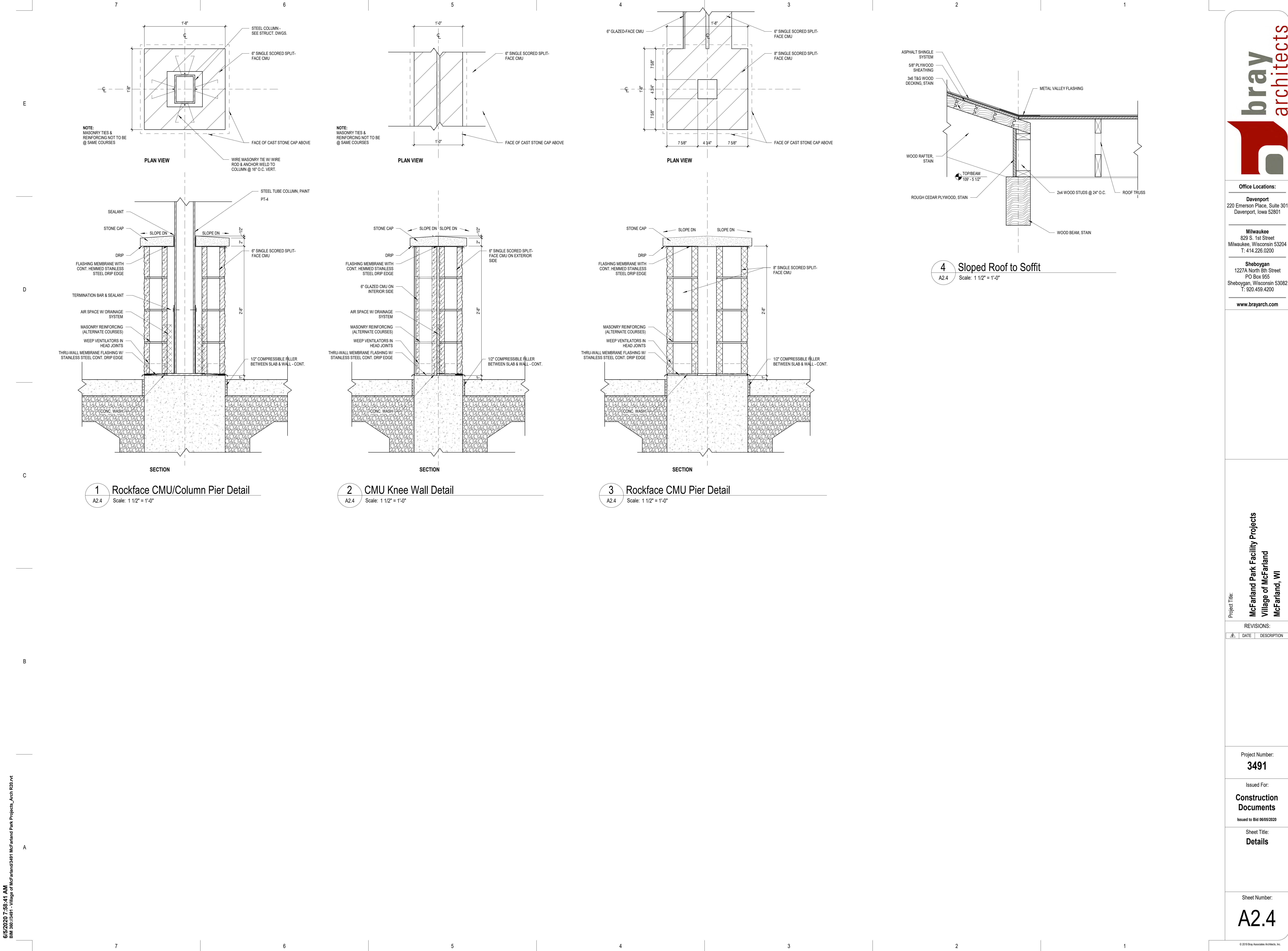
Sheet Title:

Toilet/Dog Wash Shelter Sections & Details

Sheet Number:

A2.3

6/5/2020 7:58:41 AM
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Door and Frame Types

Scale: 1/4" = 1'-0"

DOOR TYPE F-1
FLUSH

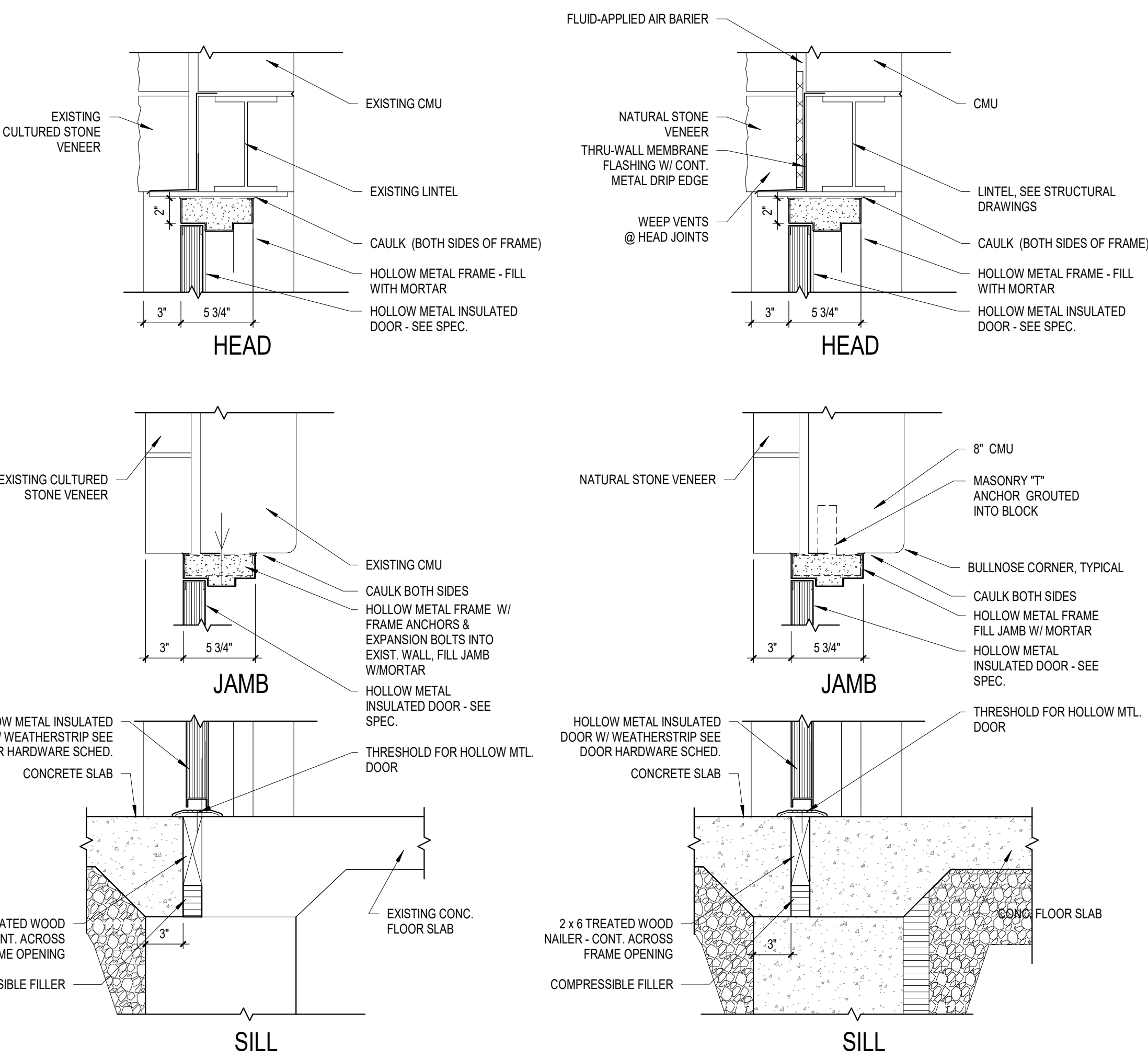
FRAME TYPE FS1

DOOR TYPE C
MANUAL ROLL-UP COUNTER DOOR
SPEC. SECTION 08 33 23

DOOR TYPE OH-1
SECTIONAL OVERHEAD DOOR, MOTOR OPERATED
SPEC. SECTION 08 36 13

DOOR SCHEDULE

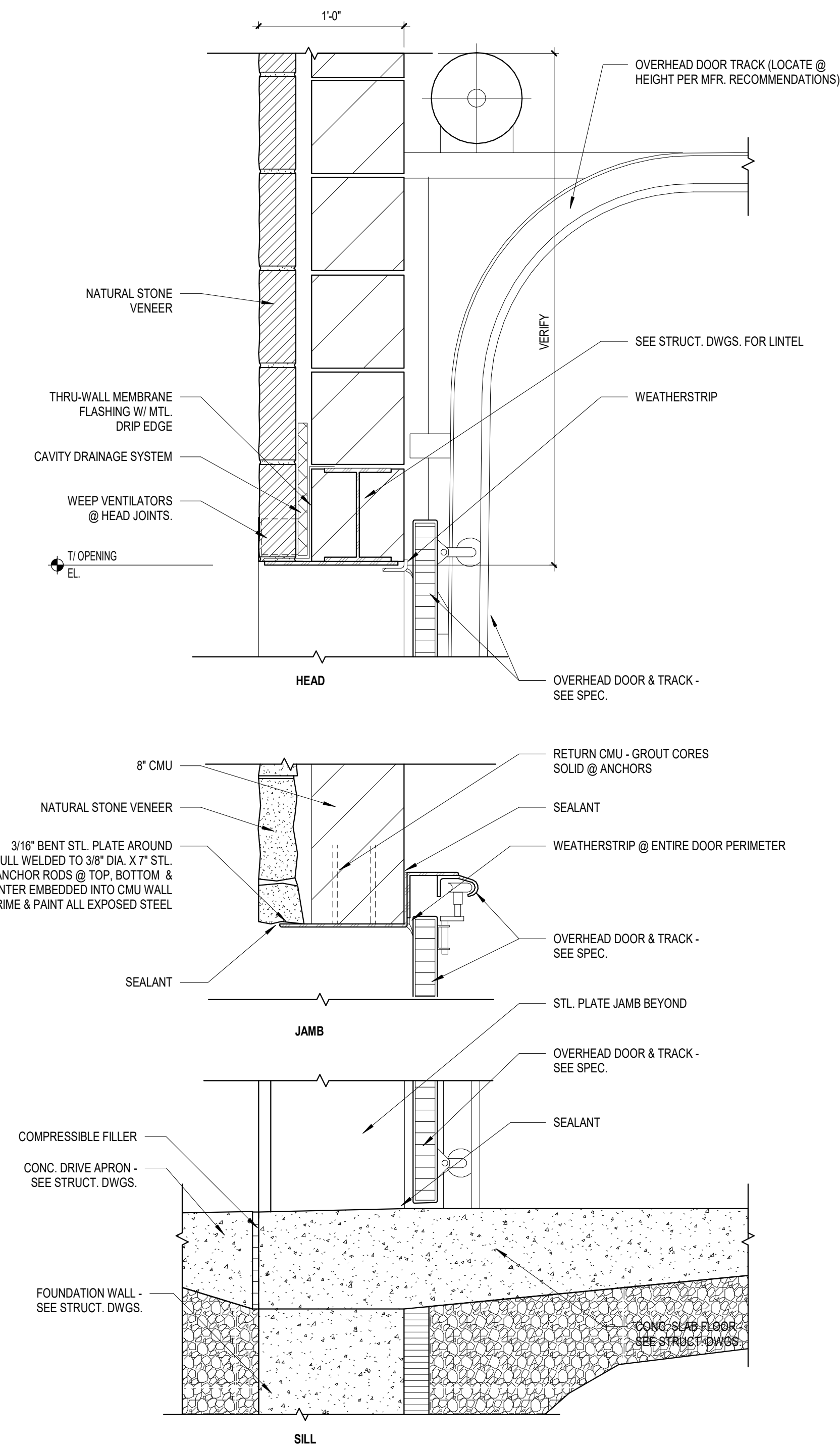
MARK	DOOR				FRAME		DETAILS			RATING	HARDWARE GROUP	COMMENTS
	WIDTH	HEIGHT	TYPE	MATERIAL	TYPE	FINISH	HEAD	JAMB	SILL			
A100A	3'-0"	7'-2"	F-1	HM/PT	FS-1	PT	3/A8.0	3/A8.0	3/A8.0	---	1	ELECTRIC STRIKE, CARD READER (BY OTHERS)
A101A	3'-0"	7'-2"	F-1	HM/PT	FS-1	PT	3/A8.0	3/A8.0	3/A8.0	---	2	ELECTRIC STRIKE, CARD READER (BY OTHERS)
A102A	3'-0"	7'-2"	F-1	HM/PT	FS-1	PT	3/A8.0	3/A8.0	3/A8.0	---	2	ELECTRIC STRIKE
A103A	3'-0"	7'-2"	F-1	HM/PT	FS-1	PT	3/A8.0	3/A8.0	3/A8.0	---	2	ELECTRIC STRIKE
B101A	3'-0"	7'-2"	F-1	HM/PT	FS-1	PT	1/A8.0	1/A8.0	1/A8.0	---	2	ELECTRIC STRIKE
B103A	3'-0"	7'-2"	F-1	HM/PT	FS-1	PT	1/A8.0	1/A8.0	1/A8.0	---	2	ELECTRIC STRIKE
B104A	8'-0"	7'-0"	OH-1	STEEL/PREFIN.	---	---	4/A8.0	4/A8.0	4/A8.0	---	---	MOTOR OPERATED
B105A	3'-0"	7'-2"	F-1	HM/PT	FS-1	PT	2/A8.0	2/A8.0	2/A8.0	---	1	ELECTRIC STRIKE, CARD READER (BY OTHERS)
B105B	8'-0"	4'-6"	C	ALUM	---	---	5/A8.0	6/A8.0	5/A8.0	---	---	MANUAL LIFT
B105C	8'-0"	4'-6"	C	ALUM	---	---	5/A8.0	6/A8.0	5/A8.0	---	---	MANUAL LIFT
B105D	3'-0"	7'-2"	F-1	HM/PT	FS-1	PT	2/A8.0	2/A8.0	2/A8.0	---	1	ELECTRIC STRIKE



1 HM Door Head/Jamb/Sill @ Existing CMU/Stone
A8.0 Scale: 1 1/2" = 1'-0"

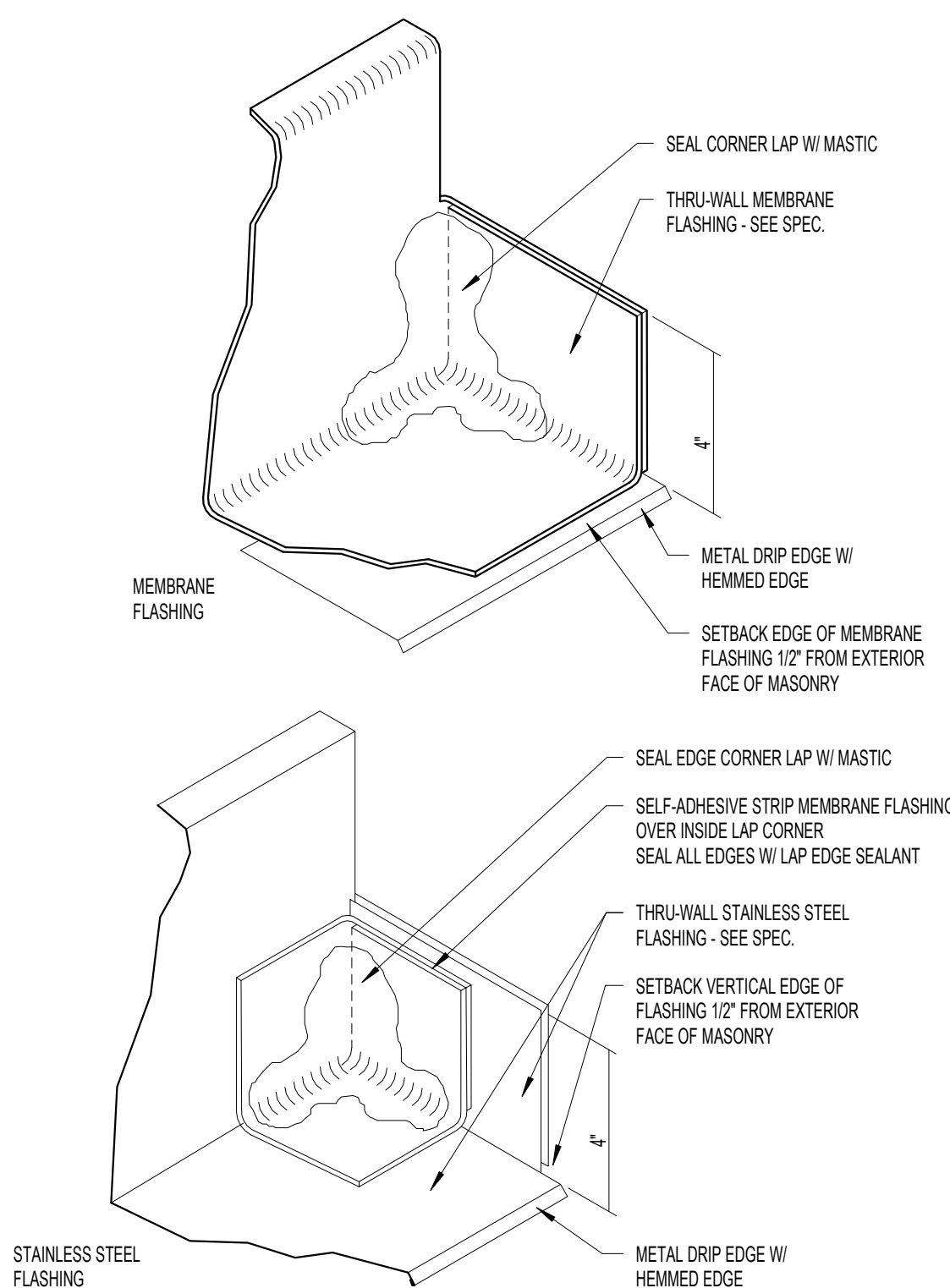
2 Head, Jamb & Sill @ Stone/CMU
A8.0 Scale: 1 1/2" = 1'-0"

3 Head, Jamb & Sill @ Rock-Face CMU
A8.0 Scale: 1 1/2" = 1'-0"



4 Overhead Door Head/Jamb/Sill
A8.0 Scale: 1 1/2" = 1'-0"

5 Roll-up Counter Door
A8.0 Scale: 1 1/2" = 1'-0"



8 Thru-wall Flashing End Dam
A8.0 Scale: 3" = 1'-0"

7 Exterior Threshold Conditions
A8.0 Scale: 6" = 1'-0"

6 Roll-up Door Track Jamb
A8.0 Scale: 3" = 1'-0"

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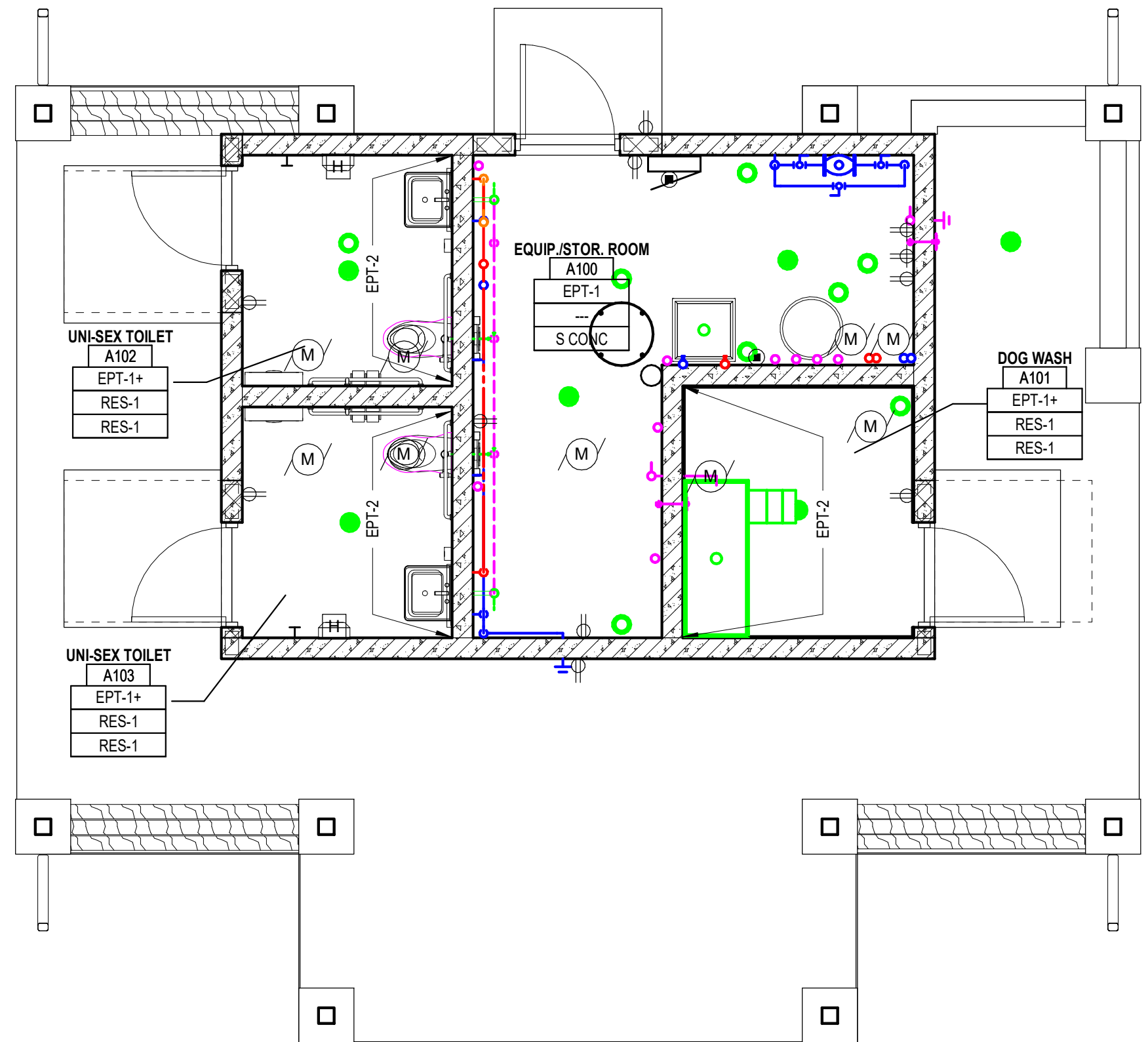
Door Schedule,
Door & Frame
Types, Details

Sheet Number:

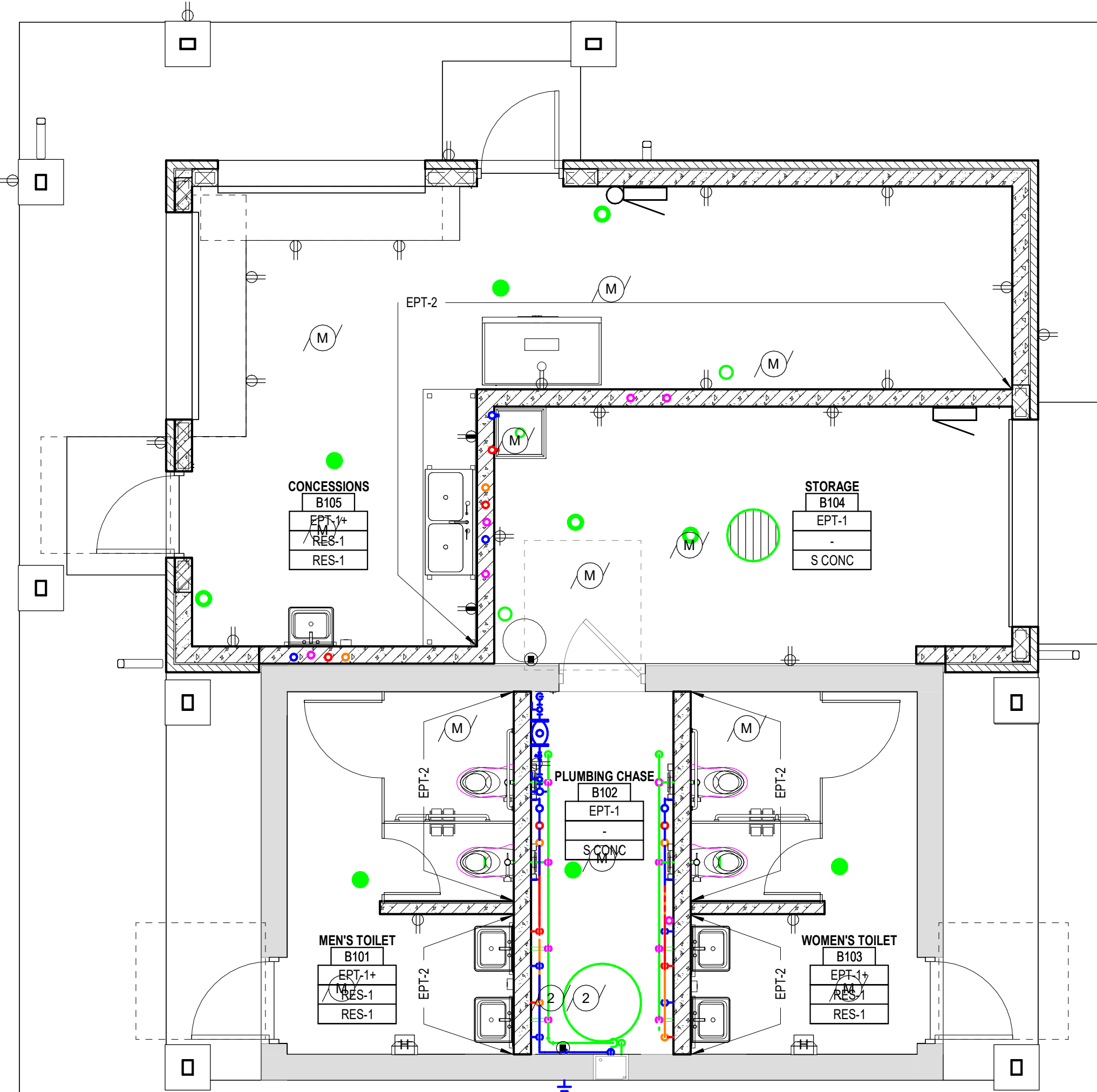
A8.0

INTERIOR FINISH LEGEND					
TAG	MATERIAL (GENERIC TYPE)	MATERIAL MANUFACTURER	MATERIAL SPECIFICATION	MATERIAL SIZE	MATERIAL NOTES
EPT-1	EPOXY PAINT		TO MATCH PT-1; SHERWIN WILLIAMS SW7050 USEFUL GRAY		
EPT-2	EPOXY PAINT		TO MATCH PT-3; SHERWIN WILLIAMS SW 9135 WHIRLPOOL		
PT-1	PAINT (FIELD)	SHERWIN WILLIAMS	SW7050 USEFUL GRAY		
PT-2	PAINT (DOOR FRAMES)	SHERWIN WILLIAMS	SW6223 STILL WATER		
PT-3	PAINT (ACCENT)	SHERWIN WILLIAMS	SW9135 WHIRLPOOL		
PT-4	PAINT (EXT. METAL STRUCTURES)	SHERWIN WILLIAMS	SW2803 ROOKWOOD TERRA COTTA		
RES-1	RESINOUS FLOORING (EPOXY)	STONHARD	STONTEC - SMOKY MOUNTAINS; SMALLFLAKES		USED FOR WALLBASE. 6"H.
SC-1	SEALED CONCRETE				
SSV-1	WOOD STAIN	SHERWIN WILLIAMS	SW 3511 CEDAR BARK		
TP-1	TOILET PARTITION	ACCURATE PARTITIONS	COLOR: CHARCOAL 9237 FINISH: PEBBLE GRAINED		

PROJECT KEYNOTE LEGEND	
EPT-1	EPOXY PAINT
FRP-1	FIBER REINFORCED PANEL
PT-1	PAINT
RES-1	RESINOUS FLOOR
SSV-1	WOOD STAIN - SEE INTERIOR FINISH LEGEND
TA-1	TOILET PAPER DISPENSER - FURNISHED BY OWNER, INSTALLED BY CONTRACTOR
TA-4	LIQUID SOAP DISPENSER - FURNISHED BY OWNER, INSTALLED BY CONTRACTOR
TA-5	ELECTRIC HAND DRYER - FURNISHED BY ELEC. CONTRACTOR, INSTALLED BY ELEC. CONTRACTOR
TA-6	42", 36", 18"V GRAB BAR SET - FURNISHED BY CONTRACTOR, INSTALLED BY CONTRACTOR
TA-8	BABY CHANGING STATION - FURNISHED BY CONTRACTOR, INSTALLED BY CONTRACTOR
TA-12	MIRROR - SEE INTERIOR ELEVATION FOR SIZE - FURNISHED BY CONTRACTOR, INSTALLED BY CONTRACTOR
TA-14	ROBE HOOK - FURNISHED BY CONTRACTOR, INSTALLED BY CONTRACTOR



1 Toilet/Dog Wash Shelter Finish Plan
A9.0 Scale: 1/4" = 1'-0"



2 Pavilion Addition Finish Plan
A9.0 Scale: 1/4" = 1'-0"

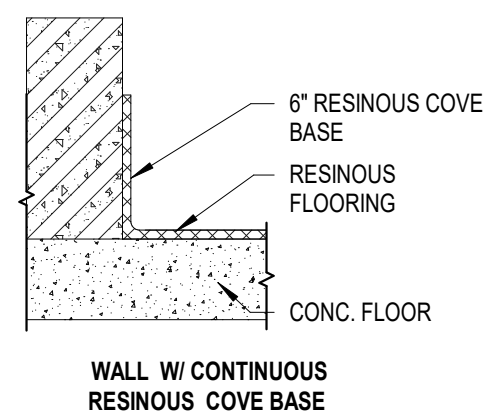
GENERAL FINISH NOTES

FINISH PLAN LEGEND

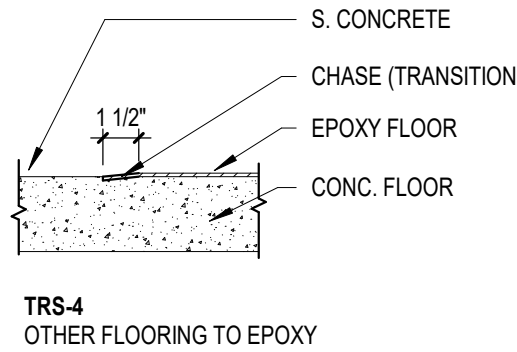
ROOM NUMBER	ROOM NAME
101	WF
WB	WB
FF	FF

FINISH PLAN GENERAL NOTES:

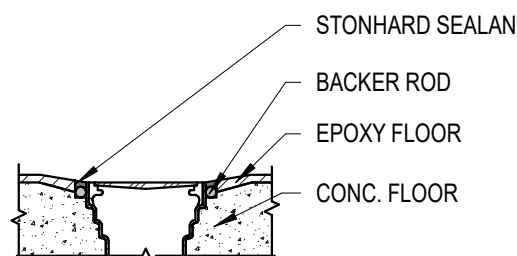
- INTERIOR FINISHES AS DEFINED BY THE 2015 INTERNATIONAL BUILDING CODE - ARE TO BE IN ACCORDANCE WITH THE CODE REQUIREMENTS SET FORTH IN CHAPTER 8 OF THE 2015 IBC AS WELL AS ALL OTHER STATE/LOCAL CODE REQUIREMENTS.
- FOLLOW MANUFACTURER'S WRITTEN INSTALLATION GUIDELINES FOR ALL FINISHES/MATERIALS.
- REFERENCE FINISH PLANS, ELEVATIONS AND REFLECTED CEILING PLAN FOR LOCATIONS OF ALL MATERIALS.
- FLOORING TRANSITIONS TO OCCUR AT CENTERLINE OF DOOR UNLESS NOTED OTHERWISE.
- PROVIDE TRANSITION STRIPS AT CHANGES IN FLOORING.
- SEE DETAILS AND INTERIOR FINISH LEGEND FOR FLOORING TRANSITION TYPES.
- MECHANICAL GRILLES AND DIFFUSERS SHALL BE PAINTED TO MATCH ADJACENT WALL SURFACE UNLESS NOTED OTHERWISE.
- FIELD PAINT IN ANY SPACE IS NOTED IN ROOM TAG. ACCENT PAINT AND ANY ADDITIONAL FINISHES ARE NOTED ON THE FINISH PLAN.
- *MULTIPLE FLOOR FINISH INDICATES MULTIPLE FLOORING MATERIALS. SEE FINISH PLANS FOR FLOORING TYPES.



3 Typical Floor to Base Condition
A9.0 Scale: 1 1/2" = 1'-0"



4 Typical Floor Transition
A9.0 Scale: 1 1/2" = 1'-0"



5 Drain Isolation Detail
A9.0 Scale: 1 1/2" = 1'-0"

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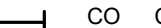
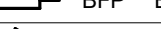
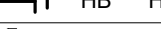
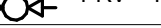
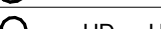
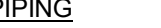
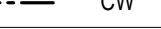
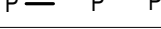
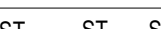
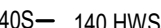
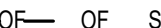
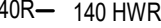
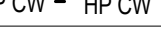
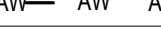
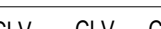
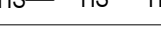
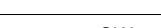
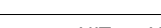
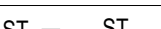
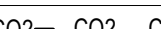
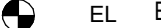
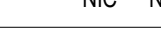
Finish Plans,
Interior Finish
Legend, General
Finish Notes and
Details

Sheet Number:

A9.0

LEGEND

NOTE: ALL SYMBOLS SHOWN MAY NOT APPEAR ON DRAWINGS.

SYM. ABBR.	IDENTIFICATION	SYM. ABBR.	IDENTIFICATION
PIPING ACCESSORIES			
	CO CLEAN OUT		UNION
	WCO WALL CLEAN OUT		THERMOMETER
	FCO FLOOR CLEAN OUT (FLUSH)		PRESSURE GAUGE
	BFP BACKFLOW PREVENTER		HB HOSE BIBB
	PRV PRESSURE REDUCING VALVE		RD / OF ROOF DRAIN / OVERFLOW DRAIN
	SHUTOFF VALVE		DSN DOWN SPOUT NOZZLE
	BALANCE VALVE		FD FLOOR DRAIN
	CHECK VALVE		HD HUB DRAIN
	WHA WATER HAMMER ARRESTOR		SD SITE DRAIN
	TEST CONNECTION	(X) FIXTURE UNIT	
	PIPING CAP		
PIPING			
	CW COLD HARD WATER PIPING		P PROCESS DRAIN PIPING
	CWS COLD SOFT WATER PIPING		LS LOW STRENGTH PROCESS DRAIN PIPING
	HW HOT WATER PIPING		HS HIGH STRENGTH PROCESS DRAIN PIPING
	HWR HOT WATER RETURN PIPING		ST STORM / CONDUCTOR PIPING
	140S 140 HWS 140\" data-bbox="175 263 195 268"/>		ST STORM / CONDUCTOR PIPING - OVERFLOW
	140R 140 HWR 140\" data-bbox="175 273 195 278"/>		V VENT PIPING
	HP CW - HP CW HIGH PRESSURE COLD WATER SUPPLY		AW ACID WASTE PIPING
	HP HW - HP HW HIGH PRESSURE HOT WATER SUPPLY		AV ACID VENT PIPING
	HP HWR - HP HWR HIGH PRESSURE HOT WATER RETURN		CLW CLEARWATER WASTE PIPING
	NP NON-POTABLE WATER PIPING		CLV CLEARWATER VENT PIPING
	NP HW - NP HW NON-POTABLE HOT WATER		G GAS PIPING - NATURAL
	NP HWR - NP HWR NON-POTABLE HOT WATER RETURN		A AIR PIPING - COMPRESSED
	TW TEMPERED WATER PIPING		HS HYDRAULIC SUPPLY PIPING
	SAN SANITARY DRAIN PIPING		HR HYDRAULIC RETURN PIPING
	GW GREASE WASTE PIPING		NT NITROGEN PIPING
	ST STORM DRAIN PIPING		CO2 CARBON DIOXIDE PIPING
MISCELLANEOUS			
	EL ELEVATION		C.T.E. CONNECT TO EXISTING
	SECTION NUMBER SHEET NUMBER		CALL OUT OR DETAIL NUMBER SHEET NUMBER
ABBREVIATIONS			
AFF	ABOVE FINISHED FLOOR	NIC	NOT IN CONTRACT
AFG	ABOVE FINISHED GRADE	NTS	NOT TO SCALE
BFF	BELOW FINISHED FLOOR	OC	ON CENTER
EC	ELECTRICAL CONTRACTOR	RI	ROUGH IN
FPC	FIRE PROTECTION CONTRACTOR	BJ	BETWEEN JOISTS
GC	GENERAL CONTRACTOR / CONSTRUCTION MANAGER	TJ	THRU JOISTS
PC	PLUMBING CONTRACTOR	TTS	TIGHT TO STRUCTURE
MC	MECHANICAL CONTRACTOR	TYP	TYPICAL
IE	INVERT ELEVATION	VTR	VENT THRU ROOF
		WP	WEATHER PROOF
FIRE RATED WALLS			
	FIRE - 1 HOUR		FIRE - 3 HOUR
	FIRE - 2 HOUR		FIRE - 4 HOUR

DOMESTIC WATER CALCULATIONS - MCDANIEL PARK

WATER PRESSURE INFORMATION					
1	STATIC PRESSURE AT WATER MAIN	87 PSIG			
2	RESIDUAL PRESSURE AT WATER MAIN	20 PSIG			
3	RESIDUAL FLOW AT WATER MAIN	1300 GPM			
4	FIXTURE UNITS	35.25 W.S.F.U.			
5	PREDOMINATE FLUSH TYPE: TANK OR VALVE	VALVE			
6	EXISTING FLOW	0 GPM			
7	ADDITIONAL FLOW	0 GPM			
8	TOTAL DESIGN FLOW	43.0 GPM			
9	RESIDUAL PRESSURE AT DESIGN FLOW DEMAND	86.9 PSIG			
10	SAFETY FACTOR	5.00 PSIG			
11	PRESSURE AVAILABLE AT WATER MAIN AT DESIGN FLOW	81.88 PSIG			
WATER SERVICE SIZING					
12	ELEVATION OF FLOW TEST HYDRANT	98.00 FEET			
13	ELEVATION OF WATER METER	102.00 FEET			
14	ELEVATION DIFFERENCE OF FLOW TEST HYDRANT AND WATER METER	4.00 FEET			
15	WATER SERVICE MATERIAL TYPE	COPPER			
16	TOTAL DEVELOPED LENGTH FROM WATER MAIN TO WATER METER	10 FEET			
17	WATER SERVICE SIZE	2.00 INCHES			
AVAILABLE WATER PRESSURE					
18	UNIFORM PRESSURE LOSS BETWEEN WATER MAIN AND WATER METER	1.71 PSIG/100'			
19	TOTAL PRESSURE LOSS BETWEEN WATER MAIN AND WATER METER	0.17 PSIG			
20	ELEVATION PRESSURE LOSS BETWEEN WATER MAIN AND WATER METER	1.7 PSIG			
21	WATER METER SIZE	1.50 INCHES			
22	PRESSURE LOSS DUE TO WATER METER	3.80 PSIG			
23	PRESSURE LOSS DUE TO WATER TREATMENT EQUIPMENT	0.00 PSIG			
24	AVAILABLE PRESSURE AFTER WATER METER / TREATMENT EQUIPMENT	76.17 PSIG			
25	PRESSURE LOSS DUE TO PRESSURE REDUCING VALVE	7.00 PSIG	PRESSURE REDUCING VALVE IS REQUIRED		
26	PRESSURE REDUCING VALVE OUTLET SETTING	65.00 PSIG			
27	PRESSURE DROP THRU PRESSURE REDUCING VALVE	7.00 PSIG			
28	PRESSURE BOOSTER PUMP OUTLET SETTING	0.00 PSIG			
29	PRESSURE INCREASE DUE TO PRESSURE BOOSTER	0.00 PSIG			
30	AVAILABLE WATER PRESSURE FOR DISTRIBUTION - START POINT	69.17 PSIG			
WATER DISTRIBUTION SIZING - COLD WATER					
A	AVAILABLE WATER PRESSURE FOR DISTRIBUTION - START POINT	69.17 PSIG	PIPE SIZE	COPPER	
B	CONTROLLING FIXTURE TAG	WC-1	INCHES	Flush tank	Flush valve
C	CONTROLLING FIXTURE ROOM NAME	WOMENS			
D	CONTROLLING FIXTURE ROOM NUMBER	B103	1/2	5.0	NP
E	CONTROLLING FIXTURE REQUIRED PRESSURE	25.00 PSIG	3/4	16.5	4.0
F	ELEVATION DIFFERENCE OF CONTROLLING FIXTURE AND WATER METER	2.00 FEET	1	31.0	6.5
G	PRESSURE LOSS DUE TO WATER TREATMENT EQUIPMENT	0.00 PSIG	1 1/4	58.0	15.0
H	PRESSURE LOSS DUE TO THERMOSTATIC MIXING VALVE	0.00 PSIG	1 1/2	107.0	37.0
I	PRESSURE AVAILABLE FOR PIPING PRESSURE DROP	43.30 PSIG	2	260.0	136.0
J	DEVELOPED LENGTH START POINT TO CONTROLLING FIXTURE	20 FEET	2 1/2	469.0	356.0
K	EQUIVALENT LENGTH START POINT TO CONTROLLING FIXTURE	30 FEET	3	752.0	698.0
L	PRESSURE AVAILABLE FOR UNIFORM LOSS	144.35 PSIG/100'	4	1792.0	1792.0
WATER DISTRIBUTION SIZING - HOT WATER					
M	AVAILABLE WATER PRESSURE FOR DISTRIBUTION - START POINT	69.17 PSIG	PIPE SIZE	COPPER	
N	CONTROLLING FIXTURE TAG	S-2 CONCESSIONS	INCHES	Flush tank	Flush valve
O	CONTROLLING FIXTURE ROOM NAME	B105	1/2	3.1	
P	CONTROLLING FIXTURE ROOM NUMBER	8.00 PSIG	3/4	10.3	
Q	CONTROLLING FIXTURE REQUIRED PRESSURE	0.00 PSIG	1	19.4	
R	ELEVATION DIFFERENCE OF CONTROLLING FIXTURE AND WATER METER	0.00 PSIG	1 1/4	36.3	
S	PRESSURE LOSS DUE TO TREATMENT EQUIPMENT	0.00 PSIG	1 1/2	66.9	
T	PRESSURE LOSS DUE TO THERMOSTATIC MIXING VALVE	0.00 PSIG	1 1/2	66.9	
U	PRESSURE AVAILABLE FOR PIPING PRESSURE DROP	61.17 PSIG	2	293.1	
V	DEVELOPED LENGTH START POINT TO CONTROLLING FIXTURE	45 FEET	2 1/2	511.7	
W	EQUIVALENT LENGTH START POINT TO CONTROLLING FIXTURE	68 FEET	3	470.0	
X	PRESSURE AVAILABLE FOR UNIFORM LOSS	90.63 PSIG/100'	4	1120.0	
WATER PIPE MATERIAL					
Y	PIPE MAINS AND BRANCHES			COPPER	
Z	PIPE SUPPLY TO EACH FIXTURE			COPPER	

GREASE INTERCEPTOR CALCULATIONS - INTERIOR

SINK(S)	COMPARTMENT						
	NUMBER OF BOWLS	LENGTH (INCHES)	WIDTH (INCH)	DEPTH (INCHES)	VOLUME (CU. IN.)	VOLUME (GALLONS)	VOLUME x 0.75 (GPM)
TWO COMPARTMENT	2	22	16	6.5	4,576	20	15
TOTAL REQUIRED FLOW RATE (GPM)							15

