

Monday, February 28, 2022

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/83091801829>

Or by Telephone: +1 (312) 626-6799

Webinar ID: 830 9180 1829

Press *9 to raise/lower hand. Press *6 to mute/unmute.

1. CALL TO ORDER.
2. ATTENDANCE/ROLL CALL.
3. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.
 - a. Public Announcements
 - b. Public Communications
4. CONSENT AGENDA.
 - a. All items listed under the Consent Agenda will be approved in one motion unless a Board member requests that the item be removed for individual discussion and action. Any item(s) removed for individual consideration shall be considered in the same order in which they were originally listed on the agenda under Business.
 - 1) Motion to approve the minutes of the February 14, 2022 meeting.
 - 2) Motion to approve checks in the amount of \$667,783.95.
 - 3) Motion to approve the new position title and description of the Office Manager to replace the former position title and description of the Administrative Assistant within the Police Department.
 - 4) Motion to approve the new position title and description of the Office Assistant to replace the former position title and description of the Clerk III within the Police Department.
 - 5) Motion to approve updating the organization chart for the Police Department.
 - 6) Motion to approve Resolution #2022-04: a resolution consenting to the extension of a line of credit for Madison Curling Club and confirming the Village's guaranty of the corresponding debt.

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. Discussion and action on Resolution 2022-07: A Resolution of Commendation for Mike Klementz after 30 years of service to the Village.
- b. Presentation of Resolution 2022-07: A Resolution of Commendation for Mike Klementz after 30 years of service to the Village.
- c. Discussion and action regarding Resolution #2022-05: a resolution authorizing the issuance and awarding the sale of \$4,365,000 General Obligation Promissory Notes; providing the form of the notes; and levying a tax in connection therewith.
- d. Discussion and action regarding Resolution #2022-06: a resolution awarding the sale of \$7,200,000 General Obligation Public Safety Center Bonds; providing the form of the bonds; and levying a tax in connection therewith.
- e. Discussion and action regarding the plan for borrowing in order to fund the 2022 and 2023 Capital Improvement Plan for the Water Utility through Water Revenue Bonds as presented by Carol Wirth of Wisconsin Public Finance Professionals.
- f. Plan Commission (President Clow & Trustee St. Clair)
 - 1) Discussion and action regarding the selection of a consultant for the East Side Neighborhood Economic Development and Land Use Plan.
- g. Discussion and action regarding the selection of a consultant for the McFarland Municipal Center Campus Master Plan.
- h. Discussion and action regarding Ordinance #2022-02: an ordinance amending various provisions of the McFarland Municipal Code related to Village committee organizations and functions and making certain clerical corrections.
- i. Discussion and action to approve the meeting schedule for boards, commissions, and committees.
- j. Future Authority, Board, Commission, and Committee agenda items requests and referrals - *This is an opportunity for Village board members to put forth Authority, Board, Commission and Committee agenda item requests and referrals, without discussion.*

7. ADJOURNMENT.

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

VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Monday, February 28, 2022

SECTION: Consent Agenda

The Consent Agenda is for routine, procedural, and self-explanatory non-controversial items. Items will be approved by one motion unless a Board member requests that the item be removed. Board members who have a question on an item on the consent agenda or would like to have additional discussion, should request an item be removed from the consent agenda and discussed separately. Items requested to be dealt with separately, will be dealt with in the same order in which they were originally listed on the Consent Agenda under Business.

VILLAGE OF MCFARLAND

Village Board Minutes

Monday, February 14, 2022 - 7:00 PM

1. CALL TO ORDER.

Village President Clow 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 President Carolyn Clow, Village Trustee Michael Flaherty, Village Trustee Chris St. Clair, Village Trustee Carrie Nelson, Village Trustee Edward Wreh

Village Board members not present: Village Trustee Justin Rupert

Staff Present: Administrator Matt Schuenke, Clerk/Treasurer Cassandra Suettinger, Police Chief Aaron Chapin, Community & Economic Development Director Andrew Bremer, Public Works Director Jim Hessling, Parks Superintendent Sayer Larson, Streets/Utilities Superintendent Lee Igl, Outreach Director Lori Andersen, and Fire/EMS Director Chris Dennis.

3. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.

a. Public Announcements

1) McFarland High School student Felicia Zheng was named a Candidate in the U.S. President Scholars Program.

President Clow announced that McFarland High School student Felicia Zheng was named a Candidate in the U.S. President Scholars Program. She highlighted the tremendous accomplishment being nominated was and outlined the process for final selection of students to be made in April/May 2022.

b. Public Communications

None.

4. CONSENT AGENDA.

a. All items listed under the Consent Agenda will be approved in one motion unless a Board member requests that the item be removed for individual discussion and action. Any item(s) removed for individual consideration shall be considered in the same order in which they were originally listed on the agenda under Business.

1) Motion to approve the minutes of the January 24, 2022 Village Board meeting.

2) Motion to approve checks in the amount of \$5,410,307.56.

3) Motion to approve an Event Permit for Dan Chin Homes to hold an Easter Egg Hunt in Arnold Larson Park on April 9, 2022 from 11 a.m. to 1 p.m with the conditions provided by the Police Chief and Public Works Director.

- 4) Motion to approve an event permit for the McFarland Lions Club to hold the Food Cart Frenzy on May 18, June 15, July 20, August 17, and September 21, 2022 in Arnold Larson Park with the conditions outlined by the Public Works Director and approve waiver of the permit fee for a Community Organization in accordance with Village Ordinance 36-16.
- 5) Motion to approve a title change and updates to the job description for the Municipal Court Clerk to Judicial Executive Assistant.
- 6) Motion to approve revisions to the organization chart for the Court Department.
- 7) Motion to approve a title change and update to the job description for the Confidential Administrative Assistant to Administrative Assistant within the Fire & Rescue and Administration Department(shared position).
- 8) Motion to approve a grant to the Madison Metropolitan Sewerage District (MMSD) for the Salt Brine Street Applicator.
- 9) Motion to approve a request to fill the vacancy for the Detective position within the Police Department.
- 10) Motion to approve a request to fill the vacancy for the Police Officer position within the Police Department.

Consent Agenda item 4a.2. was removed and discussed separately.

Motion by Village President Carolyn Clow, second by Village Trustee Edward Wreh, to approve the consent agent as presented with item 4.a.2) being removed. Motion carries 6- 0 - 0 by acclamation.

Motion by Village President Carolyn Clow, second by Village Trustee Chris St. Clair, to approve checks in the amount of \$5,410,307.56. 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.

None.

6. BUSINESS.

a. Presentation and update on the construction progress for the Public Safety Center.

Jordan Schulz, representative of Huffman Facility Development Inc., provided an overview and update on the construction progress for the Public Safety Center. He noted everything was going smoothly so far, however, supply chain issues could potentially cause delays as the project progresses.

b. Parks, Recreation, and Natural Resources (Trustees Nelson & Rupert)

1) Discussion and action regarding the issuance of a Request for Proposals (RFP) for Skate Park planning and design services at William McFarland Park.

Trustee Nelson provided an overview of the recommendation from the Parks, Recreation, and Natural Resource Committee to approve issuance of a Request for Proposals (RFP) for Skate Park planning and design services at William McFarland Park.