SANITARY EJECTOR - 1 CALCULATIONS

SIZE INFORMATION		
NUMBER OF PUMPS	2 PUMP(S)	
PUMP FLOW DISCHARGE	40.0 GPM	
Basin DIAMETER	36 INCHES	
INLET INFORMATION		
DRAIN FLOW	57.5 D.F.U.	
WATER CLOSETS - THREE OR MORE	YES	
WATER FLOW	35.25 W.S.F.U.	
PREDOMINATE FLUSH TYPE: TANK OR VALVE	VALVE	
ADDITIONAL FLOW	0 GPM	
TOTAL FLOW	43 GPM	
MINIMUM ZONE LEVEL HEIGHTS		
MINIMUM PUMP RUN TIME	20 SECONDS	
MINIMUM DRAW DOWN HOLDING CAPACITY	13.3 GPM	
MINIMUM SUMP HOLDING CAPACITY PER INCH	4.40 INCHES	
MINIMUM ZONE LEVEL HEIGHTS		
INLET PIPE INVERT ELEVATION BELOW FINISH FLOOR	24.00 INCHES	
RESERVE	3.41 INCHES	
DRAW DOWN	3.03 INCHES	
PERMUNARY PUMP COVER	4.00 INCHES	
PERMUNARY BASIN HEIGHT	39 INCHES	
STANDARD MANUFACTURED SIZE HEIGHT DIFFERENCE	9.00 INCHES	
FINAL PUMP COVER	13.00 INCHES	
FINAL BASIN HEIGHT	48 INCHES	

DETAIL REFERENCE CODE

A = 48 INCHES
B = 36.00 INCHES
C = 13.00 INCHES
D = 3.03 INCHES
E = 3.03 INCHES
F = 1.52 INCHES
G = 3.41 INCHES
H = 24.00 INCHES

DOMESTIC WATER CALCULATIONS - MCFARLAND DOG PARK

WATER PRESSURE INFORMATION			
1	STATIC PRESSURE AT WATER MAIN	80 PSIG	
2	RESIDUAL PRESSURE AT WATER MAIN	20 PSIG	
3	RESIDUAL FLOW AT WATER MAIN	6000 GPM	
4	FIXTURE UNITS	24 W.S.F.U.	
5	PREDOMINATE FLUSH TYPE: TANK OR VALVE	VALVE	
6	EXISTING FLOW	0 GPM	
7	ADDITIONAL FLOW	0 GPM	
8	TOTAL DESIGN FLOW	37.00 GPM	
9	RESIDUAL PRESSURE AT DESIGN FLOW DEMAND	80.0 PSIG	
10	SAFETY FACTOR	5.00 PSIG	
11	PRESSURE AVAILABLE AT WATER MAIN AT DESIGN FLOW	75.00 PSIG	
WATER SERVICE SIZING			
12	ELEVATION OF FLOW TEST HYDRANT	863.00 FEET	
13	ELEVATION OF WATER METER	2.58 PSIG	
14	ELEVATION DIFFERENCE OF FLOW TEST HYDRANT AND WATER METER	860.00 FEET	
15	WATER SERVICE MATERIAL TYPE	COPPER	
16	TOTAL DEVELOPED LENGTH FROM WATER MAIN TO WATER METER	200 FEET	
17	WATER SERVICE SIZE	2.00 INCHES	
AVAILABLE WATER PRESSURE			
18	UNIFORM PRESSURE LOSS BETWEEN WATER MAIN AND WATER METER	1.29 PSIG/100'	
19	TOTAL PRESSURE LOSS BETWEEN WATER MAIN AND WATER METER	0.17 PSIG	
20	ELEVATION PRESSURE LOSS BETWEEN WATER MAIN AND WATER METER	0.0 PSIG	
21	WATER METER SIZE	1.50 INCHES	
22	PRESSURE LOSS DUE TO WATER METER	2.90 PSIG	
23	PRESSURE LOSS DUE TO WATER TREATMENT EQUIPMENT	0.00 PSIG	
24	AVAILABLE PRESSURE AFTER WATER METER / TREATMENT EQUIPMENT	69.51 PSIG	
25	PRESSURE LOSS DUE TO PRESSURE REDUCING VALVE	0.00 PSIG	
26	PRESSURE REDUCING VALVE OUTLET SETTING	0.00 PSIG	
27	PRESSURE DROP THRU PRESSURE REDUCING VALVE	0.00 PSIG	
28	PRESSURE BOOSTER PUMP OUTLET SETTING	0.00 PSIG	
29	PRESSURE INCREASE DUE TO PRESSURE BOOSTER	0.00 PSIG	
30	AVAILABLE WATER PRESSURE FOR DISTRIBUTION - START POINT	69.51 PSIG	
WATER DISTRIBUTION SIZING - COLD WATER			
A	AVAILABLE WATER PRESSURE FOR DISTRIBUTION - START POINT	69.51 PSIG	
B	CONTROLLING FIXTURE TAG	WC-1 TOILET	
C	CONTROLLING FIXTURE ROOM NAME	103	
D	CONTROLLING FIXTURE ROOM NUMBER	1/2	5.0 NP
E	CONTROLLING FIXTURE REQUIRED PRESSURE	25.00 PSIG	3/4 16.5 4.0
F	ELEVATION DIFFERENCE OF CONTROLLING FIXTURE AND WATER METER	2.00 FEET	1 31.0 6.5
G	PRESSURE LOSS DUE TO WATER TREATMENT EQUIPMENT	0.00 PSIG	1 1/4 58.0 15.0
H	PRESSURE LOSS DUE TO THERMOSTATIC MIXING VALVE	0.00 PSIG	1 1/2 107.0 37.0
I	PRESSURE AVAILABLE FOR PIPING PRESSURE DROP	43.64 PSIG	2 260.0 136.0
J	DEVELOPED LENGTH START POINT TO CONTROLLING FIXTURE	30 FEET	2 1/2 469.0 356.0
K	EQUIVALENT LENGTH START POINT TO CONTROLLING FIXTURE	45 FEET	3 752.0 698.0
L	PRESSURE AVAILABLE FOR UNIFORM LOSS	96.99 PSIG/100'	4 1792.0 1792.0
WATER DISTRIBUTION SIZING - HOT WATER			
M	AVAILABLE WATER PRESSURE FOR DISTRIBUTION - START POINT	69.51 PSIG	
N	CONTROLLING FIXTURE TAG	DW-1	
O	CONTROLLING FIXTURE ROOM NAME	DOG WASH	
P	CONTROLLING FIXTURE ROOM NUMBER	A101	
Q	CONTROLLING FIXTURE REQUIRED PRESSURE	8.00 PSIG	3/4 10.3
R	ELEVATION DIFFERENCE OF CONTROLLING FIXTURE AND WATER METER	3.00 FEET	1 19.4
S	PRESSURE LOSS DUE TO TREATMENT EQUIPMENT	0.00 PSIG	1 1/4 36.3
T	PRESSURE LOSS DUE TO THERMOSTATIC MIXING VALVE	1.00 PSIG	1 1/2 66.9
U	PRESSURE AVAILABLE FOR PIPING PRESSURE DROP	59.21 PSIG	2 162.5
V	DEVELOPED LENGTH START POINT TO CONTROLLING FIXTURE	40 FEET	2 1/2 293.1
W	EQUIVALENT LENGTH START POINT TO CONTROLLING FIXTURE	60 FEET	3 470.0
X	PRESSURE AVAILABLE FOR UNIFORM LOSS	98.68 PSIG/100'	4 1120.0
WATER PIPE MATERIAL			
Y	PIPE MAINS AND BRANCHES	COPPER	
Z	PIPE SUPPLY TO EACH FIXTURE	COPPER	

GENERAL INSTALLATION NOTES

- SEE PLUMBING SPECIFICATIONS FOR MORE INFORMATION.
- PLUMBING INSTALLATION SHALL BE INSTALLED PER WISCONSIN UNIFORM PLUMBING CODE AND PER LOCAL PLUMBING CODE FOR ITEMS NOT NOTED.
- FIELD VERIFY UNDERGROUND PIPING LOCATION, DEPTH AND SIZE AT POINT OF CONNECTION AND THAT NEW PIPE ROUTE IS CLEAR OF UTILITIES AND OTHER OBSTRUCTIONS PRIOR TO INSTALLATION OF ANY UNDERGROUND PIPING. COSTS INCURRED FOR FAILURE TO DO SO SHALL BE THE CONTRACTOR'S RESPONSIBILITY.
- ALL PIPING IS TO BE CONCEALED. IF BUILDING CONSTRUCTION DOES NOT PERMIT CONCEALING PIPING, LOCATIONS AND ROUTING ARE TO BE APPROVED BY ARCHITECT/OWNER PRIOR TO INSTALLATION.
- ROUTE ALL PIPING IN COORDINATION WITH OTHER TRADES.
- FLOOR AND WALL CLEANOUT LOCATIONS NOT PERMITTED TO BE MOVED WITHOUT APPROVAL OF ARCHITECT/ENGINEER.
- SEE ARCHITECTURAL SHEETS FOR ADA RELATED INSTALLATION DETAILS.
- SEE STRUCTURAL FOOTING, TRUSS AND JOIST ELEVATIONS AND DETAILS.
- SEE MECHANICAL PLANS FOR AREAS THAT ARE USED AS A RETURN AIR PLENUM. PROVIDE PLENUM RATED PIPE OR PIPE WRAP AS PER PROJECT'S PLUMBING SPECIFICATIONS.
- SEE MECHANICAL PLANS AND HVAC CONTRACTOR FOR FINAL LOCATION OF HVAC EQUIPMENT IN MECHANICAL / BOILER ROOMS TO COORDINATE FINAL LOCATIONS OF FLOOR / HUB / SITE DRAINS PRIOR TO INSTALLATION.
- SEE PLUMBING ISOMETRICS SHEETS FOR PIPE SIZE AND LOAD INFORMATION NOT SHOWN ON FLOOR PLANS.
- SLOPE ALL SANITARY AND STORM PIPING 3" AND LARGER AT 1/8"FT UNLESS NOTED OTHERWISE.
- SLOPE ALL SANITARY AND STORM PIPING 2" AND SMALLER AT 1/4"FT UNLESS NOTED OTHERWISE.
- SLOPE ALL SANITARY GREASE WASTE PIPING AT 1/4"FT UNLESS NOTED OTHERWISE.
- INSTALL CLEANOUTS AT STACKS WHICH PENETRATE THE LOWEST FLOOR LEVEL 30" A.F.F. UNLESS NOTED OTHERWISE.
- INSTALL BALL VALVES TO ISOLATE HOT AND COLD WATER BRANCH PIPING FROM HOT AND COLD WATER MAINS FOR EACH PLUMBING FIXTURES OR ROOMS WITH MULTIPLE PLUMBING FIXTURES.
- INSTALL EXTERIOR HOSE BIBBS AT 18" A.F.F. UNLESS NOTED OTHERWISE.
- INSTALL INTERIOR HOSE BIBBS AT 36" A.F.F. UNLESS NOTED OTHERWISE.
- INSTALL DOWN SPOUT NOZZLES AT 18" A.F.F. UNLESS NOTED OTHERWISE.

GENERAL DEMOLITION NOTES

- SEE PLUMBING SPECIFICATIONS FOR MORE INFORMATION.
- ALL PIPING AND FIXTURES SHOWN HEAVY DASHED ARE TO BE DEMOLISHED.
- ALL PIPING AND FIXTURES SHOWN LIGHTER ARE EXISTING TO REMAIN.
- COORDINATE DEMOLITION OF EXISTING PIPING TO BE REMOVED WITH GENERAL CONTRACTOR.
- SOME EXISTING PLANS OF UNDERGROUND PIPING EXIST. PIPING SHOWN WITHOUT EXISTINGS PLANS ARE THE ENGINEER'S ESTIMATION OF ROUTING. FIELD VERIFY LOCATIONS OF EXISTING PIPE MAINS. REUSE ANY PIPING OF SUFFICIENT SIZE IN GOOD CONDITION. REROUTE AS REQUIRED PER FIELD CONDITIONS.
- FIELD VERIFY LOCATIONS OF EXISTING PIPE MAINS. REUSE ANY PIPING OF SUFFICIENT SIZE IN GOOD CONDITION. REROUTE AS REQUIRED PER FIELD CONDITIONS.
- WHERE EXISTING PIPING IS SHOWN TO BE REMOVED, CAP BRANCH PIPE IF NOT BEING USED FOR NEW CONSTRUCTION.

DESIGN PROFESSIONAL

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SHEET INDEX - PLUMBING

SHEET NUMBER	SHEET NAME
P0.0	LEGEND AND GENERAL NOTES
P1.1A	TOILET / DOG WASH SHELTER PLANS
P1.1C	PAVILION ADDITION PLANS
P2.0A	TOILET / DOG WASH SHELTER ISOMETRIC - SANITARY DWV
P2.0C	PAVILION ADDITION ISOMETRIC - SANITARY DWV
P2.1A	TOILET / DOG WASH SHELTER ISOMETRIC - DOMESTIC WATER
P2.1C	PAVILION ADDITION ISOMETRIC - DOMESTIC WATER
P3.0	DETAILS
P4.0	SCHEDULES
P4.1	SCHEDULES

Project Title:

McFarland Park Facility Projects
Village of Mc

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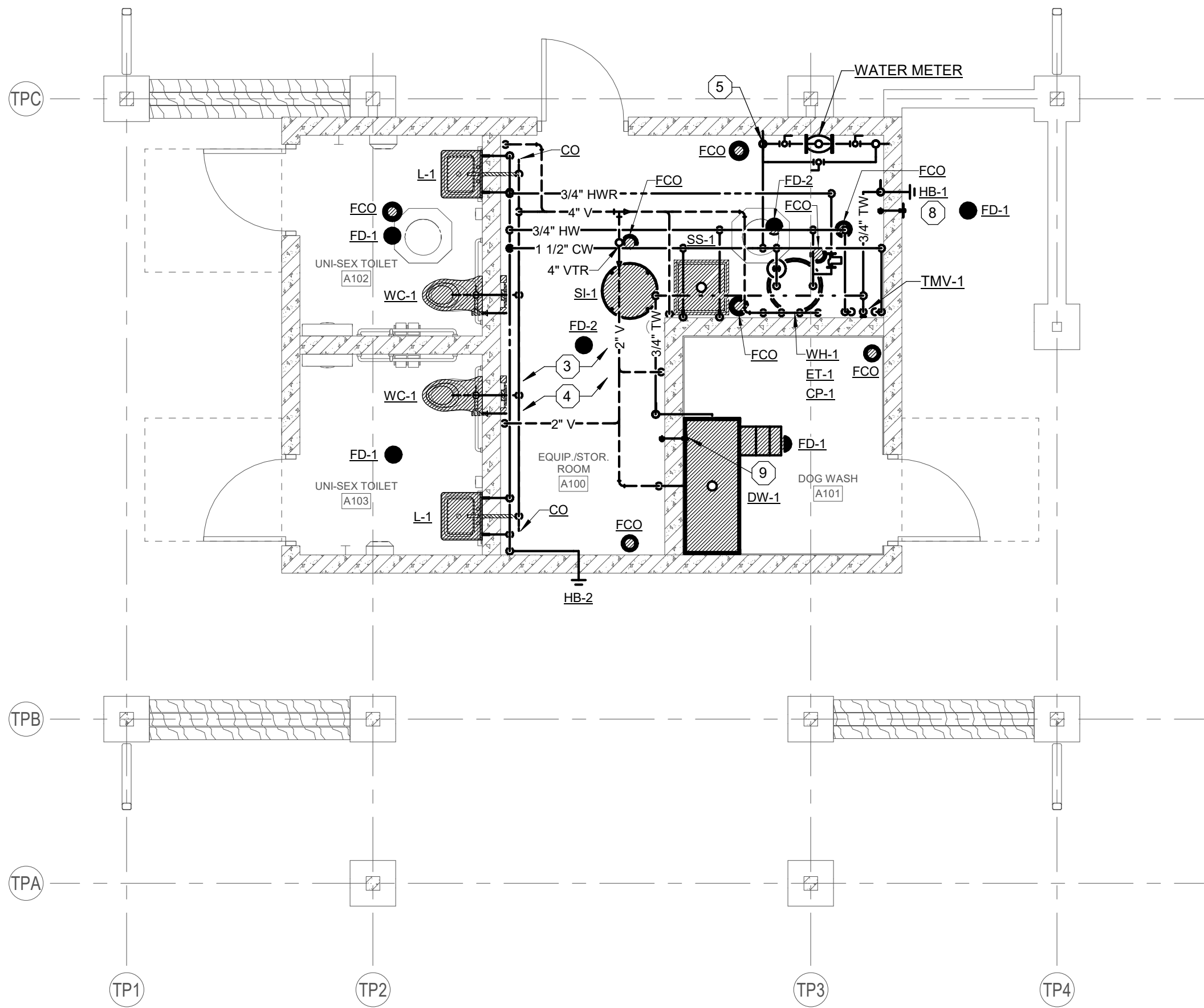
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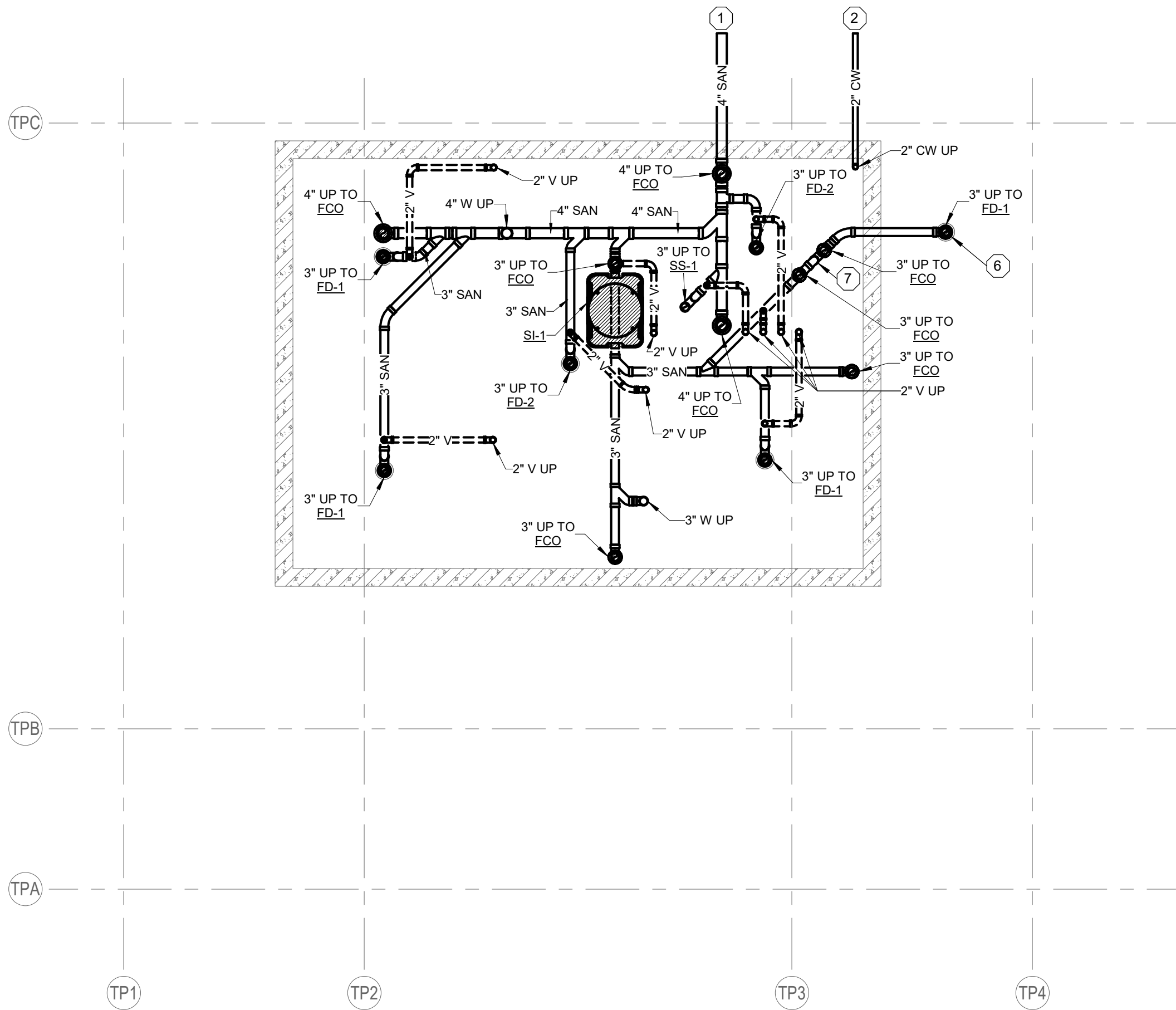
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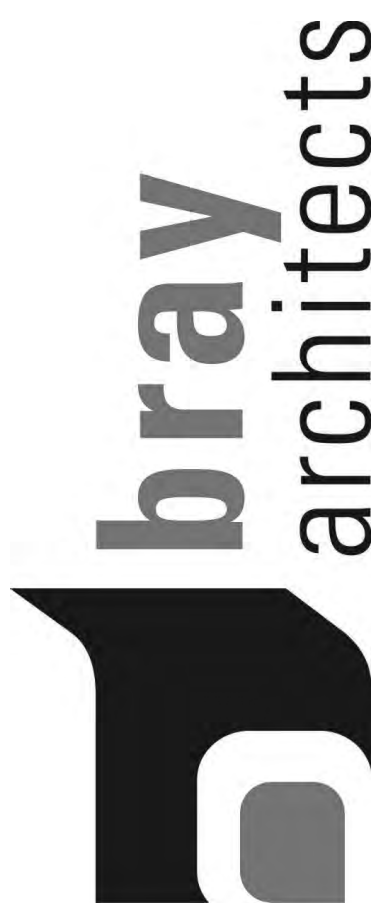


1
P1.1A
TOILET / PET WASH SHELTER FLOOR PLAN
Scale: 1/4" = 1'-0"



2
P1.1A
TOILET / PET WASH SHELTER FOUNDATION PLAN
Scale: 1/4" = 1'-0"

- ### INSTALLATION NOTES
- NOT ALL KEYNOTES APPEAR ON THIS SHEET
1. TERMINATE SANITARY DRAIN PIPING 5 FEET OUTSIDE OF BUILDING FOR EXTENSION TO SANITARY SEWER BY SITE UTILITY CONTRACTOR. FIELD VERIFY INVERT ELEVATIONS OF UNDERGROUND DRAIN PIPING WITH SEWER PIPING PRIOR TO ANY INSTALLATION. PROVIDE A MINIMUM OF 5.5 FEET OF GROUND COVER OVER SANITARY DRAIN PIPING. SEE CIVIL SHEETS FOR MORE INFORMATION.
 2. TERMINATE WATER SERVICE PIPING 5 FEET OUTSIDE OF BUILDING FOR EXTENSION TO WATER SERVICE LATERAL BY SITE UTILITY CONTRACTOR. FIELD VERIFY INVERT ELEVATIONS TO ANY INSTALLATION. PROVIDE A MINIMUM OF 6.5 FEET OF GROUND COVER OVER WATER SERVICE PIPING. SEE CIVIL SHEETS FOR MORE INFORMATION.
 3. ROUTE WATER PIPING EXPOSED TIGHT TO INTERIOR SIDE OF THE WALL. PROVIDE U-STRUT CHANNEL AS REQUIRED.
 4. ROUTE WATER PIPING EXPOSED TIGHT TO INTERIOR SIDE OF THE CEILING. PROVIDE U-STRUT CHANNEL AS REQUIRED.
 5. PROVIDE DRAIN DOWN VALVE AT THE LOWEST POINT OF THE WATER PIPING. ALL WATER PIPING SHALL BE INSTALLED WITH 1/8" SLOPE TO ALLOW FOR WINTERIZATION DRAINING TO THE LOWEST POINT OF THE SYSTEM.
 6. OUTDOOR FLOOR DRAIN SHALL HAVE TRAP LOCATED INSIDE BUILDING FOR FREEZE PROTECTION.
 7. LOCATION OF INDOOR TRAP WITH FLOOR CLEANOUTS. SEE ISOMETRIC DRAWING FOR MORE DETAIL.
 8. OUTDOOR PET WASH STATION TO HAVE 42" HEIGHT WALL MOUNTED PUSH BUTTON TO CONTROL INDOOR SOLENOID VALVE LOCATED IN TEMPERED WATER LINE BEHIND WALL IN SPACE A100. CONNECT HOSE AND WASHING WAND TO HOSE BIBB AND COIL HOSE/WAND ON WALL MOUNTED HOOK. ADJUST VALVE CONTROLLER TO TIME LIMIT DESIRED BY OWNER. SET HOSE BIBB TO OPEN POSITION SUCH THAT WATER FLOW IS CONTROLLED BY PUSH BUTTON FOR SOLENOID VALVE.
 9. INDOOR DOG WASH STATION WITH PRE-MANUFACTURED STAINLESS STEEL TUB PER SCHEDULE. MOUNT PUSH BUTTON ON TUB NEAR UPPER RIGHT CORNER TO CONTROL SOLENOID VALVE LOCATED IN TEMPERED WATER LINE BEHIND WALL IN SPACE A100. CONNECT HOSE AND SPRAYER HEAD TO PROVIDED SPOUT MOUNTED ON RIGHT SIDE OF TUB. AND CONNECT SINGLE TEMPERED WATER CONNECTION TO PLUMBING CONNECTION. CAP OFF OPEN PLUMBING CONNECTION ON FIXTURE AND FIX SUPPLY VALVES IN OPEN POSITION SUCH THAT WATER FLOW IS CONTROLLED BY PUSH BUTTON FOR SOLENOID VALVE.



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Project Title:

McFarland Park Facility Projects
Village of McFarland
McFarland, WI

REVISIONS:		
Δ	DATE	DESCRIPTION

Project Number:

3491

Issued For:

Construction Documents
Issued to Bid 06/05/2020

Sheet Title:

TOILET / DOG WASH SHELTER PLANS

Sheet Number:

P1.1A

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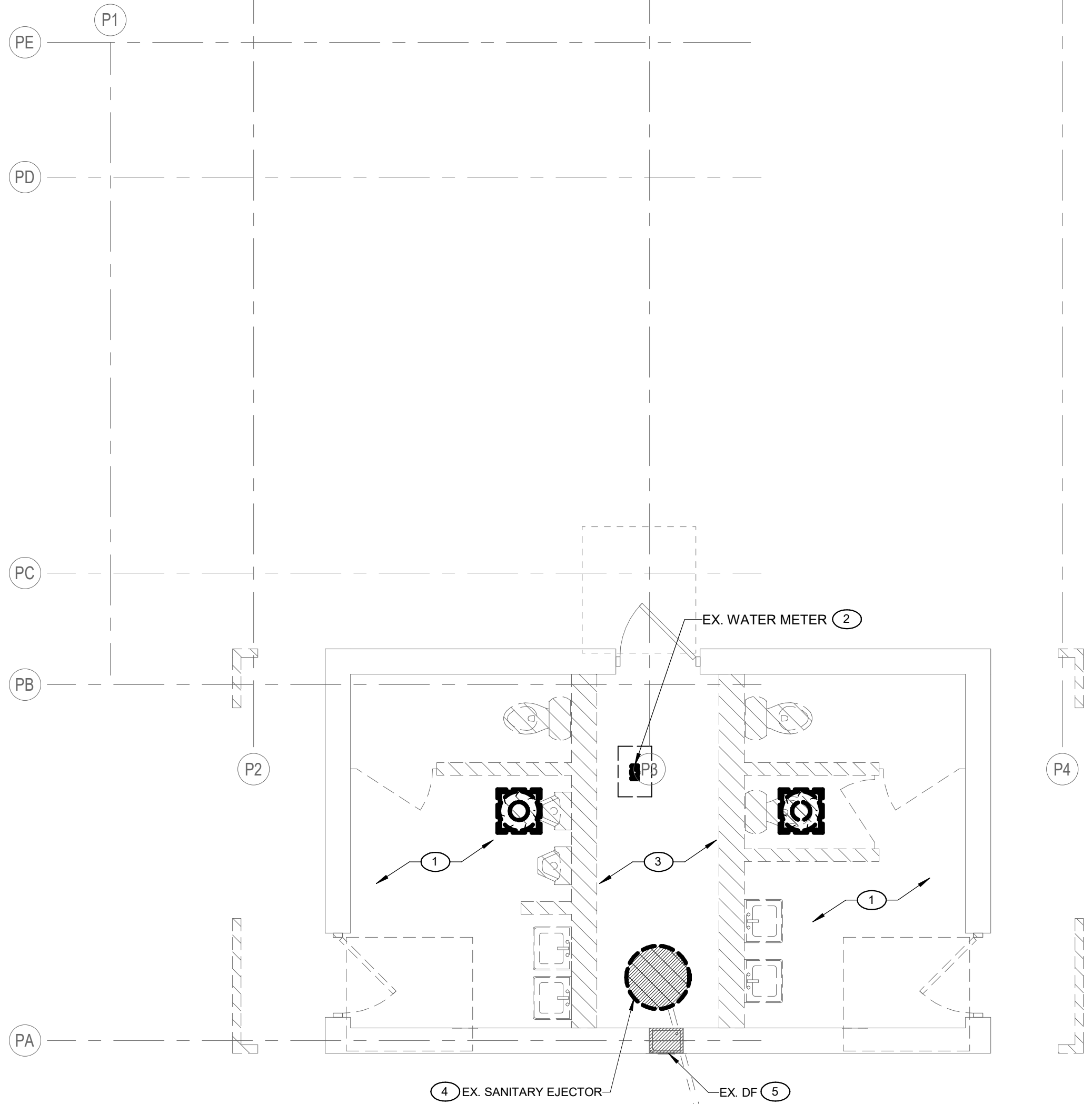
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3 PAVILION ADDITION DEMOLITION PLAN
P1.1C Scale: 1/4" = 1'-0"

DEMOLITION NOTES

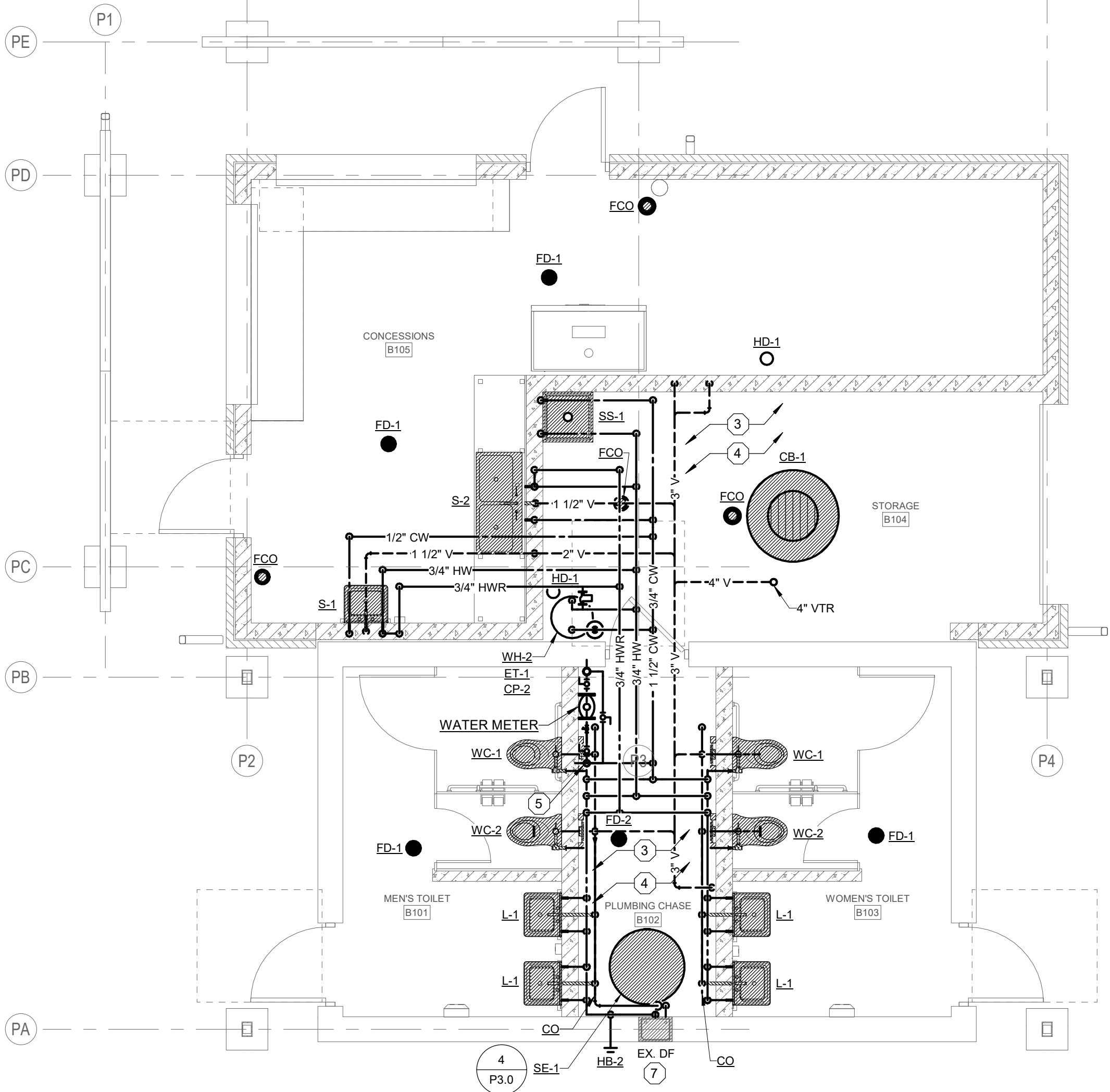
NOT ALL KEYNOTES APPEAR ON THIS SHEET

1. REMOVE AND DISPOSE OF EXISTING PLUMBING FIXTURES/EQUIPMENT. REMOVE ALL EXISTING PIPING TO MINIMUM 36" BELOW FINISHED FLOOR AND PLUGCAP REMAINING PIPE. COORDINATE WITH ARCHITECT AND GENERAL CONTRACTOR TO PATCH SURFACES TO ALLOW PROPER FINISH TO NEW BATHROOM SURFACES.
2. EXISTING WATER METER AND 1-1/2" CW SERVICE INSIDE A PIT TO BE REMOVED BACK TO WATER MAIN TO ALLOW FOR INSTALLATION OF NEW 2" SERVICE. COORDINATE WITH GENERAL CONTRACTOR AND SITE CIVIL FOR NEW CONNECTION OF 2" SERVICE.
3. REMOVE AND DISPOSE OF ALL EXISTING PLUMBING FIXTURES/EQUIPMENT/PIPING LOCATED IN THIS SPACE TO A MINIMUM OF 36" BELOW FINISHED FLOOR AND PLUGCAP REMAINING PIPE.
4. REMOVE AND DISPOSE OF EXISTING SANITARY EJECTOR PUMP AND PIT. EXISTING 2" PUMP DISCHARGE PIPE TO REMAIN AND BE REUSED. TEMPORARILY CAP AND ALLOW FOR RECONNECTION OF REMAINING PIPE. BACK FILL WITH GRAVEL AS REQUIRED TO INSTALL NEW SEWAGE EJECTOR PIT PER NEW PLANS. COORDINATE WITH GENERAL CONTRACTOR FOR SAW CUTTING OF FLOOR TO ALLOW FOR COMPLETE REMOVAL OF ALL REMOVED EQUIPMENT AND PIPING.
5. EXISTING DRINKING FOUNTAIN TO REMAIN.

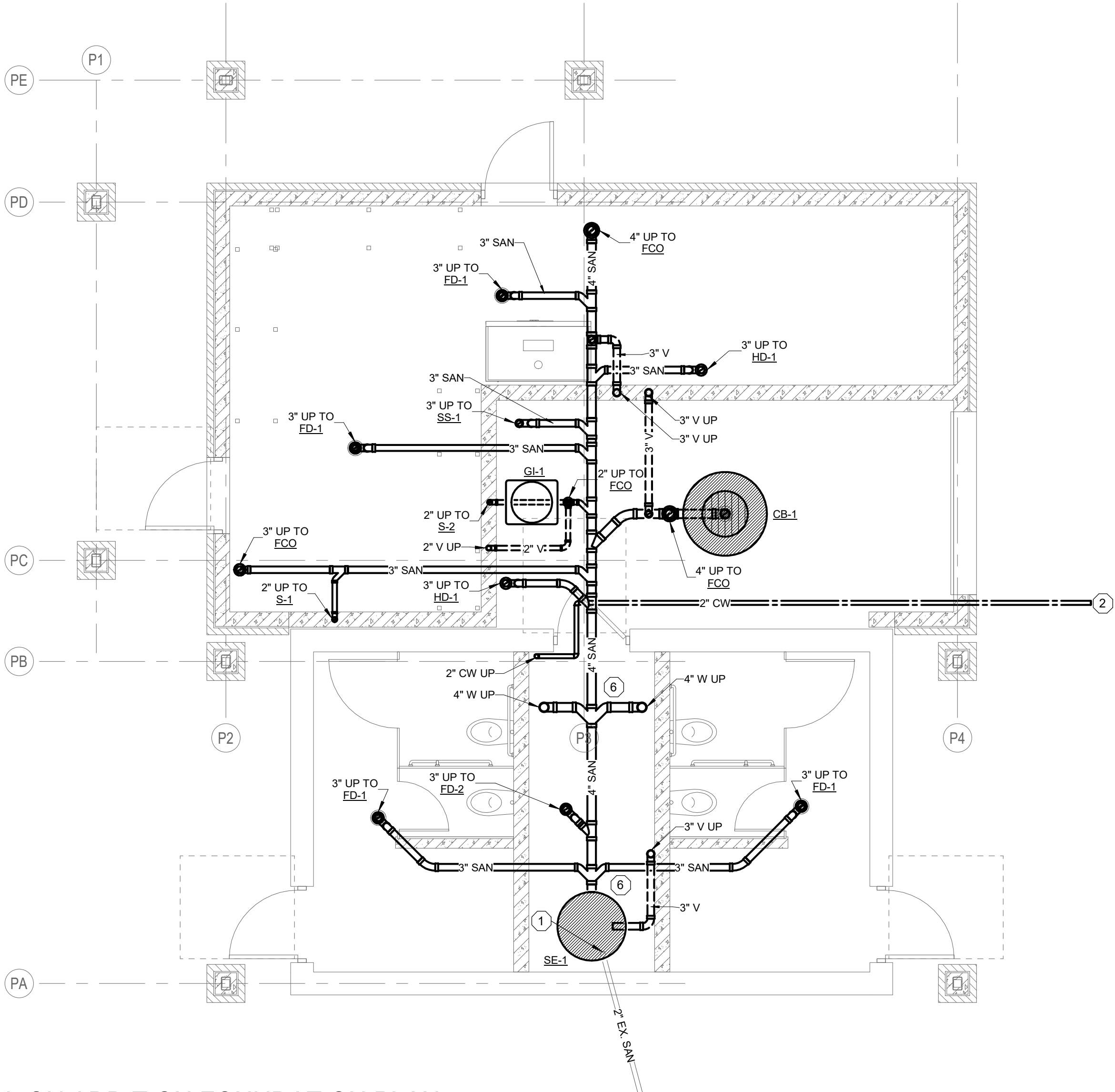
INSTALLATION NOTES

NOT ALL KEYNOTES APPEAR ON THIS SHEET

1. EXISTING 2" PRESSURIZED SANITARY SEWER. FIELD VERIFY INVERT ELEVATIONS OF UNDERGROUND DRAIN PIPING WITH SEWER PIPING PRIOR TO ANY INSTALLATION. PROVIDE CAMERA INSPECTION AND CLEANING OF EXISTING DRAIN. NOTIFY ENGINEER OF ANY IRREGULARITIES THAT WILL PREVENT THE NORMAL OPERATIONS OF THE SYSTEM. SEE CIVIL SHEETS FOR MORE INFORMATION.
2. TERMINATE NEW 2" WATER SERVICE PIPING TO 5 FEET OUTSIDE OF BUILDING FOR EXTENSION TO WATER SERVICE LATERAL BY SITE UTILITY CONTRACTOR. FIELD VERIFY INVERT ELEVATIONS TO ANY INSTALLATION. PROVIDE A MINIMUM OF 6.5 FEET OF GROUND COVER OVER WATER SERVICE PIPING. COORDINATE CONNECTION TO NEW SERVICE WITH SITE UTILITY CONTRACTOR TO ALLOW FOR WINTERIZATION OF BUILDING. SEE CIVIL SHEETS FOR MORE INFORMATION.
3. ROUTE WATER PIPING EXPOSED TIGHT TO INTERIOR SIDE OF THE WALL. PROVIDE U-STRUT CHANNEL AS REQUIRED.
4. ROUTE WATER PIPING EXPOSED TIGHT TO INTERIOR SIDE OF THE CEILING. PROVIDE U-STRUT CHANNEL AS REQUIRED.
5. PROVIDE DRAIN DOWN VALVE AT THE LOWEST POINT OF THE WATER PIPING. ALL WATER PIPING SHALL BE INSTALLED WITH 1/8" SLOPE TO ALLOW FOR WINTERIZATION DRAINING TO THE LOWEST POINT OF THE SYSTEM.
6. PROVIDE COMBINATION DRAIN AND VENT INSTALLATION PER SPS 382.31(17)(b). PROVIDE FLOOR CLEANOUTS AS REQUIRED FOR PROPER INSTALLATION.
7. PROVIDE NEW DOMESTIC COLD WATER PIPING AND SANITARY DRAIN, WASTE AND VENT PIPING TO EXISTING PLUMBING FIXTURE. MOUNT NEW PIPING TIGHT TO WALL OF ROOM B102.



1 PAVILION ADDITION FLOOR PLAN
P1.1C Scale: 1/4" = 1'-0"



2 PAVILION ADDITION FOUNDATION PLAN
P1.1C Scale: 1/4" = 1'-0"



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Project Title:

**McFarland Park Facility Projects
Village of McFarland
McFarland, WI**

REVISIONS:

DATE	DESCRIPTION
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Project Number:

3491

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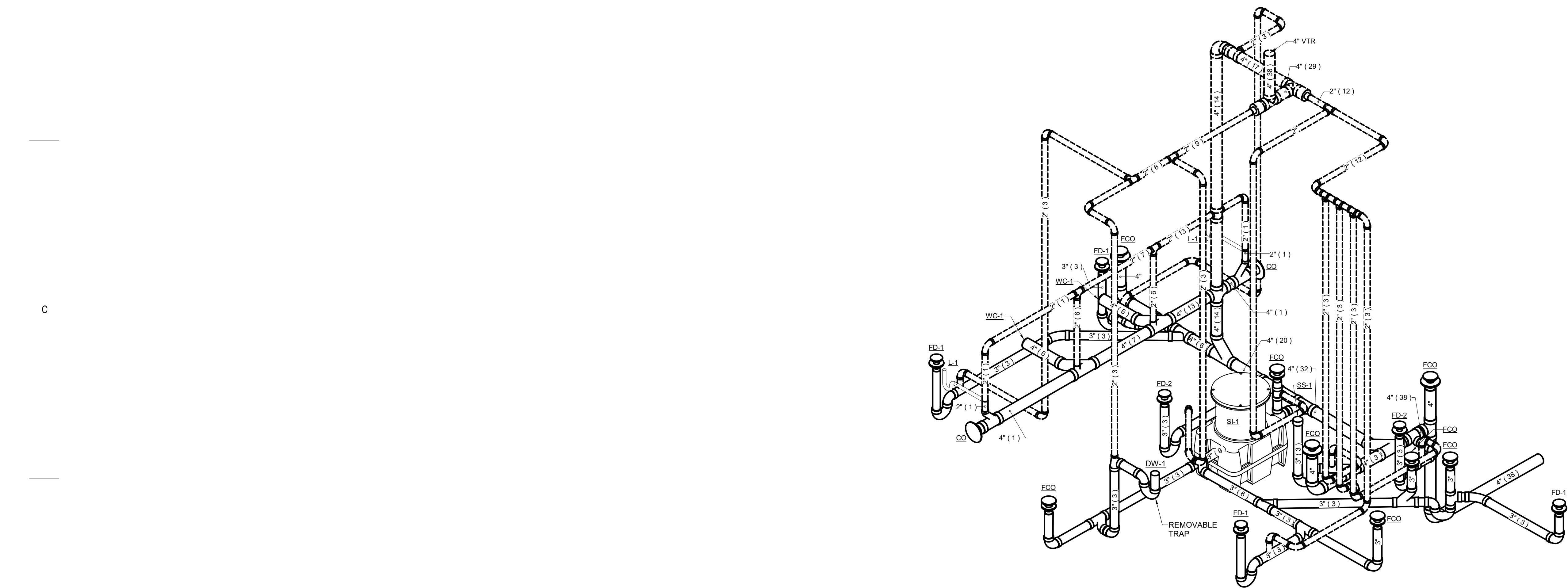
Construction Documents

Issued to Bid 06/05/2020

Sheet Title:
**PAVILION
ADDITION PLANS**

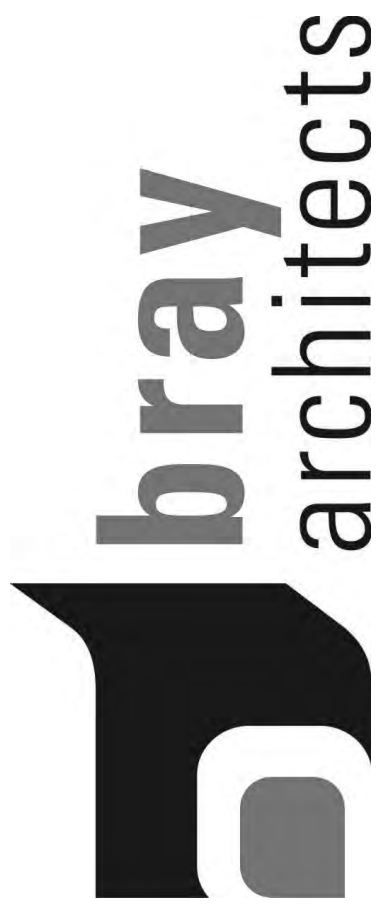
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P1.1C



TOILET / PET WASH SHELTER SANITARY DWV ISOMETRICS
NTS

SANITARY ISOMETRIC NOTES
SEE FOUNDATION / FLOOR PLANS AND PLUMBING FIXTURE UNIT
TABLE ON SHEET P20.0 FOR DRAIN WASTE BRANCH PIPE SIZE TO
FIXTURE.
ALL VENT PIPING SERVING INDIVIDUAL WATER CLOSETS WITH
CARRIERS SHALL BE 2" UNLESS OTHERWISE NOTED.
ALL VENT PIPING SERVING INDIVIDUAL FIXTURES, OTHER THAN
WATER CLOSETS WITH CARRIERS, SHALL BE 1 1/2" UNLESS
OTHERWISE NOTED.