Motion by Village Trustee Carrie Nelson, second by Village Trustee Chris St. Clair, to approve the issuance of a Request for Proposals (RFP) for Skate Park planning and design services at William McFarland Park. Motion carries 6 - 0 - 0 by acclamation.

2) Discussion and action regarding the issuance of a Request for Proposals (RFP) for Lewis Park Lake Access planning and design services.

Motion by Village Trustee Carrie Nelson, second by Village Trustee Edward Wreh, to approve the issuance of a Request for Proposals (RFP) for Lewis Park Lake Access planning and design services. Motion carries 6 - 0 - 0 by acclamation.

3) Discussion and action regarding the issuance of a Request for Proposal (RFP) for a management plan for conservancy areas within the park system.

Motion by Trustee Carrie Nelson, second by President Carolyn Clow, to approve the issuance of a Request for Proposal (RFP) for a management plan for conservancy areas within the park system subject to staff providing further clarification in the plan and its timelines. Motion carries 6 - 0 - 0 by acclamation.

c. Public Works Committee (Trustees Rupert & St. Clair)

1) Discussion and action regarding the award of contract for the 2022 Sidewalk Replacement project.

Motion by Trustee Chris St. Clair, second by Trustee Edward Wreh, to reject the sole bidder due to not being qualified per Village Ordinance regarding the 2022 Sidewalk Replacement project and to recommend including the sidewalk project as an optional supplemental bid for the 2022 Streets and Utilities Projects. Motion carries 6 - 0 - 0 by acclamation.

d. Public Works Committee (Trustees Rupert & St. Clair)
Public Utilities Committee (Trustees Wreh & Nelson)

1) Discussion and action regarding design services for the reconstruction of Paulson Road as a 2023 Project.

Motion by Trustee Chris St. Clair, second by Trustee Edward Wreh, to approve the proposal from Town & Country Engineering in the amount of \$288,000 regarding

design services for the reconstruction of Paulson Road. Motion carries 6 - 0 - 0 by acclamation.

Tim Sieve provided an overview of the proposal to urbanize Paulson Road in 2023. He noted there will be some challenges with the project, so getting planning going in advance would be beneficial.

e. Discussion and action regarding a request for Village funding to support the McFarland Community Festival (formerly McFarland Family Festival).

Trustee Brassington noted that because she is chair of the McFarland Community Festival, she would be abstaining as a Board member and only participating in the discussion as a representative of the festival. Stephanie Brassington outlined the request from the McFarland Community Festival to provide \$5,000 in support to kick start the new festival. She noted the request was a one-time request with the intention that the festival would be self-sustaining.

Motion by Trustee St. Clair, second by Trustee Flaherty, to approve the request for Village funding in the amount of \$5,000 to support the McFarland Community Festival (formerly McFarland Family Festival) to come from the community grant fund in 2022.

Motion by Trustee Flaherty, second by Trustee Edward Wreh, to amend the motion to fund \$2,500 from the community grant funds and then \$2,500 in General Fund reserves. Motion to amend the motion carries 4 - 0 - 2 with Trustee St. Clair and Brassington Abstaining. Motion to approve the amended motion carries 5 - 0 - 1 with Trustee Brassington abstaining.

f. Discussion and action to approve the purchase of an electric vehicle to replace a gas vehicle within the Police Department.

Police Chief Chapin provided an overview of the options to purchase an electric vehicle to replace the current gas Chief's vehicle within the Police Department.

Motion by President Carolyn Clow, second by Trustee Edward Wreh, to approve the purchase of a Ford Mustang Mach-E to replace the current 2014 Dodge Charger in the Police Department vehicle fleet in an amount not to exceed \$63,000. Motion carries 5 - 1 - 0 with Trustee St. Clair voting nay.

g. Discussion and action regarding the job description and classification to create the Human Resource Generalist position with the Administration Department, and authorization to fill the vacancy thereof.

Motion by Village President Carolyn Clow, second by Village Trustee Carrie Nelson, to approve the job description and classification to create the Human Resource Generalist position with the Administration Department, and authorization to fill the vacancy thereof. Motion carries 6 - 0 - 0 by acclamation.

h. Discussion and action to approve revisions to the organizational chart for the Administration Department.

Motion by Village President Carolyn Clow, second by Village Trustee Chris St. Clair, to approve revisions to the organizational chart for the Administration Department. Motion carries 6 - 0 - 0 by acclamation.

- i. Discussion and action regarding Ordinance #2022-04: an ordinance changing the compensation for Village Board members.

Motion by Village Trustee Chris St. Clair, second by Village Trustee Stephanie Brassington, to approve Ordinance #2022-04: an ordinance changing the compensation for Village Board members. Motion carries 6 - 0 - 0 by acclamation.

- j. Future Authority, Board, Commission, and Committee agenda items requests and referrals - This is an opportunity for Village board members to put forth Authority, Board, Commission and Committee agenda item requests and referrals, without discussion.

None.

7. ADJOURNMENT.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to adjourn at 9:06 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

Report Criteria:

Detail report type printed

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
4	MIDDLETON FORD	153264	SQUAD PARTS-BLADE A	1	02/18/2022	78.65	.00	78.65	02/25/2022
Total 4:						78.65	.00	78.65	
10	ARAMARK	0016415269	MATS	1	02/04/2022	52.33	.00	52.33	02/25/2022
		0016415321	MATS	1	02/11/2022	52.33	.00	52.33	02/25/2022
		0016415373	MAT RENTAL	1	02/18/2022	52.33	.00	52.33	02/25/2022
Total 10:						156.99	.00	156.99	
30	ALLIANT ENERGY/WP&L	020922	PW FACILITY	1	02/09/2022	2,326.63	.00	2,326.63	02/22/2022
		020922	MUNICIPAL CENTER	2	02/09/2022	4,967.45	.00	4,967.45	02/22/2022
		020922	LIBRARY	3	02/09/2022	3,112.82	.00	3,112.82	02/22/2022
		020922	WELL #4	4	02/09/2022	1,833.10	.00	1,833.10	02/22/2022
		020922	SOCCER BUILDING	5	02/09/2022	297.32	.00	297.32	02/22/2022
		021722-1177	4806 MCDANIEL LANE	1	02/17/2022	69.32	.00	69.32	02/25/2022
		022122-1730	6300 ELVEHJEM/DOG PA	1	02/21/2022	1,568.67	.00	1,568.67	02/25/2022
		5689845646-	2860 HIDDEN FARM FLO	1	02/15/2022	29.72	.00	29.72	02/22/2022
		6922801707-	PUBLIC SAFETY CENTER	1	02/17/2022	1,223.08	.00	1,223.08	02/25/2022
Total 30:						15,428.11	.00	15,428.11	
68	BADGER WELDING SUPP	3695210	OXYGEN	1	02/08/2022	46.94	.00	46.94	02/25/2022
Total 68:						46.94	.00	46.94	
150	CDW GOVERNMENT INC	R697315	SURFACE CASE RETURN	1	02/02/2022	35.00-	.00	35.00-	02/25/2022
		S267940	WALL BRACKETS (NEW P	1	02/16/2022	279.90	.00	279.90	02/25/2022
Total 150:						244.90	.00	244.90	
194	CONCENTRA	74415782	PRE-EMPLOYMENT SCR	1	02/16/2022	116.00	.00	116.00	02/25/2022
Total 194:						116.00	.00	116.00	
227	DANE CO CHIEFS' OF PO	2022-MFPD	DUES-CHAPIN/JOB	1	02/09/2022	80.00	.00	80.00	02/25/2022
Total 227:						80.00	.00	80.00	
228	DANE CO CITIES & VILLA	091521-2022	DCCVA DUES	1	09/15/2021	3,205.00	.00	3,205.00	02/25/2022
Total 228:						3,205.00	.00	3,205.00	
247	DANE CO TREASURER	RETAXES-M	2021 RE TAX - BILL 15414	1	02/22/2022	1,630.58	.00	1,630.58	02/25/2022
		RETAXES-M	2021 RE TAX - BILL 15414	2	02/22/2022	5,969.08	.00	5,969.08	02/25/2022
Total 247:						7,599.66	.00	7,599.66	
338	ENGELHART INC	1765942	FORESTRY EQUIPMENT	1	02/18/2022	85.77	.00	85.77	02/25/2022
Total 338:						85.77	.00	85.77	
361	FIRST SUPPLY LLC MADI	13101015-00	WATERMAIN PARTS	1	02/17/2022	169.34	.00	169.34	02/25/2022

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
Total 361:						169.34	.00	169.34	
408	GRAINGER INC	9212432869	BATTERIES	1	02/14/2022	17.99	.00	17.99	02/25/2022
		9218223882	PW SHOP SUPPLIES	1	02/18/2022	79.16	.00	79.16	02/25/2022
		9218223882	PW SHOP SUPPLIES	2	02/18/2022	21.59	.00	21.59	02/25/2022
		9218223882	PW SHOP SUPPLIES	3	02/18/2022	21.59	.00	21.59	02/25/2022
		9218223882	PW SHOP SUPPLIES	4	02/18/2022	21.58	.00	21.58	02/25/2022
Total 408:						161.91	.00	161.91	
452	HYDRITE CHEMICAL	02547729	WATER CHEMICALS	1	02/09/2022	815.91	.00	815.91	02/25/2022
Total 452:						815.91	.00	815.91	
454	IAFC MEMBERSHIP	000134119	FIRE DUES	1	01/31/2022	265.00	.00	265.00	02/25/2022
Total 454:						265.00	.00	265.00	
476	JEFFERSON FIRE & SAF	IN137749	EQUIPMENT MOUNTS	1	02/15/2022	103.53	.00	103.53	02/25/2022
		IN137845	SCBA FACE MASKS	1	02/16/2022	954.00	.00	954.00	02/25/2022
Total 476:						1,057.53	.00	1,057.53	
581	MADISON TRUCK EQUIP	2-98770	TRUCK PARTS TRUCK 6	1	02/11/2022	14.72	.00	14.72	02/25/2022
		2-98770	TRUCK PARTS TRUCK 6	2	02/11/2022	4.01	.00	4.01	02/25/2022
		2-98770	TRUCK PARTS TRUCK 6	3	02/11/2022	4.01	.00	4.01	02/25/2022
		2-98770	TRUCK PARTS TRUCK 6	4	02/11/2022	4.01	.00	4.01	02/25/2022
Total 581:						26.75	.00	26.75	
600	MAURER, JOSEPH	JM021722	PHONE CASE	1	02/17/2022	63.29	.00	63.29	02/25/2022
Total 600:						63.29	.00	63.29	
621	MCFARLANE MANUFACT	WO55730	KABOTA REPAIR	1	02/15/2022	3,702.84	.00	3,702.84	02/25/2022
		WO55730	KABOTA REPAIR	2	02/15/2022	1,009.86	.00	1,009.86	02/25/2022
		WO55730	KABOTA REPAIR	3	02/15/2022	1,009.86	.00	1,009.86	02/25/2022
		WO55730	KABOTA REPAIR	4	02/15/2022	1,009.86	.00	1,009.86	02/25/2022
		WO55760	KABOTA MOWER PARTS	1	02/15/2022	341.67	.00	341.67	02/25/2022
		WO55760	KABOTA MOWER PARTS	2	02/15/2022	93.19	.00	93.19	02/25/2022
		WO55760	KABOTA MOWER PARTS	3	02/15/2022	93.19	.00	93.19	02/25/2022
		WO55760	KABOTA MOWER PARTS	4	02/15/2022	93.19	.00	93.19	02/25/2022
Total 621:						7,353.66	.00	7,353.66	
634	MENARDS - MONONA	25488	PW AIR COMPRESSOR P	1	02/07/2022	7.07	.00	7.07	02/25/2022
		25488	PW AIR COMPRESSOR P	2	02/07/2022	7.07	.00	7.07	02/25/2022
		25488	PW AIR COMPRESSOR P	3	02/07/2022	7.07	.00	7.07	02/25/2022
		25488	PW AIR COMPRESSOR P	4	02/07/2022	25.90	.00	25.90	02/25/2022
		25717	PW AIR COMPRESSOR P	1	02/11/2022	2.15	.00	2.15	02/25/2022
		25717	PW AIR COMPRESSOR P	2	02/11/2022	2.15	.00	2.15	02/25/2022
		25717	PW AIR COMPRESSOR P	3	02/11/2022	2.15	.00	2.15	02/25/2022
		25717	PW AIR COMPRESSOR P	4	02/11/2022	7.87	.00	7.87	02/25/2022
		25899	PW AIR COMPRESSOR P	1	02/15/2022	10.90	.00	10.90	02/25/2022
		25899	PW AIR COMPRESSOR P	2	02/15/2022	2.98	.00	2.98	02/25/2022
		25899	PW AIR COMPRESSOR P	3	02/15/2022	2.98	.00	2.98	02/25/2022