Office Locations:
Davenport
220 Emerson Place, Suite 301
Davenport, Iowa 52801
Milwaukee
829 S. 1st Street
Milwaukee, Wisconsin 53204
T: 414.226.0200
Sheboygan
1227A North 8th Street
PO Box 955
Sheboygan, Wisconsin 53082
T: 920.459.4200
www.brayarch.com

Project Title:
**McFarland Park Facility Projects
Village of McFarland
McFarland, WI**

REVISIONS:		
DATE	DESCRIPTION	

Project Number:
3491
Issued For:
Construction Documents
Issued to Bid 06/05/2020
Sheet Title:
**TOILET / DOG
WASH SHELTER
ISOMETRIC -
SANITARY DWV**
Sheet Number:

P2.0A

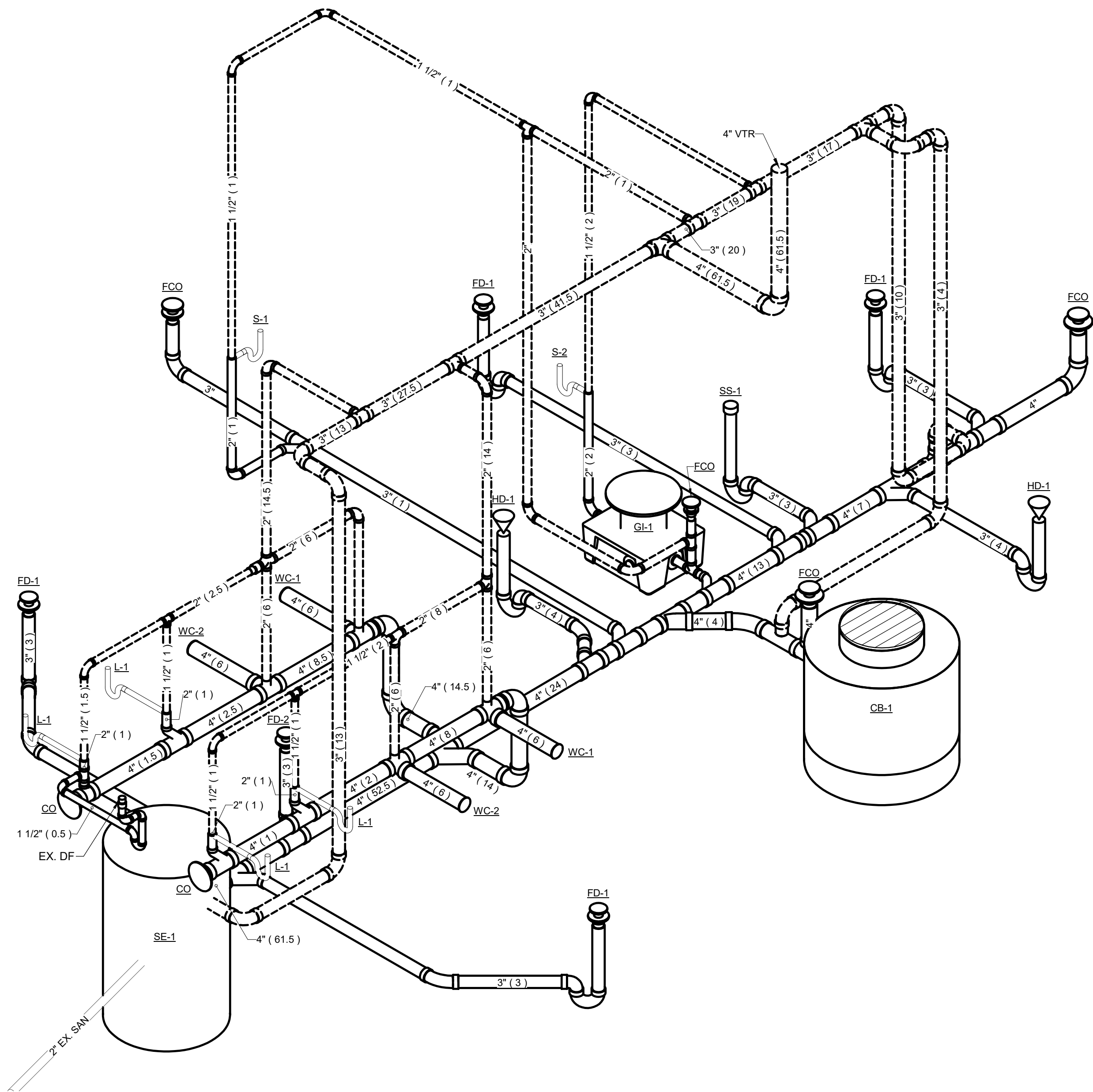
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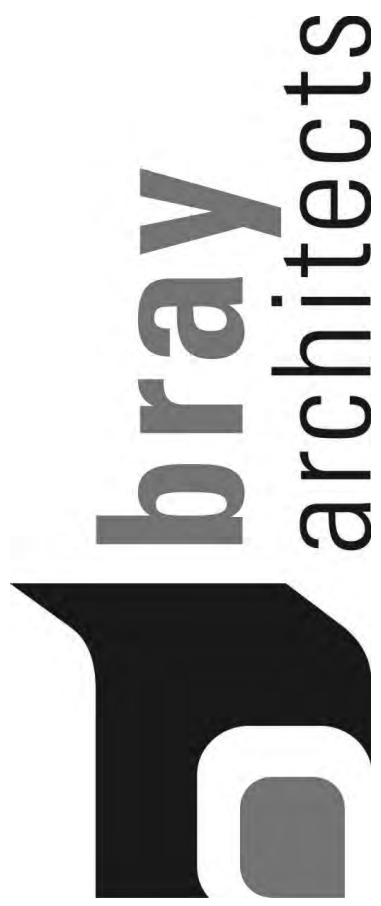
PAVILION ADDITION SANITARY DWV ISOMETRICS
NTS

SANITARY ISOMETRIC NOTES

SEE FOUNDATION / FLOOR PLANS AND PLUMBING FIXTURE UNIT
TABLE ON SHEET P20.0 FOR DRAIN/WASTE BRANCH PIPE SIZE TO
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Issued For:

**Construction
Documents**

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Sheet Title:

**PAVILION
ADDITION
ISOMETRIC -
SANITARY DWV**

Sheet Number:

P2.0C

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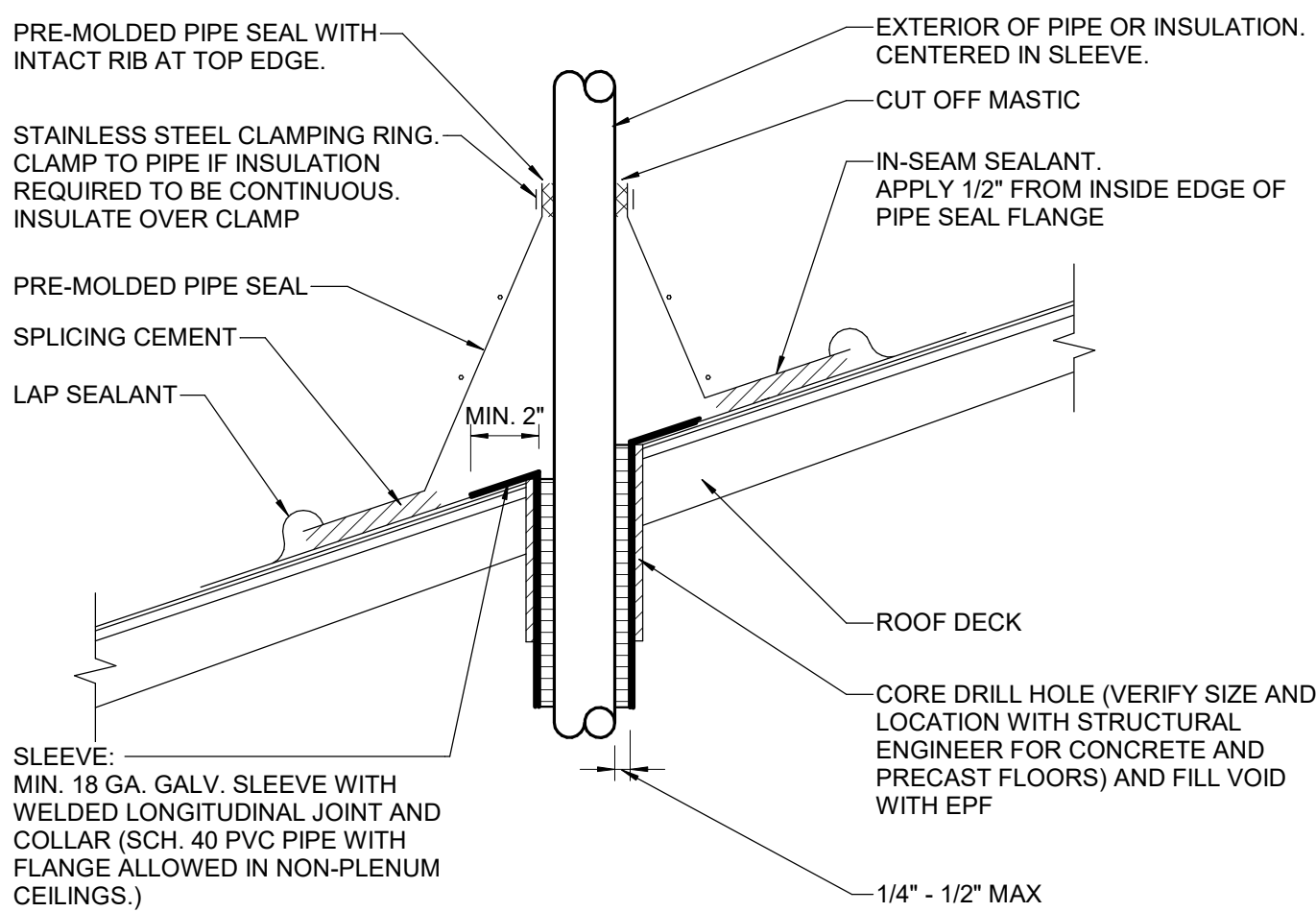
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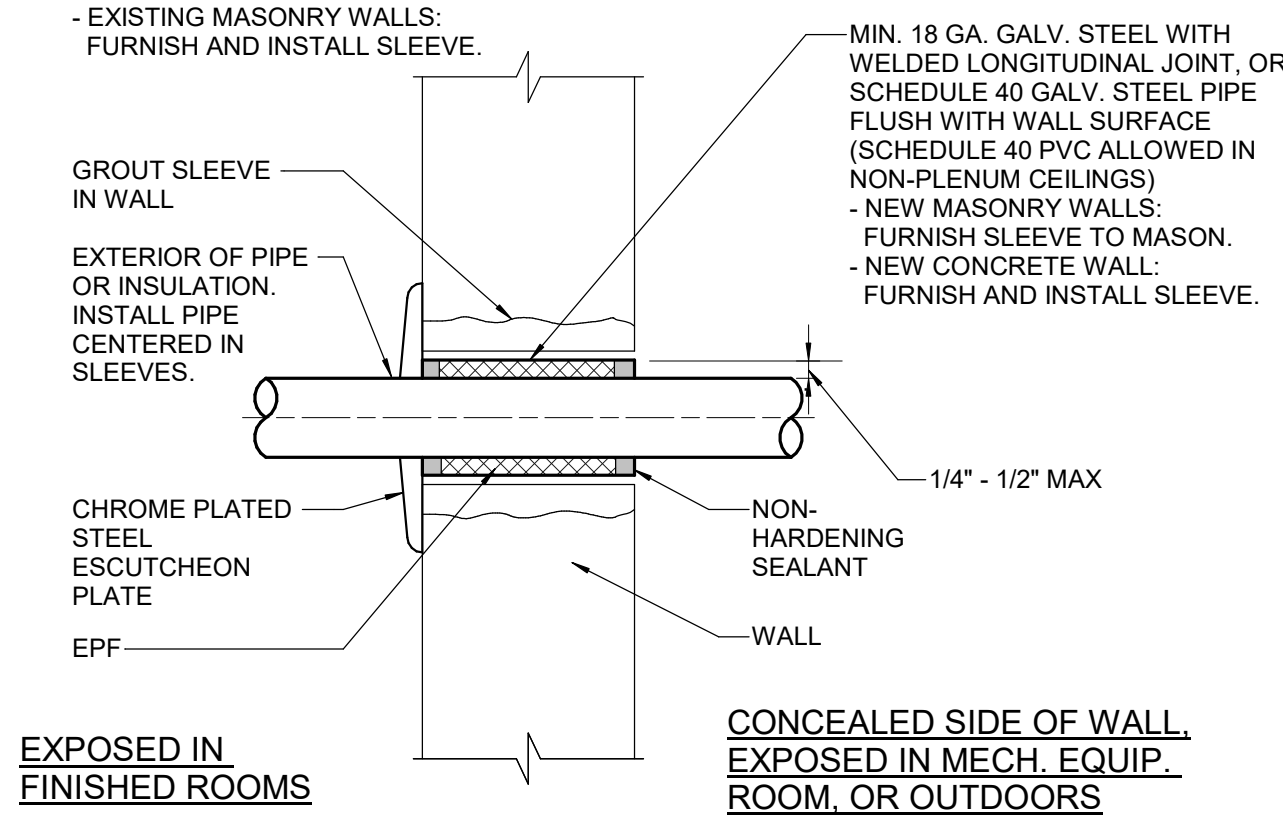
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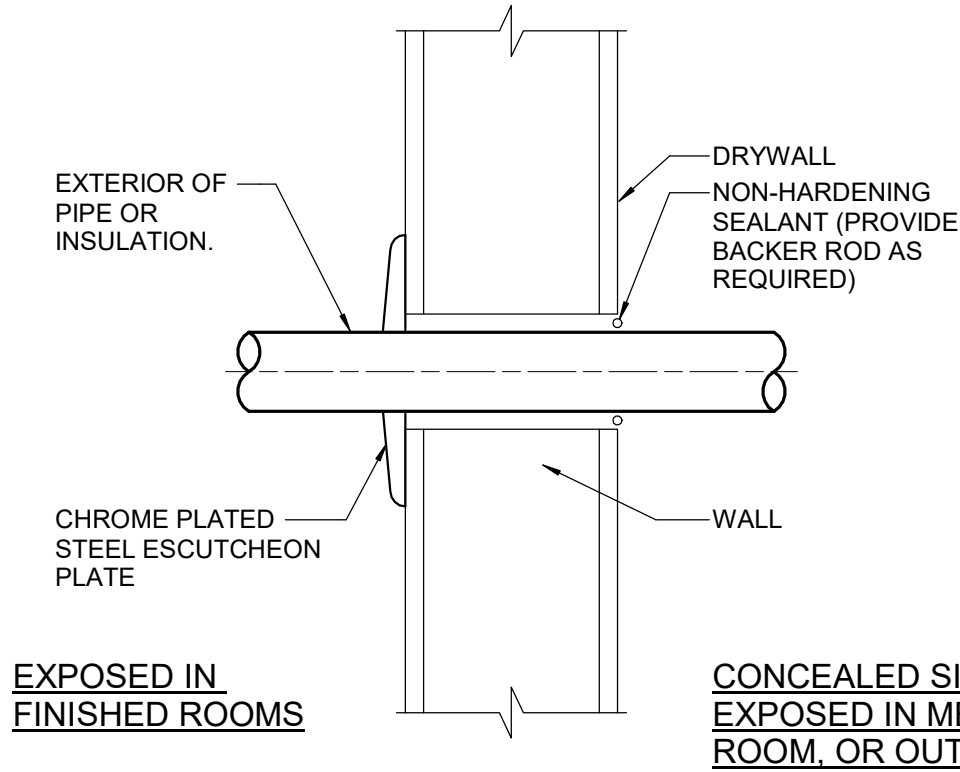
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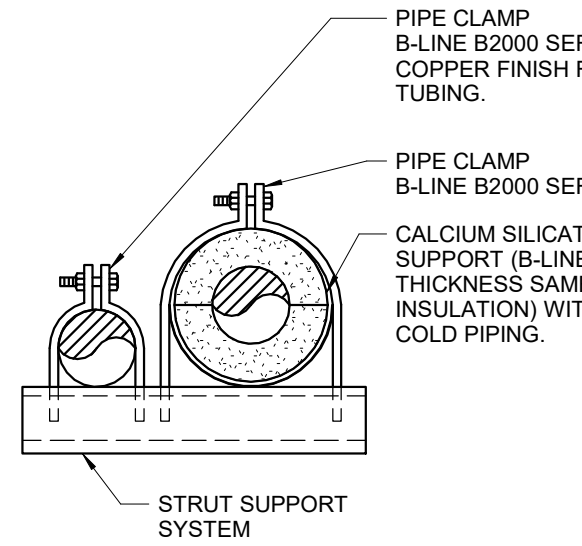
APPLICATIONS
- ROOF PIPE BOOT PENETRATION DETAIL



APPLICATIONS
- PIPE PENETRATION THRU MASONRY OR CONCRETE WALL



APPLICATIONS
- PIPE PENETRATION THRU STUD WALL



APPLICATIONS
- UNINSULATED PIPING

MAX. SPACING BETWEEN PIPE SUPPORTS AND MIN. HANGER ROD SIZES											
PIPE SIZE	STEEL			COPPER			PVC			CAST IRON	
	WATER	GAS	MIN. ROD WATER	WATER	GAS	MIN. ROD	CPVC	PEX	CAST IRON	MIN. ROD	
1/4"	12"	7"	3/8"	6"	6"	3/8"	4"	3"	3 1/2"	5"	
3/4"	7"	9"	3/8"	6"	7"	3/8"	4"	3"	3 1/2"	5"	
1"	7"	9"	3/8"	6"	7"	3/8"	4"	3"	3 1/2"	5"	
1 1/4"	7"	9"	3/8"	7"	9"	3/8"	4"	3"	3 1/2"	5"	
1 1/2"	8"	10"	1/2"	3/8"	8"	1 1/8"	4"	3"	3 1/2"	5"	
2"	10"	12"	3/8"	8"	10"	3/8"	4"	3"	3 1/2"	5"	
2 1/2"	11"	12"	3/8"	9"	12"	3/8"	4"	3"	3 1/2"	5"	
3"	12"	12"	3/8"	10"	12"	3/8"	4"	3"	3 1/2"	5"	
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6"	12"	12"	3/8"	12"	12"	3/8"	4"	3"	3 1/2"	5"	
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10"	12"	12"	1/2"	-	-	-	4"	4"	-	5"	
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CIRCULATING PUMP SCHEDULE (CP)													
TAG	MANUFACTURER	MODEL	LOCATION	APPLICATION	FLUID TEMP F	GPM	HEAD (FT)	RPM	MOTOR H.P.	VOLTS / PHASE	FULL AMPS.	TYPE	NOTES
1	B&G	NBF-25	A100	DOMESTIC HOT WATER	125	3	10	2950	125 WATT	115/1	1.10	IN-LINE	(1)(2)
2	B&G	NBF-25	B104	DOMESTIC HOT WATER	125	3	10	2950	125 WATT	115/1	1.10	IN-LINE	(1)(2)

- ACCEPTABLE MANUFACTURERS: B & G, GRUNDFOS, ARMSTRONG, TACO.
- SEE MOTOR SPECIFICATIONS FOR MOTOR REQUIREMENTS.
- LEAD FREE BRONZE BODY.
(1) PROVIDE INLINE AQUASTAT TO SHUT OFF PUMP AT A 10 DELTA T TEMPURTURE DROP OF SUPPLY OUTLET TEMPURTURE.
(2) PROVIDE BALANCING VALVE UP STREAM OF PUMP TO CONTROL PUMP FLOW.

CLEANOUT SCHEDULE										
TAG	MANUFACTURER	MODEL	TYPE	APPLICATION	OUTLET SIZES	BODY MATERIAL	ACCESS COVER SIZE	ACCESS COVER MATERIAL	NOTES	
CO	-	-	-	ABV. CLGS & EXPOSED PIPE	2" - 6"	PVC	-	-	(1)	
FCO	ZURN	Z14008	FLOOR	PEDESTRIAN TRAFFIC AREAS	2" - 6"	CAST IRON	7" DIA	NICKLE BRONZE	(1)	

- ACCEPTABLE MANUFACTURERS: J.R. SMITH, WATTS, ZURN.
- RECESSED TAPER THREAD PLUG WITH SLOTTED RECESS.
(1) PROVIDE THREADED FEMALE ADAPTER WITH INTERNAL PLUG. ADAPTER MATERIAL SHALL MATCH PIPE MATERIAL TO WHICH CO IS BEING CONNECTED.

DOG WASH TUB SCHEDULE (DW)												
TAG	ADA	MANUFACTURER	MODEL	SIZE L x W x D	DRAIN TYPE	ENTRY SYSTEM	CONSTRUCTION	TRIM	TRAY	FINISH	NOTES	
1	-	ELITE PET WASH STA.	PW7301	60" x 24.5" x 58"	GRID	SS NON-SLIP STAIR	(1)	(2)	SS	GRAY	(3)	

(1) FULLY WELDED 18 GAGE STAINLESS STEEL TUB, TRI-LOCK RESTRAINT SYSTEM
(2) PROVIDE INCLUDED PLUMBING KIT INCLUDING SPRAY HEAD W/ HOLD DOWN LEVER, HEAVY DUTY COILED HOSE, DRAIN/HAIR TRAP, SS SPRAY HEAD HOLDER, RAISED HDPE FLOOR GRATE.
(3) PROVIDE BRADLEY TOUCHTIME ELECTRONIC CONTROL (SHOWER APPLICATION), PIEZO SWITCH (TTPB), SOLENOID VALVE (SLOW CLOSING ANTI-HAMMER), AND POWER ADAPTER.

TAG	MANUFACTURER	MODEL	TYPE	APPLICATION	OUTLET SIZES	BODY MATERIAL	STRAINER TOP SIZE	STRAINER TOP MATERIAL	RIM HGT. A.F.F.	NOTES
FD-1	ZURN	Z415-B	FLOOR	PEDESTRIAN TRAFFIC AREAS	2" - 4"	CAST IRON	7" DIA	NICKLE BRONZE	-1/2"	(1)(2)
FD-2	ZURN	Z507	FLOOR	MECH. RM. JANITOR CLT.	2" - 4"	CAST IRON	7" DIA	CAST IRON	-1/2"	(1)(2)
HD-1	ZURN	Z328	RECEPTOR	INDIRECT WASTE	2" - 4"	CAST IRON	4" DIA	NICKLE BRONZE	3 3/4"	-
CB-1	NEENAH	R-2540	FLOOR	VEHICLE TRAFFIC AREAS	4" - 12"	CAST IRON	24"	CAST IRON	1"	(3)

- ACCEPTABLE MANUFACTURERS: J.R. SMITH, WATTS, ZURN.
(1) PROVIDE FLASHING CLAMP FOR FLOORS WITH BUILDING STRUCTURE BELOW. SEE ARCHITECTURAL PLANS FOR LOCATIONS.
(2) PROVIDE TRAPSEAL - RECTORSEAL SURE SEAL.
(3) SEE DETAIL FOR MORE INFORMATION TO DETERMINE SIZE, MATERIAL AND OTHER BASIN REQUIREMENTS.

TAG	MANUFACTURER	MODEL	LOCATION	TYPE	SIZE DIA	VOLTS / PHASE	ELEMENT NO. / WATTS	REC. (1) GPH	TANK SIZE GAL.	MAX. PSIG	T&P PSIG	LINING TYPE	TANK TEMP DEG. F	NOTES
1	BRADFORD WHITE	LE140L3-3	A100	TANK	22"	240/1	2/2500	11	40	300	150	GLASS	120	(1)
2	BRADFORD WHITE	LE140L3-3	B104	TANK	22"	240/1	2/2500	11	40	300	150	GLASS	120	(1)

- ACCEPTABLE MANUFACTURERS: A.O. SMITH, BRADFORD WHITE, HTP, LOCHINVAR.
(1) ELEMENTS WIRED FOR NON-SIMULTANEOUS OPERATION.

TAG	MANUFACTURER	MODEL	MOUNTING	TANK TYPE	CONN. SIZE	TANK CAPACITY GALLONS	ACCEPT. CAPACITY GALLONS	PRECHARGE PSIG	WORKING PSIG	DIA. INCHES	HEIGHT INCHES	WEIGHT POUNDS	NOTES
1	AMTROL	ST-5C	PIPE	DIAPHRAGM	3/4"	2.1	1.0	(1)	150	10	10	14	(1)

- ACCEPTABLE MANUFACTURERS: FLEXCON, AMTROL, WESSELS.
(1) SET TO STATIC PRESSURE AT STREET OR SYSTEM IF HIGHER. SEE WATER CALCULATION FOR MORE INFORMATION.

TAG	MANUFACTURER	MODEL	LOCATION	SIZE	FLOW RATE (GPM)	GREASE CAPACITY (LBS.)	SOLIDS CAPACITY (GALLONS)	LIQUID CAPACITY (GALLONS)	INLET & OUTLET SIZE	NOTES
1	SCHIER	GB-3	B104	37" x 28" x 21"	15	272.7	19	40	4"	-

- ACCEPTABLE MANUFACTURERS: J.R. SMITH, SCHIER, WATTS, ZURN.
- FULLY RECESSED INTERCEPTORS TOPS FLUSH WITH FLOOR, PROVIDE EXTENSIONS AS REQUIRED AND ANCHOR FLANGE.
- HIGH DENSITY POLYETHYLENE BODY.

TAG	MANUFACTURER	MODEL	LOCATION	FREEZE PROOF	BACKFLOW PREVENTER	WALL FLANGE	CONTROL	WATER SUPPLY	NOTES
1	WOODFORD	67	EXTERIOR	YES	INTEGRAL ASSE 1052	YES	LOOSE KEY	TEMPERED	(1)(2)
2	WOODFORD	67	EXTERIOR	YES	INTEGRAL ASSE 1052	YES	LOOSE KEY	COLD WATER	(1)(2)

- ACCEPTABLE MANUFACTURERS: CHICAGO, WATTS, WOODFORD, ZURN.
(1) PROVIDE BRADLEY TOUCHTIME ELECTRONIC CONTROL (SHOWER APPLICATION), PIEZO SWITCH (TTPB), SOLENOID VALVE (SLOW CLOSING ANTI-HAMMER), AND POWER ADAPTER.
(2) PROVIDE PET WAND PRO PPR-252, 8FT HOSE, HOSE ADAPTER, WALL HOOK, MAKE HOSE CONNECTIONS VANDAL RESISTANT.

LAVATORY SCHEDULE (L)																			
TAG	ADA (1)	MANUFACTURER	MODEL	MOUNTING	BASIN				CARRIER	MANUFACTURER	MODEL	FAUCET			OPERATION TYPE	FINISH	TEMP. DEG. F	SUPPLY STOP TYPE	NOTES
					SIZE L X W X D	DRAIN TYPE	NO. OF HOLES	CENTER OF HOLES				SPOUT REACH	SPOUT HEIGHT	GPM FLOW RATE					
1	YES	KOHLER	K-2005	WALL	21-1/4" x 18-1/8" x 7-1/4"	GRID	3	4"	YES	SLOAN	EAF150BATISMCPMLMRIFCT	5-9/16"	6-7/8"	0.5	SENSOR	CHROME	105	KEY	(1)(2)

- ACCEPTABLE MANUFACTURERS:
- BASIN: AMERICAN STANDARD, KOHLER, SLOAN.
- FAUCETS: CHICAGO, SLOAN, T&S BRASS.
- STOPS AND SUPPLIES: BRASSCRAFT, DEARBORN, KEENEY, MCGUIRE.
- DRAINS AND TRAPS: BRASSCRAFT, DEARBORN, KEENEY, MCGUIRE.
- CARRIERS AND SUPPORTS: ANCON, JOSAM, SMITH, WADE, ZURN.
- VITREOUS CHINA LAVS, 1-1/4" 17 GAUGE "P" TRAP WITH CLEANOUT PLUG, BUSHING ON END OF OUTLET TUBE, WALL FLANGE.
- ALL WETTED PARTS SHALL BE LEAD FREE COMPLIANT.
- WALL MOUNT LAVTORY WITH BACKSPASH.
- FAUCETS WITH VANDAL RESISTANT AERATOR.
(1) PROVIDE OFFSET GRID DRAIN WITH TRUEBRO TRAP & SUPPLY GUARD FOR ADA ACCESSIBLE LAVATORY. SEE ARCHITECTURAL PLANS FOR LOCATIONS.
(2) BATTERY POWERED, ABOVE DECK INTERGRATED SIDE MIXING VALVE.

TAG	MANUFACTURER	MODEL	LOCATION	GPM	SIZE	VALVE PSIG LOSS	OUTLET PSIG SETTING	OPERATING TEMP.	MAX. PSIG	MAX. TEMP.	TYPE	APPLICATION	ASSE	NOTES
1	ZURN	500XL	B102	43.0	1-1/2"	7	(2)	70	140	300	DIRECT	WATER DISTRIBUTION	1003	(1)(3)(4)

- ACCEPTABLE MANUFACTURERS: APOLLO, WATTS, ZURN/WILKINS.
(1) LEAD FREE BODY.
(2) SEE PROJECT'S WATER CALCULATIONS.
(3) PROVIDE WYE STRAINER.
(4) PROVIDE PRESAGE GAUGE.



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www.brayarch.com

Project Title:

McFarland Park Facility Projects
Village of McFarland
McFarland, WI

REVISIONS:

Δ	DATE	DESCRIPTION
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Project Number:

3491

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Sheet Title:

SCHEDULES

Sheet Number:

P4.0

Project Title:

McFarland Park Facility Projects
Village of McFarland
McFarland, WI

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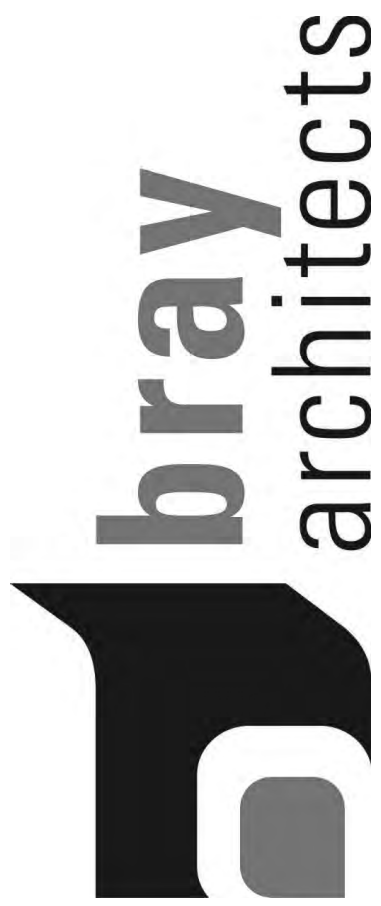
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SANITARY EJECTOR SCHEDULE (SE)																	
TAG	LOCATION	BASIN			COVER			PUMP					QTY.	GPM EACH	TOTAL HEAD	HP EACH	NOTES
		MANUFACTURER	MATERIAL TYPE	SIZE	MANUFACTURER	MODEL	TYPE	MANUFACTURER	MODEL	MATERIAL TYPE	TYPE						
1	B102	TOPP	FIBERGLASS	(1)	TOPP	STEEL	STEEL (2)	LIBERTY	LSGX200 (230V/1PH)	CAST IRON	GRINDER	2	39	50	2	(3)(4)(5)	

- ACCEPTABLE MANUFACTURERS:
-BASIN: TOPP INDUSTRIES, AK INDUSTRIES, WEIL.
-COVER: TOPP INDUSTRIES, AK INDUSTRIES, WEIL.
-PUMP: LIBERTY, ZOELLER, WEIL, LITTLE GIANT.
- PROVIDE "LIBERTY" BCV SERIES COMBINATION BALL/CHECK VALVE FOR PUMP DISCHARGE.
(1) SEE DETAIL FOR BASIN SIZE AND CONTROL LEVEL DIMENSIONS.
(2) PROVIDE DUPLEX COVER WITH INSPECTION PLATE, COVER PLATE, DISCHARGE/VENT FLANGES AND CORD GROMMETS.
(3) PROVIDE DUPLEX CONTROLLER, CONTROL FLOAT SWITCHES, ALARM LIGHT
(4) PROVIDE PUMP SLIDE RAILS.
(5) SEE DETAIL FOR BASIN SIZE AND CONTROL LEVEL DIMENSIONS AND SPECIFICATION FOR MORE INFORMATION.

SERVICE SINK SCHEDULE (SS)												
TAG	MOUNTING	MANUFACTURER	MODEL	BASIN		SHAPE	RIM GUARD	FAUCET			GPM	NOTES
				MATERIAL TYPE	SIZE L x W x D			MODEL	BACKFLOW PREVENTER			
1	FLOOR	MUSTEE	63M	DURASTONE	24" x 24" x 10"	SQUARE	(1)	CHICAGO	305-RCP	(2)	5	(3)

- ACCEPTABLE MANUFACTURERS:
-BASIN: FIAT, MUSTEE, STERN WILLIAMS.
-FAUCET: CHICAGO, T&S BRASS, ZURN.
(1) BUMPER GUARDS ON EXPOSED RIMS.
(2) VACUUM BREAKERS SHALL COMPLY WITH ASSE 1011.
(3) PROVIDE STAINLESS STEEL 3 MOP HOLDER HANGER, HEAVY DUTY 5/8" DIAMETER REINFORCED RUBBER HOSE, AND STAINLESS STEEL HOSE BRACKET.

SINK SCHEDULE (S)																		
TAG	ADA (1)	MANUFACTURER	MODEL	NO. OF COMP.	BASIN			DRAIN TYPE	MANUFACTURER	MODEL	FAUCET			GPM	HANDLE	FINISH	SUPPLY STOP TYPE	NOTES
					MOUNTING	SIZE L x W x D					FAUCET QTY.	SPOUT REACH	SPOUT HEIGHT					
1	YES	JUST	A-544-912	1	WALL-MOUNT	16" x 15" x 6"	BASKET	CHICAGO	631-ABCP	1	3-1/2"	5-7/8"	2.2	WRIST BL.	CHROME	KEY	(1)	
2	YES	JUST	DL-ADA-2249-A-GR	2	TOP-MOUNT	49" x 22" x 6-1/2"	BASKET	CHICAGO	1100-GN8AE35-317AB	1	8"	8"	1.5	WRIST BL.	CHROME	KEY	(1)	

- ACCEPTABLE MANUFACTURERS:
-BASIN: ADVANCE TABCO, JUST, ELKAY.
-FAUCETS: CHICAGO, T&S BRASS, ZURN.
-STOPS AND SUPPLIES: BRASSCRAFT, DEARBORN, KEENEY, MCGUIRE.
-DRAINS AND TRAPS: BRASSCRAFT, DEARBORN, KEENEY, MCGUIRE.
- MATERIAL: 18 GAUGE 304 STAINLESS STEEL SINK, ANGLE SUPPLIES WITH STOPS WITH BRASS STEMS.
- PROVIDE EACH COMPARTMENT WITH STAINLESS STEEL BASKET TYPE STRAINER, STAINLESS STEEL TAILPIECE, AND 1-1/2" 17 GAUGE "P" TRAP W/ CLEANOUT.
- VERIFY SINK CUTOUT SIZE WILL FIT IN COUNTERTOP WITH CABINET SHOP DRAWINGS PRIOR TO ORDERING.
(1) PROVIDE OFFSET GRID DRAIN WITH TRUEBRO TRAP & SUPPLY GUARD FOR ADA ACCESSIBLE SINK. SEE ARCHITECTURAL PLANS FOR LOCATIONS.

SOLID INTERCEPTOR SCHEDULE (SI)										
TAG	MANUFACTURER	MODEL	LOCATION	TYPE	SIZE	GPM	SOLIDS CAPACITY (GALS)	LIQUID CAPACITY (GALS)	INLET & OUTLET SIZE	NOTES
1	STRIEM	AA-M	A100		33" x 25" x 25"	50	6	7-Feb	3"	(1)

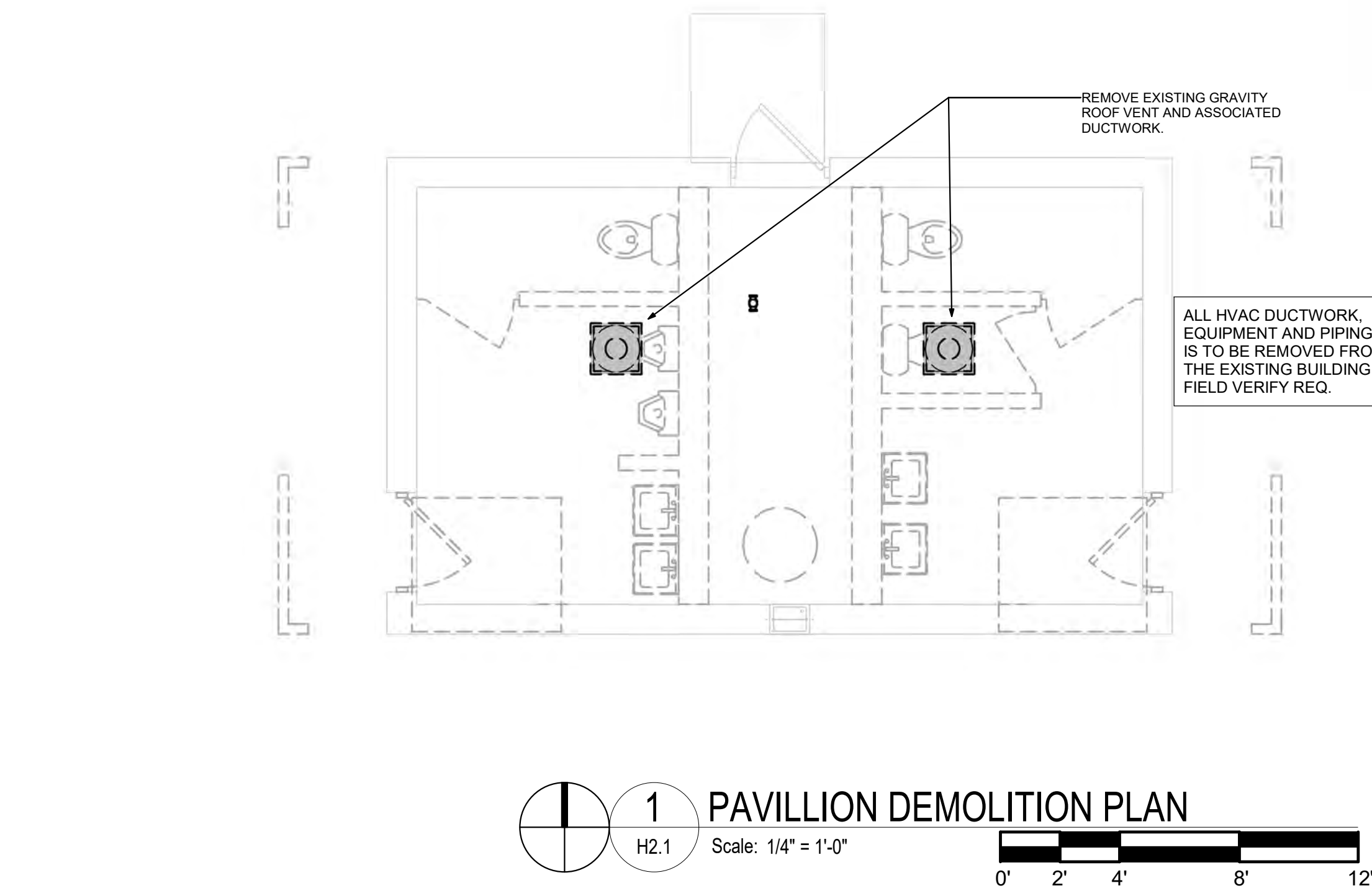
- ACCEPTABLE MANUFACTURERS: STRIEM, SPEARS, ZURN.
- HIGH DENSITY POLYETHYLENE BODY.
(1) HIGH DENSITY POLYETHYLENE BODY WITH 304 STAINLESS STEEL SCREEN REMOVABLE SEDIMENT BUCKET.