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
		25899	PW AIR COMPRESSOR P	4	02/15/2022	2.98	.00	2.98	02/25/2022
		25983	PW AIR COMPRESSOR P	1	02/16/2022	4.94	.00	4.94	02/25/2022
		25983	PW AIR COMPRESSOR P	2	02/16/2022	1.35	.00	1.35	02/25/2022
		25983	PW AIR COMPRESSOR P	3	02/16/2022	1.35	.00	1.35	02/25/2022
		25983	PW AIR COMPRESSOR P	4	02/16/2022	1.35	.00	1.35	02/25/2022
		26033	PW AIR COMPRESSOR P	1	02/17/2022	5.05	.00	5.05	02/25/2022
		26033	PW AIR COMPRESSOR P	2	02/17/2022	1.38	.00	1.38	02/25/2022
		26033	PW AIR COMPRESSOR P	3	02/17/2022	1.38	.00	1.38	02/25/2022
		26033	PW AIR COMPRESSOR P	4	02/17/2022	1.37	.00	1.37	02/25/2022
Total 634:						99.44	.00	99.44	
640	MGE	6300112994-	STREET LIGHT	1	02/02/2022	658.42	.00	658.42	02/22/2022
Total 640:						658.42	.00	658.42	
756	POMP'S TIRE SERVICE I	80259210	TURF MOWER 10	1	02/10/2022	4.62	.00	4.62	02/25/2022
		80259210	TURF MOWER 10	2	02/10/2022	4.62	.00	4.62	02/25/2022
		80259210	TURF MOWER 10	3	02/10/2022	4.62	.00	4.62	02/25/2022
		80259210	TURF MOWER 10	4	02/10/2022	16.97	.00	16.97	02/25/2022
		80260322	TURF MOWER 11	1	02/24/2022	29.37	.00	29.37	02/25/2022
		80260322	TURF MOWER 11	2	02/24/2022	29.37	.00	29.37	02/25/2022
		80260322	TURF MOWER 11	3	02/24/2022	29.37	.00	29.37	02/25/2022
		80260322	TURF MOWER 11	4	02/24/2022	107.69	.00	107.69	02/25/2022
Total 756:						226.63	.00	226.63	
764	PREMIER PAINT & WALLP	67825	LIBRARY PAINT SUPPLIE	1	02/10/2022	22.78	.00	22.78	02/25/2022
		67832	LIBRARY PAINT SUPPLIE	1	02/11/2022	58.39	.00	58.39	02/25/2022
Total 764:						81.17	.00	81.17	
765	LEGAL SHIELD	0108629-021	LEGAL SHIELD	1	02/15/2022	268.15	.00	268.15	02/25/2022
Total 765:						268.15	.00	268.15	
800	RELIANT FIRE APPARAT	CI004202	FD VEHICLE MAINT	1	02/22/2022	329.99	.00	329.99	02/25/2022
Total 800:						329.99	.00	329.99	
802	RENNERT'S FIRE EQUIP	44736	E1 REPAIRS	1	02/21/2022	3,616.61	.00	3,616.61	02/25/2022
Total 802:						3,616.61	.00	3,616.61	
836	SCHILLING SUPPLY COM	855959-00	BATHROOM SUPPLIES	1	01/05/2022	145.22	.00	145.22	02/25/2022
Total 836:						145.22	.00	145.22	
958	TOWN & COUNTRY ENGI	23647	EASTSIDE SEWER EXTE	1	02/09/2022	1,497.50	.00	1,497.50	02/25/2022
		23648	VERIDIAN/UTTERBACK -	1	02/09/2022	326.25	.00	326.25	02/25/2022
		23649	2021 COUNTY HWY MN -	1	02/09/2022	875.00	.00	875.00	02/25/2022
		23650	2022 SIDEWALK REPLAC	1	02/09/2022	554.15	.00	554.15	02/25/2022
		23651	2022 STREET & UTILITY I	1	02/09/2022	32,313.35	.00	32,313.35	02/25/2022
		23652	EXCHANGE ST FINAL EN	1	02/09/2022	10,111.99	.00	10,111.99	02/25/2022
		23653	2022 GIS SUPPORT - MC	1	02/09/2022	218.12	.00	218.12	02/25/2022
		23653	2022 GIS SUPPORT - MC	2	02/09/2022	218.12	.00	218.12	02/25/2022
		23653	2022 GIS SUPPORT - MC	3	02/09/2022	218.13	.00	218.13	02/25/2022

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
		23653	2022 GIS SUPPORT - MC	4	02/09/2022	218.13	.00	218.13	02/25/2022
	Total 958:					46,550.74	.00	46,550.74	
995	USABBLUEBOOK	869069	HYDRANT FLAG	1	02/04/2022	782.99	.00	782.99	02/25/2022
	Total 995:					782.99	.00	782.99	
1041	WERNER ELECTRIC SUP	S6689203.00	MC LIGHTS	1	02/11/2022	15.99	.00	15.99	02/25/2022
		S6689203.00	MC LIGHTS	2	02/11/2022	15.99	.00	15.99	02/25/2022
		S6689203.00	MC LIGHTS	3	02/11/2022	15.99	.00	15.99	02/25/2022
		S6689203.00	MC LIGHTS	4	02/11/2022	58.67	.00	58.67	02/25/2022
		S6689203.00	MC LIGHTS	1	02/18/2022	140.14	.00	140.14	02/25/2022
		S6689203.00	MC LIGHTS	2	02/18/2022	38.22	.00	38.22	02/25/2022
		S6689203.00	MC LIGHTS	3	02/18/2022	38.22	.00	38.22	02/25/2022
		S6689203.00	MC LIGHTS	4	02/18/2022	38.22	.00	38.22	02/25/2022
	Total 1041:					361.44	.00	361.44	
1098	WIEDENBECK INC	23231	SHOP SUPPLIES	1	02/24/2022	10.86	.00	10.86	02/25/2022
		23231	SHOP SUPPLIES	2	02/24/2022	10.86	.00	10.86	02/25/2022
		23231	SHOP SUPPLIES	3	02/24/2022	10.86	.00	10.86	02/25/2022
		23231	SHOP SUPPLIES	4	02/24/2022	39.84	.00	39.84	02/25/2022
		27702	SHOP SUPPLIES	1	02/24/2022	23.28	.00	23.28	02/25/2022
		27702	SHOP SUPPLIES	2	02/24/2022	23.28	.00	23.28	02/25/2022
		27702	SHOP SUPPLIES	3	02/24/2022	23.28	.00	23.28	02/25/2022
		27702	SHOP SUPPLIES	4	02/24/2022	85.39	.00	85.39	02/25/2022
	Total 1098:					227.65	.00	227.65	
1128	ZARNOTH BRUSH WORK	0188176-IN	SWEEPER PARTS	1	02/11/2022	162.90	.00	162.90	02/25/2022
		0188218-IN	SWEEPER PARTS	1	02/18/2022	119.60	.00	119.60	02/25/2022
	Total 1128:					282.50	.00	282.50	
1245	PROFESSIONAL PEST C	554228	PW PEST CONTROL	1	02/18/2022	5.85	.00	5.85	02/25/2022
		554228	PW PEST CONTROL	2	02/18/2022	5.85	.00	5.85	02/25/2022
		554228	PW PEST CONTROL	3	02/18/2022	5.85	.00	5.85	02/25/2022
		554228	PW PEST CONTROL	4	02/18/2022	21.45	.00	21.45	02/25/2022
		554229	MC PEST CONTROL	1	02/18/2022	25.30	.00	25.30	02/25/2022
		554229	MC PEST CONTROL	2	02/18/2022	6.90	.00	6.90	02/25/2022
		554229	MC PEST CONTROL	3	02/18/2022	6.90	.00	6.90	02/25/2022
		554229	MC PEST CONTROL	4	02/18/2022	6.90	.00	6.90	02/25/2022
	Total 1245:					85.00	.00	85.00	
1256	BOUND TREE MEDICAL,	84386459	PARKS SUPPLIES	1	01/31/2022	728.70	.00	728.70	02/25/2022
		84399057	EMS MEDICAL SUPPLIES	1	02/09/2022	131.68	.00	131.68	02/25/2022
	Total 1256:					860.38	.00	860.38	
1397	ALL COMFORT SERVICE	41704571	PW SHOP HVAC REPAIR	1	02/22/2022	95.60	.00	95.60	02/25/2022
		41704571	PW SHOP HVAC REPAIR	2	02/22/2022	95.60	.00	95.60	02/25/2022
		41704571	PW SHOP HVAC REPAIR	3	02/22/2022	95.60	.00	95.60	02/25/2022
		41704571	PW SHOP HVAC REPAIR	4	02/22/2022	350.50	.00	350.50	02/25/2022

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
Total 1397:						637.30	.00	637.30	
1730	ACCURATE APPRAISAL L	3710	ASSESSMENT SVCS.	1	02/14/2022	26,650.00	.00	26,650.00	02/25/2022
Total 1730:						26,650.00	.00	26,650.00	
1759	MANDT SANDFILL TRUC	64269	WATER MAIN MATERIALS	1	02/15/2022	88.44	.00	88.44	02/25/2022
Total 1759:						88.44	.00	88.44	
1896	NAPA AUTO PARTS	821899	VEHICLE MAINTENANCE	1	02/09/2022	101.76	.00	101.76	02/25/2022
		822070	VEHICLE MAINTENANCE	1	02/10/2022	4.82	.00	4.82	02/25/2022
		822070	VEHICLE MAINTENANCE	2	02/10/2022	1.32	.00	1.32	02/25/2022
		822070	VEHICLE MAINTENANCE	3	02/10/2022	1.32	.00	1.32	02/25/2022
		822070	VEHICLE MAINTENANCE	4	02/10/2022	1.32	.00	1.32	02/25/2022
		822283	VEHICLE MAINTENANCE	1	02/10/2022	19.79-	.00	19.79-	02/25/2022
		822819	PW VEHICLE MAINTENA	1	02/15/2022	6.68	.00	6.68	02/25/2022
		822819	PW VEHICLE MAINTENA	2	02/15/2022	6.68	.00	6.68	02/25/2022
		822819	PW VEHICLE MAINTENA	3	02/15/2022	6.68	.00	6.68	02/25/2022
		822819	PW VEHICLE MAINTENA	4	02/15/2022	24.46	.00	24.46	02/25/2022
		823976	VEHICLE MAINTENANCE	1	02/23/2022	42.48	.00	42.48	02/25/2022
		823976	VEHICLE MAINTENANCE	2	02/23/2022	42.48	.00	42.48	02/25/2022
		823976	VEHICLE MAINTENANCE	3	02/23/2022	42.48	.00	42.48	02/25/2022
		823976	VEHICLE MAINTENANCE	4	02/23/2022	155.75	.00	155.75	02/25/2022
Total 1896:						418.44	.00	418.44	
1904	HUMPHREY SERVICE PA	1264821	SHOP SUPPLIES	1	02/17/2022	4.06	.00	4.06	02/25/2022
		1264821	SHOP SUPPLIES	2	02/17/2022	1.11	.00	1.11	02/25/2022
		1264821	SHOP SUPPLIES	3	02/17/2022	1.11	.00	1.11	02/25/2022
		1264821	SHOP SUPPLIES	4	02/17/2022	1.10	.00	1.10	02/25/2022
		1265155	SHOP SUPPLIES	1	02/22/2022	28.96	.00	28.96	02/25/2022
		1265155	SHOP SUPPLIES	2	02/22/2022	7.90	.00	7.90	02/25/2022
		1265155	SHOP SUPPLIES	3	02/22/2022	7.90	.00	7.90	02/25/2022
		1265155	SHOP SUPPLIES	4	02/22/2022	7.90	.00	7.90	02/25/2022
Total 1904:						60.04	.00	60.04	
1910	ZURBUCHEN OIL INC	258466	DYED DIESEL FUEL	1	02/23/2022	710.40	.00	710.40	02/25/2022
Total 1910:						710.40	.00	710.40	
1921	FRONTIER	021622	PW PHONE	1	02/16/2022	10.57	.00	10.57	02/25/2022
		021622	PW PHONE	2	02/16/2022	10.57	.00	10.57	02/25/2022
		021622	PW PHONE	3	02/16/2022	10.57	.00	10.57	02/25/2022
		021622	PW PHONE	4	02/16/2022	38.78	.00	38.78	02/25/2022
Total 1921:						70.49	.00	70.49	
1989	CORPORATE BUSINESS	31014283	COPIER LEASE	1	02/04/2022	190.00	.00	190.00	02/22/2022
		31046291	COPIER LEASE	1	02/09/2022	142.30	.00	142.30	02/25/2022
Total 1989:						332.30	.00	332.30	
2058	MICROMARKETING LLC	877023	AUDIOBOOKS	1	02/01/2022	108.97	.00	108.97	02/25/2022

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
Total 2058:						108.97	.00	108.97	
2082	NASSCO INC	6126405	CLEANING SUPPLIES	1	02/23/2022	161.18	.00	161.18	02/25/2022
Total 2082:						161.18	.00	161.18	
2213	RIVISTAS LLC	14130	MAGAZINE SUBSCRIPTI	1	02/22/2022	102.95	.00	102.95	02/25/2022
Total 2213:						102.95	.00	102.95	
2215	WINTER EQUIPMENT CO	IV51067	DPW TRUCK 1	1	02/10/2022	952.98	.00	952.98	02/25/2022
		IV51067	DPW TRUCK 1	2	02/10/2022	259.91	.00	259.91	02/25/2022
		IV51067	DPW TRUCK 1	3	02/10/2022	259.91	.00	259.91	02/25/2022
		IV51067	DPW TRUCK 1	4	02/10/2022	259.91	.00	259.91	02/25/2022
Total 2215:						1,732.71	.00	1,732.71	
2216	ANDRES MEDICAL	254157	JANUARY COLLECTIONS	1	02/14/2022	1,380.90	.00	1,380.90	02/25/2022
Total 2216:						1,380.90	.00	1,380.90	
2237	MADISON COLLEGE	CORP-00000	MADISON COLLEGE - AD	1	02/17/2022	762.40	.00	762.40	02/25/2022
		CORP-00000	MADISON COLLEGE EMT	1	02/17/2022	831.80	.00	831.80	02/25/2022
Total 2237:						1,594.20	.00	1,594.20	
2270	UNITY POINT HEALTH	020522	BLOODWORK	1	02/05/2022	125.34	.00	125.34	02/25/2022
Total 2270:						125.34	.00	125.34	
2290	MPIC	CLAIM11403	INSURANCE REFUND	1	02/23/2022	106.00	.00	106.00	02/25/2022
		CLAIM11403	INSURANCE REFUND	2	02/23/2022	28.91	.00	28.91	02/25/2022
		CLAIM11403	INSURANCE REFUND	3	02/23/2022	28.91	.00	28.91	02/25/2022
		CLAIM11403	INSURANCE REFUND	4	02/23/2022	28.91	.00	28.91	02/25/2022
Total 2290:						192.73	.00	192.73	
9151	PAGE PRODUCTION	22-2	FEB SENIOR NEWS	1	01/21/2022	1,074.00	.00	1,074.00	02/25/2022
		22-3	MARCH SENIOR NEWS	1	02/16/2022	1,074.00	.00	1,074.00	02/25/2022
Total 9151:						2,148.00	.00	2,148.00	
16237	STOPSTICK, LTD	0023665-IN(	STOP STICK RACK KIT -	1	02/02/2022	28.00	.00	28.00	02/25/2022
Total 16237:						28.00	.00	28.00	
16247	CITY TREASURER	07100600-02	STORMWATER CHARGE	1	02/07/2022	26.32	.00	26.32	02/22/2022
Total 16247:						26.32	.00	26.32	
16296	DANE CO DEPT OF HUM	JAN2022	MEALSITE DONATION - C	1	01/31/2022	637.00	.00	637.00	02/25/2022
		JAN2022	MEALSITE DONATION - M	2	01/31/2022	3,411.00	.00	3,411.00	02/25/2022
Total 16296:						4,048.00	.00	4,048.00	
16623	KOLK, DAN	022122	MMSD SALT SAVER REIM	1	02/21/2022	200.00	.00	200.00	02/25/2022