THERMOSTATIC MIXING VALVE SCHEDULE (TMV)												
TAG	MANUFACTURER	MODEL	APPLICATION	INLETS	OUTLET	MAX. FLOW GPM	MAX LOSS PSIG	MIN. FLOW GPM	MIN. LOSS PSIG	TEMP. RANGE DEG. F	TEMP. SETTING DEG. F	NOTE
1	LEONARD	TM-2020B-LF-DT	MASTER	2"	2"	226	50	1	5	120-150	110	(1)

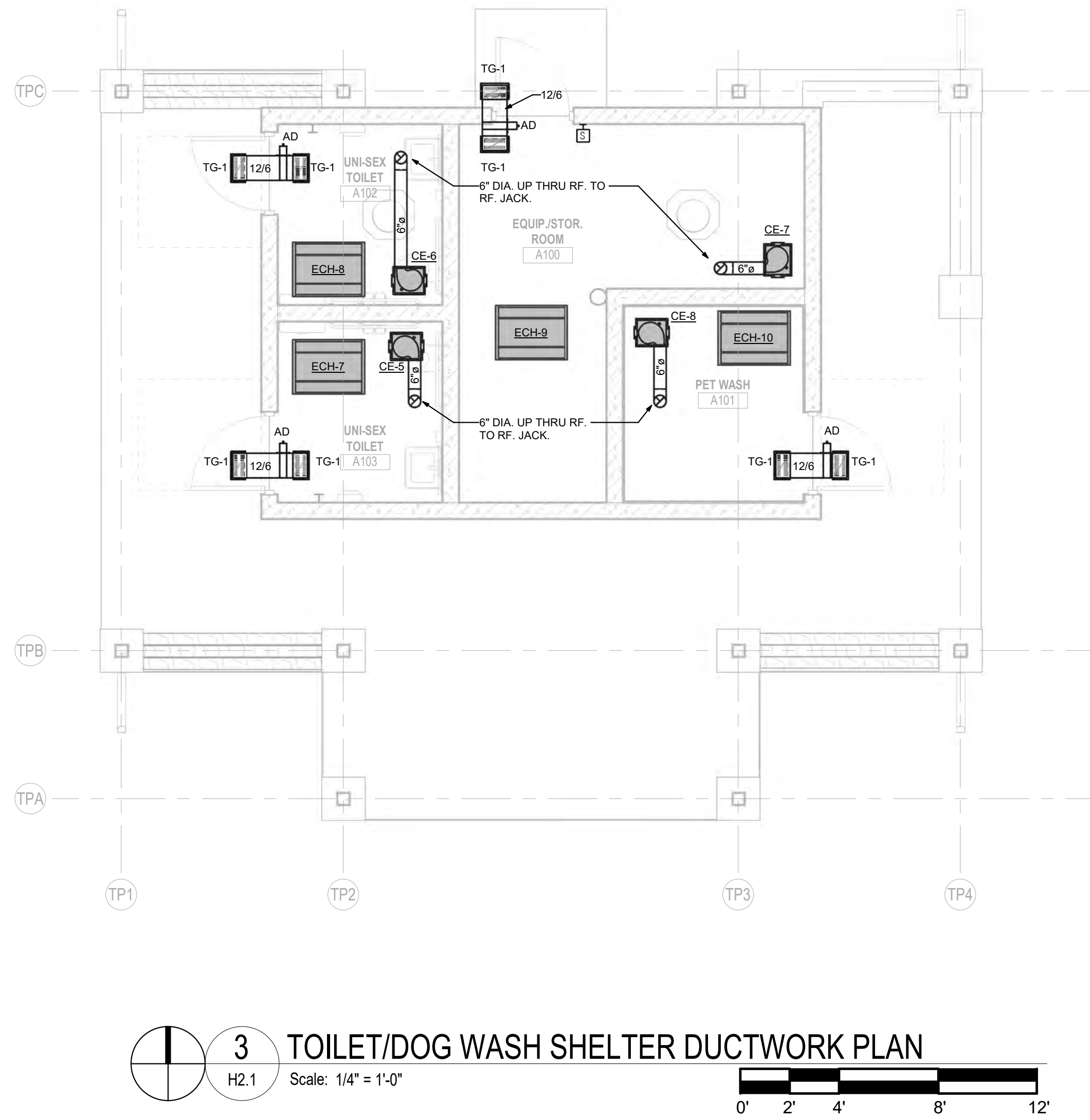
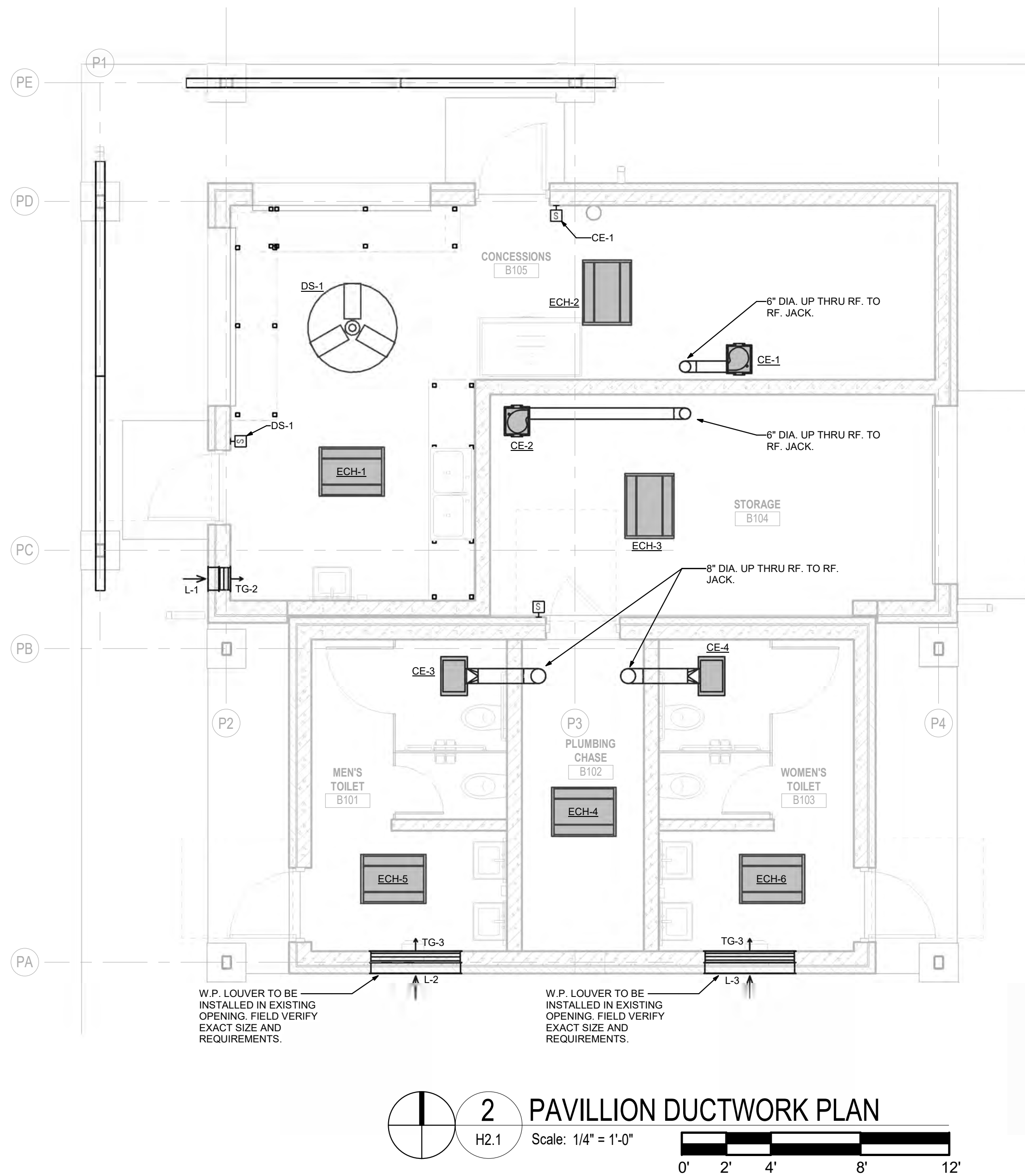
- ACCEPTABLE MANUFACTURERS: ZURN, SYMMONS, WATTS, LEONARD.
- LEAD FREE BODY, REMOVABLE CARTRIDGE WITH STRAINER, STAINLESS STEEL SPRING, EPDM O-RINGS AND SOLID WAX THERMOSTAT ASSEMBLY.
- P.C. SHALL FIELD ADJUST TMV TO TEMPERATURE SETTING INDICATED IN SCHEDULE.
(1) HOT WATER DISTRIBUTION SYSTEM THERMOSTATIC MIXING VALVE SHALL COMPLY WITH ASSE 1017, 1069 AND 1070.

WATER CLOSET SCHEDULE (WC)																
TAG	ADA (1)	MANUFACTURER	MODEL	BOWL			CARRIER	TYPE	TANK		MANUFACTURER	FLUSH VALVE			MIN. PRESS. PSIG	NOTES
				MOUNTING	RIM HT. A.F.F.				GAL. PER FLUSH	SUPPLY STOP TYPE		MODEL	GAL. PER FLUSH	OPERATION TYPE		
1	YES	KOHLER	K-4325	WALL	17"	YES	-	-	-	-	SLOAN	G2-8111	1.6	SENSOR	25	(2)
2	-	KOHLER	K-4325	WALL	15"	YES	-	-	-	-	SLOAN	G2-8111	1.6	SENSOR	26	(2)

- ACCEPTABLE MANUFACTURERS:
-BOWL: AMERICAN STANDARD, KOHLER, SLOAN.
-FLUSH VALVE: DELANY, KOHLER, SLOAN, ZURN.
-SEAT: BEMIS, CHURCH.
-CARRIER AND SUPPORT: J.R. SMITH, WADE, ZURN.
- VITEROUS CHINA, WATER SAVING, MINIMUM 2 - 1/8" GLAZED TRAPWAY, SIPHON JET ELONGATED BOWL WITH WHITE SOLID PLASTIC OPEN FRONT SEAT WITH SELF-SUSTAINING CHECK HINGE.
- CONTROLS FOR ADA ACCESSIBLE FIXTURES SHALL BE ON THE OPEN SIDE.
(1) SEE ARCHITECTURAL PLANS FOR LOCATIONS.
(2) BATTERY POWERED.



DEMOLITION SYMBOL	DESCRIPTION
	EXISTING PIPING, EQUIPMENT OR DUCTWORK TO REMAIN.
	EXISTING PIPING, EQUIPMENT OR DUCTWORK TO BE REMOVED.



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Project Title:

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Village of McFarland
McFarland, WI

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HVAC FLOOR PLANS

Sheet Number:

H2.1

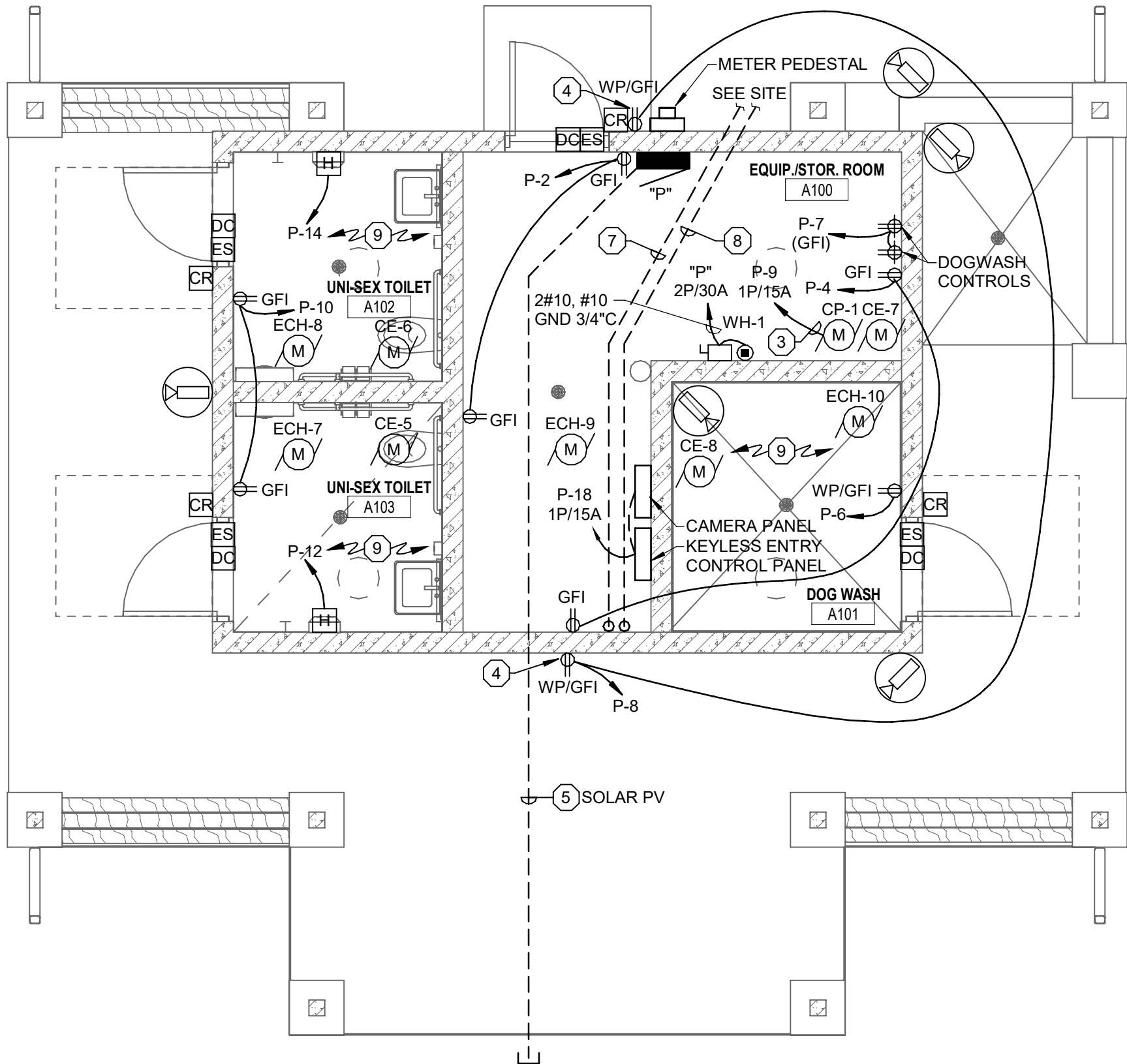
GENERAL NOTES:

1. INSTALL PULL CORD IN ALL EMPTY CONDUITS.
2. PROVIDE CONCRETE BASE ROUGH-IN FOR LP1 POLES PER DETAIL E1.1A.
3. UNLESS SHOWN OTHERWISE, ALL CONDUITS BURIED 2'-6" BELOW FINISHED GRADE.
4. E.C. IS RESPONSIBLE FOR ALL WORK REQUIRED TO BRING SITE EXCAVATION AND TOPPING BACK TO ORIGINAL CONDITION IF TRENCHING IS DONE ON COMPACTED SURFACES.
5. E.C. TO INDICATE EXACT ROUTING OF ALL UNDERGROUND CONDUITS ON RECORD DRAWING.
6. VISIT THE PREMISES AND TAKE NOTE OF ALL EXISTING CONDITIONS WHICH MAY AFFECT WORK AND BE RESPONSIBLE FOR KNOWLEDGE OF SAME IN PREPARATION OF BID. LACK OF INFORMATION ON EXISTING CONDITIONS WILL NOT BE ALLOWED AS A VALID CAUSE FOR ADDITIONAL COMPENSATION.
7. (---) INDICATES APPROXIMATE UNDERGROUND ROUTING OF CONDUITS AND FEEDERS.
8. ALL LIGHTING FIXTURES IN MECHANICAL ROOMS SHALL BE LAID OUT ON SITE AND DETERMINED BY THE MECHANICAL EQUIPMENT IN ROOM.
9. IN ROOMS WITH OCCUPANCY SENSOR, GENERAL ILLUMINATION IN ROOM SHALL BE CONTROLLED BY SENSOR. CONTRACTOR TO DETERMINE BEST LOCATION FOR SENSOR IN FIELD WITH MANUFACTURER. SEE DETAIL E1.1B.
10. PROVIDE EXTERIOR RECEPTACLES PER DETAIL E1.1B.
11. ALL CONDUITS STUBBED OUT OF BUILDING SHALL BE DONE PER DETAIL E1.1B.
12. ALL RECEPTACLES MOUNTED WITHIN 6 FEET OF SINKS SHALL BE GFI TYPE.
13. ALL KEYLESS ENTRY EQUIPMENT AND WIRING FURNISHED AND INSTALLED BY OTHERS. E.C. TO PROVIDE ALL REQUIRED RACEWAYS, BOXES, AND 120V WIRING. COORDINATE WORK WITH SYSTEM VENDOR AND OWNER. SEE DETAIL E1.1C.
14. ALL VIDEO SURVEILLANCE EQUIPMENT FURNISHED AND INSTALLED BY OTHERS. E.C. TO PROVIDE ALL REQUIRED RACEWAYS AND 120V WIRING. COORDINATE WORK WITH SYSTEM VENDOR AND OWNER. SEE DETAIL E1.1C.

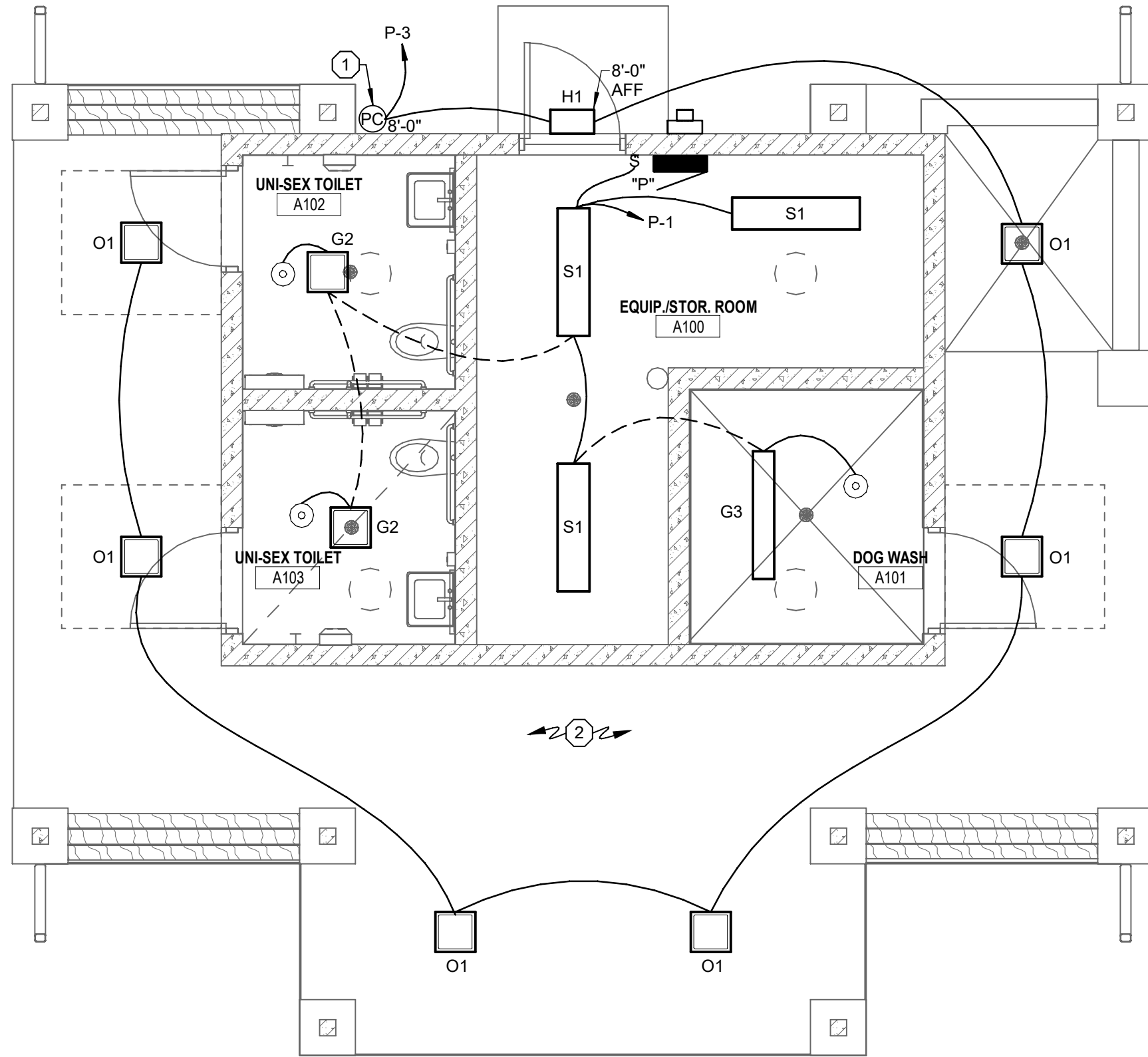
PLAN NOTES: (X)

1. CONTROL EXTERIOR LIGHTING BUILDING THROUGH PHOTOCELL. MOUNT PHOTOCELL TO FLUSH WEATHERPROOF BOX IN SOFFIT WITH STAINLESS STEEL WEATHERPROOF PLATE. AIM PHOTOCELL NORTH.
2. CONCEAL ALL CONDUIT ABOVE CANOPY CEILING.
3. WIRE CIRCULATION PUMP THROUGH IN-LINE AQUASTAT.
4. RECEPTACLE BOX TO BE FLUSH MOUNTED IN MASONRY. COORDINATE INSTALLATION WITH MASON TO ALLOW FLIP COVER TO OPERATE PROPERLY.
5. STUB 1-1/2" PVC CONDUIT FROM PANEL TO BELOW GRADE BEYOND BUILDING FOR FUTURE SOLAR PV.
6. REMOVE EXISTING WOOD POLE, STREET LIGHT FIXTURE, AND WIRING.
7. PROVIDE EMPTY 3/4" CONDUIT STUB FROM INSIDE POLE BADE TO BELOW GRADE AND UP INTO EQUIPMENT STORAGE ROOM FOR INTERNET ANTENNA. COORDINATE INSTALLATION WITH OWNER.
8. PROVIDE EMPTY 2" CONDUIT FROM EQUIPMENT STORAGE ROOM TO BELOW GRADE FOR TELECOMMUNICATIONS SERVICE ENTRANCE BY OTHERS.
9. ALL CONDUIT AND BOXES THIS ROOM TO BE CONCEALED INSIDE WALLS AND ABOVE FINISHED CEILING.

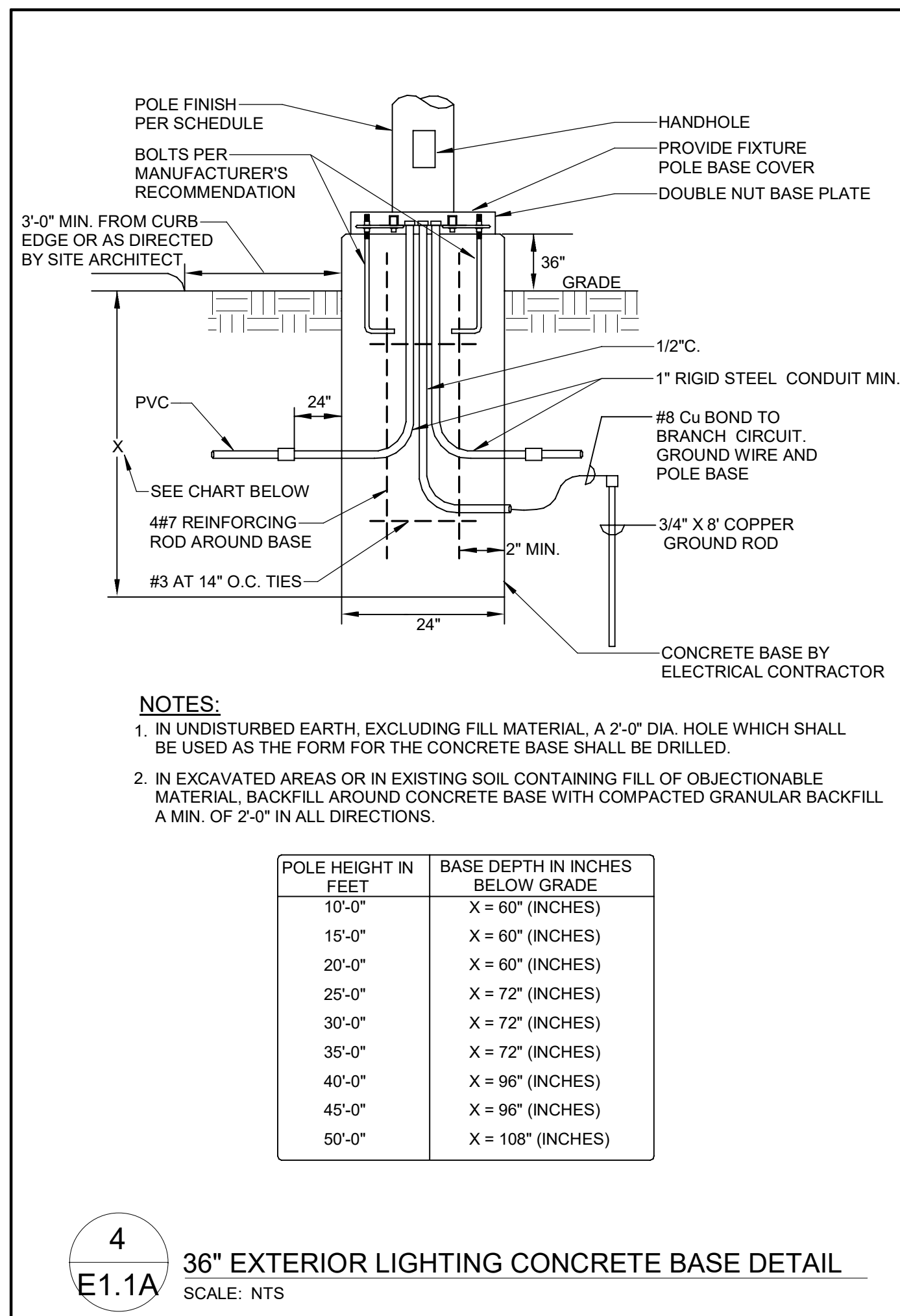
PANEL SCHEDULE: "P"			VOLTAGE: 120/240V 1P,3W	
TYPE: SQUARE D NO		BUS AMPACITY: 200A		
MOUNT: SURFACE		MAIN CIRCUIT BKR: 200A		
ISOLATED GROUND BUS: NO		SUB-FEED LUGS: NO		
GROUND BUS: YES		AMPS AIC: 22 KAIC		
WITH THE FOLLOWING BREAKERS:				
QUANTITY	POLE	AMPS	LOAD SERVED	
4	2	40	ECH-7, ECH-8, ECH-9, ECH-10	
2	2	20	SITE LIGHTING, WH-1	
1	1	20 GFI	DOG WASH	
14	1	20	GENERAL USE & SPARES	
2	1	15	CP-1, CAMERA & KEYLESS ENTRY PANEL	
13	1	-	SPACE	
NOTE: 42 CKT PANEL.				



3 TOILET/PET WASH SHELTER - POWER
Scale: 1/4" = 1'-0"

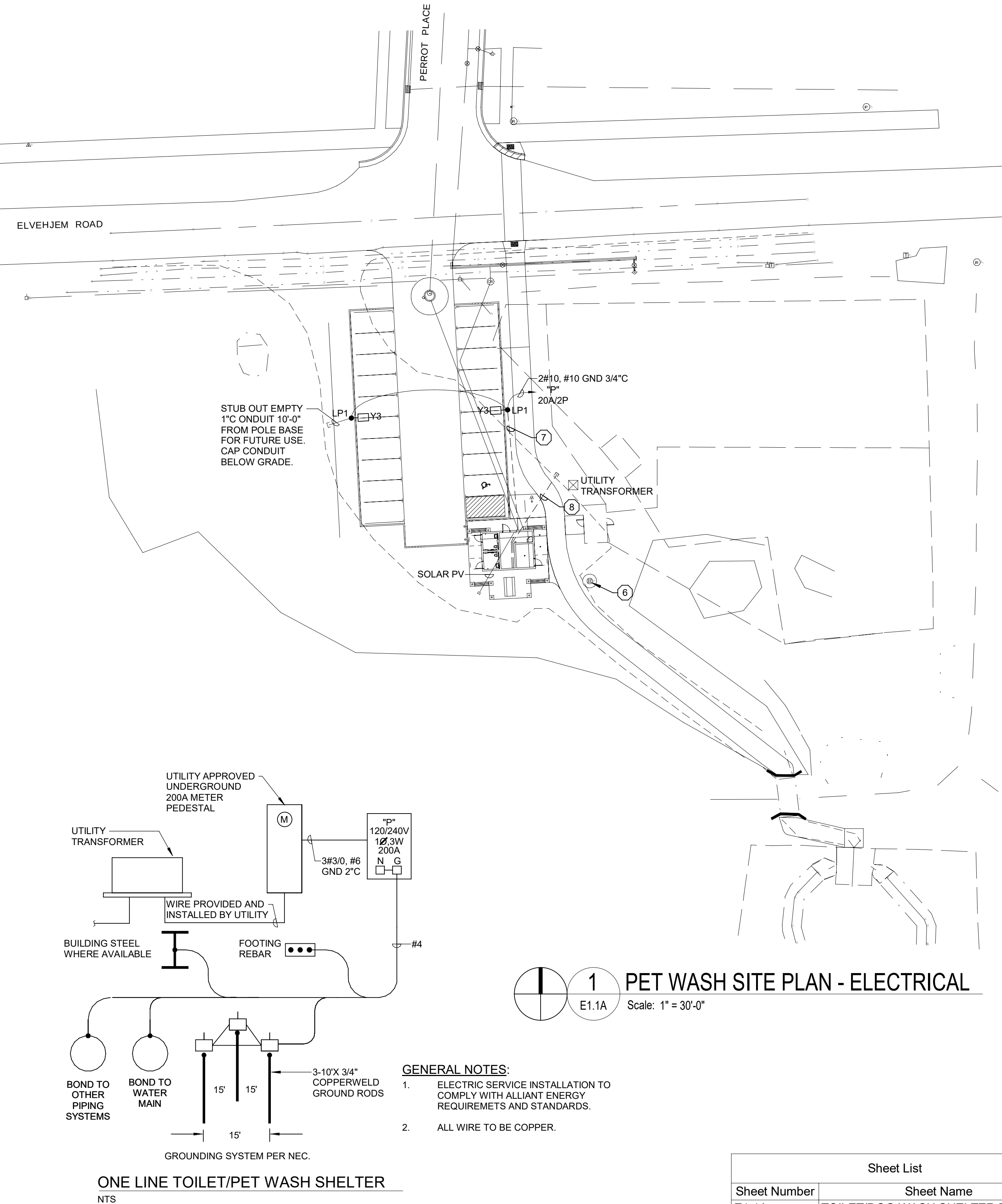


2 TOILET/PET WASH SHELTER - LIGHTING
Scale: 1/4" = 1'-0"



4 36" EXTERIOR LIGHTING CONCRETE BASE DETAIL
Scale: NTS

MCFARLAND PARKS FIXTURE SCHEDULE						
TYPE	DESCRIPTION	LAMP TYPE	VOLT	WATTS	MANUFACTURER	CATALOG NUMBER
G1	1'X1' LED RECESSED FLANGED TROFFER - 3000 LUMENS - VANDAL RESISTANT - WET LOCATION - WHITE STAINLESS STEEL HOUSING	4000K LED	120	30	KURTZON	VL-F-3-1X1-MED-840-UNV-6/2-WHT-AH
G2	1'X1' LED RECESSED FLANGED TROFFER - 4400 LUMENS - VANDAL RESISTANT - WET LOCATION - WHITE STAINLESS STEEL HOUSING	4000K LED	120	45	KURTZON	VL-F-3-1X1-HI-840-UNV-6/2-WHT-AH
G3	1'X4' LED RECESSED FLANGED TROFFER - 6400 LUMENS - VANDAL RESISTANT - WET LOCATION - WHITE STAINLESS STEEL HOUSING	4000K LED	120	68	KURTZON	VL-R-3-1X4-840-UNV-2/6-WHT-AH
H1	SIZE 2 LED WEDGE WALL PACK - WIDE THROW - 3000 LUMENS	4000K LED	120	23	LITHONIA	WDGE2LED-P3-40K-80CRI-VW-MVOLT-SRM
M1	4' LOW PROFILE LED WRAPAROUND - 4000 LUMENS	4000K LED	120	35	LITHONIA	BLWP4-40L-SDSM-GZ10-LP840-PAF
M2	8' LOW PROFILE LED WRAPAROUND - 8000 LUMENS	4000K LED	120	63	LITHONIA	BLWP8-80L-SDSM-GZ10-LP840-PAF
O1	10" SQUARE SURFACE LED CANOPY - 3500 LUMENS	4000K LED	120	27	LITHONIA	CMYLED-P0-40K-MVOLT
S1	4' LED LENSED STRIP - 3000 LUMENS	4000K LED	120	20.3	LITHONIA	CLX-L48-3000LM-SEF-FDL-MVOLT-GZ10-40K-80CRI-WH
Y3	LED AREA FIXTURE - TYPE 3 WIDE - 11,000 LUMENS - B-LEVEL MOTION SENSOR - INTEGRAL PHOTOCELL - EXTERNAL GLARE SHIELD	4000K LED	240	71	LITHONIA	RSX2LED-P1-40K-R3-MVOLT-SPA-PIR-H-EGS
LP1	15'-0" STRAIGHT SQUARE STEEL 4" POLE - SINGLE	-	-	-	LITHONIA	SSS-15-4C-DM19AS-IC
GENERAL NOTES: 1. SEE SPECIFICATIONS FOR FIXTURE REQUIREMENTS. 2. ALTERNATE FIXTURES ARE NOT ALLOWED. 3. ALL INTERIOR LED FIXTURES TO HAVE A MINIMUM CRI OF 80+. ALL EXTERIOR LED FIXTURES TO HAVE A MINIMUM CRI OF 70+. 4. MOUNT FIXTURES AT HEIGHT INDICATED ON DRAWINGS UNLESS NOTED OTHERWISE.						
PLAN NOTES: 1. ARCHITECT TO SELECT STANDARD COLOR AND FINISH.						



1 PET WASH SITE PLAN - ELECTRICAL
Scale: 1" = 30'-0"

- GENERAL NOTES:
1. ELECTRIC SERVICE INSTALLATION TO COMPLY WITH ALLIANT ENERGY REQUIREMENTS AND STANDARDS.
 2. ALL WIRE TO BE COPPER.

Sheet List	
Sheet Number	Sheet Name
E1.1A	TOILET/DOG WASH SHELTER PLANS
E1.1B	OPEN SHELTER PLANS
E1.1C	PAVILION ADDITION PLANS



Office Locations:

Davenport
220 Emerson Place, Suite 301
Davenport, Iowa 52801

Milwaukee
829 S. 1st Street
Milwaukee, Wisconsin 53204
T: 414.226.0200

Sheboygan
1227A North 8th Street
PO Box 955
Sheboygan, Wisconsin 53082
T: 920.459.4200

www.brayarch.com



Project Title:

McFarland Park Facility Projects
Village of McFarland
McFarland, WI

REVISIONS:

DATE DESCRIPTION

Project Number:

3491

Issued For:

Construction Documents

Issued to Bid 06/05/2020

Sheet Title:

TOILET/DOG WASH SHELTER PLANS

Sheet Number:

E1.1A

ELECTRICAL SYMBOLS AND ABBREVIATIONS

THIS IS A COMPREHENSIVE SYMBOL AND ABBREVIATION LIST.
NOT ALL SYMBOLS ARE APPLICABLE TO THESE DRAWINGS.

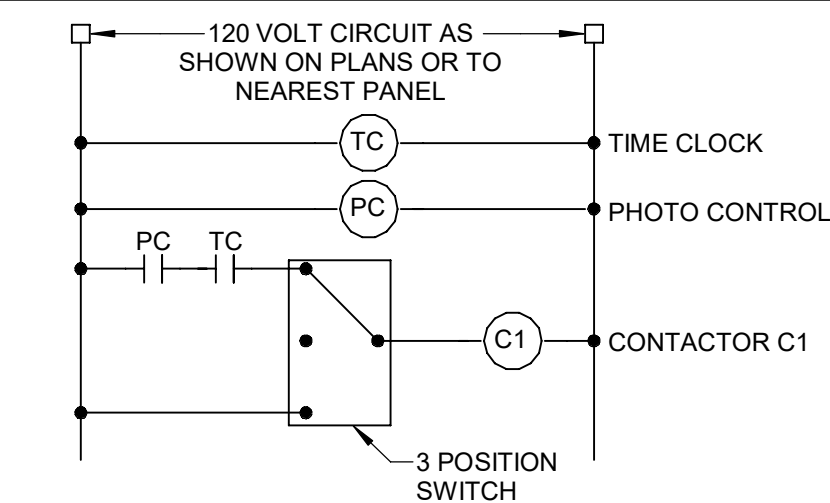
S	SINGLE POLE SWITCH, 3=3 WAY, 4=4 WAY, P=PILOT, R-RELAY, K=KEYED, I=ILLUMINATED, D=DIMMER M-MOTION SENSOR SWITCH
	DUPLEX RECEPTACLE C=CEILING MOUNTED
	DUPLEX RECEPTACLE MOUNTED AT 42" TO CENTER
	POWER RECEPTACLE 240V 30=30AMP 60=60AMP R = 50A RANGE OUTLET D = 30A DRYER OUTLET
	DUPLEX RECEPTACLE MOUNTED ABOVE COUNTER
	DOUBLE DUPLEX RECEPTACLE (RECEPTACLES MOUNTED SIDE BY SIDE)
	BLANK OUTLET FOR FUTURE DEVICES 4" BOX, SINGLE GANG RING, BLANKPLATE, 1"C. STUBBED INTO ACCESSIBLE CEILING
	BLANK OUTLET MTD @ 42" FOR FUTURE DEVICES 4" BOX, SINGLE GANG RING, BLANKPLATE, 1"C. STUBBED INTO ACCESSIBLE CEILING
	EQUIPMENT CONNECTION
	J-BOX
	HEAVY DUTY DISCONNECT F=FUSIBLE PROOF FURNISHED BY E.C.
	NON-COMBINATION STARTER
	COMBINATION STARTER
	MANUAL STARTER
	NEW SURFACE MOUNTED PANEL. SEE PLANS.
	NEW FLUSH MOUNTED PANEL. SEE PLANS.
	EXISTING SURFACE MOUNTED PANEL. SEE PLANS.
	EXISTING FLUSH MOUNTED PANEL. SEE PLANS.
	-TYPE
	-EQUIPMENT LOCATION
	-DESIGNATION
	-REFERS TO DETAIL
	-SHEET NO. WHERE DETAIL IS LOCATED
	REFERS TO NOTE NUMBER
	DOOR CONTACT SWITCH
	ELECTRIC STRIKE.
	CARD READER.

	CEILING MOUNTED FLUSH OR SURFACE
	WALL MOUNTED, FLUSH OR SURFACE
	FLUORESCENT FIXTURE
	EMERGENCY LIGHT
	RECESSED EMERGENCY LIGHT
	EXIT LIGHT - ONE FACE
	EXIT LIGHT - TWO FACE
	DUAL TECHNOLOGY OCCUPANCY SENSOR LIGHTING
	ULTRASONIC OCCUPANCY SENSOR LIGHTING
	PHOTOCELL
	MOTOR OUTLET TERMINAL, ON ROOF MOUNTED UNITS PROVIDE WEATHER PROOF DISCONNECTS: X = HORSE POWER OR MOTOR NUMBER IF SCHEDULE IS PROVIDED.
	CIRCUIT HOMERUN TO 20A/1P BREAKER UNLESS SHOWN OTHERWISE ON DRAWINGS.
	INDICATES CONNECTED TO SAME CIRCUIT BUT CONTROLLED SEPARATELY
	COND. STUB THROUGH WALL BUSHED EACH END
	ELECTRIC HAND DRYER. SEE SPECIFICATIONS
	SECURITY CAMERA

ABBREVIATIONS

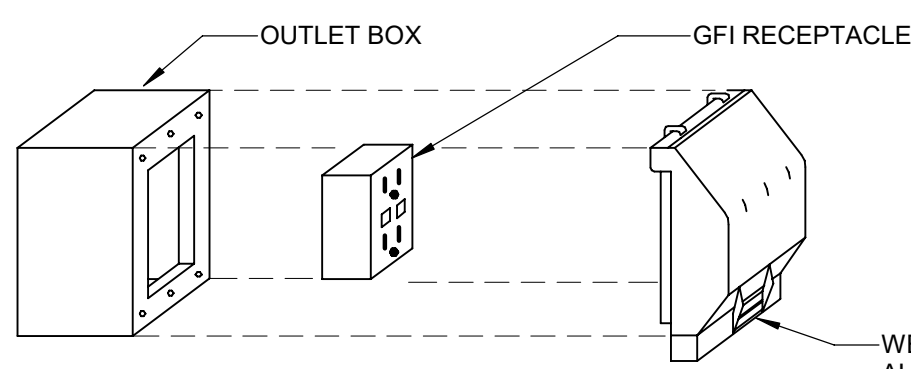
AFF	ABOVE FINISH FLOOR
AFG	ABOVE FINISH GRADE
C	CONDUIT
CKT	CIRCUIT
CT	CURRENT TRANSFORMER
EBB	ELECTRICAL BASE BOARD
EC	ELECTRICAL CONTRACTOR
ECB	ENCLOSED CIRCUIT BREAKER
ELEV	ELEVATION
EM	EMERGENCY
EQ	EQUIPMENT
EUH	ELECTRIC UNIT HEATER
EWC	ELECTRIC WATER COOLER
EWB	ELECTRIC WALL HEATER
FBO	FURNISHED BY OTHERS
GUH	GAS UNIT HEATER
GC	GENERAL CONTRACTOR
GFI	GROUND FAULT INTERRUPTER
GND	GROUND
HVAC	HEATING, VENTILATING AND AIR CONDITIONING
IG	ISOLATED GROUND
INC	INCANDESCENT
JB	JUNCTION BOX
MTD	MOUNTED
NL	NIGHT LIGHT
NIC	NOT IN CONTRACT
NTS	NOT TO SCALE
OHD	OVERHEAD DOOR
OC	ON CENTER
PC	PHOTOCELL
REF	REFRIGERATOR
RTU	ROOF TOP UNIT
SPD	SURGE PROTECTED DEVICE
SS	STAINLESS STEEL
UH	UNIT HEATER
VFD	VARIABLE FREQUENCY DRIVE
WE	WALL EXHAUST
WH	WATER HEATER
WP	WEATHER PROOF

OCCUPANCY SENSOR SCHEDULE		
SYMBOL	DESCRIPTION	SENSOR/SWITCH
	DUAL TECHNOLOGY OCCUPANCY SENSOR	CM-PDT-9-R-LT



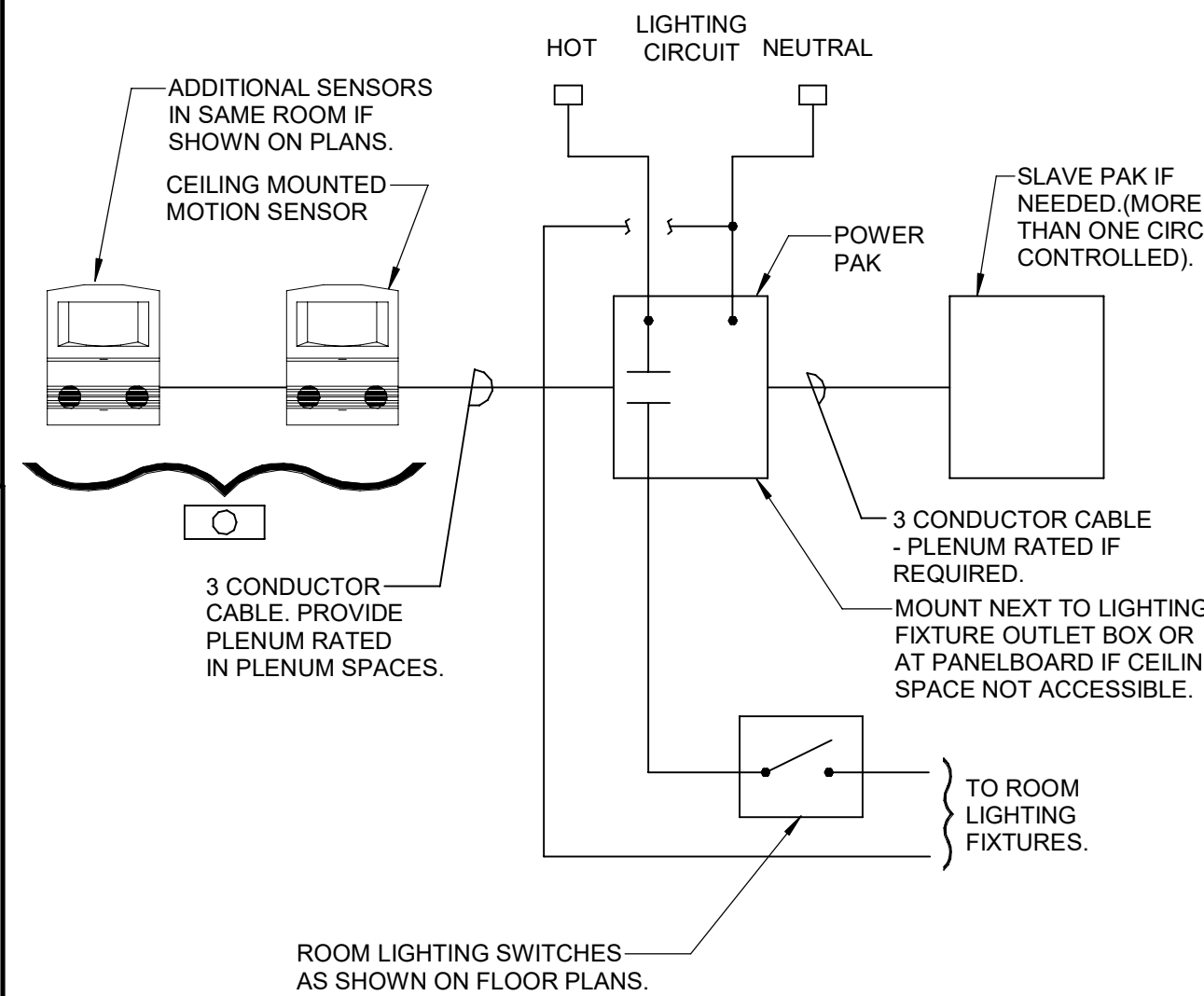
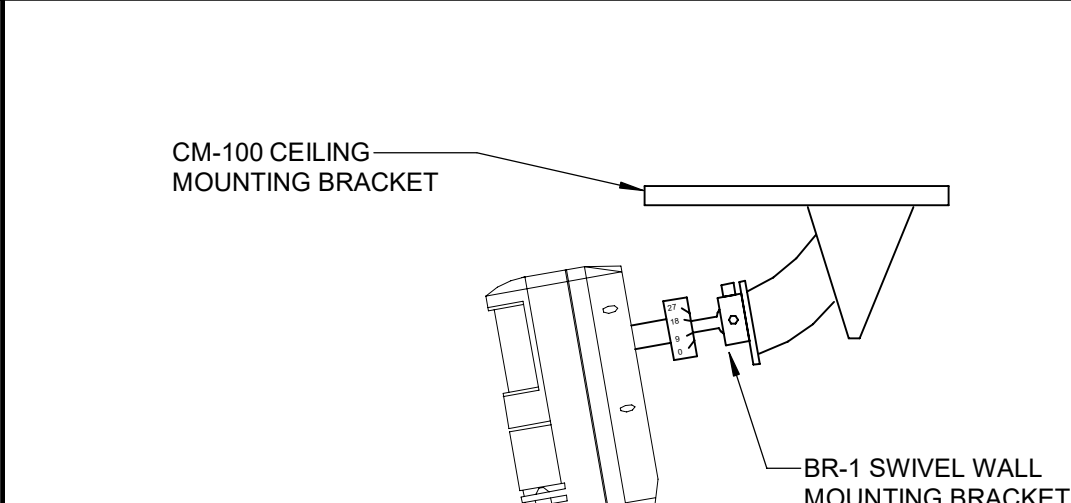
COMPONENTS:	
TIMECLOCK:	INTERMATIC ET8215C SEVEN DAY ASTRONOMIC TIMECLOCK
PHOTOCONTROL:	INTERMATIC-K4221 MOUNT WHERE SHOWN ON FLOOR PLANS, OR IF NOT SHOWN, ON NORTH SIDE OF BUILDING.
CONTACTORS:	"SQUARE D" 8803-L040-V02 MINIMUM CONFIGURATION, PROVIDE ADDITIONAL CONTACTOR POLES IF REQUIRED.
3-POSITION SWITCHES:	CENTER OFF TYPE, HEAVY DUTY TOGGLE SWITCH. PROVIDE ENGRAVED LABEL FOR EACH SWITCH "AUTO-OFF-ON". ALSO LABEL FUNCTION.