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
Total 16623:						200.00	.00	200.00	
16640	TOP PACK DEFENSE LLC	7722	UNIFORM PINS	1	02/10/2022	19.52	.00	19.52	02/25/2022
		7776	CLOTHING ALLOWANCE	1	02/01/2022	151.65	.00	151.65	02/25/2022
Total 16640:						171.17	.00	171.17	
16712	LIFE-ASSIST, INC	1177430	EMS MEDICAL SUPPLIES	1	02/14/2022	24.24	.00	24.24	02/25/2022
Total 16712:						24.24	.00	24.24	
16829	REUTER, WHITISH & EVA	69513	GENERAL LEGAL	1	02/09/2022	6,879.24	.00	6,879.24	02/25/2022
		69513	GENERAL LEGAL	2	02/09/2022	112.00	.00	112.00	02/25/2022
		69513	GENERAL LEGAL	3	02/09/2022	1,489.25	.00	1,489.25	02/25/2022
		69513	GENERAL LEGAL	4	02/09/2022	64.00	.00	64.00	02/25/2022
		69514	PROSECUTIONS	1	02/09/2022	1,538.63	.00	1,538.63	02/25/2022
		69515	LEGAL - TID #3	1	02/09/2022	459.00	.00	459.00	02/25/2022
		69516	PROSECUTIONS	1	02/09/2022	338.20	.00	338.20	02/25/2022
		69518	WAUBESA VILLAGE - TID	1	02/09/2022	178.50	.00	178.50	02/25/2022
		69519	PROSECUTIONS	1	02/09/2022	265.00	.00	265.00	02/25/2022
		69520	PROSECUTIONS	1	02/09/2022	236.92	.00	236.92	02/25/2022
Total 16829:						11,560.74	.00	11,560.74	
16911	SKAALLEN VILLAGE	021422-6358	SALT SAVER PROGRAM	1	02/14/2022	200.00	.00	200.00	02/25/2022
		021422-6383	SALT SAVER PROGRAM	1	02/14/2022	200.00	.00	200.00	02/25/2022
Total 16911:						400.00	.00	400.00	
17084	AMAZON CAPITAL SERVI	11XW-R1XD-	PARK SUPPLIES FOREST	1	02/21/2022	112.91	.00	112.91	02/25/2022
		13R4-XPV6-	NEW LAPTOP ACCESSO	1	02/19/2022	27.99	.00	27.99	02/25/2022
		13T6-N3Q6-	NEW LAPTOP ACCESSO	1	02/11/2022	54.92	.00	54.92	02/25/2022
		16MT-KQ9V-	MASKS FOR STAFF	1	02/10/2022	77.94	.00	77.94	02/25/2022
		16MT-KQ9V-	PW OFFICE SUPPLIES	2	02/10/2022	3.28	.00	3.28	02/25/2022
		16MT-KQ9V-	PW OFFICE SUPPLIES	3	02/10/2022	.89	.00	.89	02/25/2022
		16MT-KQ9V-	PW OFFICE SUPPLIES	4	02/10/2022	.89	.00	.89	02/25/2022
		16MT-KQ9V-	PW OFFICE SUPPLIES	5	02/10/2022	.89	.00	.89	02/25/2022
		17RT-QCGK-	DVDS & CDS	1	02/20/2022	44.92	.00	44.92	02/25/2022
		1D47-F3JF-C	OFFICE BINDER	1	02/21/2022	19.99	.00	19.99	02/25/2022
		1D47-F3JF-C	OFFICE BINDER	2	02/21/2022	47.78	.00	47.78	02/25/2022
		1DR6-4YFF-	DVDS & CDS	1	02/14/2022	92.07	.00	92.07	02/25/2022
		1DYG-1N67-	GAMES	1	02/15/2022	73.21	.00	73.21	02/25/2022
		1QMT-6RFQ-	PROGRAM SUPPLIES	1	02/09/2022	29.38	.00	29.38	02/25/2022
Total 17084:						587.06	.00	587.06	
17092	GENERAL ENGINEERING	36	BUILDING INSPECTION S	1	02/10/2022	7,265.20	.00	7,265.20	02/25/2022
Total 17092:						7,265.20	.00	7,265.20	
17098	TRIPALIN, JOSEPH	JT011922	FDSOA DUES 2022	1	01/19/2022	99.00	.00	99.00	02/25/2022
Total 17098:						99.00	.00	99.00	
17241	COVERTTRACK GROUP I	48357	RECON GPS TRACKING	1	02/10/2022	12.00	.00	12.00	02/25/2022

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
Total 17241:						12.00	.00	12.00	
17318	TDS	022222-PW	PW INTERNET/PHONE	1	02/22/2022	115.44	.00	115.44	02/25/2022
		022222-PW	PW INTERNET/PHONE	2	02/22/2022	31.48	.00	31.48	02/25/2022
		022222-PW	PW INTERNET/PHONE	3	02/22/2022	31.48	.00	31.48	02/25/2022
		022222-PW	PW INTERNET/PHONE	4	02/22/2022	31.48	.00	31.48	02/25/2022
		022222-VOM	ADMIN	1	02/22/2022	30.42	.00	30.42	02/25/2022
		022222-VOM	COMMTECH	2	02/22/2022	69.14	.00	69.14	02/25/2022
		022222-VOM	FIRE/EMS	3	02/22/2022	282.82	.00	282.82	02/25/2022
		022222-VOM	PD TV/INTERNET/PHONE	4	02/22/2022	127.50	.00	127.50	02/25/2022
		022222-VOM	PW INTERNET/PHONE	5	02/22/2022	45.06	.00	45.06	02/25/2022
		022222-VOM	OUTREACH INTERNET/P	6	02/22/2022	45.06	.00	45.06	02/25/2022
		022222-VOM	COMMDEV INTERNET/PH	7	02/22/2022	45.06	.00	45.06	02/25/2022
		022222-VOM	WATER INTERNET/PHON	8	02/22/2022	106.58	.00	106.58	02/25/2022
		022222-VOM	SEWER INTERNET/PHON	9	02/22/2022	106.58	.00	106.58	02/25/2022
		022222-VOM	STORMWATER INTERNE	10	02/22/2022	61.84	.00	61.84	02/25/2022
		022222-VOM	LIBRARY INTERNET/PHO	11	02/22/2022	45.06	.00	45.06	02/25/2022
Total 17318:						1,175.00	.00	1,175.00	
17352	BRAY ASSOCIATES ARC	3488-21	PUBLIC SAFETY CENTER	1	02/02/2022	12,140.00	.00	12,140.00	02/25/2022
Total 17352:						12,140.00	.00	12,140.00	
17394	MID-WISCONSIN SECURI	83039	PANIC BUTTON MONITO	1	09/29/2021	100.00	.00	100.00	02/25/2022
Total 17394:						100.00	.00	100.00	
17569	MCFARLAND ACE HARD	004068/1	WORK GLOVES	1	02/10/2022	23.39	.00	23.39	02/25/2022
		004081/1	PW SHOP SUPPLIES	1	02/11/2022	2.43	.00	2.43	02/25/2022
		004081/1	PW SHOP SUPPLIES	2	02/11/2022	2.43	.00	2.43	02/25/2022
		004081/1	PW SHOP SUPPLIES	3	02/11/2022	2.43	.00	2.43	02/25/2022
		004081/1	PW SHOP SUPPLIES	4	02/11/2022	8.89	.00	8.89	02/25/2022
		004084/1	TRUCK #20 MAINTENAN	1	02/11/2022	35.06	.00	35.06	02/25/2022
		004085/1	PARK SUPPLIES	1	02/11/2022	5.39	.00	5.39	02/25/2022
		004101/1	PW SHOP SUPPLIES	1	02/14/2022	3.78	.00	3.78	02/25/2022
		004101/1	PW SHOP SUPPLIES	2	02/14/2022	3.78	.00	3.78	02/25/2022
		004101/1	PW SHOP SUPPLIES	3	02/14/2022	3.78	.00	3.78	02/25/2022
		004101/1	PW SHOP SUPPLIES	4	02/14/2022	13.84	.00	13.84	02/25/2022
		004123/1	PW FACILITY MAINTENA	1	02/16/2022	7.91	.00	7.91	02/25/2022
		004123/1	PW FACILITY MAINTENA	2	02/16/2022	2.16	.00	2.16	02/25/2022
		004123/1	PW FACILITY MAINTENA	3	02/16/2022	2.16	.00	2.16	02/25/2022
		004123/1	PW FACILITY MAINTENA	4	02/16/2022	2.16	.00	2.16	02/25/2022
		004163/1	POLICE DEPARTMENT F	1	02/21/2022	3.95	.00	3.95	02/25/2022
		004163/1	POLICE DEPARTMENT F	2	02/21/2022	1.08	.00	1.08	02/25/2022
		004163/1	POLICE DEPARTMENT F	3	02/21/2022	1.08	.00	1.08	02/25/2022
		004163/1	POLICE DEPARTMENT F	4	02/21/2022	1.08	.00	1.08	02/25/2022
Total 17569:						126.78	.00	126.78	
17593	FORCE AMERICA DISTRI	001-1612916	TRUCK 6 MAINTENANCE	1	02/14/2022	3.72	.00	3.72	02/25/2022
		001-1612916	TRUCK 6 MAINTENANCE	2	02/14/2022	3.72	.00	3.72	02/25/2022
		001-1612916	TRUCK 6 MAINTENANCE	3	02/14/2022	3.72	.00	3.72	02/25/2022
		001-1612916	TRUCK 6 MAINTENANCE	4	02/14/2022	13.67	.00	13.67	02/25/2022