7
E1.1B EXTERIOR LIGHTING CONTROLS
SCALE: NTS

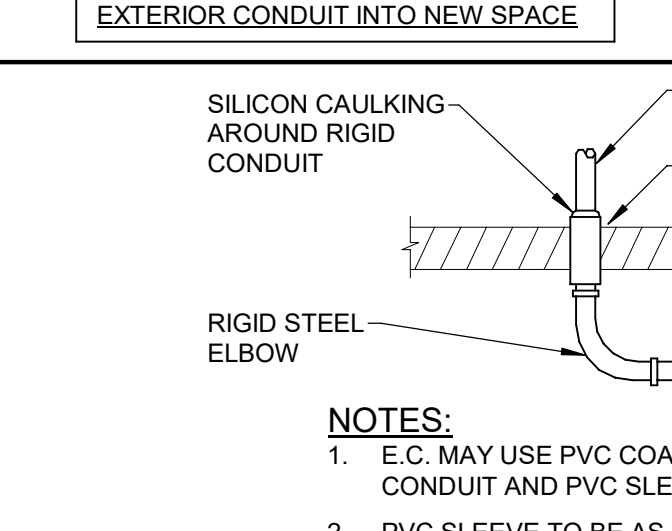
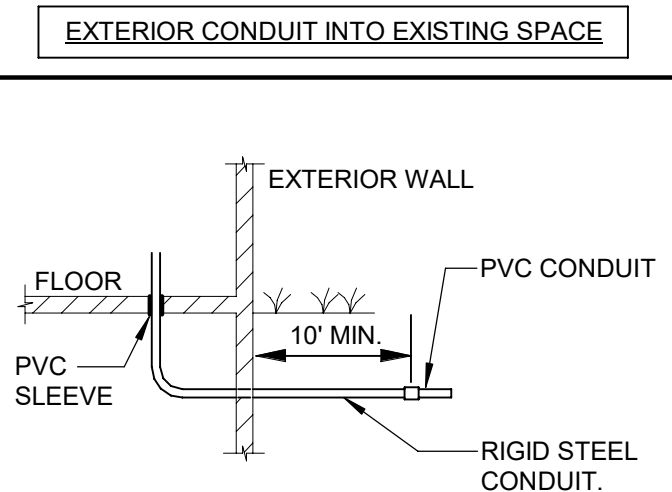
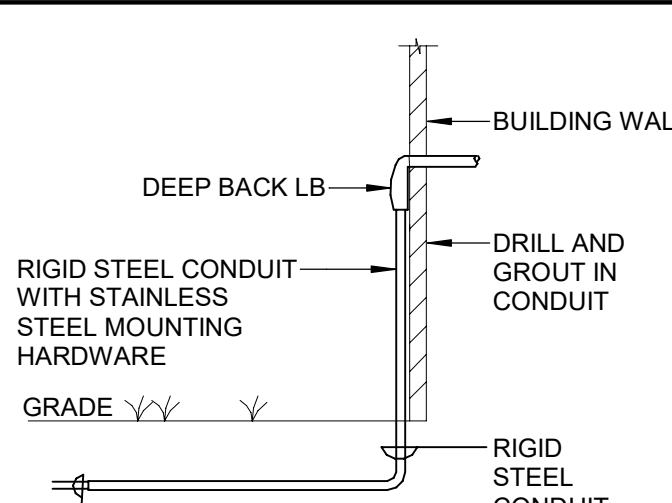


NOTE:
FOR ALL NEW CONSTRUCTION BOX IS TO BE FLUSH MOUNTED.
OUTLET BOX:
FLUSH: 3 1/2" DEEP 1-GANG MASONRY BOX SURFACE: F.S. BOX

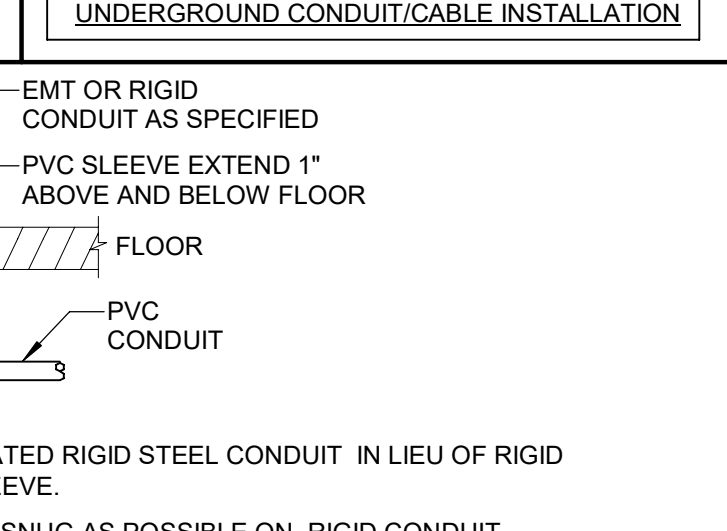
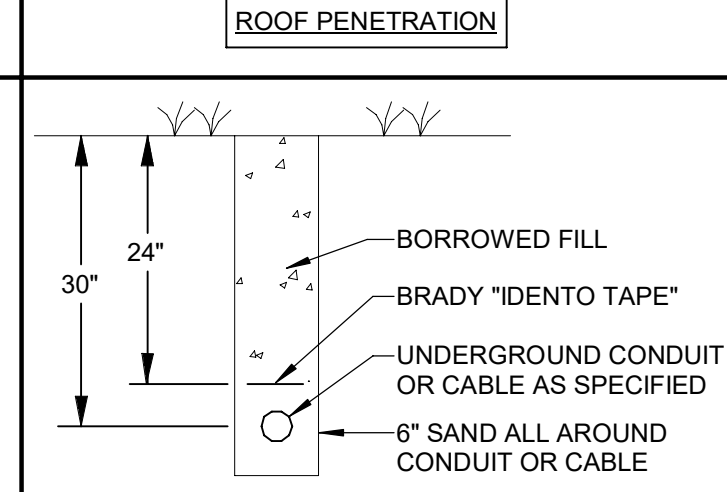
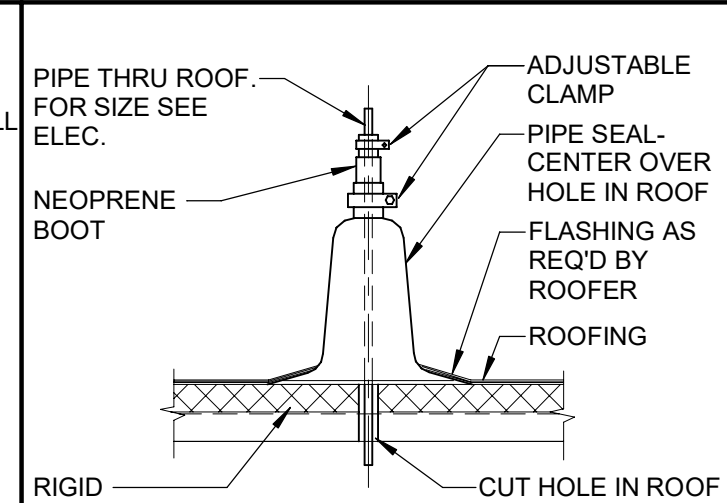
6
E1.1B GFI/WP RECEPTACLE MOUNTING DETAIL
SCALE: NTS



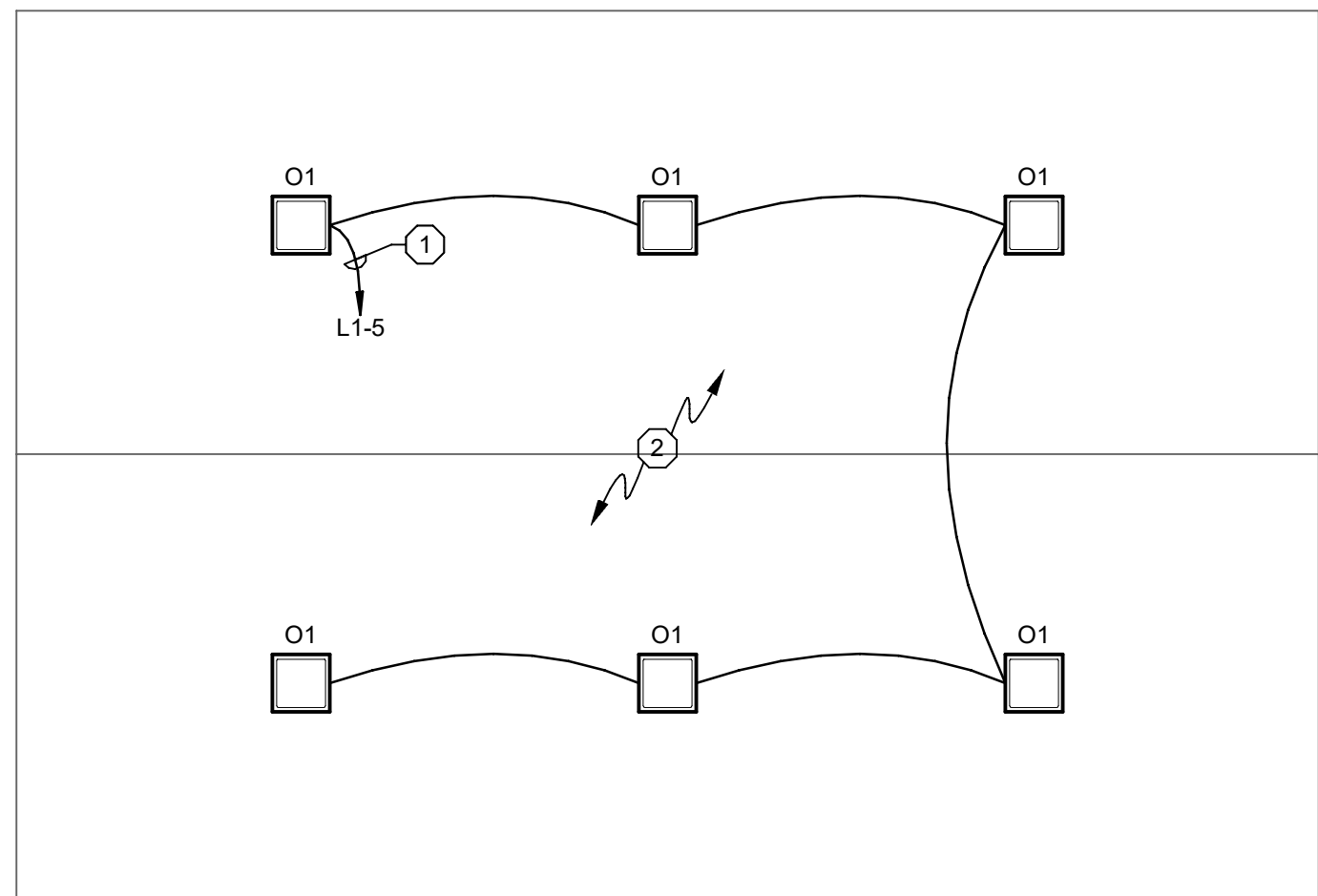
5
E1.1B MOTION SENSOR LIGHTING CONTROL
SCALE: NTS



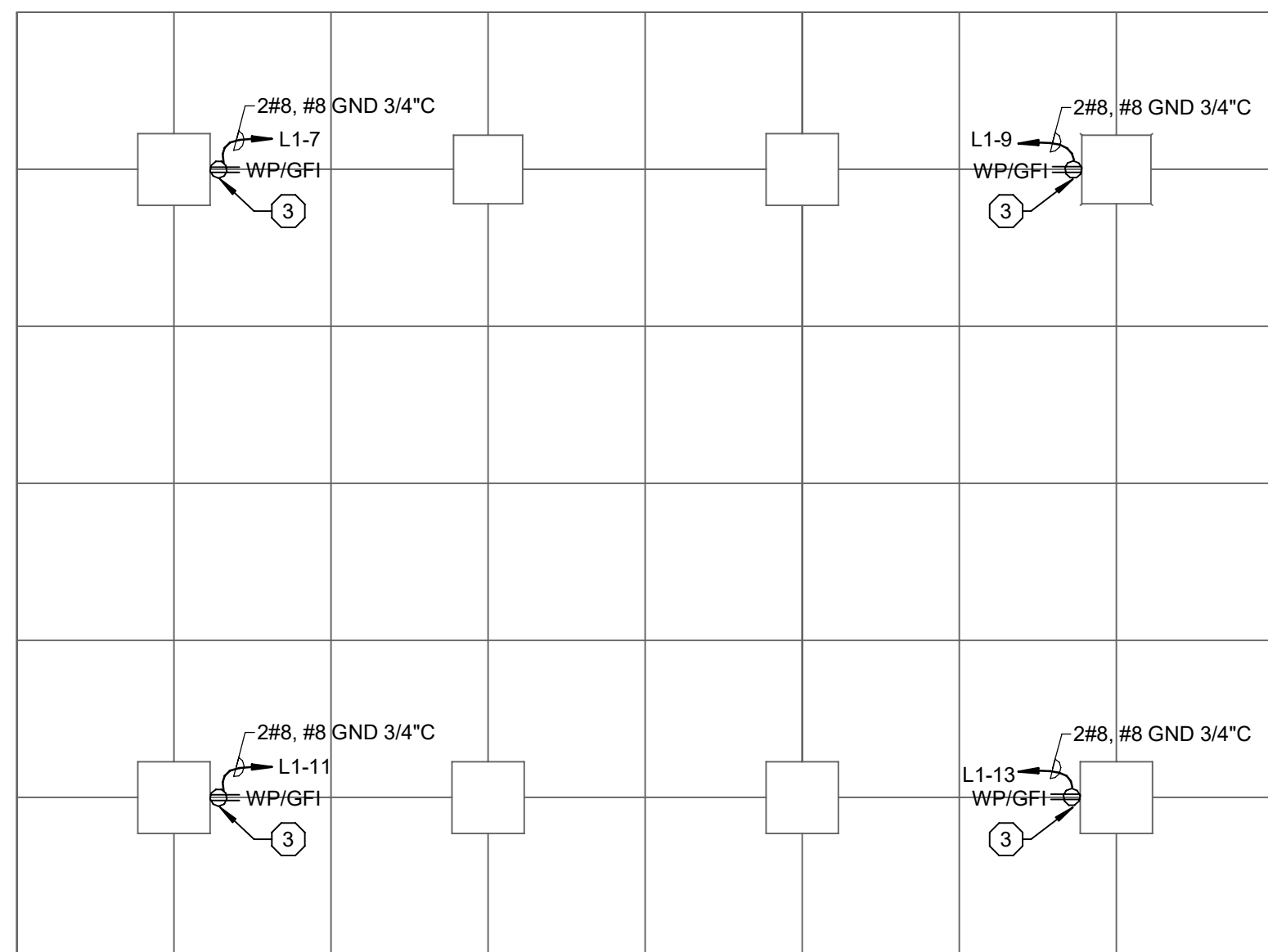
4
E1.1B CONDUIT DETAILS
SCALE: NTS



4
E1.1B CONDUIT DETAILS
SCALE: NTS



1
E1.1B PARK SHELTER - LIGHTING
Scale: 1/4" = 1'-0"



2
E1.1B PARK SHELTER - POWER
Scale: 1/4" = 1'-0"

GENERAL NOTES:

- ALL LIGHTING FIXTURES IN MECHANICAL ROOMS SHALL BE LAID OUT ON SITE AND DETERMINED BY THE MECHANICAL EQUIPMENT IN ROOM.
- IN ROOMS WITH OCCUPANCY SENSOR, GENERAL ILLUMINATION IN ROOM SHALL BE CONTROLLED BY SENSOR. CONTRACTOR TO DETERMINE BEST LOCATION FOR SENSOR IN FIELD WITH MANUFACTURER. SEE DETAIL **5** **E1.1B**.
- PROVIDE EXTERIOR RECEPTACLES PER DETAIL **6** **E1.1B**.
- ALL CONDUITS STUBBED OUT OF BUILDING SHALL BE DONE PER DETAIL **4** **E1.1B**.
- ALL RECEPTACLES MOUNTED WITHIN 6 FEET OF SINKS SHALL BE GFI TYPE.
- (---) INDICATES APPROXIMATE UNDERGROUND ROUTING OF CONDUITS AND FEEDERS.

PLAN NOTES:

- CONTROL THIS CIRCUIT THROUGH CONTACTOR C1 PHOTOCALL-ON, TIMECLOCK-OFF, SEE DETAIL **7** **E1.1B**.
- CONCEAL ALL CONDUIT ABOVE CANOPY CEILING.
- ALL CONDUITS TO BE CONCEALED IN MASONRY COLUMN TO RECEPTACLES. CONDUIT TO BE ROUTED BELOW CONCRETE SLAB INTO BOTTOM OF MASONRY COLUMN. RECEPTACLE BOX TO BE FLUSH MOUNTED IN MASONRY. COORDINATE INSTALLATION WITH MASON TO ALLOW FLIP COVER TO OPERATE PROPERLY.
- PROVIDE EMPTY 2" CONDUIT FROM STORAGE ROOM TO BELOW GRADE FOR TELECOMMUNICATIONS SERVICE ENTRANCE BY OTHERS.

3
E1.1B PARK SHELTER SITE PLAN - ELECTRICAL
Scale: 1" = 30'-0"

Office Locations:

Davenport
220 Emerson Place, Suite 301
Davenport, Iowa 52801

Milwaukee
829 S. 1st Street
Milwaukee, Wisconsin 53204
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Sheboygan
1227A North 8th Street
PO Box 955
Sheboygan, Wisconsin 53082
T: 920.459.4200

www.brayarch.com

Project Title:

McFarland Park Facility Projects
Village of McFarland
McFarland, WI

REVISIONS:

DATE	DESCRIPTION
------	-------------

Project Number:

3491

Issued For:

Construction Documents

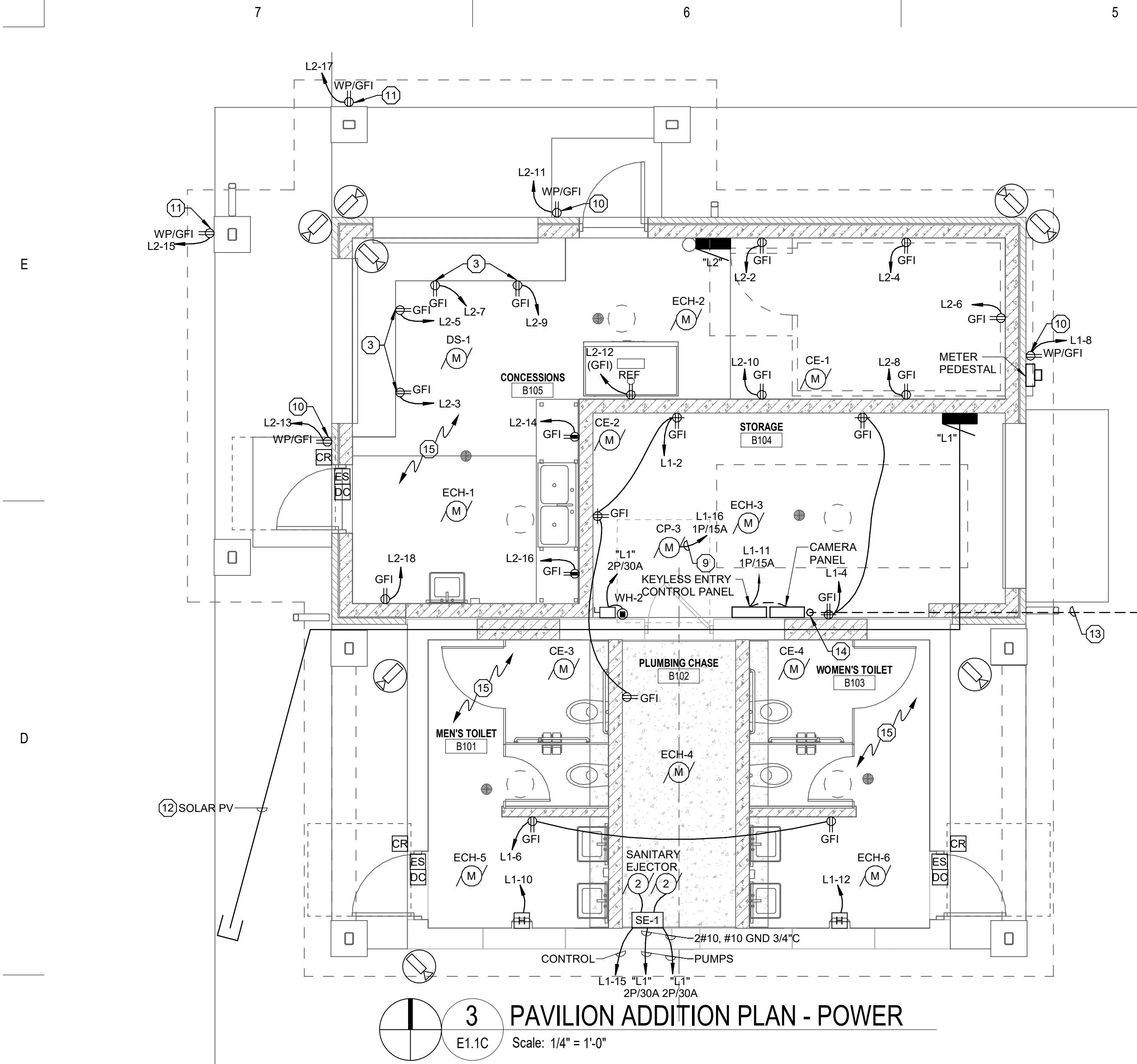
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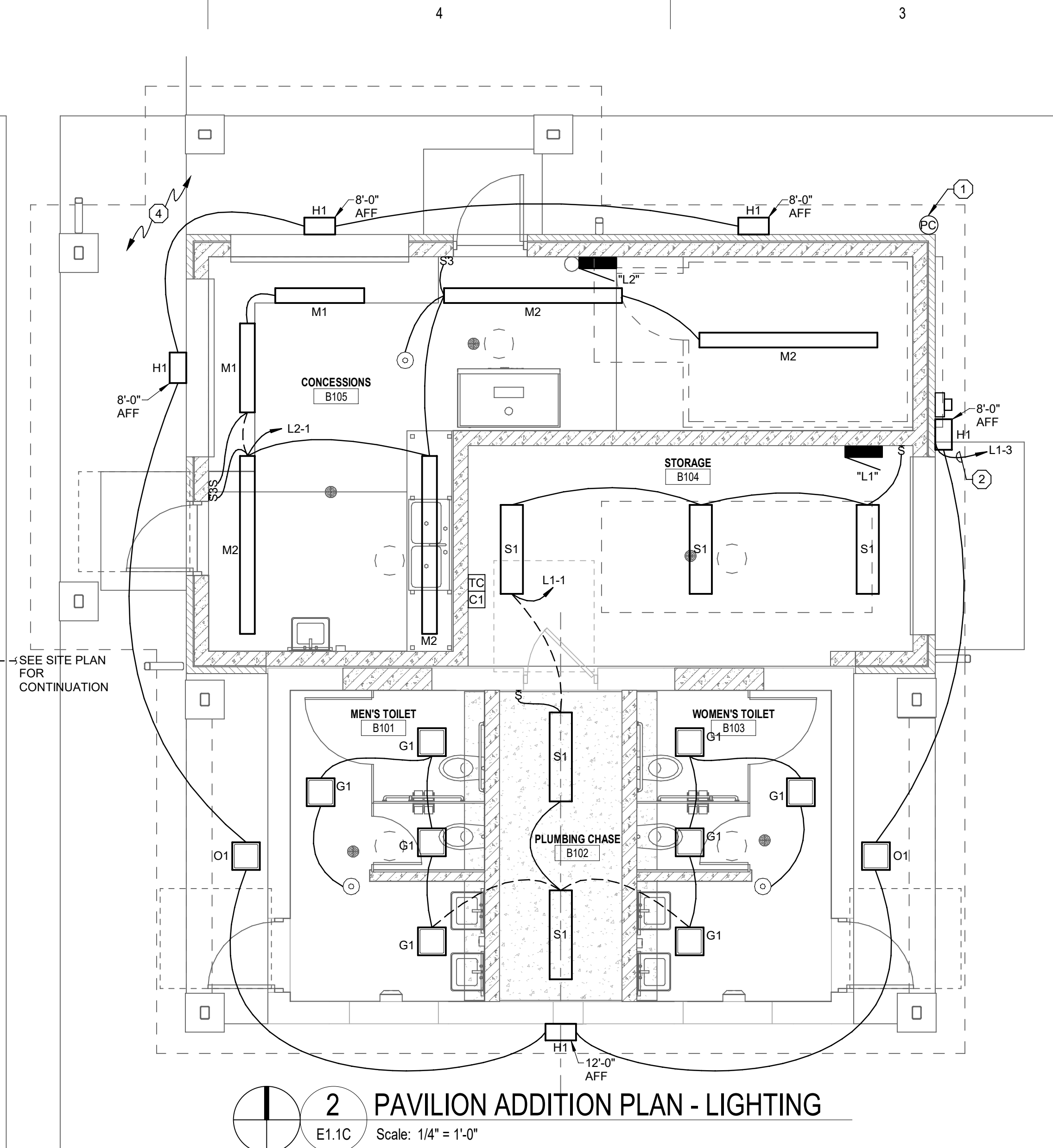
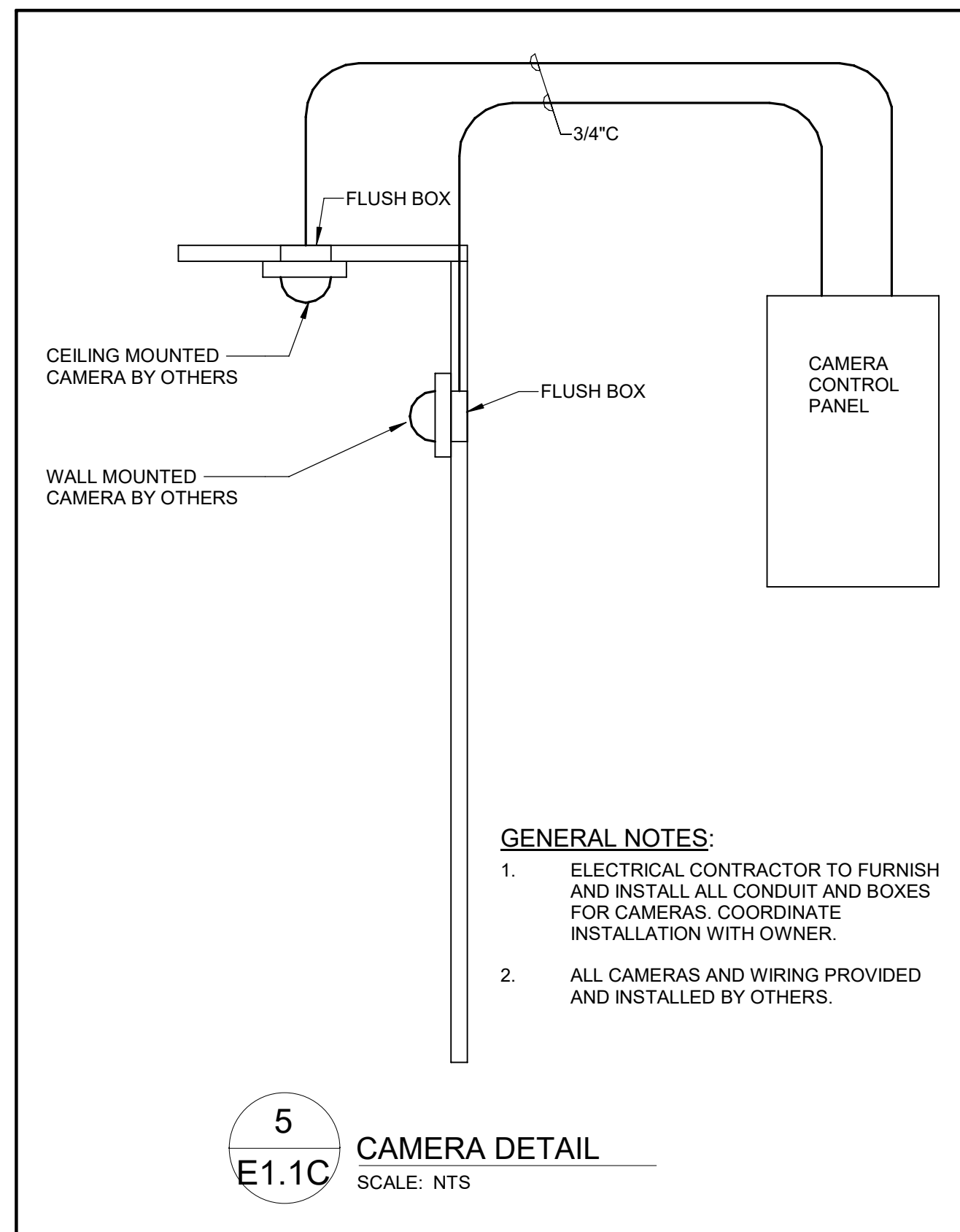
OPEN SHELTER PLANS

Sheet Number:

E1.1B

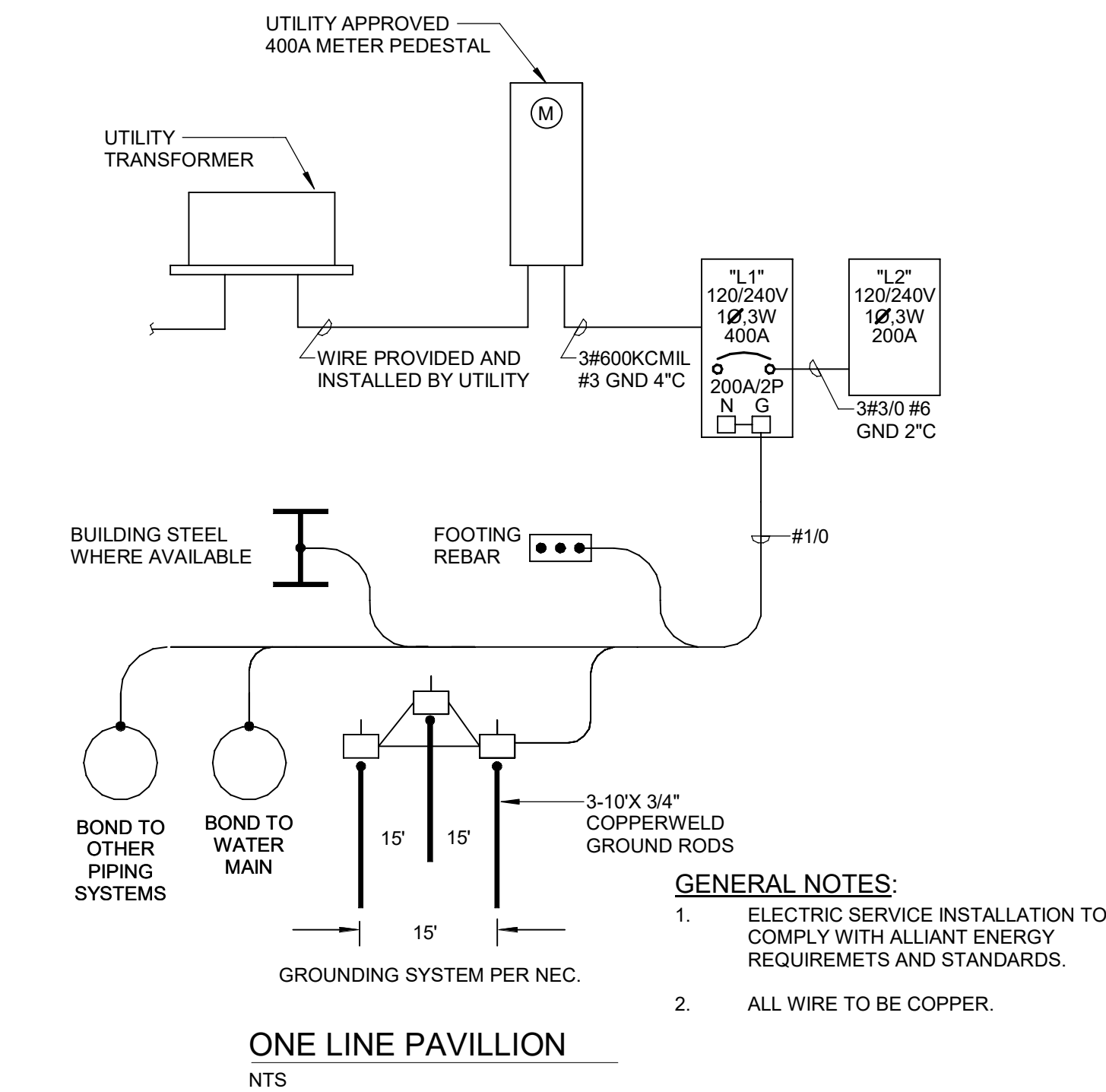
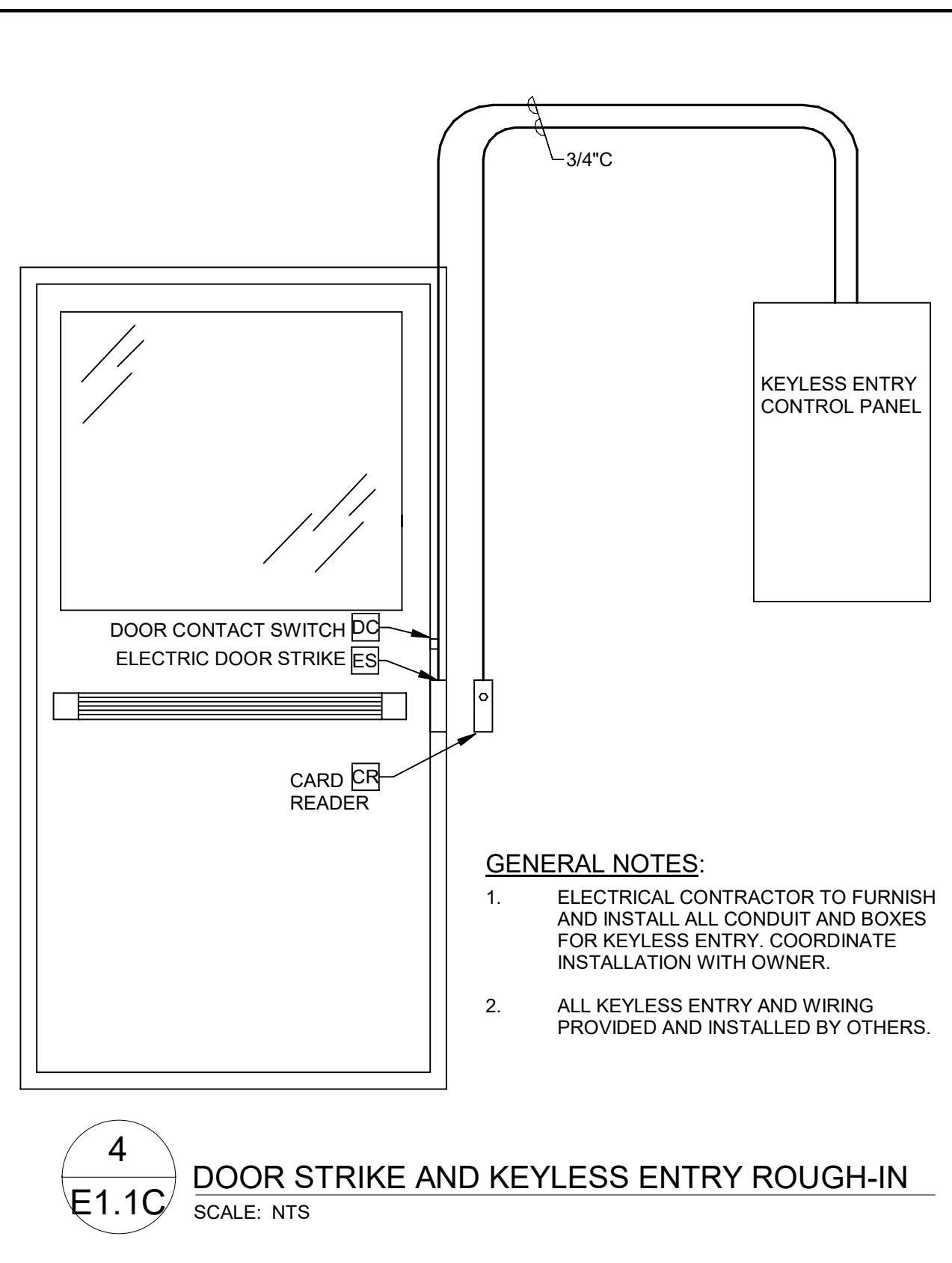


PANEL SCHEDULE: "L1"			VOLTAGE: 120/240V 1P, 3W		
TYPE: SQUARE D NO			BUS AMPACITY: 400A		
MOUNT: SURFACE			MAIN CIRCUIT BKR: 400A		
ISOLATED GROUND BUS: NO			SUB-FEED LUGS: NO		
GROUND BUS: YES			AMPS AIC: 22 KAIC		
WITH THE FOLLOWING BREAKERS:					
QUANTITY	POLE	AMPS	LOAD SERVED		
1	2	200	PANEL "L2"		
2	2	40	ECH-5, ECH-6		
2	2	30	SANITARY EJECTOR PUMPS		
3	2	20	ECH-3, ECH-4, WH-2		
22	1	20	GENERAL USE & SPARES		
2	1	15	CP-2, CAMERA & KEYLESS ENTRY PANEL		
14	1	-	SPACE		
NOTE: 54 CKT PANEL.					



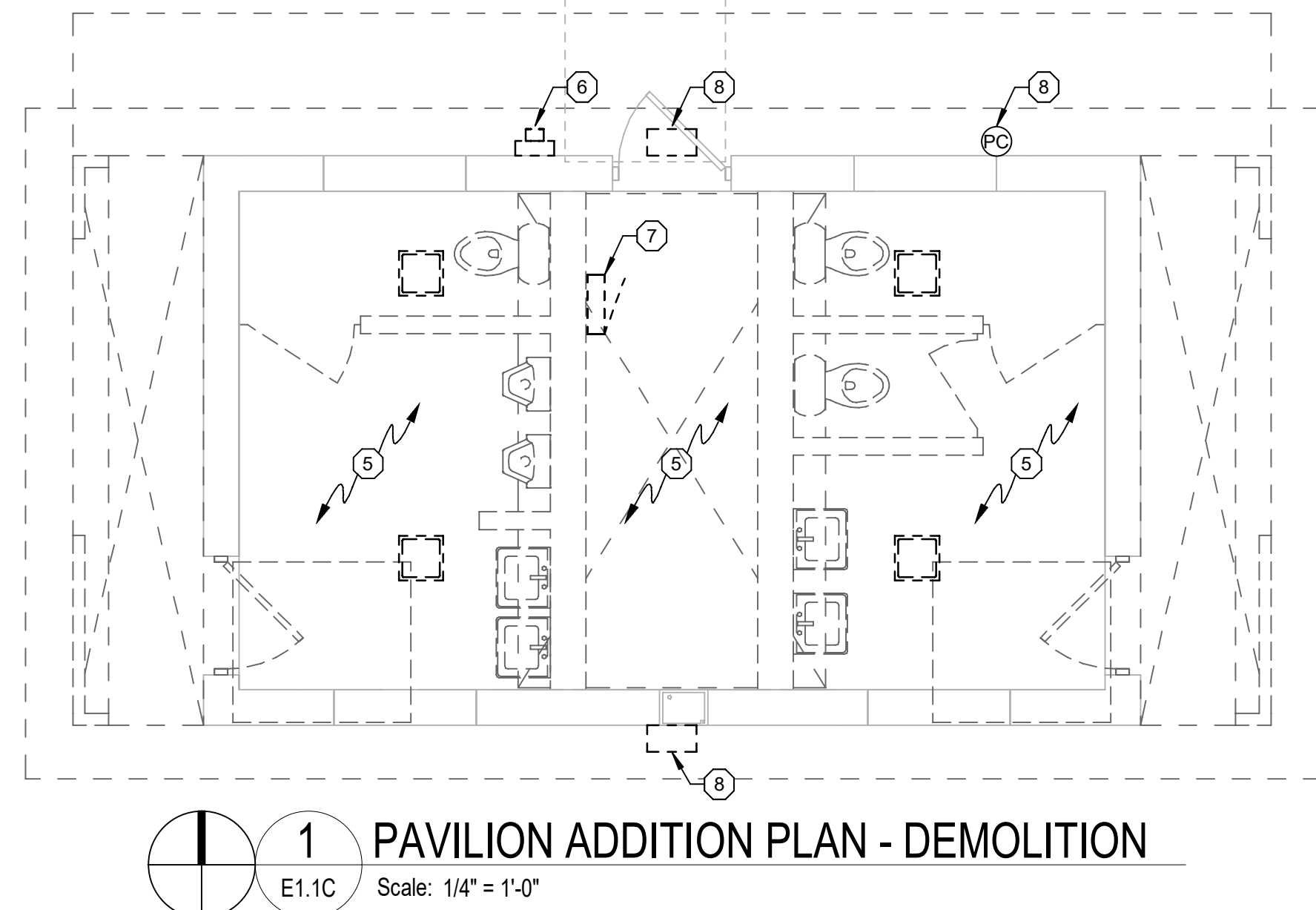
PANEL SCHEDULE: "L2"		VOLTAGE: 120/240V 1P-3W	
TYPE:	SQUARE D NQ	BUS AMPACITY:	200A
MOUNT:	<u>SURFACE</u>	MAIN CIRCUIT BKR:	<u>NONE</u>
ISOLATED GROUND BUS:	<u>NO</u>	SUB-FEED LUGS:	<u>NO</u>
GROUND BUS:	<u>YES</u>	AMPS AIC:	<u>22 KAIC</u>
WITH THE FOLLOWING BREAKERS:			
QUANTITY	POLE	AMPS	LOAD SERVED
2	2	30	ECH-1, ECH-2
1	1	20 GFJ	REFRIGERATOR
22	1	20	GENERAL USE & SPARES
15	1	-	SPACE

NOTE: 42 CKT PANEL.