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
Total 17593:						24.83	.00	24.83	
17685	INGRAM LIBRARY SERVI	62779963	BOOKS	1	02/06/2022	554.13	.00	554.13	02/25/2022
		62781423	BOOKS	1	02/08/2022	319.62	.00	319.62	02/25/2022
		62782471	BOOKS	1	02/10/2022	330.14	.00	330.14	02/25/2022
		62782836	BOOKS	1	02/11/2022	575.11	.00	575.11	02/25/2022
		62783768	BOOKS	1	02/14/2022	269.98	.00	269.98	02/25/2022
		67422762	BOOKS	1	02/03/2022	134.57	.00	134.57	02/25/2022
		67427668	BOOKS	1	02/13/2022	367.91	.00	367.91	02/25/2022
Total 17685:						2,551.46	.00	2,551.46	
17712	HUFFMAN FACILITY DEV	VOM 01 202	PUBLIC SAFETY CENTER	1	02/03/2022	12,825.00	.00	12,825.00	02/25/2022
Total 17712:						12,825.00	.00	12,825.00	
17742	KILCOYNE, HADEN	HK012922	UNIFORM ALLOWANCE K	1	01/29/2022	208.81	.00	208.81	02/25/2022
Total 17742:						208.81	.00	208.81	
17746	DUNDAY, KRISTINA	KD092921	DRUG SCREEN REIMBU	1	09/29/2021	52.00	.00	52.00	Multiple
Total 17746:						52.00	.00	52.00	
17747	POSTAL SOURCE, INC	57246	POSTAGE METER SUPPL	1	02/15/2022	204.95	.00	204.95	02/25/2022
Total 17747:						204.95	.00	204.95	
17757	MERAKI CONSULTING, L	40	DEI CONSULTING	1	02/14/2022	7,000.00	.00	7,000.00	02/25/2022
Total 17757:						7,000.00	.00	7,000.00	
17778	JP CULLEN	16019	PAYAPP #3 - PUBLIC SAF	1	01/31/2022	475,475.00	.00	475,475.00	02/25/2022
Total 17778:						475,475.00	.00	475,475.00	
17847	STEELE, DANIEL & COUR	021422	SALT SAVER REIMBURS	1	02/14/2022	200.00	.00	200.00	02/25/2022
Total 17847:						200.00	.00	200.00	
17848	DRUG & ALCOHOL TESTI	13845	AEMT CLINICIAL TESTIN	1	02/10/2022	62.50	.00	62.50	02/25/2022
Total 17848:						62.50	.00	62.50	
17849	POMMERENING, EMILY	021422	PARK SECURITY DEPOSI	1	02/14/2022	200.00	.00	200.00	02/25/2022
Total 17849:						200.00	.00	200.00	
17850	TEIGEN, VICKI	021422	REFUND DUPLICATE PAY	1	02/14/2022	128.29	.00	128.29	02/25/2022
Total 17850:						128.29	.00	128.29	
17851	KINDER, GORDON & GE	022122	MMSD SALT SAVER PRO	1	02/21/2022	200.00	.00	200.00	02/25/2022
Total 17851:						200.00	.00	200.00	

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
17852	WESTERHOF, JACOB	022122	MMSD SALT SAVER PRO	1	02/21/2022	200.00	.00	200.00	02/25/2022
Total 17852:						200.00	.00	200.00	
17853	KRESS, ROBERT & SAND	022122	MMSD SALT SAVER PRO	1	02/21/2022	200.00	.00	200.00	02/25/2022
Total 17853:						200.00	.00	200.00	
17854	SCHULTZ, DAVID & ELIZA	022122	MMSD SALT SAVER PRO	1	02/21/2022	200.00	.00	200.00	02/25/2022
Total 17854:						200.00	.00	200.00	
Grand Totals:						665,742.48	.00	665,742.48	

Report Criteria:

Detail report type printed

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Amount
02/11/2022	PC	02/17/2022		BORGES MOURA, ELEM	697	20.18
02/11/2022	PC	02/17/2022		ELLIS-RZENTKAWSKI, BR	699	20.18
02/11/2022	PC	02/17/2022		GINDLING, BLAKE	700	24.00
02/12/2022	PC	02/18/2022		KELLN, JACK	362	1,607.56
02/12/2022	CDPT	02/18/2022		FIRE FIGHTERS LOCAL 3	8	156.86
02/12/2022	CDPT	02/18/2022		FIRE FIGHTERS LOCAL 3	8	5.00
02/12/2022	CDPT	02/18/2022		WI SCTF	5	207.69

PAYROLL RELATED

\$2,041.47

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Monday, February 28, 2022

SECTION: Consent Agenda

DEPARTMENT: Administration

CONTACT: Cassandra Suettinger, Village Clerk/Treasurer, Aaron Chapin, Police Chief

AGENDA ITEM: Motion to approve the new position title and description of the Office Manager to replace the former position title and description of the Administrative Assistant within the Police Department.