MOTOR STARTER SCHEDULE																			NOTE
HVAC EQUIPMENT DESCRIPTION	ELECTRICAL DATA						STARTER				CIRCUIT								
	MCA	MOCP	HP	VOLTAGE	PHASE	KW	FURNISHED BY	INSTALLED BY	LOCATION	TYPE	PANEL	CKT NO.	CIRCUIT BREAKER		WIRING				
													AMPS	POLE	NO.	SIZE	GND	CONDUIT	
CE-1				120	1	0.06	HVAC	EC	NEAR UNIT	SP. SW.	L2	20	20	1	2	#12	#12	1/2"	
CE-2				120	1	0.06	HVAC	EC	NEAR UNIT	SP. SW.	L1	14	20	1	2	#12	#12	1/2"	
CE-3				120	1	0.1	HVAC	EC	NEAR UNIT	SP. SW.	L1	14	20	1	2	#12	#12	1/2"	
CE-4				120	1	0.1	HVAC	EC	NEAR UNIT	SP. SW.	L1	14	20	1	2	#12	#12	1/2"	
CE-5				120	1	0.07	HVAC	EC	NEAR UNIT	SP. SW.	P	5	20	1	2	#12	#12	1/2"	
CE-6				120	1	0.07	HVAC	EC	NEAR UNIT	SP. SW.	P	5	20	1	2	#12	#12	1/2"	
CE-7				120	1	0.07	HVAC	EC	NEAR UNIT	SP. SW.	P	5	20	1	2	#12	#12	1/2"	
CE-8				120	1	0.07	HVAC	EC	NEAR UNIT	SP. SW.	P	5	20	1	2	#12	#12	1/2"	
DS-1				120	1	0.09	HVAC	EC	NEAR UNIT	SP. SW.	L2	20	20	1	2	#12	#12	1/2"	
ECH-1				240	1	5	HVAC	HVAC	PRE-WIRED	-	L2	-	30	2	2	#10	#10	1/2"	
ECH-2				240	1	5	HVAC	HVAC	PRE-WIRED	-	L2	-	30	2	2	#10	#10	1/2"	
ECH-3				240	1	3	HVAC	HVAC	PRE-WIRED	-	L1	-	20	2	2	#12	#12	1/2"	
ECH-4				240	1	3	HVAC	HVAC	PRE-WIRED	-	L1	-	20	2	2	#12	#12	1/2"	
ECH-5				240	1	7	HVAC	HVAC	PRE-WIRED	-	L1	-	40	2	2	#8	#10	3/4"	
ECH-6				240	1	7	HVAC	HVAC	PRE-WIRED	-	L1	-	40	2	2	#8	#10	3/4"	
ECH-7				240	1	7	HVAC	HVAC	PRE-WIRED	-	P	-	40	2	2	#8	#10	3/4"	
ECH-8				240	1	7	HVAC	HVAC	PRE-WIRED	-	P	-	40	2	2	#8	#10	3/4"	
ECH-9				240	1	7	HVAC	HVAC	PRE-WIRED	-	P	-	40	2	2	#8	#10	3/4"	
ECH-10				240	1	7	HVAC	HVAC	PRE-WIRED	-	P	-	40	2	2	#8	#10	3/4"	
GENERAL NOTES:																			
1. DISCONNECTS FOR HVAC EQUIPMENT FURNISHED BY MECHANICAL CONTRACTOR. ELECTRICAL CONTRACTOR TO INSTALL PER MECHANICAL CONTRACTORS REQUIREMENTS.																			
2. ALL WIRE TO HVAC EQUIPMENT TO BE COPPER ONLY.																			

- GENERAL NOTES:**
1. ALL LIGHTING FIXTURES IN MECHANICAL ROOMS SHALL BE LAID OUT ON SITE AND DETERMINED BY THE MECHANICAL EQUIPMENT IN ROOM.
 2. IN ROOMS WITH OCCUPANCY SENSOR, GENERAL ILLUMINATION IN ROOM SHALL BE CONTROLLED BY SENSOR CONTRACTOR TO DETERMINE BEST LOCATION FOR SENSOR IN FIELD WITH MANUFACTURER. SEE DETAIL (5) E1-1B.
 3. PROVIDE EXTERIOR RECEPTACLES PER DETAIL (6) E1-1B.
 4. ALL CONDUITS STUBBED OUT OF BUILDING SHALL BE DONE PER DETAIL (4) E1-1B.
 5. ALL RECEPTACLES MOUNTED WITHIN 6 FEET OF SINKS SHALL BE GFI TYPE.
 6. ALL KEYLESS ENTRY EQUIPMENT AND WIRING FURNISHED AND INSTALLED BY OTHERS, E.C. TO PROVIDE ALL REQUIRED RACEWAYS, BOXES, AND 120V WIRING. COORDINATE WORK WITH SYSTEM VENDOR AND OWNER. SEE DETAIL (4) E1-1C.
 7. ALL VIDEO SURVEILLANCE EQUIPMENT FURNISHED AND INSTALLED BY OTHERS, E.C. TO PROVIDE ALL REQUIRED RACEWAYS, CAT6 DATA CABLE, AND 120V WIRING. COORDINATE WORK WITH SYSTEM VENDOR AND OWNER. SEE DETAIL (5) E1-1C.



- PLAN NOTES:** (X)
1. MOUNT PHOTOCELL TO FLUSH WEATHERPROOF BOX IN SOFFIT WITH STAINLESS STEEL WEATHERPROOF PLATE AIM PHOTOCELL NORTH.
 2. CONTROL THIS CIRCUIT THROUGH CONTACTOR C1 PHOTOCCELL-ON, TIMECLOCK-OFF, SEE DETAIL 
 3. MOUNT RECEPTACLES BELOW FRONT EDGE OF COUNTER TOP. PROVIDE SINGLE GANG WEATHERPROOF BOX.
 4. CONCEAL ALL CONDUIT ABOVE CANOPY CEILING.
 5. REMOVE AND SITE CLEAR ALL LIGHTING AND ELECTRICAL IN THIS AREA. REMOVE ALL DEVICES, FIXTURES, CONTROLS, WIRING, AND CONDUIT. REMOVE ALL ELECTRICAL ON WALLS SHOWN TO REMAIN.
 6. DISCONNECT AND REMOVE EXISTING METER PEDESTAL, AND ALL WIRE AND CONDUIT.
 7. REMOVE EXISTING PANEL AND ALL WIRE AND CONDUIT. EXTEND EXISTING BRANCH CIRCUITS TO REMAIN TO NEW PANEL "L1".
 8. REMOVE EXISTING WALL PACK AND WIRE, CONDUIT, AND PHOTOCCELL CONTROLS.
 9. WIRE CIRCULATION PUMP THROUGH IN-LINE AQUASTAT.
 10. RECEPTACLE TO BE FLUSH MOUNTED IN MASONRY. COORDINATE INSTALLATION WITH MASON TO ALLOW FLIP COVER TO OPERATE PROPERLY.
 11. ALL CONDUITS TO BE CONCEALED IN MASONRY COLUMN TO RECEPTACLES. CONDUIT TO BE ROUTED BELOW CONCRETE SLAB INTO BOTTOM OF MASONRY COLUMN. RECEPTACLE BOX TO BE FLUSH MOUNTED IN MASONRY. COORDINATE INSTALLATION WITH MASON TO ALLOW FLIP COVER TO OPERATE PROPERLY.
 12. STUD 1-1/2" PVC CONDUIT FROM PANEL TO BELOW GRAD BEYOND BUILDING FOR FUTURE SOLAR PV.
 13. PROVIDE 1/2" CONDUIT FROM STORAGE ROOM TO BELOW GRADE FOR TELECOMMUNICATIONS SERVICE ENTRANCE BY OTHERS.
 14. PROVIDE 3/4" CONDUIT SUB THROUGH ROOF WITH WEATHERHEAD FOR INTERNET ANTENNA. COORDINATE INSTALLATION WITH OWNER.
 15. ALL CONDUIT AND BOXES THIS ROOM TO BE CONCEALED INSIDE WALLS AND ABOVE FINISHED CEILING.

July 1, 2020



Mr. Matt Schuenke, Village Administrator
Village of McFarland
5915 Milwaukee Street
McFarland, WI 53558

Re: McFarland Park Facility Projects
Bray Associates Project No. 3491

Dear Matt,

The bids for these park facility projects were openings on June 26, 2020. Eight bids were received by you on that date. The low combined base bid of \$729,673.00 was less than Bray Architect's expected construction cost.

U.S. Vet General Contracting, LLC of McFarland is the apparent low bidder. The alternate bid for additional site work at the dog park is an additional \$29,066.00. Total cost of work on bid day is \$758,739 including the alternate. The bid included a bid bond for \$36,484.00. The bid is deemed responsive.

Bray Architects has not done previous work with US Vet General Contracting, LLC.

Based on all provided prequalification information submitted to the Village this contractor is considered a responsible bidder. Bray Associates recommends proceeding and award of contract to this firm. It is the Village's decision on whether to proceed with the alternate bid work.

Sincerely,

Bray Architects

Mark K. Schuchardt A.I.A.
Architect

Enclosure

Village of McFarland
McFarland Park Facility Projects
Project No. 3491

Bid Opening June 26, 2020

Index	General Contractor	Bid Bond	Add. 1	Add. 2	Add. 3	Base Bid Toilet/Dog Wash Shelter	Base Bid McDaniel Park Open Air Park Shelter	Base Bid McDaniel Park Pavilion Addition	Base Bid All Projects Combined	Alternate Bid C- 1 (Additional Site Work)
1	FCM Corporation	37,419.00	X	X	X	365,305.00	77,806.00	305,256.00	748,367.00	36,966.00
2	Harmony Construction	39,932.00	X	X	X	418,519.00	57,982.00	322,135.00	798,636.00	26,279.00
3	Sullivan Design Build	5%	X	X	X	366,000.00	98,900.00	348,000.00	812,900.00	20,600.00
4	KSW Construction	5%	X	X	X	457,649.00	84,200.00	371,077.00	895,040.00	34,749.00
5	Joe Daniels Construction	5%	X	X	X	502,756.00	117,915.00	444,078.00	1,023,417.00	29,406.00
6	Advanced Building Corporation	43,827.80	X	X	X	426,925.00	96,365.00	353,267.00	876,557.00	31,997.00
7	US Vet General Constructors	36,484.00	X	X	X	356,747.00	70,769.00	302,157.00	729,673.00	29,066.00
8	McKee Associates	5%	X	X	X	420,000.00	62,200.00	327,800.00	810,000.00	27,250.00

356,747.00 57,982.00 302,157.00 729,673.00 20,600.00

US Vet Harmony US Vet US Vet Sullivan

2020 Park Facility Projects

Project Funding

Line Items	Dog Park	Concession Stand	Open Air Shelter	Total
Base Bid	356,747	302,157	70,769	729,673
Alternatives	29,066	0	0	29,066
Network	2,277	1,832	0	4,109
Security	16,175	18,363	0	34,538
Contingency (10%)	40,426	32,235	7,077	79,739
Arch/Insp	48,500	31,500	17,500	97,500
Eng	9,300	3,500	1,500	14,300
Other	0	0	0	0
Actual	502,491	389,587	96,846	988,925
Budget	777,482	265,000	35,000	1,077,482

Variance **(274,991)** **124,587** **61,846** **(88,557)**



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, July 13, 2020

SECTION: Business

DEPARTMENT: Public Works

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

AGENDA ITEM: Discussion and action regarding the State Municipal Agreement (SMA) for the Exchange Street project.

PREVIOUS ACTION:

The Public Works Committee reviewed this agreement on June 9, 2020 and recommended it approval.

The Public Utilities Committee reviewed this agreement on June 16, 2020 and recommended its approval.

ISSUE SUMMARY:

The Village has been studying the reconstruction of Exchange Street from Farwell Street to the Yahara River Bridge for a few years. This road is one of our main thoroughfares serving as a entry point into the Village from USH 51 as well as access to several schools and neighborhoods in the area. As a result of that, Staff has been working with the Madison Area Transportation Planning Board a Metropolitan Planning Organization to use regional transportation dollars to support the road construction aspect of the project. We received notification of preliminary award in January that the project will be funded within the next five years using money specifically allocated for smaller communities. Enclosed within your packet is a State Municipal Agreement which is required for such things and presented for our consideration. The project requires a significant amount of preparations as its treated like a standard highway project and several years are necessary to complete these tasks. This will represent a significant infusion of funding from the State and Federal Government to support the project allowing the Village to also improve its utilities through this area and add/repair sidewalks throughout the corridor. The project is a full reconstruction of this thoroughfare.

The Village Attorney and Engineer have reviewed the agreement, and have no further recommendations on its contents. It is consistent with the project as planned thus far.

FINANCIAL/BUDGET IMPACT:

The project is included within the 2020-2024 CIP for the Village. When the CIP was approved, the State was considering 2022 or 2024; however, the final award provides for construction in



2024. The next 5 year plan will be amended to follow this schedule as well as include appropriate consulting costs as needed.

The State will pickup the majority of the costs associated with the road, sidewalk, and stormwater. While the Village will have a small share of those same costs plus 100% of the costs for water and sewer. The intent is to conduct this as a full reconstruction and replace everything that is there. The total project cost is projected at \$4,123,000 with \$1,260,750 coming from the State and the remainder mainly coming from the Utilities for the project. The Village share as it affects the tax levy within the capital projects fund borrowing is very low at \$156,000. Our remaining responsible costs will fall within the appropriate utility for funding.

VILLAGE PLAN REFERENCE:

2020-2024 Capital Improvement Plan

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

This agreement has been recommended by Committee(s) for approval.

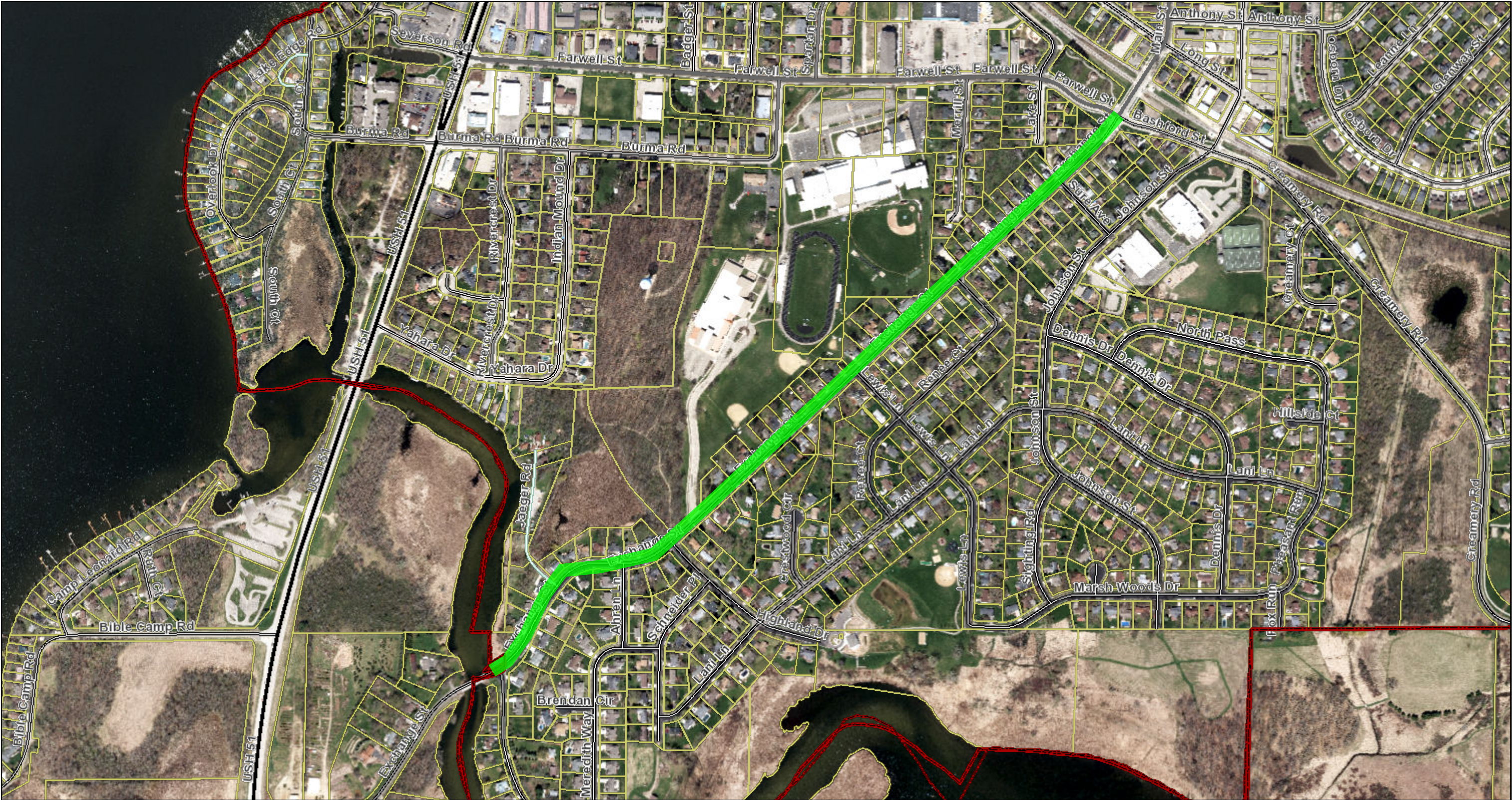
Both groups did ask the Village Engineer to request of the MPO a higher inflation rate to account for potential cost increases down the road. The funding established in the agreement is based on current cost estimates plus 3% escalators each of the next several years until the project is funded. It was desired to see if the MPO was agreeable to a higher percentage to adjust these numbers upward.

The response from the MPO was that they were not agreeable to changing our application as presented at this time. If it is demonstrated in the future, as design gets further along and we are closer to construction, that costs have risen in excess of the inflationary indicators included then they would consider amending the application and our SMA to account for these increases. For now though, they were content with the estimates put forth.

ATTACHMENTS:

1. Exchange Street Project Boundaries
2. CL_Village of McFarland_Exchange Street
3. 5685-00-04,05_VofMcFarland_ExchangeSt_SMA
4. Pages from 2020-2024 McFarland CIP - FINAL - 03232020
5. Preliminary Schedule Exchange Street

Village of McFarland

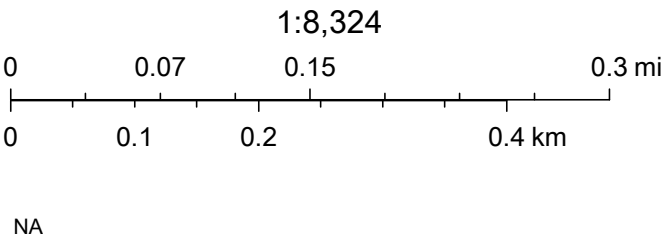


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Municipalities

Road Centerlines

City	Interstate Highway	County Highway	Ramp
Village	US Highway	Local Road	Named Private Road
Town	State Highway	Restricted Access	Parcels



WisDOT Division of Transportation System Development
Southwest Region – La Crosse Office
3550 Mormon Coulee Road
La Crosse, WI 54601

Governor Tony Evers
Secretary Craig Thompson
wisconsindot.gov
Telephone: (608) 789-7879
FAX: (608) 785-9969
Email: robert.winterton@dot.wi.gov



May 18, 2020

MATT SCHUENKE
VILLAGE ADMINISTRATOR
VILLAGE OF MCFARLAND
5915 MILWAUKEE STREET
P.O. BOX 110
MCFARLAND, WI 53558-0110

Mr. Schuenke:

Enclosed for signature is the project agreement for the following project that has approved funds in the 2020 - 2025 STP-Urban Program.

Project I.D.: 5685-00-04/05
Exchange Street

Please sign and return one (1) copy of the agreement. Electronic signatures are acceptable. Return the copy of the agreement by mail or e-mail to the Department with signatures prior to June 30, 2020 at this address:

Southwest Region- Madison
Attn: Michael Erickson
2101 Wright Street
Madison, WI 53704-2583

or michael.erickson@dot.wi.gov

Note the cost ratios for each project phase and any federal/state funding limits which may exist. The Municipality is responsible for the entire cost of non-participating items as well as any costs which exceed the funding limits, if applicable.

An agreement is not considered fully approved unless it has been approved by both the Municipality and the State, and it is not considered fully executed unless a fully approved copy has been returned to the Municipality.

The Municipality and its consultants (or any other parties hired by the Municipality) **MUST NOT** begin work on a federal/state-funded project phase until the State has provided notice of project authorization. Any such work would be ineligible for federal/state funding. Authorization will coincide with the currently scheduled year that is stated in the agreement.

If you have any questions regarding the agreement or need an extension to the submittal date, please call me at (608) 789-7879 or e-mail robert.winterton@dot.wi.gov.

Sincerely,

Robert Winterton

Robert Winterton, P.E.
Local Programs Engineer – SW Region



**STATE/MUNICIPAL AGREEMENT
FOR A STATE- LET STP-URBAN
PROJECT**

Program Name: STP-Urban
Population Group: Over 200,000
Sub-program #: 206
Cycle: 2020-2025

Date: **May 18, 2020**

I.D.: **5685-00-04/05**

Road Name: **Exchange Street**

Limits: **Farwell Street to Sleepy Hollow Road**

County: **Dane County**

Roadway Length: **0.8 miles**

Functional Classification: **Collector**

Project Sponsor: **Village of McFarland**

The signatory, Village of McFarland, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and effect the highway or street improvement hereinafter described.

The authority for the Municipality to enter into this agreement with the State is provided by Sections 86.25(1), (2), and (3) and Section 66.0301 of the Statutes.

NEEDS AND ESTIMATE SUMMARY:

All components of the project must be defined in the environmental document if any portion of the project is federally funded. The Municipality agrees to complete all participating and any non-participating work included in this improvement consistent with the environmental document. No work on final engineering and design may occur prior to approval of the environmental document.

Existing Facility - Describe and give reason for request: **The existing roadway is a 2-lane Collector in the Village of McFarland. It is 38 feet wide with an urban cross section, on street parking on both sides of the roadway and sidewalk along the east side. The roadway was last improved in 2000 and has deteriorating and heaving joints. The pavement rating is 7. There are no bicycle accommodations. An at-grade railroad crossing is just outside the project limits. Requesting a reconstruction project to address poor pavement.**

Proposed Improvement - Nature of work: **A reconstruction project is proposed. The project will be 4,600 feet in length and 40 feet wide with asphalt pavement and concrete curb & gutter. Sidewalk will be added to the west side and replaced on the east side of the roadway. On street bicycle accommodations will be included. Storm sewer system will be replaced. Decorative street lighting will be installed. The Village of McFarland is proposing to replace their underground sanitary sewer and water main. Real estate acquisition is not anticipated.**

Describe non-participating work included in the project and other work necessary to completely finish the project that will be undertaken independently by the Municipality. Please note that non-participating components of a project/contract are considered part of the overall project and will be subject to applicable federal requirements: **Decorative street lighting, sanitary sewer, and water main.**

The Municipality agrees to the following 2020-2025 Urbanized Area project funding conditions:

Project construction costs are funded with up to 60% federal/state funding up to a funding limit of \$1,177,000. The Municipality agrees to provide the remaining 40% and any funds in excess of the \$1,177,000 federal/state funding limit. Project design costs are funded 100% by the Municipality including state review costs. Non-participating costs are 100% the responsibility of the Municipality. Any work performed by the Municipality prior to federal authorization is not eligible for federal funding. The Municipality will be notified by the State that the project is authorized and available for charging.

This project is currently scheduled in State Fiscal Year 2024. **In accordance with the State's sunset policy for STP-Urban projects, the subject 2020-2025 STP-Urban improvement must be constructed and in final acceptance within six years from the start of State Fiscal Year 2021, or by June 30, 2026.** Extensions may be available upon approval of a written request by or on behalf of the Municipality to State. The written request shall explain the reasons for project implementation delay and revised timeline for project completion.

The dollar amounts shown in the Summary of Costs Table below are estimates. The final Municipal share is dependent on the final federal participation, and actual costs will be used in the final division of cost for billing and reimbursement. In no event shall federal or State funding exceed the estimate of \$1,177,000 in the Summary of Costs Table, unless such increase is approved in writing by the State through the State's Change Management Policy prior to the Municipality incurring the increased costs.

SUMMARY OF COSTS					
PHASE	Total Est. Cost	Federal Funds	%	Municipal Funds	%
ID 5685-00-04					
Design	\$0	\$0	0%	\$0	100%
State Review	\$22,200	\$0	0%	\$22,200	100%
<i>Project totals</i>	\$22,200	\$0		\$22,200	
ID 5685-00-05*					
Participating Construction	\$1,962,360	\$1,055,175.41	60%	\$907,185	40% + BAL
Construction Engineering	\$206,163	\$110,855.36	60%	\$95,308	40% + BAL
Non-Participating Construction	\$303,274	\$0	0%	\$303,274	100%
State Review	\$20,400	\$10,969.23	60%	\$9,431	40% + BAL
<i>Project totals</i>	\$2,492,197	\$1,177,000		\$1,315,197	
Total Est. Cost Distribution	\$2,514,397	\$1,177,000		\$1,337,397	

*Construction ID# 5685-00-05 federal/state funding is limited to \$1,177,000.

This request is subject to the terms and conditions that follow (pages 3 – 7) and is made by the undersigned under proper authority to make such request for the designated Municipality and upon signature by the State and delivery to the Municipality shall constitute agreement between the Municipality and the State. No term or provision of neither the State/Municipal Agreement nor any of its attachments may be changed, waived or terminated orally but only by an instrument in writing executed by both parties to the State/Municipal Agreement.

Signatures certify the content has not been altered by the municipality.

Signed for and in behalf of: **Village of McFarland** (please sign in blue ink.)

Name

Title

Date

Signed for and in behalf of the State:

Name

Title

Date

GENERAL TERMS AND CONDITIONS:

1. All projects must be in an approved Transportation Improvement Program (TIP) or State Transportation Improvement Program (STIP) prior to requesting authorization.
2. Work prior to federal authorization is ineligible for federal funding.
3. The Municipality, throughout the entire project, commits to comply with and promote all applicable federal and state laws and regulations that include, but are not limited to, the following:
 - a. Environmental requirements, including but not limited to those set forth in the 23 U.S.C. 139 and National Environmental Policy Act (42 U.S.C. 4321 et seq.)
 - b. Equal protection guaranteed under the U.S. Constitution, WI Constitution, Title VI of the Civil Rights Act and Wis. Stat. 16.765. The municipality agrees to comply with and promote applicable Federal and State laws, Executive Orders, regulations, and implementing requirements intended to provide for the fair and equitable treatment of individuals and the fair and equitable delivery of services to the public. In addition the Municipality agrees not to engage in any illegal discrimination in violation of applicable Federal or State laws and regulations. This includes but is not limited to Title VI of the Civil Rights Act of 1964 which provides that “no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.” The Municipality agrees that public funds, which are collected in a nondiscriminatory manner, should not be used in ways that subsidize, promote, or perpetuate illegal discrimination based on prohibited factors such as race, color, national origin, sex, age, physical or mental disability, sexual orientation, or retaliation.
 - c. Prevailing wage requirements, including but not limited to 23 U.S.C 113.
 - d. Buy America Provision and its equivalent state statutes, set forth in 23 U.S.C. 313 and Wis. Stat. 16.754.
 - e. Competitive bidding and confidentiality requirements set forth in 23 U.S.C 112 and Wis. Stat. 84.06. This includes the sharing of financial data prior to the conclusion of the competitive bid period.
 - f. All applicable Disadvantaged Business Enterprise (DBE) requirements that the State specifies.
 - g. Federal statutes that govern the Surface Transportation Program (STP), including but not limited to 23 U.S.C. 133.
 - h. General requirements for administering federal and state aid set forth in Wis. Stat. 84.03.

STATE RESPONSIBILITIES AND REQUIREMENTS:

4. Funding of each project phase is subject to inclusion in Wisconsin's approved 2020-2025 Urbanized Area STP-Urban program. Federal funding will be limited to participation in the costs of the following items, as applicable to the project:
 - a. The grading, base, pavement, and curb and gutter, sidewalk, and replacement of disturbed driveways in kind.
 - b. The substructure, superstructure, grading, base, pavement, and other related bridge and approach items.
 - c. Storm sewer mains necessary for the surface water drainage.
 - d. Catch basins and inlets for surface water drainage of the improvement, with connections to the storm sewer main.

- e. Construction engineering incident to inspection and supervision of actual construction work (except for inspection, staking, and testing of sanitary sewer and water main).
 - f. Signing and pavement marking.
 - g. New installations or alteration of street lighting and traffic signals or devices.
 - h. Landscaping.
 - i. State review services.
5. The work will be administered by the State and may include items not eligible for federal participation.
6. As the work progresses, the State will bill the Municipality for work completed which is not chargeable to federal funds. Upon completion of the project, a final audit will be made to determine the final division of costs subject to project funding limits in the Summary of Costs Table. If reviews or audits show any of the work to be ineligible for federal funding, the Municipality will be responsible for any withdrawn costs associated with the ineligible work.

MUNICIPAL RESPONSIBILITIES AND REQUIREMENTS:

7. Work necessary to complete the 2020-2025 Urbanized Area STP-Urban improvement project to be financed entirely by the Municipality or other utility or facility owner includes the items listed below.
- a. New installations of or alteration of sanitary sewers and connections, water, gas, electric, telephone, telegraph, fire or police alarm facilities, parking meters, and similar utilities.
 - b. Damages to abutting property after project completion due to change in street or sidewalk widths, grades or drainage.
 - c. Detour routes and haul roads. The municipality is responsible for determining the detour route.
 - d. Conditioning, if required and maintenance of detour routes.
 - e. Repair of damages to roads or streets caused by reason of their use in hauling materials incident to the improvement.
 - f. All work related to underground storage tanks and contaminated soils.
 - g. Street and bridge width in excess of standards, in accordance with the current *WisDOT Facilities Development Manual*.
 - h. Real estate for the improvement.
 - i. Preliminary engineering and design.
 - j. Other 100% Municipality funded items: Decorative street lighting.
8. The construction of the subject improvement will be in accordance with the appropriate standards unless an exception to standards is granted by State prior to construction. The entire cost of the construction project, not constructed to standards, will be the responsibility of the Municipality unless such exception is granted.
9. Work to be performed by the Municipality without federal funding participation necessary to ensure a complete improvement acceptable to the Federal Highway Administration and/or the State may be done in a manner at the election of the Municipality but must be coordinated with all other work undertaken during construction.

10. The Municipality is responsible for financing administrative expenses related to Municipal project responsibilities.
11. The Municipality will include in all contracts executed by them a provision obligating the contractor not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in Wis. Stat. 51.01 (5), sexual orientation as defined in Wis. Stat. 111.32 (13m), or national origin.
12. The Municipality will pay to the State all costs incurred by the State in connection with the improvement that exceed federal financing commitments or are ineligible for federal financing. To guarantee the Municipality's foregoing agreements to pay the State, the Municipality, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold the required reimbursement amount as determined by the State from any moneys otherwise due and payable by the State to the Municipality.
13. **In accordance with the State's sunset policy for Urbanized Area STP-Urban projects, the subject 2020-2025 Urbanized Area STP-Urban improvement must be constructed and in final acceptance within six years from the start of State Fiscal Year 2021, or by June 30, 2026.** Extensions may be available upon approval of a written request by or on behalf of the Municipality to State. The written request shall explain the reasons for project implementation delay and revised timeline for project completion.
14. If the Municipality should withdraw the project, it will reimburse the State for any costs incurred by the State on behalf of the project.
15. The Municipality will at its own cost and expense:
 - a. Maintain all portions of the project that lie within its jurisdiction (to include, but not limited to, cleaning storm sewers, removing debris from sumps or inlets, and regular maintenance of the catch basins, curb and gutter, sidewalks and parking lanes [including snow and ice removal]) for such maintenance in a manner consistent with reasonable industry standards, and will make ample provision for such maintenance each year.
 - b. Regulate [or prohibit] parking at all times in the vicinity of the proposed improvements during construction.
 - c. Regulate [or prohibit] all parking at locations where and when the pavement area usually occupied by parked vehicles will be needed to carry active traffic in the street.
 - d. Assume general responsibility for all public information and public relations for the project and to make fitting announcement to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within and around the project.
 - e. Provide complete plans, specifications, and estimates to State upon request.
 - f. Provide relocation orders and real estate plats to State upon request.
 - g. Use the *WisDOT Utility Accommodation Policy* unless it adopts a policy, which has equal or more restrictive controls.
 - h. Provide maintenance and energy for lighting.
 - i. Provide proper care and maintenance of all landscaping elements of the project including replacement of any plant materials damaged by disease, drought, vandalism or other cause.
16. It is further agreed by the Municipality that:
 - a. The Municipality assumes full responsibility for the design, installation, testing and operation of any sanitary sewer and water main infrastructure within the improvement project and relieves the state

and all of its employees from liability for all suits, actions, or claims resulting from the sanitary sewer and water main construction under this agreement.

- b. The Municipality assumes full responsibility for the plans and special provisions provided by their designer or anyone hired, contracted or otherwise engaged by the Municipality. The Municipality is responsible for any expense or cost resulting from any error or omission in such plans or special provisions. The Municipality will reimburse State if State incurs any cost or expense in order to correct or otherwise remedy such error or omission or consequences of such error or omission.
- c. The Municipality will be 100% responsible for all costs associated with utility issues involving the contractor, including costs related to utility delays.
- d. All signs and traffic control devices and other protective structures erected on or in connection with the project including such of these as are installed at the sole cost and expense of the Municipality or by others, will be in conformity with such *Manual of Uniform Traffic Control Devices* as may be adopted by the American Association of State Highway and Transportation Officials, approved by the State, and concurred with by the Federal Highway Administration.
- e. The right-of-way available or provided for the project will be held and maintained inviolate for public highway or street purposes. Those signs prohibited under federal aid highway regulations, posters, billboards, roadside stands, or other private installations prohibited by Federal or State highway regulations will not be permitted within the right-of-way limits of the project. The Municipality, within its jurisdictional limits, will remove or cause to be removed from the right-of-way of the project all private installations of whatever nature which may be or cause an obstruction or interfere with the free flow of traffic, or which may be or cause a hazard to traffic, or which impair the usefulness of the project and all other encroachments which may be required to be removed by the State at its own election or at the request of the Federal Highway Administration, and that no such installations will be permitted to be erected or maintained in the future.
- f. The Municipality is responsible for any damage caused by legally hauled loads, including permitted oversize and overweight loads. The contractor is responsible for any damage caused to haul roads if they do not obey size and weight laws, use properly equipped and maintained vehicles, and do not prevent spilling of materials onto the haul road (*WisDOT Standard Specifications* 618.1, 108.7, 107.8). The local maintaining authority can impose special or seasonal weight limitations as defined in Wis. Stat. 349.16, but this should not be used for the sole purpose of preventing hauling on the road.

The bid item 618.0100 Maintenance and Repair of Haul Roads (project) is ineligible for federal funding on local program projects as per the State/Municipal Agreement. The repair of damages as a result of hauling materials for the project is the responsibility of the Municipality as specified in the State/Municipal Agreement Terms and Conditions under Municipal Responsibilities and Requirements.

LEGAL RELATIONSHIPS:

- 17. The State shall not be liable to the Municipality for damages or delays resulting from work by third parties. The State also shall be exempt from liability to the Municipality for damages or delays resulting from injunctions or other restraining orders obtained by third parties.
- 18. The State will not be liable to any third party for injuries or damages resulting from work under or for the Project. The Municipality and the Municipality's surety shall indemnify and save harmless the State, its officers and employees, from all suits, actions or claims of any character brought because of any injuries or damages received or sustained by any person, persons or property on account of the operations of the Municipality and its sureties; or on account of or in consequence of any neglect in safeguarding the work; or because of any act or omission, neglect or misconduct of the Municipality or its sureties; or because of any claims or amounts recovered for any infringement by the Municipality and its sureties of patent, trademark or copyright; or from any claims or amounts arising or recovered under the Worker's Compensation Act, relating to the employees of the Municipality and its sureties; or any other law, ordinance, order or decree relating to the Municipality's operations.

19. Contract modification: This State/Municipal Agreement can only be modified by written instruments duly executed by both parties. No term or provision of either this State/Municipal Agreement or any of its attachments may be changed, waived or terminated orally.
20. Binding effects: All terms of this State/Municipal Agreement shall be binding upon and inure to the benefits of the legal representatives, successors and executors. No rights under this State/Municipal Agreement may be transferred to a third party. This State/Municipal Agreement creates no third-party enforcement rights.
21. Choice of law and forum: This State/Municipal Agreement shall be interpreted and enforced in accordance with the laws of the State of Wisconsin. The Parties hereby expressly agree that the terms contained herein and in any deed executed pursuant to this State/Municipal Agreement are enforceable by an action in the Circuit Court of Dane County, Wisconsin.

PROJECT FUNDING CONDITIONS

22. Non-appropriation of funds: With respect to any payment required to be made by the State under this State/Municipal Agreement, the parties acknowledge the State's authority to make such payment is contingent upon appropriation of funds and required legislative approval sufficient for such purpose by the Legislature. If such funds are not so appropriated, either the Municipality or the State may terminate this State/Municipal Agreement after providing written notice not less than thirty (30) days before termination.
23. Maintenance of Records: During the term of performance of this State/Municipal Agreement, and for a period not less than three years from the date of final payment to the Municipality, records and accounts pertaining to the performance of this State/Municipal Agreement are to be kept available for inspection and audit by representatives of the Department. The Department reserves the right to audit and inspect such records and accounts at any time. The Municipality shall provide appropriate accommodations for such audit and inspection.

In the event that any litigation, claim or audit is initiated prior to the expiration of said records maintenance period, the records shall be retained until such litigation, claim or audit involving the records is complete.

24. The Municipality agrees to the following 2020-2025 Urbanized Area STP-Urban project funding conditions:
 - a. **ID 5685-00-04:** Design is funded 100% by the Municipality. This phase includes plan development, management consultant review, and state review. The work includes project review, approval of required reports and documents and processing the final Plan, Specification & Estimate (PS&E) document for award of the contract. Costs for this phase include an estimated amount for state review activities, to be funded 100% by the Municipality.
 - b. **ID 5685-00-05:** Construction:
 - i. Costs for participating construction items are funded with 60% federal/state funding up to a funding limit of \$1,177,000, when the Municipality agrees to provide the remaining 40%, and any funds in excess of the \$1,177,000 federal/state funding limit.
 - ii. Non-participating costs for decorative street lighting, sanitary sewer, and water main are funded 100% by the Municipality. Costs include construction delivery.
 - iii. Costs for this phase include an estimated amount for state review activities, to be funded 60% with federal/state funding and 40% by the Municipality.

[End of Document]

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
	EM						-									-
Drone Replace	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															-
	Library															-
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

Exchange Street Preliminary Schedule

2020	2021	2022	2023	2024
Finalize SMA	Enviornental Document	PS&E Document	Public Information Meeting	Construction
Operational Planning Meeting	Historic Survey	TLE Plat	March- 90% PS%E	
Project Scope Confirmation	Archeological Survey	Public Information Meeting	May- 100% PS&E	
Street cross Section	4F Report		9/12/23- Bid Letting	
Slope Intercept	Public Information Meeting			
Public Information Meeting				



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, July 13, 2020

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Aimee Irwin, Assistant to the Public Works Director

AGENDA ITEM: Discussion and action regarding the M&M Furniture proposal for the Public Works Center.

PREVIOUS ACTION:

The Public Works Committee reviewed this proposal at its meeting on June 9, 2020 and recommended approval as presented.

The Village Board delayed decision on this item at its meeting on June 22, 2020.

ISSUE SUMMARY:

Included with the Public Work Center renovations proposal was the plan of purchasing new furnishings for the facility. Enclosed within your packet is a furniture plan, cost proposal and examples of the furnishings selected by M&M Furniture. In order to continue this process we are seeking approval to complete the purchase and order the furniture for installation at the conclusion of the project.

Action on this item was delayed at our last meeting to further evaluate the proposal to ensure its compatibility with what the Committee had recommended. Staff has completed this work and feels what is presented is inline with their recommendation.

FINANCIAL/BUDGET IMPACT:

The 2020 Budget includes the approved \$1,000,000 for the Public Works Center renovations of which \$30,000 was budgeted for furnishings. This proposal as recommended is \$28,803.

The action from Committee was to recommend approval of the proposal from M&M Furniture and that the final proposal be based on "contract pricing". The term "contract pricing" was not defined further by the Committee.

In order to comply with this recommendation, Staff has completed the following:

- Enclosed is a new proposal from M&M Furniture. It is updated to list NCPA Contract #07-16.
- The Village has also joined NCPA in order to access an approximate 75% discount.



- The final proposal is further updated to include their list price and the specific discount that is being applied on an itemized basis.

These changes bring the final proposal inline with the Committee's action as best we understand it.

While not part of the Committee's recommendation, M&M has agreed to reduce its down payment requirement to 25% of the order which is half of what it was requesting previously.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended for approval.

ATTACHMENTS:

1. MCF002
2. M&M 5.18.20 - Public Works Dept - Furniture Plan (002)
3. M&M 5.18.20 Renders (002)
4. AIS_Warranty
5. NCPA Member Brochure_April2020



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PROPOSAL

DATE: 07/10/20
PROPOSAL: MCF002
PROJECT: 309-131
CUSTOMER #: 7803
QUOTE VALID: / /

PROPOSAL FOR:

AIMEE IRWIN
VILLAGE OF MCFARLAND
DEPT. OF PUBLIC WORKS
5115 TERMINAL DRIVE
MCFARLAND, WI 53558

INSTALL AT:

VILLAGE OF MCFARLAND
DEPT. OF PUBLIC WORKS
5115 TERMINAL DRIVE
MCFARLAND, WI 53558

QTY	DESCRIPTION	SELL	EXTENDED
	AIS NCPA CONTRACT #07-16 NCPA AGENCY: VILLAGE OF MCFARLAND DEPT. OF PUBLIC WORKS 5115 TERMINAL DRIVE MCFARLAND, WI 53558		
5	TBL, REC, 2mm, 30Dx60Wx29H, ALT30, CSTR	238.56	1,192.80
	TWRT Table Laminate and Edge Choice		
	TBS-LAM Table Laminate		
	TBS-LAM-A Table Laminate Grade A		
	RO-L1010 Summer Drops		
	TBS-EDGE Tables 2mm Edge		
	RO-E084-V2 Gray Value 1/Summer Drops		
	TL-ABK Base/Leg Options		
	TBS-FOOT Table Foot Options		
	BMFSB Foot Bright Metal/Polished		
	PAINTFSB Aluminum Foot w/Support Beams Painted		
	TBS-PAINT-1 Table Paint Foot		
	TBS-PAINT-1-A Foot Paint A		
	RO-P0001 Grey Value 1		
	TBS-LEG Table Leg Options		
	TBS-PAINT Table Paint Legs		
	TBS-PAINT-A Table Leg Grade A Paint		
	RO-P0001 Grey Value 1		

PAGE 1

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PROPOSAL

PROPOSAL: MCF002

QTY	DESCRIPTION	SELL	EXTENDED
20	Rio, Four Leg Chair, Upholstered Seat & Back, Armless FC2 Silver Frame GL3 Floor Saver Glide ~ No Tablet Upgrade SC18 Sterling ~ No Selection FG3 Fabric Grade 3 EON Eon EPU Standard Color Selection FRESHWATER Eon EPU Freshwater AC4 Four per Carton	236.67	4,733.40
4	Maari, Low Back, Sled Base Bar Height, Poly Seat, Poly Back, No Arm, Felt Glide ,TR-G GRAY TONE GRD A ,TR-F BLACK GRD A	251.75	1,007.00
1	E-Z Stor Literature Org.-24 Compartment GRR Gray	276.67	276.67
1	E-Z Stor Wall Mounting Bracket BL BLACK	47.78	47.78
	Subtotal for BREAK ROOM		7,257.65
1	CBX HA 2leg base with WS SQ Edge 30d x 72w EDGE 2mm Grade A RO-E084-V2 EDGE DETAIL 2MM GV1/SUMMER DROPS RIGID SMOOT LAMTAB A TABLE GRADE A LAMINATES LAMAISM AIS Grade A Laminates RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202)	847.56	847.56
	CONTINUED...		

PAGE 2

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PROPOSAL

PROPOSAL: MCF002

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QTY	DESCRIPTION	SELL	EXTENDED
	RLHAC70BK KIT JC 70mm 2Seg Column and HA Cantilever Bl		
1	Cbx Suspended Hat Modesty 12h For 72w (56 Actual)	127.05	127.05
	RO-L1010 Caseloads Summer Drops		
2	CALIBRATE HAT SINGLE FOOT KIT 30"	39.27	78.54
	PAINTOXA-15 Oxygen Grade A Paint Selection		
	RO-P0002 BK - Black		
1	Cb Desk Shell Half Mod Recessed 24dx96wx29h	227.43	227.43
	RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202)		
	G_NONE NO GROMMET		
	RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202)		
1	CALIBRATE DESK SHELL CENTER SUPPORT	70.98	70.98
	RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202)		
1	Cb Desk Shell Half Mod Recessed 30dx72wx29h	241.71	241.71
	RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202)		
	G_RIGHT GROMMET RIGHT SIDE		
	RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202)		
	G_RIGHT GROMMET RIGHT SIDE		
	GROMMETC Grommet Cover Color Selection		
	W-GRC3GV1 Grommet Cover - Grey		
	RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202)		
1	CB Desk Return RH 24Dx66Wx29H	190.05	190.05
	RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202)		
	G_NONE NO GROMMET		
	RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202)		

PAGE 3

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PROPOSAL

PROPOSAL: MCF002

QTY	DESCRIPTION	SELL	EXTENDED
2	Cbx Full Depth Lat Bbf 18dx28hx30w RO-L1010 Casegoods Summer Drops RH-HANDSQ-S BRIGHT SILVER 6" RECTANGLE PULL RO-L1010 Casegoods Summer Drops	480.48	960.96
4	Cbx 2 Door Cabinet 24dx82hx36w RO-L1010 Casegoods Summer Drops RO-L1010 Casegoods Summer Drops RH-HANDSQ-S BRIGHT SILVER 6" RECTANGLE PULL	605.01	2,420.04
1	Key Alike Kit (4 Cores) - Wesko Type	10.08	10.08
2	Focus 2.0, Highback Mesh With Adjustable Lumbar, Enhanced Synchro Control w/ Seat Depth, Height-Adjustable BT1 5-STAR NYLON FC1 BLACK FRAME BC1 BLACK NYLON BASE YCC03 FOG LA1 ONYX CH1 STANDARD CYLINDER MC34 IMPRESS SPORT STRIPE (SLATE/BLACK) FABRIC FABRIC GRADE SELECTIONS FG1 FABRIC GRADE 1 DASH DASH COLOR SELECTION FOSSIL DASH FOSSIL CS5 CARPET CASTERS KD KNOCKED DOWN	408.33	816.66
2	Focus, Side Chair, Mesh Back, Silver Frame, A130 Arm MC34 Impress Striped Mesh CONTINUED...	237.22	474.44

PAGE 4

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PROPOSAL

PROPOSAL: MCF002

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QTY	DESCRIPTION	SELL	EXTENDED
	FABRIC Fabric Grade Selections		
	~ No Selection		
	FG1 Fabric Grade 1		
	HUNTINGTON Huntington Standard Color Selection		
	CLOVER Huntington Clover		
	G5 Standard Multi-Surface Glide		
	Subtotal for SUPERINTENDENT		6,465.50
1	Cb Desk Shell Half Mod Recessed 24dx96wx29h	236.88	236.88
	RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202)		
	G_RIGHT GROMMET RIGHT SIDE		
	GROMMETC Grommet Cover Color Selection		
	W-GRC3GV1 Grommet Cover - Grey		
	RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202)		
1	CB Desk Return LH 24Dx48Wx29H	173.25	173.25
	RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202)		
	G_NONE NO GROMMET		
	RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202)		
1	CB Desk Return RH 24Dx48Wx29H	173.25	173.25
	RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202)		
	G_NONE NO GROMMET		
	RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202)		
1	Cb Desk Shell Full Mod Recessed 24dx72wx29h	236.67	236.67
	RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202)		
	G_LEFT GROMMET LEFT SIDE		
	GROMMETC Grommet Cover Color Selection		
	W-GRC3GV1 Grommet Cover - Grey		
	CONTINUED...		

PAGE 5

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PROPOSAL

PROPOSAL: MCF002

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QTY	DESCRIPTION	SELL	EXTENDED
	RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202)		
2	Cbx Partial Depth Ff Ped 23dx28hx16w	287.91	575.82
	RO-L1010 Casegoods Summer Drops		
	RH-HANDSQ-S BRIGHT SILVER 6" RECTANGLE PULL		
	RO-L1010 Casegoods Summer Drops		
1	Cbx Partial Depth Bbf Ped 23dx28hx16w	296.73	296.73
	RO-L1010 Casegoods Summer Drops		
	RH-HANDSQ-S BRIGHT SILVER 6" RECTANGLE PULL		
	RO-L1010 Casegoods Summer Drops		
1	Focus 2.0, Highback, Mesh Back, Enhanced Synchro Cntrl w/ Seat Depth, Height Adjustable Arms	408.33	408.33
	MC34 Impress Striped Mesh		
	YCC03 Fog		
	LA1 Onyx		
	FC1 Black Frame		
	BT1 5-Star Base		
	BC1 Black Nylon Base		
	CS5 Carpet Casters		
	CH1 Standard Cylinder		
	FABRIC Fabric Grade Selections		
	FG1 Fabric Grade 1		
	DASH Dash Color Selection		
	FOSSIL Dash Fossil		
	KD Knocked Down		
	Subtotal for FRONT OFFICE		2,100.93

PAGE 6

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PROPOSAL

PROPOSAL: MCF002

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QTY	DESCRIPTION	SELL	EXTENDED
1	CBX HA 2leg base with WS SQ Edge 30d x 72w EDGE 2mm Grade A RO-E084-V2 EDGE DETAIL 2MM GV1/SUMMER DROPS RIGID SMOOT LAMTAB A TABLE GRADE A LAMINATES LAMAISM AIS Grade A Laminates RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202) RLHAC70BK KIT JC 70mm 2Seg Column and HA Cantilever Bl	847.56	847.56
1	Cbx Suspended Hat Modesty 12h For 72w (56 Actual) RO-L1010 Casegoods Summer Drops	127.05	127.05
2	CALIBRATE HAT SINGLE FOOT KIT 30" PAINTOXA-15 Oxygen Grade A Paint Selection RO-P0002 BK - Black	39.27	78.54
1	Cb Desk Shell With Full Mod Flush 24dx72wx29h RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202) G_NONE NO GROMMET RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202)	227.43	227.43
2	Cbx Partial Depth Ff Ped 23dx28hx16w RO-L1010 Casegoods Summer Drops RH-HANDSQ-S BRIGHT SILVER 6" RECTANGLE PULL RO-L1010 Casegoods Summer Drops	287.91	575.82
1	Overhead - WM - 16H X 72W X 14D - Laminate Cabinet Doors RO-L1010 Casegoods Summer Drops RO-L1010 Casegoods Summer Drops RH-HANDSQ-S BRIGHT SILVER 6" RECTANGLE PULL	404.25	404.25

PAGE

7

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PROPOSAL

PROPOSAL: MCF002

QTY	DESCRIPTION	SELL	EXTENDED
1	Tasklight - Black - 48W	61.11	61.11
1	Cbx Tackboard Wall Mount 20hx72w FAB-XA035 FABRIC MODULAR CHOICE GRADE A (1:1) FAB-AD Directional Fabric - Grade A RO-F2066-V2 Engage Denim	144.69	144.69
2	Focus, Side Chair, Mesh Back, Silver Frame, A130 Arm MC34 Impress Striped Mesh FABRIC Fabric Grade Selections ~ No Selection FG1 Fabric Grade 1 HUNTINGTON Huntington Standard Color Selection CLOVER Huntington Clover G5 Standard Multi-Surface Glide	237.22	474.44
	Subtotal for AIMEE		2,940.89
1	Cb Desk Shell Full Mod Recessed 30dx96wx29h RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202) G_NONE NO GROMMET RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202)	279.72	279.72
1	Cbx Partial Depth Bbf Ped 23dx28hx16w RO-L1000 Casegoods Cabinet Almond RH-HANDSQ-S BRIGHT SILVER 6" RECTANGLE PULL RO-L1000 Casegoods Cabinet Almond	296.73	296.73

PAGE 8

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PROPOSAL

PROPOSAL: MCF002

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QTY	DESCRIPTION	SELL	EXTENDED
1	CBX HA 2leg base with WS SQ Edge 30d x 60w EDGE 2mm Grade A RO-E084-V2 EDGE DETAIL 2MM GV1/SUMMER DROPS RIGID SMOOT LAMTABA TABLE GRADE A LAMINATES LAMAISM AIS Grade A Laminates RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202) RLHAC70BK KIT JC 70mm 2Seg Column and HA Cantilever Bl	804.93	804.93
2	CALIBRATE HAT SINGLE FOOT KIT 30" PAINTOXA-15 Oxygen Grade A Paint Selection RO-P0002 BK - Black	39.27	78.54
1	Cb Desk Shell With Full Mod Flush 24dx96wx29h RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202) G_NONE NO GROMMET RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202)	258.09	258.09
1	Rectangular - 2mm Edge - 24D x 42W EDGE 2mm Grade A RO-E084-V2 2mm Edge - GV1/Summer Drops RW-GRRA Option A - No additional grommets LAMAISMO AIS Grade A Laminates RO-L0073 Laminate - Summer Drops - (A-T-S-W-L202)	80.43	80.43
2	Cbx 2d Partial Depth Lat 23dx28hx42w RO-L1010 Caseloads Summer Drops RH-HANDSQ-S BRIGHT SILVER 6" RECTANGLE PULL RO-L1010 Caseloads Summer Drops	543.48	1,086.96
1	Focus 2.0, Highback, Mesh Back, Enhanced Synchro Cntrl w/ Seat Depth, Height Adjustable Arms CONTINUED...	408.33	408.33

PAGE 9

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PROPOSAL

PROPOSAL: MCF002

QTY	DESCRIPTION	SELL	EXTENDED
	MC34 Impress Striped Mesh		
	YCC03 Fog		
	LA1 Onyx		
	FC1 Black Frame		
	BT1 5-Star Base		
	BC1 Black Nylon Base		
	CS5 Carpet Casters		
	CH1 Standard Cylinder		
	FABRIC Fabric Grade Selections		
	FG1 Fabric Grade 1		
	DASH Dash Color Selection		
	FOSSIL Dash Fossil		
	KD Knocked Down		
2	Focus, Side Chair, Mesh Back, Silver Frame, A130 Arm	237.22	474.44
	MC34 Impress Striped Mesh		
	FABRIC Fabric Grade Selections		
	~ No Selection		
	FG1 Fabric Grade 1		
	HUNTINGTON Huntington Standard Color Selection		
	CLOVER Huntington Clover		
	G5 Standard Multi-Surface Glide		
	Subtotal for DIRECTOR		3,768.17
2	Focus, Side Chair, Mesh Back, Silver Frame, A130 Arm	237.22	474.44
	MC34 Impress Striped Mesh		
	FABRIC Fabric Grade Selections		
	~ No Selection		
	FG1 Fabric Grade 1		
	HUNTINGTON Huntington Standard Color Selection		
	CONTINUED...		

PAGE 10

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PROPOSAL

PROPOSAL: MCF002

QTY	DESCRIPTION	SELL	EXTENDED
	CLOVER G5	Huntington Clover Standard Multi-Surface Glide	
1	Clear2c Display 6 Magazine, 6 Pamphlet, Clear	165.00	165.00
	Subtotal for LOBBY		639.44
1	Rectangular - 2mm Edge - 30D x 48W EDGE 2mm Grade A RO-E084-V2 2mm Edge - GV1/Summer Drops RW-GRRR Option A - No additional grommets LAMAISMO AIS Grade A Laminates RO-L0073 Laminate - GV1/Summer Drops	112.14	112.14
2	N-Leg 2.5 x 2.5 Post 27H 30D PAINTHA-15 Paint Grade A RO-P0001 GV1 - Grey Value 1	96.18	192.36
	TOTAL - MECHANICS OFFICE		304.50
1	FACTORY FREIGHT	120.00	120.00
52	DELIVERY & INSTALLATION	60.00	3,120.00

If it becomes necessary for M&M to hold product beyond the agreed upon installation date, a storage fee may be assessed.

PRODUCT SUBTOTAL.....: 23,477.08

ACCEPTED BY: _____

FRT / FUEL.: 120.00

DATE ACCEPTED: _____ DEL/INSTALL SUBTOTAL.: 3,120.00

THANK YOU FOR THE OPPORTUNITY TO SUBMIT THE ABOVE PROPOSAL.

DEPOSIT REQ: 6,813.00

DEPOSIT PCT: 25.50 %

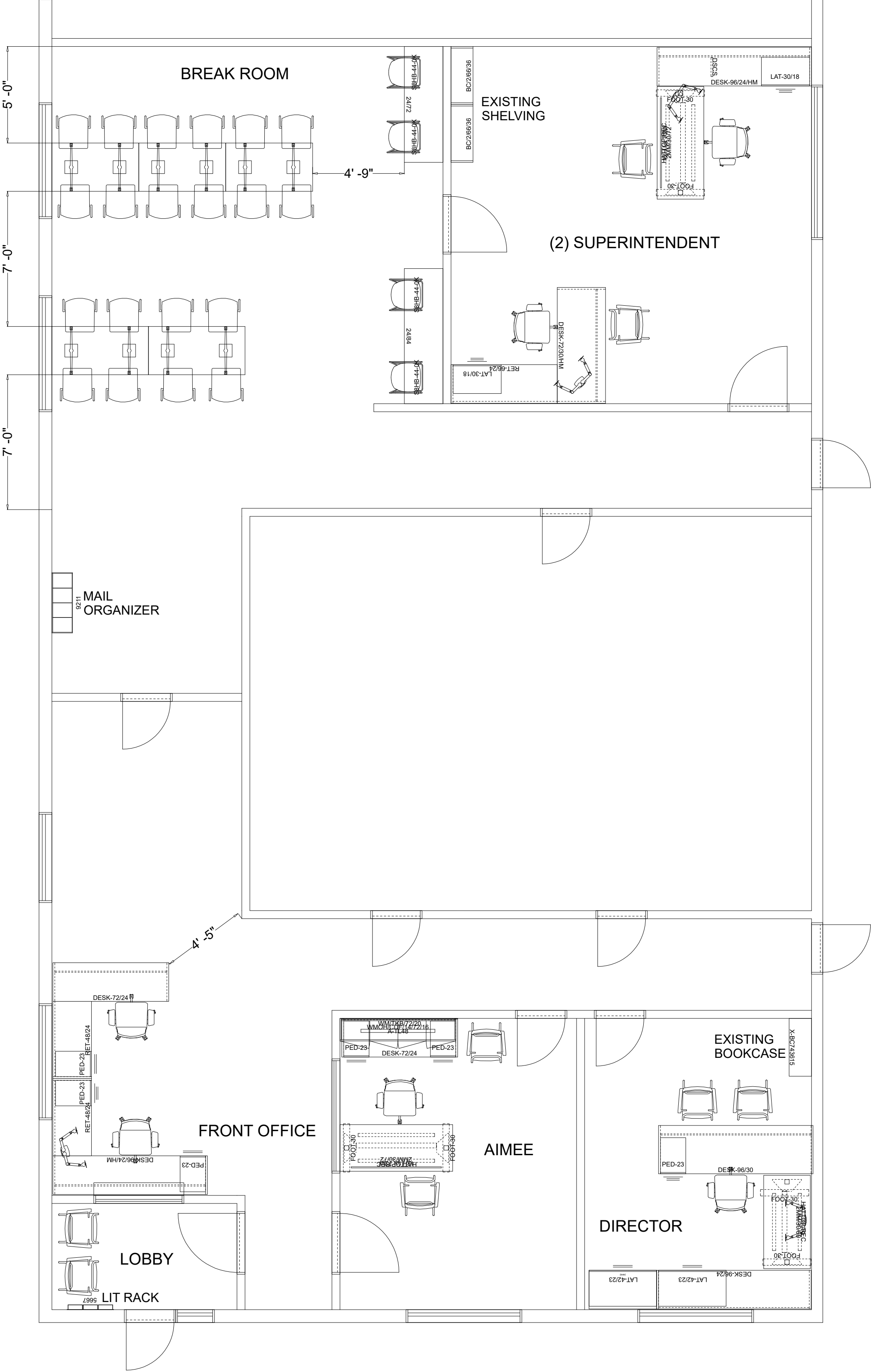
FINAL TOTAL.: 26,717.08

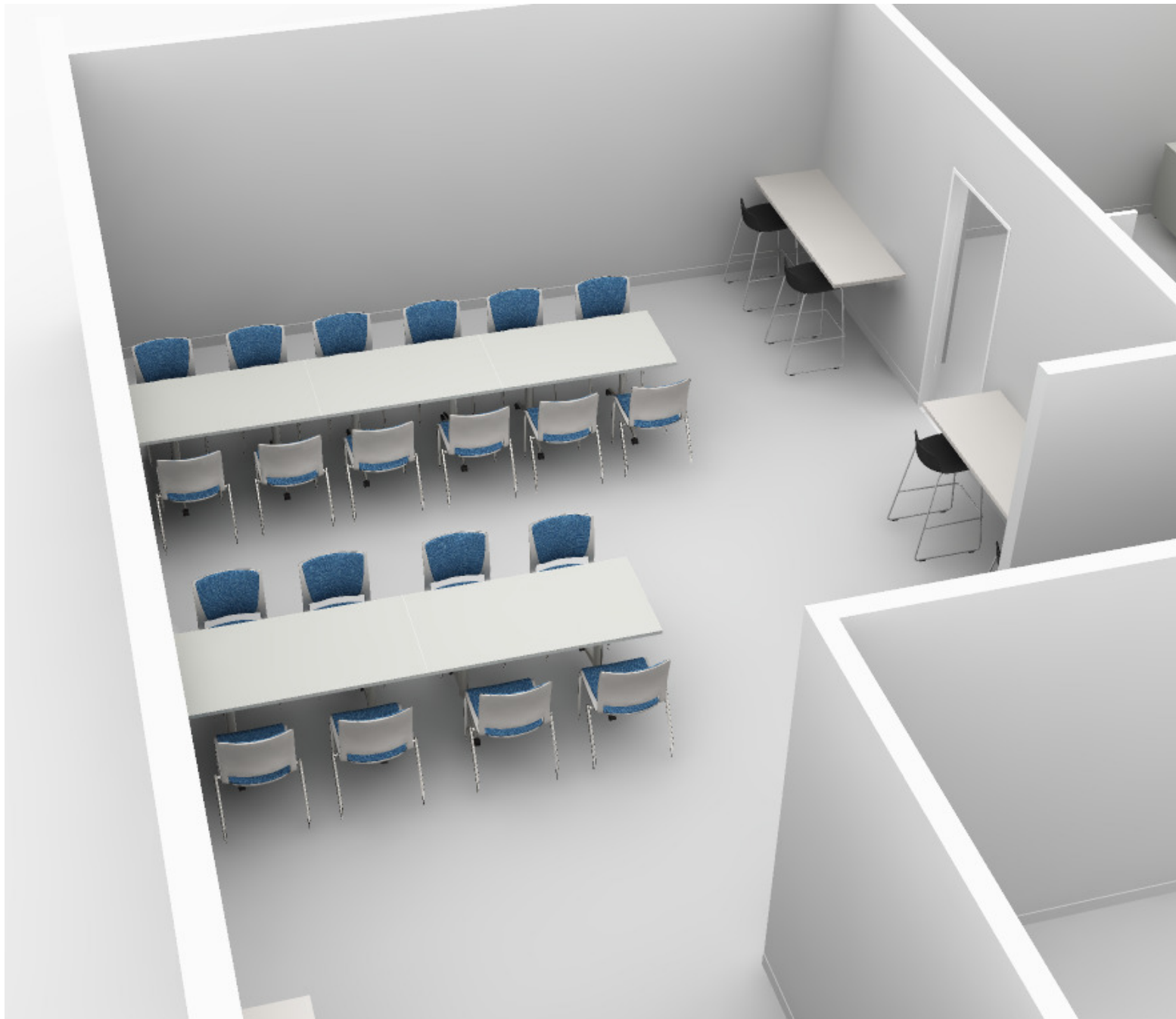
BY: _____

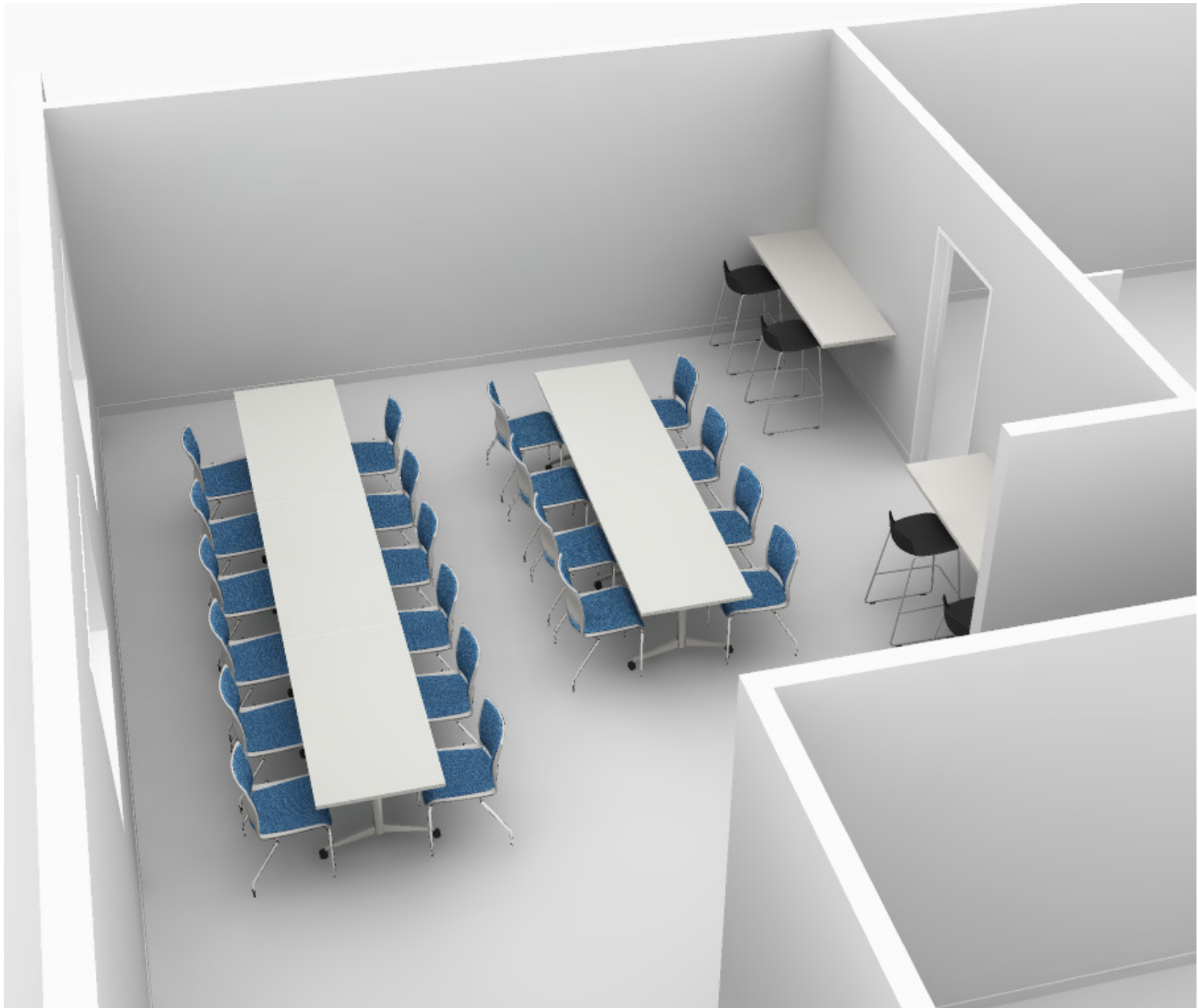
PAGE 11

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WARRANTY

Limited Lifetime Warranty

This warranty is given to the initial purchaser and is valid for as long as the product is owned by the original Buyer. The warranty, which runs from the date of manufacture, covers defects in materials and craftsmanship found during normal usage of the products during the warranty period. If a product is defective, and if written notice of the defect is given to AIS within the applicable warranty period, AIS (at its option) will either repair or replace the defective product with a comparable component or product. The limited lifetime warranty applies to all products regardless of the number of shifts the product is used each day except as noted below.

Applicable Warranty Period	Products / Restrictions
Lifetime (as defined below)	All AIS branded products (except as noted below)
Ten (10) Years	Electrical products AIS Seating (frames and control mechanisms) Calibrate Series
Ten (10) Years - 24/7 Shift	Devens Seating
Five (5) Years	Moving parts, which include keyboard mechanisms, locks, suspensions, casters as well as AIS fabrics, upholsteries and mesh. AIS Seating (pneumatic cylinders, casters, glides, bases and arms, mesh and seating upholsteries, Granite and Sulli seating*)

This warranty does not apply to normal wear and tear damage caused by carrier, damage caused by transport of product from one site location to another, alterations to the product not expressly authorized by Seller, and products considered to be of a consumable nature such as bulbs and light ballast. AIS Seating normal use as defined under this warranty is the wear and tear that occurs during a 40 hour week when the product is used by a person weighing 300 pounds or less. *Granite is warranted for five years and rates for a person weighing 250 pounds or less. Sulli is warranted for five years and rates for a person weighing 300 pounds or less. AIS will not warrant any altered components or parts.

This warranty shall not cover labor or delivery charges and does not apply to items subjected to abuse, misuse, neglect, alteration, damage cause by shipment, storage, accident, fire, flood or act of God. The limited warranty is the sole remedy for product defect and no other expressed or implied warranty is provided, including but not limited to any implied warranties of merchantability or fitness for a particular purpose. AIS shall not be liable for consequential or incidental damages arising from any product defect. A customer's exclusive remedy with respect to any and all losses or damages resulting from any cause whatsoever shall be repaired or replaced as specified above.

It also does not apply to customer's own material (COM - i.e. material specified by Buyer that is not a standard AIS product offering) used in the manufacture of AIS products. Special Products that are not offered in the AIS standard price list will have a warranty of one year. A product will not be considered defective and Seller will not be obligated to replace it, if the product is not installed properly or is used in a "non-standard" fashion as prescribed by AIS. It is at the sole discretion of AIS to make a determination if a defect is due to improper product installation.

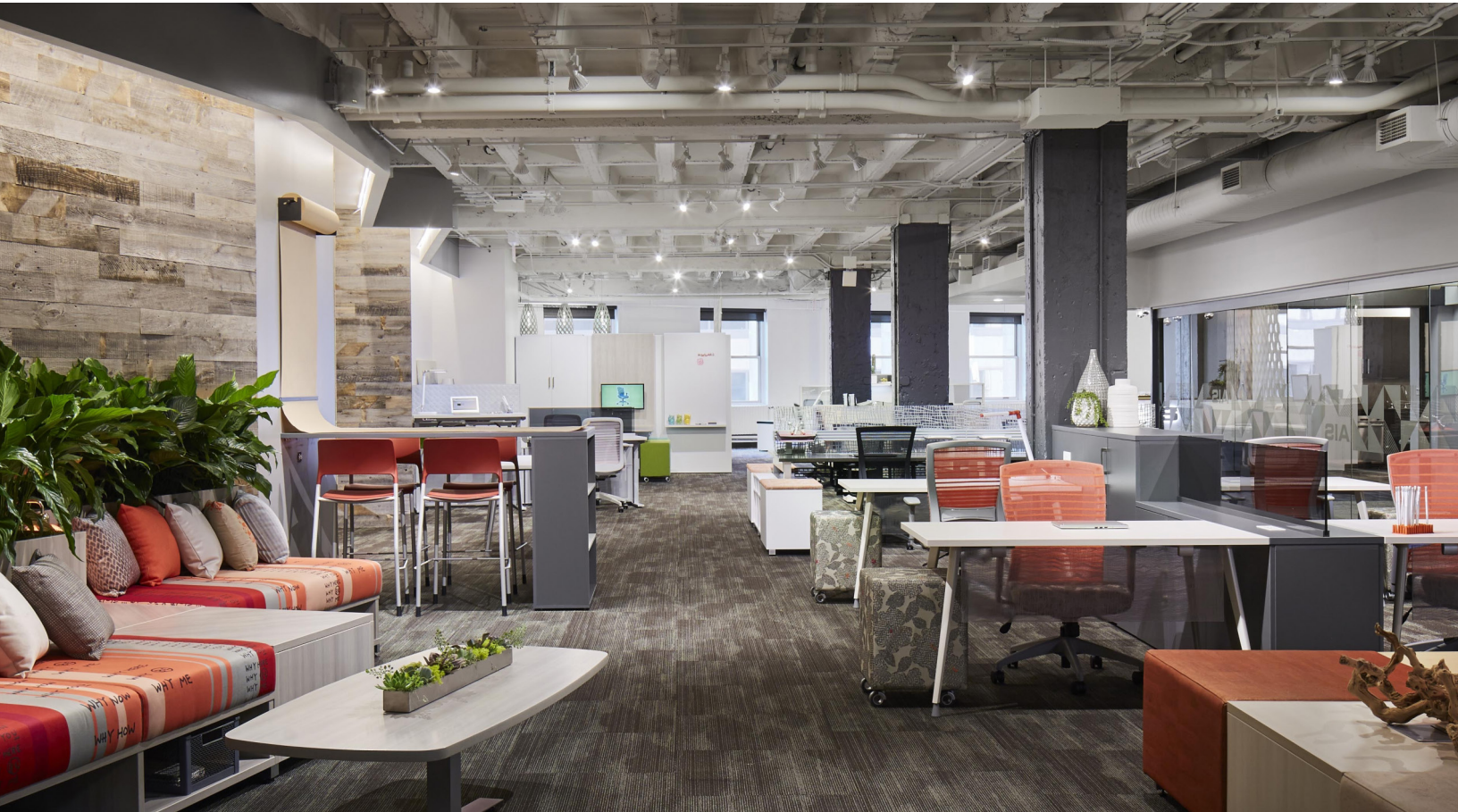
THIS LIMITED WARRANTY IS THE SOLE REMEDY FOR PRODUCT DEFECT AND NO OTHER EXPRESS OR IMPLIED WARRANTY IS PROVIDED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. AIS SHALL NOT BE LIABLE FOR ANY CONSEQUENTIAL, INDIRECT, SPECIAL, PUNITIVE OR INCIDENTAL DAMAGES.

NCPA Member Program



AIS

Furniture for meeting, working, training and more.



NEED FURNITURE FAST?

We've made ordering furniture simple and easy. With AIS and NCPA you have One Point of Contact, One Vendor, and One Purchase Order.

Explore many AIS products that are easy to clean – and easily specified with finishes that can withstand disinfectants to keep your environments safer. From Day-to-Day® Tables for meeting spaces, to conference rooms, cafes and more, AIS products are backed by a 10 year warranty – including our Express Seating solutions that ship in just three days!

Furniture For Across Your Organization

Private Office

Calibrate® Series has you covered—case closed. This collection of high-quality laminate casegoods looks great and works well for all private offices. It's got a myriad of finishes, hardware options, and loads of styles to choose from. Best of all, it won't break the bank.



Calibrate Series Casegoods
Private Office Space with Height Adjustable Calibrate, Natick and Grafton Seating



Calibrate Series Casegoods
Private Office with Bolton Task Seating and Triad Side Seating



Calibrate Series Casegoods
Private Office with Natick with Headrest Seating and Grafton chair. Also shown with LB Lounge seating.



Calibrate Series Casegoods
L-Shape Private Office

A Range of Workstations To Support Your Teams

Open Plan

Open landscape offices continue to resonate. And we've got the right products to fill 'em—like Divi® and Matrix®. These panel-based systems offer high panels for privacy and low panels that keep employees close to the action. For benching, we designed Oxygen® and Day-to-Day® PowerBeam—two proven desking solutions for the open plan. With a variety of storage and screen options, we've got the open plan solutions to help define space and support individual needs.



Day to Day Height Adjustable Tables with Divi and Devens



Matrix Panel System



Oxygen Benching with Collaborative Space, Bolton Task Seating



Divi Linear Open Plan Panel System with linear trim and keytop worksurface, Calibrate storage, and Devens Task Seating

Create Smart Spaces with AIS

Working Lounge

Individual, small team, or collaborative meeting spaces provide comfort, relaxation and dedicated focus time.



Training Rooms

Flip top, height adjustable, and powered table options create concentrative, interactive, and effective training rooms. Choose from a variety of seating to support collaborative needs and support user's comfort and wellness.



All Purpose/Computer Labs

Create engaging, flexible, and technology-supported environments for a variety of classroom styles and learning preferences.



You'll Appreciate Everything That's Possible with AIS

Classrooms and Labs

Instruct large or small groups of students utilizing durable and flexible seating choices in combination with conference, height adjustable, powered and flip tables.



Auditoriums and Lecture Halls

AIS stacks up to the challenge.



Cafes, and more...

Create cafes with energy providing students and faculty the platform to collaborate and socialize. A variety of table heights and seating choices ensure comfort and refreshment for every user. Storage lockers placed throughout the building provide accessible storage.



SAVE TIME + MONEY WHILE AVOIDING THE BIDDING PROCESS

End Users who buy on NCPA can forego the typical need for three bids. All NCPA contracts have been competitively solicited by a lead public agency. Each solicitation contains language that allows the contract to be used by other government agencies. State statutes allow one government agency to purchase from contracts competitively solicited by another government agency. Avoid the bidding process. Your best price is already awarded with AIS.

NCPA Member Order Requirements



1. Contact your AIS Authorized Dealer or locate your AIS rep here <https://www.ais-inc.com/contact/find-a-rep>
2. Obtain a Quote from your authorized AIS dealer and review/approve.
3. Once approved, send Purchase Order to Authorized AIS dealer with remit to as follows: AIS 25 Tucker Drive Leominster, MA 01453. ***If you are ordering from multiple manufacturers your po can be made out directly to your to Authorized AIS dealer.
4. Order Review – Your AIS Authorized dealer will review and confirm order accuracy, lead times and delivery requirements prior to submitting order. Please communicate any special instructions/delivery requirements to be noted on order.
5. Order Submission – Your AIS Authorized dealer will submit your purchase order directly to AIS along with their quote number and confirm receipt of order acknowledgement.
6. AIS will invoice NCPA Member directly upon product shipment.
7. If you would like to have a local AIS Representative reach out to provide product updates please click here: <https://www.ais-inc.com/contact/find-a-rep>

A NATIONAL COOPERATIVE PURCHASING ALLIANCE PARTNERSHIP

End User Terms and Conditions Contract # NCPA07-16

The National Cooperative Purchasing Alliance (NCPA) is a leading national government purchasing cooperative working to reduce the cost of goods and services by leveraging the purchasing power of public agencies in all 50 states. NCPA works with a lead public agency to solicit master contracts which are based on quality, performance, and most importantly pricing.

Who can use the NCPA Contract

There are over 90,000 agencies nationwide from both the public and non-profit sectors that are eligible to utilize NCPA's cooperative purchasing contract. These include, but are not limited to the following agency types:

- School Districts (incl. K-12, Charter Schools, and Private K-12)
- Cities, Countries, and any Local Government
- Church / Religious
- Higher Education (incl. Universities, Community Colleges, Private Colleges, and Technical / Vocational Schools)
- State Agencies
- Non-Profit Corporations
- Healthcare Organizations
- Federal

How to know if this contract is available to your clients

NCPA operates under the same guidelines that US Communities does. If your client is able to purchase off of US Communities, they are able to purchase off of NCPA. NCPA went through the same competitive bid process for its awards and followed all the same protocols as US Communities. For more information, please visit <http://www.ncpa.us/Page/About>.

Most states allow for cooperative purchasing with few exceptions. If your end users are unsure of their state's statute, please direct them to <http://www.ncpa.us/Statutes>. Once confirmed that NCPA is a valid contract for their use, they may follow this link <http://www.ncpa.us/Register> and register as a user. The process is free of charge, very easy and does not commit them, their agency or entity to anything.

Products Offered

All products offered on our commercial program are available on NCPA.

Freight

All AIS product orders over \$7,500.00 list include freight.

*Freight fee: 13% of Net will apply on orders under \$7,500.00 list. Does not apply to seating.

Terms and Conditions

All orders need to be made out to AIS c/o Dealer of Record or the Dealer of Record with NCPA Contract #NCPA07-16 referenced, 25 Tucker Drive, Leominster, MA 01453.

Discounting (Use Commercial Price Lists)

Systems, Universal, Oxygen, Aloft, Calibrate Series and Tables:

List Price	End User Discount
\$1 - \$30,000	74.5%
\$30,001 - \$300,000	79%
\$300,001 - \$500,000	81%
Over MOL	Negotiable
Seating - \$1 or more	63%

Divi Fast Track:

List Price	End User Discount
\$1 - \$30,000	76%
\$30,001 - \$300,000	81%
\$300,001 - \$500,000	83%
Seating - No tiers	63%

To use the Divi Fast Track Program, please use all Divi Fast Track finishes and qualifying products. Divi Fast Track orders must be complete workstations.

Questions?

Contact your AIS representative or
Wendy Gricius
Email: ncpa@ais-inc.com
Phone: 317.710.4511

Corporate Headquarters
25 Tucker Drive
Leominster, MA 01453
Phone: 1.800.434.7400





VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, July 13, 2020

SECTION: Business

DEPARTMENT: Administration

CONTACT: Cassandra Suettinger, Village Clerk/Treasurer

AGENDA ITEM: Discussion and action on Wisconsin Elections Commission CARES subgrant, agreement, terms and certification.

PREVIOUS ACTION:

ISSUE SUMMARY:

In June of 2020, the Wisconsin Elections Commission approved the creation of the 2020 HAVA Coronavirus aid, relief and economic security (CARES) subgrant program. The program will use a portion of the \$7.2 million dollars received by the WEC from the federal government as part of the CARES Act program. The grant would provide the Village \$1.1 per voter plus \$200 as available funds for the grant. This would be approximately \$6,800 based on the Village's current voter rolls. Funds may be used for the following costs: Additional ballot supplies, printing and postage costs, additional cleaning supplies, cleaning services and protective equipment, additional staffing for process of absentee ballots, additional mailings for public communication, additional absentee ballot drop boxes, additional space leasing and acquisition of additional equipment.

The Village will easily use up the entire allotment of the grant on the additional cost of postage and envelopes for the 2020 election cycle. The total year to date balance of the election operating supplies is \$9,361.63 which was budgeted at 2,000. The cost implications of COVID19 to the election budget are significant as we see a significant portion of residents transitioning to by mail to limit in-person contact. To show the stark contrast in costs, during the 2016 presidential election year election postage for the entire year was just over \$300. Our year to date costs only through June of 2020 are \$4671.33.

The Village will also be seeking reimbursement of COVID19 related election costs through the Locals Roads to Recovery grant for costs that go above and beyond the WEC Cares sub grant program.

FINANCIAL/BUDGET IMPACT:

Additional Revenues of approximately \$6,800

VILLAGE PLAN REFERENCE:



N/A

ORDINANCE REFERENCE:

N/A

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Staff recommends approval of entering into the WEC subgrant agreement to participate in the 2020 HAVA Coronavirus Aid, Relief and Economic Security subgrant program.

ATTACHMENTS:

1. WEC CARES Announcement (002)
2. WEC CARES Agreement and Certification Form



Wisconsin Elections Commission

212 East Washington Avenue | Third Floor | P.O. Box 7984 | Madison, WI 53707-7984
(608) 266-8005 | elections@wi.gov | elections.wi.gov

DATE: June 17, 2020

TO: Wisconsin Municipal Clerks
City of Milwaukee Election Commission
Wisconsin County Clerks
Milwaukee County Election Commission

FROM: Meagan Wolfe
Administrator

SUBJECT: WEC CARES Subgrant Program Announcement

1. **SUMMARY.** Under the Coronavirus Aid, Relief and Economic Security (CARES) Act, the Wisconsin Elections Commission (WEC) was awarded funds on April 6th to help “prevent, prepare for, and respond to coronavirus, domestically or internationally, for the 2020 Federal election cycle.” The WEC produced a plan to distribute a majority of these funds to municipalities through the WEC CARES Subgrant program to help them prepare for the remainder of the 2020 election year.
2. **PROGRAM DESCRIPTION.** The Elections Commission authorized a \$4.1 million WEC CARES subgrant program for municipalities to offset pandemic-related elections costs. The approved WEC CARES Subgrant program provides a \$200 base amount plus an additional \$1.10/per registered voter. This means that if a municipality has 100 registered voters, the municipality will receive the base \$200 plus \$1.10/per those 100 registered voters. That total amount the municipality would receive is \$310.00.
3. **AUTHORIZED USES.** The WEC CARES Subgrant is for pandemic-related expenditures for the 2020 elections. The following are the allowable uses under the WEC CARES Subgrant:
 - (1) **ADDITIONAL BALLOT SUPPLIES, PRINTING, AND POSTAGE COSTS** for higher levels of absentee or vote by mail processes, including printers, scanners, and envelope openers costing less than \$5000 per unit.
 - (2) **ADDITIONAL CLEANING SUPPLIES, CLEANING SERVICES AND PROTECTIVE EQUIPMENT** including additional disinfectants, wipes, paper towels, deep cleaning services for polling places pre- and post-election, masks, gloves, gowns, face shields, plexiglass, thermometers and other equipment for staff and poll workers’ virus protection for in-person absentee voting sites, election day polling places and absentee central-count locations.
 - (3) **ADDITIONAL STAFFING** for processing of higher levels of absentee ballot requests and absentee ballot tabulation, resulting in expanded hours, overtime, and associated benefits costs

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for election staff and poll workers or unbudgeted temporary election staff or poll workers and for additional staffing for cleaning polling locations and creating other protective measures.

- (4) ADDITIONAL MAILINGS FOR PUBLIC COMMUNICATION of changes in registration, absentee ballot request options, or voting procedures, including information on coronavirus precautions being implemented during the voting process.
- (5) ADDITIONAL ABSENTEE DROP-BOXES, installation, and security.
- (6) ADDITIONAL SPACE LEASING for new polling places when existing sites are closed or relocated due to the pandemic.
- (7) ACQUISITION OF ADDITIONAL EQUIPMENT necessary to process the higher volume of absentee ballots. This includes new automated letter opening equipment, paper folding machines, high speed or central count tabulators, and mobile IT equipment. (This "Equipment" category defined as costing equal or greater than \$5000 per unit. Equipment costs less than \$5000 should instead be reported under the applicable category above, most likely Additional Ballot Supplies. Additional reporting and documentation are required for allowable equipment purchases as outlined in the Code of Federal Regulations, Title 2 section 200.33. (2 CFR § 200.33)

4. **DOCUMENTATION & REPORTING.** Municipalities are asked to document all election pandemic-related expenses from January 20, 2020 to November 30, 2020 that fall under the seven categories above. These expenses can be tracked on the WEC CARES Expenditure Tracking template that will be provided by WEC Staff. Documentation includes anything that provides information on the purchase, such as receipts, invoices, payroll reports, etc. and explanations and justifications of how claimed expenditures qualify as pandemic related.

There will be a required check-in for municipalities between the August and November elections due on September 15, 2020. For this check-in, the WEC financial staff requires all municipalities that accepted funds to return a copy of the WEC CARES Expenditures Reporting template to elections.finance@wi.gov. This report will cover all claimed expenses under the four above categories from January 20th, 2020 to September 1st, 2020. The check-in report is to help clerks receive any guidance or ask any questions as it will relates to the final report due December 1st, 2020. WEC staff wants to ensure that clerks feel comfortable tracking expenditures and with the reporting requirements before the final deadline.

The final report due to the WEC will consist of an updated and complete WEC CARES Expenditures Reporting template from the September 15th check-in. The completed report will cover the entire January 20th, 2020 to November 30th, 2020 time period and is due December 1, 2020. This is an important deadline. If a report is not received by December 1, 2020, the jurisdiction may be required to return all subgrant funds received. Only the completed WEC CARES Expenditure Report template needs to be submitted; all receipts, invoices, and other documentation should not be submitted but must be maintained on file until December 30th, 2024.

5. **WHAT IF I NEED SOMETHING ELSE?** The WEC CARES Subgrant is a one-time subgrant award to help offset the additional costs that have been and will be incurred as they prepare for elections impacted by the COVID-19 pandemic. Please note that the State of Wisconsin will supply municipalities with cleaning supplies and protective equipment ahead of the August and November elections. If municipalities still have election related costs in those categories, those can be submitted to FEMA or Routes to Recovery for further reimbursement. As well, we have worked with the Department of Administration to understand their Routes to Recovery subgrant to ensure our subgrant compliments theirs and provides municipalities with the maximum access to available funds. Our recommendation is to focus your WEC CARES Subgrant funds toward preparing for the August and November elections as these are funds received immediately after the signed WEC CARES Agreement has been received by the WEC. As well, the WEC CARES Subgrant will cover all election-related pandemic expenditures until November 30, 2020, even if they have not been paid out by December 1, 2020. Per DOA guidance, the Routes to Recovery Grant will be a reimbursement of expenses already paid through October 30, 2020. For further information on the Routes to Recovery grant please go to <https://doa.wi.gov/Pages/LocalGovtsGrants/COVID-Grants.aspx>.
6. **HOW DO JURISDICTIONS APPLY?** Clerks must read, sign, and return the WEC CARES Subgrant Agreement and Certification form to elections.finance@wi.gov. These agreements need to be returned to WEC no later than September 1st, 2020. Subgrant awards will be issued as signed agreements are received. If you require a paper agreement be mailed to you, please contact the WEC Helpdesk at (608)261-2028.
7. **IMPORTANT DATES?** Below is a table of the important deadlines to remember:

Date	Description
January 20, 2020	Reporting period begins
September 1, 2020	Deadline for agreement
September 15, 2020	Check-In Due to WEC
November 30, 2020	Reporting Period Ends
December 1, 2020	Final WEC CARES Expenditure Report Due to WEC

8. **QUESTIONS?** If you have any questions or concerns please email the WEC Financial Team at elections.finance@wi.gov or call the WEC Helpdesk at (608)261-2028.



Wisconsin Elections Commission

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(608) 266-8005 | elections@wi.gov | elections.wi.gov

2020 HAVA CORONAVIRUS AID, RELIEF AND ECONOMIC SECURITY (CARES) SUBGRANT PROGRAM

WEC CARES SUBGRANT AGREEMENT, TERMS AND CERTIFICATION

The purpose of this agreement is to certify that my jurisdiction will use the CARES Subgrant funds solely for costs incurred due to the pandemic affecting the 2020 federal elections and in accordance with the Code of Federal Regulations (CFR) Title 2, and the Wisconsin Election Commission's (the Commission's) documentation retention and reporting requirements.

I. ALLOWABLE USES

Purpose and Use of Funds. The CARES Act makes clear that grant funds are for ADDITIONAL costs associated with the national emergency related to coronavirus and are to be spent *"to prevent, prepare for, and respond to coronavirus, domestically or internationally, for the 2020 Federal election cycle."* Additional costs are those incurred outside of the jurisdiction's budgeted costs for the 2020 federal elections or those costs that are solely incurred due to the pandemic. For the purpose of this subgrant, those allowable uses span the period **January 20, 2020 through November 30, 2020** and include the seven following categories:

1. **ADDITIONAL BALLOT SUPPLIES, PRINTING, AND POSTAGE COSTS** for higher levels of absentee or vote by mail processes, including printers, scanners, and envelope openers costing less than \$5000 per unit.
2. **ADDITIONAL CLEANING SUPPLIES, CLEANING SERVICES AND PROTECTIVE EQUIPMENT** including additional disinfectants, wipes, paper towels, deep cleaning services for polling places pre- and post-election, masks, gloves, gowns, face shields, plexiglass, thermometers and other equipment for staff and poll workers' virus protection for in-person absentee voting sites, election day polling places and absentee central-count locations.
3. **ADDITIONAL STAFFING FOR PROCESSING** of higher levels of absentee ballot requests and absentee ballot tabulation, as expanded hours, overtime, Hazard Pay and associated benefits costs for election staff and poll workers or unbudgeted temporary election staff or poll workers and for additional staffing for cleaning polling locations and creating other protective measures.
4. **ADDITIONAL MAILINGS FOR PUBLIC COMMUNICATION** of changes in registration, absentee ballot request options, or voting procedures, including information on coronavirus precautions being implemented during the voting process.

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5. ADDITIONAL ABSENTEE DROP-BOXES, installation, and security.
6. ADDITIONAL SPACE LEASING for new polling places when existing sites are closed or relocated due to the pandemic.
7. ACQUISITION OF ADDITIONAL EQUIPMENT necessary to process the higher volume of absentee ballots. This includes new automated letter opening equipment, paper folding machines, high speed or central count tabulators, and mobile IT equipment. (This “Equipment” category defined as costing equal or greater than \$5000 per unit. Equipment costs less than \$5000 should instead be reported under the applicable category above, most likely Additional Ballot Supplies. Additional reporting and documentation are required for allowable equipment purchases as outlined in the below referenced CFR sections.)
Per the Code of Federal Regulations, Title 2 (2 CFR) §200.33:
“Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or \$5,000. See also §§200.12 Capital assets, 200.20 Computing devices, 200.48 General purpose equipment, 200.58 Information technology systems, 200.89 Special purpose equipment, and 200.94 Supplies.”

II. DOCUMENTATION, AUDIT, AND REPORTING

DOCUMENTATION: The receiving jurisdiction must maintain all documentation of purchases made using subgrant funds provided by this subgrant until December 31, 2024. Documentation includes receipts, invoices, payroll reports, etc. and notations to document that claimed expenditures are due to the pandemic.

A standard inventory list of all items purchased using subgrant funds must be created and maintained by the jurisdiction for purposes of any state or federal audit. Such original purchasing documentation and inventory lists shall be retained by the receiving jurisdiction until the WEC authorizes destruction of said records.

AUDIT: All subgrant funds are subject to audit by the Commission and/or the federal government to ensure funds have been spent appropriately and in accordance with all applicable state and federal laws.

Pursuant to Wis. Stat. § 5.05(11), if the federal government objects to the use of any funds provided to a municipality under the subgrant, the municipality shall repay the amount of the subgrant to the Commission.

REPORTING: September 15, 2020 and December 1, 2020. A Check-In is due September 15, 2020 that covers the period of January 20, 2020 – September 1, 2020. The final report is due December 1, 2020, covering January 20, 2020 – November 30, 2020. By those two deadlines, all receiving jurisdictions must complete and submit to the Commission the WEC CARES Subgrant Expenditures Reporting template for the corresponding period reporting the total pandemic-related election expenditures claimed in the seven categories listed below and detailed above:

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1. **Ballots/Ballot Supplies/Printing/Postage**
2. **Cleaning Supplies & Services / Protective Equipment**
3. **Additional Staffing**
4. **Public Communications**
5. **Absentee Ballot Drop-Boxes**
6. **Additional Leasing**
7. **Equipment**

III. TIMELINES

- **EXPENDITURE PERIOD:** January 20, 2020 – November 30, 2020. Allowable expenses must have been incurred between January 20, 2020 through November 30, 2020. All bills/invoices do NOT have to be paid by November 30, 2020, but the expenses need to be incurred by that date to qualify under the subgrant.
- **SUBGRANT AGREEMENT RETURN DEADLINE:** September 1, 2020. The Commission will expedite the disbursement of funds as the agreements are received. Commission staff will award subgrants as a \$200 base subgrant plus an additional \$1.10 per registered voter as of June 1, 2020. Subgrant allocation is within the sole discretion of the Commission staff administering the subgrant program. Subgrant funds may be received through electronic transfer to a jurisdiction's shared revenues account (if available) or a physical check may be sent to a jurisdiction's shared revenues location. For questions related to the processing of subgrant checks, please contact the Commission's financial team via the WEC Help Desk at (608) 261-2028 or elections.finance@wi.gov
- **PANDEMIC EXPENDITURE REPORTING DEADLINES:** Check-In September 15, 2020 and Final Report December 1, 2020. The jurisdiction's final report of all sufficiently documented pandemic expenditures in the seven categories listed in Section II of this agreement, is due December 1, 2020. This deadline allows the Commission's financial staff to meet its federal grant reporting deadlines, therefore it is important for jurisdictions to file the final expenditure report on time. The Commission will provide to participating jurisdictions a template report, and the jurisdiction will fill in the seven total expenditure amounts for the seven categories in Section II of this agreement. This is an important deadline. If a report is not received by December 1, 2020, the jurisdiction may be required to return all subgrant funds received. The same report is to be used for the September 15, 2020 Check-In but covering the period of January 20, 2020 – September 1, 2020.
- **RETURN OF UNUSED FUNDS:** December 15, 2020. Jurisdictions must return any unused subgrant funds by December 15, 2020. Also, if a jurisdiction fails to submit a Pandemic Expenditure Report by December 1, 2020, the jurisdiction may be required to return all subgrant funds received.

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–
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Meagan Wolfe

IV. CERTIFICATIONS

Federal and State law require jurisdictions receiving subgrants to certify that they will comply with the terms of the subgrant. By signing and returning this agreement, your jurisdiction certifies the following:

- As the receiving jurisdiction, we certify that we will solely use the WEC CARES Subgrant funds for costs incurred due to the pandemic affecting the 2020 federal elections.
- As the receiving jurisdiction, we certify that we do or will have the necessary processes and systems in place to comply with the reporting requirements.
- As the receiving jurisdiction, we will maintain all documentation of purchases made using subgrant funds provided in this subgrant until December 31, 2024.
- As the receiving jurisdiction, we will return any unused funds by December 15, 2020.
- As the receiving jurisdiction, by September 15, 2020 and December 1, 2020 we will submit to the Commission a simple report of the total expenditures in the seven categories detailed above: 1. Ballots/Ballot Supplies/Printing/Postage, 2. Cleaning/PPE, 3. Staffing, 4. Public Communications, 5. Absentee Ballot Drop-Boxes, 6. Space Leasing/Polling Place Relocation, and 7. Equipment.
- As the receiving jurisdiction, we further certify that we will follow all state and federal laws, including adherence to all applicable federal requirements including Office of Management and Budget (OMB) guidance: Title 2 C.F.R. Subtitle A, Chapter II, Part 200-Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 C.F.R. § 200) found here: (<https://www.govinfo.gov/app/collection/cfr/2019/>)

V. SIGNATURE

Please enter your name and the date of certification below to certify the above and *return via your official email* address to elections.finance@wi.gov.

Receiving Jurisdiction's Name and County

Signature **Date**

(Authorized Representative of Jurisdiction)

Wisconsin Elections Commissioners

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–
Administrator
Meagan Wolfe



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, July 13, 2020

SECTION: Business

DEPARTMENT: Outreach

CONTACT: Lori Andersen, Senior Outreach Director, Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and action to approve the filling of a vacancy of Nutrition Manager within the Senior Outreach Department.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

Mary Gilberts has resigned from this position to step away from a public position and pursue other opportunities. We thank Mary for her service to the Community and wish her well on future endeavors. The Senior Outreach Department is requesting authorization from the Village Board to fill the vacancy as is required by Policy. Included within your packet is the Job Description for the position which is not recommended to change. Also included is some background on what is required of the position in this role and our experience in the second quarter of this year. Upon receiving authorization, Village Staff will move forward with filling the position as is allowed by the Personnel Manual.

During the pandemic we have wanted to hold open vacancies for cost control; however, this is a position Staff believes we cannot do that for. This is a key position in coordinating the day to day operations of meal delivery which has significantly expanded since March to include many new clients with the meal site closed. With the position vacant, other Staff from the Department will be taken away from needed case management work and other responsibilities that is also going on. We need to fill this position to keep up with these responsibilities and meet the demand of our senior clients which is needed now more than it ever has before.

FINANCIAL/BUDGET IMPACT:

The Classification for the position is not presented for changes. The position remains at Grade 3 and will be advertised as such. The 2020 Budget includes funding for a part-time position for the remainder of the year at 20 hours per week or 1,040 hours for the year.

VILLAGE PLAN REFERENCE:

McFarland Compensation and Benefits Manual
McFarland Personnel Policy Manual



ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Presented for approval.

ATTACHMENTS:

1. 01.04.16 Nutrition Site Manager
2. Nutrition manager role
3. 2020 second Quarter board report

NUTRITION SITE MANAGER

POSITION DESCRIPTION

Position Title: Nutrition Site Manager
Department: Senior Outreach Services
Reports to: Senior Outreach Services Director

FLSA: Non-exempt
Represented: No
Employment Status: Part Time

POSITION SUMMARY

Distinguishing Characteristics of the Class

This position is responsible for coordinating the weekday, mid-day meal programs in McFarland and Cambridge serving adults age 60 and over, including the operation of a congregate meal site and a home-delivered meal program. The work involves taking meal reservations, placing meal orders with the catering service, setting up the meal site, packaging the meals for home delivery, kitchen clean-up, and arranging rides for participants with a transportation provider.

Supervision Received

Performs under the general supervision of the Director of the McFarland Senior Outreach Services Department.

Supervision Exercised

Gives direction to and coordinates the assignments and work of volunteers who assist with kitchen duties, the serving of meals, and home delivery of meals.

DESCRIPTION OF WORK

Essential Duties and Responsibilities

- Coordinates with catering service regarding the number of meals required, suggestions concerning menus for special events, and food quality issues.
- Sets up the meal site and cleans up site after meal has been served.
- Receives and checks in food from the caterer, and monitors and maintains appropriate food temperatures to insure food quality.
- Greets and welcomes participants.
- Records people who receive a meal.
- Oversees the collection of meal donations (posting of donation sign, assuring privacy).
- Records donation amounts, deposits donations per policy, and submits donation amounts to county on a monthly basis.

- Assists with the recruitment of volunteers to ensure adequate staffing for the congregate meal site and the food delivery program. Finds substitutes as necessary.
- Trains volunteers on appropriate procedures regarding program guidelines and food-service operations.
- Supervises kitchen, food handling and portion control.
- Assists participants with food delivery to table, and helps participants with food handling if they are physically unable to do so for themselves.
- Maintains an adequate inventory of meal program supplies, including ordering supplies when necessary, maintaining good storage protocols, and personal shopping for needed items.
- Packages food for home delivered meals.
- Monitors food quality and quantity, and reports concerns to Dane County and the Director of Senior Outreach.
- Attends County Nutrition meetings and training as required.
- Takes transportation requests and contacts transportation provider to arrange rides to the meal site.
- Attends advisory committee meetings per request to report nutrition program activities and concerns.
- Prepares end-of-the-month reports and billing information (billing agencies for their clients' meals).
- Makes copies of data at end of the month for SAMS reports.
- Decorates meal site and tables.
- Oversees student volunteer workers as a part of an intergenerational program.
- Gives input for programming around the meal site times.
- Informs department staff of observed or reported changes in status of meal site participants.
- Updates nutrition forms, including current lists of meal participants, home delivered meal routes, and volunteers/contact information.

Equipment Used

Telephone, voice mail, fax machine, copier, calculator, computer, steam table, kitchen appliances (i.e. coffee machine, microwave, dishwasher, stove), motor vehicle.

Work Environment and Working Conditions

Works in the kitchen and dining area during scheduled meal site times. Works in office for record-

keeping, computer and telephoning responsibilities.

TECHNICAL REQUIREMENTS

Knowledge of

- * Food handling protocol for the public.
- * Sanitation procedures.
- * Basic counting and record-keeping of money.
- * Working with older and disabled adults.
- * County requirements of nutrition sites and responsibilities of site manager.
- * Basic data collection and data entry techniques.
- * General data collection and forms.

Ability to

- † Maintain current food safety certification.
- † Monitor food quality and quantity.
- † Follow good sanitation procedures in handling food and keeping the kitchen clean.
- † Work well with people of all ages and personalities, especially older adults.
- † Train volunteers on meal site responsibilities.
- † Count and record donations and keep effective records.
- † Set and clean up meal site.
- † Decorate tables and site for regular activities and for special occasions.
- † Follow department and county policies/procedures.
- † Represent the McFarland Nutrition Program in a positive way to the public.
- † Establish and maintain effective working relationships with those contacted in the course of work.
- † Perform simple computer work.
- † Maintain valid Wisconsin driver's license.

GENERAL COMPETENCIES

In carrying out the duties of this job, the employee is required to accomplish all of the tasks routinely associated with the performance of this position.

The employee must be able to taste and smell; bend, stoop and reach items from cabinet, refrigerator, microwave and closets; and must frequently lift and/or move up to 25 pounds.

In addition, the employee must be able to satisfy the following competency requirements.

- ◆ **ANALYTICAL SKILLS:** Identify problems and opportunities; review possible alternative courses of action before selecting one; utilize information resources available when making decisions.
- ◆ **COMMUNICATION SKILLS:** Communicate ideas and information both in written and oral form.
- ◆ **PROBLEM-SOLVING SKILLS:** Develop feasible, realistic solutions to problems; recommend actions designed to prevent problems from occurring; refer problems to supervisor when necessary.
- ◆ **ORGANIZATIONAL SKILLS:** Establish systematic methods of accomplishing goals.
- ◆ **READING ABILITY:** Effectively read and understand information contained in memoranda, reports, technical manuals, bulletins.
- ◆ **TECHNICAL COMPREHENSION:** Ability to learn, adopt, and apply new technology, computer systems and software programs.
- ◆ **ABILITY TO COMPREHEND AND FOLLOW INSTRUCTIONS:** Effectively follow verbal and written instructions from supervisor.
- ◆ **MATHEMATICAL ABILITY:** Calculate basic arithmetic problems (addition, subtraction, multiplication, division) with the aid of a calculator.
- ◆ **TIME MANAGEMENT SKILLS:** Set priorities in order to meet assignment deadlines.

DESIRED QUALIFICATIONS

High school education; training in the food service industry; ability to obtain food safety certification; 3-5 years of restaurant/food handling experience; experience in coordinating the work of volunteers; experience working with the public, especially with older and/or disabled adults; must possess or be able to obtain a valid WI driver's license; or any equivalent combination of training and experience which provides the required knowledge, skills, and abilities.

Updated
01.04.16

Village of McFarland

NOTES

1. *The job duties listed herein are intended only as illustrations of the types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.*

2. *The work environment characteristics and physical demands described herein are representative of those that the employee encounters or must meet while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*
3. *The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.*

I hereby acknowledge that I have received a copy of and do understand the requirements of this position description. Dated this _____ day of _____, 20____.

Employee Signature

Department Head Signature

Village of McFarland
2020 SCHEDULE A PROGRAM REQUIREMENTS
Nutrition & Home Delivered Meal Nutrition
Program 1236 and 12670

- A. **Description of Services to be Purchased:** SPC 401 Congregate Meals and SPC 402 Home Delivered Meals. This program is intended to provide Older American Act (OAA) Senior Nutrition Program (SNP) Site Management of congregate and home-delivered meal (HDM) services in accordance with: (1) Chapter 8. Nutrition Program Operations of the Manual of Policies, Procedures and Technical Assistance for the Wisconsin Aging Group (Wisconsin Bureau of Aging and Disability Resources); (2) Wisconsin Food Code; and (3) Area Agency on Aging of Dane County's Senior Nutrition Program Policies and Procedures.

Senior Nutrition Program Site Management includes coordination and oversight of the following: (1) program outreach targeting low-income, minority, and rural seniors; (2) supervision of a safe and sanitary facility; (3) service of at least 884 meals in a congregate setting (Cambridge meal site) and the delivery of at least 5,020 meals to homebound seniors by trained volunteers; (4) collection and data entry of required participant registration and service delivery data; (5) utilization of a meal reservation system to accurately and timely order meals through the County contracted Caterer; (6) monthly solicitation of donations for home delivered meals utilizing a County approved letter, and (7) the provision of nutrition education and isolation reducing activities for senior adults.

1. **Service Location:** Congregate meals are offered at two locations within the PROVIDER's service area as approved by the COUNTY:
- a. McFarland Outreach, 5915 Milwaukee Street, McFarland, WI 53558 (M-W-F).
 - b. Cambridge Community Center, 200 Spring Street, Cambridge, WI 53523 or Christiana Municipal Building (T, F)

Home-delivered meals are portioned and packaged at the McFarland Outreach location and delivered by volunteers to eligible persons residing in the Village of McFarland, Village of Cambridge, Village of Rockdale, Town of Dunn, Town of Pleasant Springs, or Town of Christiana.

2. **Persons to be Served:**

- a. **Target Population:** As required by the OAA, the PROVIDER shall target adults (age 60+) who have the greatest economic or social need with particular attention to low-income minority and rural individuals. PROVIDER will attempt to serve these

target populations in the same proportion as their incidence in the population of the service area served by the PROVIDER.

b. Eligibility Requirements:

1) For Congregate Meals

- Any individual age 60 and older
- The spouse of an age 60 and over congregate participant—the spouse can be of any age
- A person with a disability, under age 60 who resides in housing facilities occupied primarily by older individuals at which congregate nutrition services are provided
- A disabled individual who resides at home with and accompanies an older individual to the site
- Any nutrition services staff over the age of 60
- Volunteers under or over age 60

2) For Home-Delivered Meals (HDM)

- Any individual age 60 and over who is frail and essentially homebound by reason of illness, disability, or isolation
- A spouse of a person eligible for a HDM as described above, regardless of age or condition, if an assessment concludes that it is in the best interest of the homebound older individual
- An individual with a disability who resides at home with older individuals if an assessment concludes that it is in the best interest of the homebound older individual
- Non-elderly individuals with disabilities who reside at home with older individuals are eligible to receive home delivered meals on a contribution basis

3. **Funding Source:** PROVIDER shall comply with all federal, state, and COUNTY requirements related to the funding source(s) for this program.

4. **Units of Service:** A unit of service is defined as one hour of paid staff time working on the provision of meals at congregate meals sites and/or for home-delivered meals.

B. Program Specifications

1. Service Specifications:

- a. The meals for this program shall be provided by a caterer as decided by the COUNTY unless otherwise specified in this contract.

- b. PROVIDER shall coordinate and oversee daily nutrition program operation at the congregate site as well as the packaging and delivery of home-delivered meals subject to COUNTY contracts with caterers in accordance with Chapter 8: Nutrition Program Operations and the Wisconsin Food Code.
- c. PROVIDER is responsible for ordering congregate and home-delivered meals from the caterer contracted by the COUNTY by 1:15 PM on the business day before the meal is to be provided. Special holiday meals include St. Patrick's Day, Veteran's Day, Thanksgiving and Christmas. Meals for these holidays must be ordered by 1:15 PM three (3) days in advance of the meal. When PROVIDER anticipates serving 10 more meals than normally served on any given day or for a special event, PROVIDER will provide the caterer with advance notice of estimated meals needed at least 5 business days prior to the event and final numbers 3 days prior to the special event meal. PROVIDER will notify caterer 2 days in advance if the meal order will be 10 meals or more fewer than the normal daily meal order. Individual consumers can reserve their meal by calling a local number operated by PROVIDER that is publicized in the community.
- d. PROVIDER shall work cooperatively and remain respectful in all communications with catering staff and delivery drivers under contract for the site. PROVIDER shall work cooperatively on the following activities:
 - 1) Reserving the meal in advance of serving, as agreed upon by the caterer;
 - 2) Contacting caterer by telephone prior to 7:30 am on any day the meal needs to be cancelled due to weather or other emergencies;
 - 3) Monitoring and recording temperatures as taken by the catering staff upon food delivery to ensure food safety at time of delivery;
 - 4) Keep pathways open and accept the delivery of all food prior to starting the packaging and moving of foods in order to expedite the delivery of food.
 - 5) Determining the level of consumer satisfaction with quality of food, special diet requests, special menus for special occasions, and other issues as they arise which are related to the meal; and
 - 6) Administering COUNTY approved customer satisfaction surveys as requested.
- e. Immediate problems requiring resolution, such as food shortages or preparation issues, shall be discussed by the PROVIDER directly with the caterer in accordance to the caterer contact instructions. PROVIDER shall report immediately, in writing via email to the COUNTY contracted Nutritionist, all instances of food shortages, improper temperatures, food waste, or complaints regarding the quality of the food received from the COUNTY contracted caterer

so that these issues can be proactively addressed by the COUNTY with the caterer. If the site is shorted portions of food items to complete each meal ordered, they should contact the caterer immediately upon notice of shortage. Caterer must be provided an opportunity to correct the shortage, within 15 minutes post serving time. If the shortage is not repaired, PROVIDER shall immediately report shortage of portions/number of incomplete meals for billing purposes to the COUNTY Nutrition Director.

- f. PROVIDER shall ensure the site's kitchen, dining area, utensils, dishware, HDM carriers, and food storage facilities are maintained in a sanitized condition at all times.
- g. PROVIDER shall ensure food handling and storage is conducted in accordance with food safety regulations of the Wisconsin Food Code, Chapter 8 Nutrition Program Operations and additional Dane County Senior Nutrition Program policies and procedures. PROVIDER will cooperate with all required on-site inspections and make needed corrections required by the COUNTY contracted Nutritionist or by the Public Health Department, depending on the type of license or certification held by the site's kitchen.
- h. PROVIDER shall:
 - 1) Employ a ServSafe certified Food Service Manager (certification must be received within first 90 days of employment and be renewed every 5 years); and ensure a ServSafe certified individual is on-site any day a meal is served;
 - 2) Require any other nutrition program staff to be certified in Serving Safe Food;
 - 3) Require all staff complete a minimum of six (6) hours of annual food safety training as described by Chapter 8: Senior Nutrition Program Operation guidelines and approved by the COUNTY; volunteers in direct contact with food shall complete a minimum of six (6) hours of annual food safety training as well; and
 - 4) Require staff attendance at regional annual training as convened by the COUNTY. A representative of the PROVIDER and/or site shall attend the four regularly scheduled Nutrition Program Site Manager/Directors meetings during the year. Training records for staff and volunteers shall be kept by PROVIDER.
- i. PROVIDER shall encourage all participants to contribute toward the cost of the meal and a confidential mechanism shall be established by the PROVIDER that

provides a person the privacy to make the donation they determine that they can afford (including none); all signs regarding donations or other signs required by the COUNTY will be maintained and posted in a visible manner. PROVIDER shall provide a County approved, written monthly home delivered meal donation letter to each person receiving home delivered meals. All outreach materials, to include monthly newsletters, shall state "The suggested minimum donation is \$4.00. Please contribute the amount you can afford." Persons under the age of 60 must pay full cost of meal and a record of under age 60 meals must be kept (see Requirements and Exceptions in 2004 Donation Best Practice document).

j. PROVIDER shall initially interview all home-delivered meal participants to assess:

- 1) Eligibility for home-delivered meals;
- 2) Need for other services and/or information; and
- 3) Level of nutritional risk

An in person visit and written personal assessment shall be completed no later than four (4) weeks from the beginning of meal service. If eligible, participants shall have their eligibility reassessed at least once per year and more frequently if the meal provision is indicated for less than one year at the time of assessment.

k. PROVIDER shall have all meal program participants complete a program registration and nutrition risk assessment at the onset of participation and at least annually thereafter. PROVIDER shall enter this information in the SAMS data system within the first 30-days of service and within 30 days of reassessment.

l. PROVIDER shall ensure home-delivered meal participants receive reputable information about nutrition at least four (4) times (once per quarter) during the year and a record of such activities shall be reported to the COUNTY Nutritionist each month.

2. **Service Hours/Days:** PROVIDER shall maintain program service hours of Monday through Friday. The congregate meal shall be served at a consistent time during the middle of the day as determined by the PROVIDER. Home-delivered meals shall be delivered between the hours of 11:00 am and 1:00 pm.

3. **Service Termination:** PROVIDER shall terminate service when an individual voluntarily withdraws from the program or when the participant no longer meets eligibility criteria.
4. **Transportation:** This contract provides no COUNTY-funded transportation for program participants. Home-delivery of meals is arranged by the PROVIDER through the COUNTY-funded Retired Senior Volunteer Program.
5. **Capacity/Waiting List:** PROVIDER shall use the nutrition risk assessment provided by the COUNTY for determining the number of home-delivered meals provided to eligible participants. If PROVIDER believes a waitlist may be necessary due to funding limitations, the PROVIDER shall seek approval from the COUNTY prior to implementing a waitlist.

C. Program Evaluation

1. **Goals:** The goals of the Senior Nutrition Program are:
 - a. To reduce hunger and food insecurity;
 - b. To promote socialization of older individuals; and
 - c. To promote the health and well-being of older individuals by assisting such individuals to gain access to nutrition and other disease prevention/health promotion services to delay the onset of adverse health conditions resulting from poor nutritional health or sedentary behavior.
2. **Performance Indicators:** The following measures shall be used to evaluate Nutrition Site Management effectiveness:
 - a. Number of Senior Nutrition Program safety, sanitation, and program standard violations requiring corrective action during annual site inspection by COUNTY contracted Nutritionist shall indicate compliance with Chapter 8: Nutrition Program Operations and Wisconsin Food Code.
 - b. Cost effectiveness shall be measured by the COUNTY by: (1) considering the total program budget and catering contract allowances for meals ordered divided by the number of meals served annually; and, (2) the percent of wasted meals as determined by the COUNTY based on a comparison of the number of meals ordered by the PROVIDER and the number of meals served by the PROVIDER, (3) the provision of at least 15 congregate meals and 20 Home Delivered Meals on average each day.

- c. PROVIDER outreach to targeted populations shall be measured by the total number of participants, total number of meals served to eligible participants, average number of total and congregate meals served per day, and the proportion of those served that are of low-income, minority, and/or rural to the total number of persons served.
- d. Chapter 8 reporting compliance shall be measured by: (1) the number of instances wherein required data is not entered by the PROVIDER into the SAMS data collection software within 30-days of service provided; and, (2) timely submission of required monthly reports as described in Schedule C.

D. Reporting: Refer to Schedule C.

E. Other Requirements:

- 1. Requests for special diet accommodations, with medical orders, and special occasion meals are to be submitted to the COUNTY contracted Nutritionist prior to making arrangements with the COUNTY contracted caterer. The COUNTY contracted Nutritionist shall approve/deny special diet requests and special occasion meals. PROVIDER shall include the following statement on all menus used in the program: All menu items are prepared in kitchens that are not allergen-free. We cannot guarantee that food allergens will not be transferred through cross-contact. No substitutions allowed.
- 2. PROVIDER is responsible for creating a welcoming, non-threatening, enjoyable dining atmosphere for all participants. Participant behaviors that require intervention beyond a verbal warning shall be made known to the COUNTY prior to further disciplinary action. The COUNTY Aging Program Specialist must be consulted prior any action involving suspension from the dining site for any period of time.
- 3. PROVIDER shall clearly post or periodically distribute cards provided by the COUNTY that identify the telephone numbers for the Elder Abuse Helpline.
- 4. The mission of the Aging and Disability Resource Center of Dane County (ADRC) is to support older adults, adults with disabilities, their families and caregivers by providing useful information, assistance, and education on community services and long term care options.
 - a. PROVIDER is invited to refer individuals seeking information on adult services and long term care options to the ADRC;

- b. When asked by the ADRC, PROVIDER shall cooperate with ADRC staff in developing referral protocols, memorandum of understanding and other areas related to the ADRC's mission; and
 - c. If PROVIDER has services listed in the database jointly managed by the ADRC and United Way 2-1-1, PROVIDER shall assure that the data is accurate and shall update the data whenever necessary.
- 5. The PROVIDER shall participate in meetings, as requested by the COUNTY, for the purpose of planning, coordinating, or improving the provision of congregate or home-delivered meal services.
 - 6. PROVIDER shall solicit congregate and home-delivered meal consumer satisfaction using the approved State-wide survey provided by the COUNTY at least one time per year.

NUTRITION SITE COORDINATOR

POSITION DESCRIPTION

Position Title: Nutrition Site Manager
Department: Senior Outreach Services
Reports to: Nutrition Site Manager

FLSA: Non-exempt
Represented: No
Employment Status: Part Time

POSITION SUMMARY

Distinguishing Characteristics of the Class

This position is responsible for operating a weekday, mid-day meal program in Cambridge serving adults age 60 and over, including the operation of a congregate meal site and a home-delivered meal program. The work involves taking meal reservations, placing meal orders with the catering service, setting up the meal site, packaging the meals for home delivery, kitchen clean-up, and arranging rides for participants with a transportation provider.

Supervision Received

Performs under the general supervision of the Nutrition Site Manager.

Supervision Exercised

Gives direction to and coordinates the assignments and work of volunteers who assist with kitchen duties, the serving of meals, and home delivery of meals.

DESCRIPTION OF WORK

Essential Duties and Responsibilities

- Coordinates with catering service regarding the number of meals required, suggestions concerning menus for special events, and food quality issues.
- Sets up the meal site and cleans up site after meal has been served.
- Receives and checks in food from the caterer, and monitors and maintains appropriate food temperatures to insure food quality.
- Greets and welcomes participants.
- Records people who receive a meal.
- Oversees the collection of meal donations (posting of donation sign, assuring privacy).
- Oversees at the congregate meal site and the food delivery program. Finds substitutes as necessary.
- Trains volunteers on appropriate procedures regarding program guidelines and food-service

operations.

- Supervises kitchen, food handling and portion control.
- Assists participants with food delivery to table, and helps participants with food handling if they are physically unable to do so for themselves.
- Maintains an adequate inventory of meal program supplies, including ordering supplies when necessary, maintaining good storage protocols, and personal shopping for needed items.
- Attends County Nutrition meetings and training as required.
- Takes transportation requests and contacts transportation provider to arrange rides to the meal site.
- Attends advisory committee meetings per request to report nutrition program activities and concerns.
- Submits data to Nutrition Site Manager for end-of-the-month reports and billing information (billing agencies for their clients' meals).
- Decorates meal site and tables.
- Gives input for programming around the meal site times.
- Informs department staff of observed or reported changes in status of meal site participants.
- Compiles data for nutrition forms, including current lists of meal participants, home delivered meal routes, and volunteers/contact information.

Equipment Used

Telephone, voice mail, fax machine, copier, calculator, computer, steam table, kitchen appliances (i.e. coffee machine, microwave, dishwasher, stove), motor vehicle.

Work Environment and Working Conditions

Works in the kitchen and dining area during scheduled meal site times. Works in office for record-keeping, computer and telephoning responsibilities.

TECHNICAL REQUIREMENTS

Knowledge of

- * Food handling protocol for the public.
- * Sanitation procedures.
- * Basic counting and record-keeping of money.

- * Working with older and disabled adults.
- * County requirements of nutrition sites and responsibilities of site manager.
- * Basic data collection and data entry techniques.
- * General data collection and forms.

Ability to

- † Maintain current food safety certification.
- † Monitor food quality and quantity.
- † Follow good sanitation procedures in handling food and keeping the kitchen clean.
- † Work well with people of all ages and personalities, especially older adults.
- † Train volunteers on meal site responsibilities.
- † Count and record donations and keep effective records.
- † Set and clean up meal site.
- † Decorate tables and site for regular activities and for special occasions.
- † Follow department and county policies/procedures.
- † Represent the McFarland Nutrition Program in a positive way to the public.
- † Establish and maintain effective working relationships with those contacted in the course of work.
- † Perform simple computer work.
- † Maintain valid Wisconsin driver's license.

† GENERAL COMPETENCIES

In carrying out the duties of this job, the employee is required to accomplish all of the tasks routinely associated with the performance of this position.

The employee must be able to taste and smell; bend, stoop and reach items from cabinet, refrigerator, microwave and closets; and must frequently lift and/or move up to 25 pounds.

In addition, the employee must be able to satisfy the following competency requirements.

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- ◆ **MATHEMATICAL ABILITY:** Calculate basic arithmetic problems (addition, subtraction, multiplication, division) with the aid of a calculator.
- ◆ **TIME MANAGEMENT SKILLS:** Set priorities in order to meet assignment deadlines.

DESIRED QUALIFICATIONS

Training in the food service industry; ability to obtain food safety certification; 3-5 years of restaurant/food handling experience; experience in coordinating the work of volunteers; experience working with the public, especially with older and/or disabled adults; must possess or be able to obtain a valid WI driver's license; or any equivalent combination of training and experience which provides the required knowledge, skills, and abilities.

Updated
01.04.16

Village of McFarland

NOTES

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3. *The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.*

I hereby acknowledge that I have received a copy of and do understand the requirements

of this position description. Dated this _____ day of _____, 20____.

Employee Signature

Department Head Signature

Current paperwork duties for June and July

SAMS- monthly and corrections

Dane County report- includes numbers of meals, money collected monthly for Cambridge and McFarland

*Driver and volunteer schedule- monthly

****Meal orders -weekly switching to daily at some point**

****Supply Orders-weekly and other**

Driver RSVP report- monthly **Katie**

*Delivery sheets daily

*Labels for bags daily

Money received- deposited= monthly cc to Lori

****Monthly Invoice to Dane County**

Contribution letters for Cambridge and McFarland- monthly **Katie**

Food quality feedback from consumers monthly

Temp taking for refrigerators, returned meals hot/cold and caterer temps

Education provided quarterly

*Katie

****Lori**

Mary/ new person

McFarland Senior Outreach report

Second Quarter March-June 2020

Case Management units of service (1 unit equals 1 hour)

April 65.75

May 43.5

June 64.75

Total 174 units for 363.75 units year to date. This represent 62% of our annual contracted amount.

Our contacts for most of the quarter have been limited to phone contacts with clients or collateral contacts. Only a few have been in person. PPE has been used and the department has face masks, shields, sanitizer, and gloves.

Newly opened clients are mostly because of becoming a Home Delivered Meal client and not the need for other services. Many of them had been known to us but were not actively participating in any services we offered. Closures were for the usual reason of no longer wanting or needing services, moving or passing away.

We closed 16 clients and opened 21 clients

I would say that for the most part our clients did exceptionally well during this time frame given the circumstances. A lot of that was because of the contact and the services we continued to provide for them during this time. That included meals, grocery shopping transportation and delivery, food pantry coordination and frequent check in calls. Many of the program renewals for food share, Medicare savings etc. were put on hold so those things did not have to be done. We anticipate quite a busy time catching up with that.

The Case managers focus was on the nutrition aspect for clients. At one point we were down half our staff and only now did one position rerun. The case managers and director handled the day to day aspects of the meal program during these months while the nutrition manager completed the monthly paperwork. We have been able to evaluate the program more fully and apply efficiencies in order to make that happen. We want to continue many of these changes forward. We also were able to finally clean and organize the kitchen thoroughly.

Nutrition

In the beginning of the pandemic, Senior Outreach provided all meal recipients with a 7-day meal package of shelf stable food provided by a generous donation. Recently we delivered over 332 packages (4 per person) of FEMA shelf stable food to our recipients with the help of McFarland Police Department which were provided by Dane County.

McFarland - Only home delivered after March

April 975

May 1119

June 1156* estimate

This is approximately a 25% increase from 2019 same time period and a 31% increase from the first quarter of 2020. From 2018, before adding the areas of Dunn and Pleasant Springs, it is a 149% increase over that same time period.

Cambridge meal site - Drive up only after March

April 188

May 238

June 207

Cambridge meals site went from a dine in, to a carry out, and now a drive up. That involved purchasing numerous supplies, redeveloping the process and recruiting three additional volunteers. We received reimbursement from Dane County for a total of \$800 thus far on supplies for both sites, such as for PPE and carryout containers.

Transportation

RSVP rides were cancelled after the end of March and most likely won't return until sometime in August. Dane County Transportation has been providing transportation services to medical appointments if needed. We anticipate high requests due to pent up need, but we are concerned that many of our drivers will not return. This concern is county wide and may impact this service.

Our contracted transportation service Transit Solutions has continued to take clients grocery shopping as needed and to Walmart. They also have been delivering meals for us and grocery shopping and delivering food on behalf of clients free of charge.

Foot Clinic

All foot clinics had been cancelled. We recently found a substitute for the service as it is unknown when or if our past provider is returning.

Events

PI DAY – Safer at home order was about to go into effect. Very few attendees and most carried out

Cancelled Cinco E Mayo Dining Club

Cancelled all outside regular groups ROMEOS, JULIETS and SOS.

We held 3 out of 5 tax clinics. Clients really don't have free alternatives available to file leaving about 50 people dissatisfied. All the tax clinics closed and are not returning despite the federal extension.

Educational and Recreational

All Evidenced based classes were cancelled such as Living Well with Chronic Conditions and Powerful Tools for Caregivers.

Cancelled all outside groups ROMEOS, JULIETS and SOS.

Bocce, swimming and yoga which are held elsewhere for seniors was also cancelled during this time.

Cards, Mah Jong and exercise classes have been on hold.

SOS is permanently cancelled as may our card group. Several of these groups were ones that have existed for decades in its current form and are not effective in reaching new people. We are looking at developing some other programs to replace them and our recruiting volunteers to assist with these groups in the same way these were volunteer run. We welcome seniors to come forward to help develop some new things with guidance from the Director and feedback from the SOS committee.

Trainings-

Sara Sprang completed a Living Well training update

Lori Andersen, Sara Sprang, and Katie Gletty-Syoen completed Boundaries and Ethics which is required of all social workers.

Mary Gilberts and Dawn Fleury completed their annual nutrition training with Dane County

Volunteers

We replaced almost all of our volunteers for meal delivery due to recommended restrictions or Due to personal choice. Our volunteer coordinator successfully recruited about 25 new volunteers to assist along with completing a monthly schedule which incorporate Transit

Solution for driving. As was noted earlier many efficiencies were found in this process and by using our new software purchased in January Schedules Plus. Our Volunteer Coordinator managed to solicit and organize a very dedicated work force in a short amount of time. Several will be staying on as permanent and one we may hire one as a backup nutrition person. She also put together weekly activity books with puzzles, coloring with crayons, word search etc. with various themes such as Father's Day, Memorial Day. Madison, Easter and spring. We received very positive feedback on those. On Mother's Day everyone got a live pansy plant with their lunch to brighten their day.

We also had a few volunteers assist in making masks in the beginning. We have distributed a few to seniors but it seems that most of them have their own. We do have some we can still give out but would need more if there were a lot of people requesting.

Communications

Weekly Focal Point director meetings have been held by the Area Agency on Aging to discuss when the restrictions began and now again during the reopening process, so that we can share ideas and have some consistency from place to place. Normally we meet only monthly.

Our team worked together exceptionally well during this crisis to meet the increase needs of our clients. As the Director, I have been monitoring the stress level of staff and encouraging days off or working at home when needed. I feel that having flexibility really kept us performing at a high level throughout this time. And I appreciate the ability to do that.

I have been in contact with the communities we serve, including the Village of Cambridge and Town of Pleasant Springs authorities. This was initially to review the changes and to update as needed. They have been appreciative of this.

Our newsletter was printed in April and was outdated before it even went out. So, I skipped a May newsletter except for making some updates on our web page. I completed a June newsletter and will do a combined July/August edition. Hopefully by the September edition there will be more solid information to share.

Guidelines for phased in reopening

See approved plan for more specific details.



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Monday, July 13, 2020

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Update on Phase 1 Planning for the development of a Public Safety Center.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

Enclosed is a summary of the work that is taking place right now. The main emphasis being that we are evaluating the space needs for all involved to make sure this is properly accounted for over a proper duration. This also drives then how the facility sets up on the site plan which also is being evaluated now through the planning process as we start to see how the pieces can fit. A project schedule also is included looking at the general timing of the phases and how they lead to construction. We will review this document as a general introduction thus far to the work that is being done.

Next month we will look at the site plan in more detail, space needs, and cost estimates for the project as this work continues to come together within the planning phase. Its likely by September we'll be ready to move from planning (Phase 1) to design (Phase 2) and continue to bring together details surrounding the project.

FINANCIAL/BUDGET IMPACT:

Presently under review as we continue to bring the plan together. Will be reviewed in more detail at our next meeting.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

No action required on this item.

ATTACHMENTS:



1. 2020-07-10 CPT Status
2. McFarland Public Safety Project Schedule_05-21-20

Friday | July 10, 2020



PROJECT STATUS REPORT

1. Village Engineer Involvement:

- a. Completed Topographic & Boundary Survey this week. CPT is now looking at grades as pertains to site planning limitations.
- b. Indicates some complexity with gravity sewers but will continue to look at options.

2. On Going Bi-Weekly CPT Meetings:

- a. Staffing/Equipment/Space Needs Analysis continue to reduce total building square footage.
- b. Building Mass relationships to surrounding properties are being explored.
- c. Development of ideas for quality outdoor space are being introduced to connect with the community and to provide lasting value.

3. City Planner Activity:

- a. The site is currently separated from Holscher Road by an extension of a private lot. Access discussions with Property Owner is on going.
- b. Discussion with the School District are beginning with regards to the necessary stormwater management pond expansions.

4. Project Schedule – see the attached.



McFarland Public Safety | Preliminary Project Schedule