PREVIOUS ACTION:

On November 22, 2021, the Board accepted the Classification and Compensation Plan from GovHR USA. Within that plan, there are several recommendations to immediately change titles and duties for positions in the various departments. As had been identified in the packet at that time, the plan for these changes is to bring them forward on a department-by-department basis, prioritized for those departments with immediate changes as a result of the 2022 approved budget.

ISSUE SUMMARY:

With the 2021 Compensation and Classification plan, GOVHR recommended the current Administrative Assistant within the Police Department become the Officer Manager. Currently, both the Administrative Assistant and the Police Office Assistant (formerly Police Clerk III) report to the Police Chief. From a structural perspective, the recommendation from GOVHR provides a more efficient structure. In reviewing the job description and work of the Administrative Assistant, the recommendation cleans up the structure to be more functional for the Department. The proposal eliminates the administrative assistant within the Department and creates the Office Manager position. This much of how the position has been functioning for many years, but finally formalizes the supervisory relationship to the Police Office Assistant (formerly Police Clerk III)

FINANCIAL/BUDGET IMPACT:

There is no budget impact. The position was originally placed in grade 5 and there would be no change to grade based on the revisions.

VILLAGE PLAN REFERENCE:

2021 Compensation, Classification and Future Staffing Plan.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:



Recommended for approval.

ATTACHMENTS:

1. 02.28.22 - Job Description - Office Manager

JOB OVERVIEW	
Job Title	Office Manager
Department	Police Department
Grade	5
Employment Status	☒ Full-time ☐ Part-time ☐ Limited Term Employment (LTE)
FLSA Status	☐ Exempt ☒ Non-exempt

Our Commitment to Diversity, Equity, and Inclusion (DEI)

Diversity, equity, and inclusion form the basis of our work in the Village of McFarland, WI. We recognize having a diverse and inclusive organization allows us to benefit from a variety of perspectives and strengthens our ability to achieve our mission to best serve the residents of the Village. To promote equity in our community, we must first do the work to ensure our organization is diverse, equitable, and inclusive.

SCOPE OF WORK	
This position provides very responsible administrative support work for the Police Department. Manages and oversees all office support functions of the Police Department, handles confidential materials, and conducts various administrative assignments in support of the Police Chief and Command staff within the Department.	
SUPERVISION	
Received	Performs under the general supervision and direction of the Police Chief but exercises discretion in establishing work priorities and determining work methods. May also receive direction from Command Staff within the Department
Exercised	Office Assistant and Crossing Guards.

ESSENTIAL JOB FUNCTIONS	
- Manage, coordinate, and oversee the office support services of the Department by setting daily work priorities and establishing standard operating procedures and forms. - Coordinates the work, schedule, and training of the crossing guards. - Assists with the hiring, training, and evaluation of other departmental clerical staff. - Provides customer assistance by answering phones or receiving the public, including answering questions, responding to inquiries, receiving payments, and providing copies of reports. Screens and routes incoming calls to appropriate personnel. - Receives, processes, and files law enforcement reports, complaints, and citations of a confidential and sensitive nature. - Processes personnel and labor relations matters and prepares other confidential documents as directed. - Processes alcohol beverage and other licensure applications received by the department. - Logs and processes parking citations. - Acts as custodian of departmental documents and records including fulfilling requests and redaction as legally required. Establishes and maintains centralized filing systems and control records.	

- Transcribes, keyboards, composes, and edits correspondence, reports, and memoranda.
- Processes documents, images, evidence, and information of a sensitive, disturbing, and confidential nature.
- Inputs statistical data, prepares and sends reports to outside agencies, and responds to requests for information from outside agencies.
- Prepares final dispositions for State records.
- Maintains payroll, leave, uniform and expense records, and provides information for and input into the preparation of the departmental budget.
- Maintains inventories and orders office supplies and materials.
- Accepts and records payments of forfeiture amounts and parking tickets.
- Issues bicycle licenses.
- Oversees the weekly management of building entry/security systems.
- Relays information to police officers via base station radio in non-emergency calls.
- Drives a vehicle in order to procure essential supplies within the Department.
- Assist in updating the Department website and social media.
- Assists with compilation and publishing of agenda, minutes, and packet materials for the Public Safety Committee.
- Provides effective and efficient customer service and promotes and maintains responsive community relations.
- Follows safe work practices.

OTHER JOB FUNCTIONS

- Performs related duties as assigned.

REQUIREMENTS OF WORK

Graduation from High School, or equivalent, A minimum of one (1) to three (3) years prior work experience in an administrative field. Ability to keyboard 60 wpm with accuracy and to transcribe from dictation equipment. As associates degree in office management, administration, criminal justice, or related field preferred. Any combination of education and experience which in the sole discretion of the Village would demonstrate the Employee's ability to meet the required knowledge, skills, and abilities.

KNOWLEDGE, ABILITY, AND SKILL

In addition to requirements of work, the individual should also have the following knowledge, abilities, and skills:

Knowledge of

- Law enforcement clerical policies and procedures.
- Law enforcement terminology.
- Applicable state statutes and municipal ordinances.
- Current office equipment, procedures, methods, and practices.
- Design and maintenance of centralized records systems.
- Data entry and data processing applications.
- Proper grammar, spelling, and punctuation.

Ability to	• Coordinate the work of clerical personnel. • Determine proper work priorities, delegate work, and meet established deadlines. • Interpret laws, regulations, and departmental policies and determine the proper course of action. • Transcribe, keyboard, and edit a variety of written materials at a speed of 45-50 correct words per minute. • Handle routine administrative details independently. • Maintain confidentiality of sensitive records. • Establish and maintain effective working relationships with those contacted in the course of work. • Communicate effectively with a diverse public on a one-on-one basis, including in emergencies or in situations where a customer may be angry, unruly, or verbally abusive. • Establish and maintain effective working relationships with elected officials, supervisors, coworkers, retirees, contractors, vendors, and the general public.
Skill in	• Oral and written communications • Strategic thinking and decision making • Problem solving and troubleshooting • Public Relationship

NECESSARY SPECIAL REQUIREMENTS

- Must possess or be able to obtain a valid WI Driver's License.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Work is performed mostly in an office setting; hand-eye coordination is necessary to operate computers and various pieces of office equipment. Specific vision abilities required by this job include close vision and the ability to adjust focus.
- While performing the duties of this job, the employee is frequently required to sit, stand, walk, talk and hear; use hands and fingers to handle, feel, or operate objects, tools, or controls and reach with hands and arms.
- The employee must occasionally lift and/or move up to 20 pounds.

Notes:

The above statements are intended to describe the general nature and level of work being performed by people assigned to do this job. The above is not intended to be an exhaustive list of all responsibilities and duties required. 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.

*External and internal applicants, as well as position incumbents who become disabled as defined under the Americans with Disabilities Act (ADA), must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case-by-case basis.

This 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.

The Village is a Pay Equity/Equal Opportunity/Americans with Disabilities Act Employer.

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Monday, February 28, 2022

SECTION: Consent Agenda

DEPARTMENT: Administration

CONTACT: Cassandra Suettinger, Village Clerk/Treasurer, Aaron Chapin, Police Chief

AGENDA ITEM: Motion to approve the new position title and description of the Office Assistant to replace the former position title and description of the Clerk III within the Police Department.

PREVIOUS ACTION:

On November 22, 2021, the Board accepted the Classification and Compensation Plan from GovHR USA. Within that plan, there are several recommendations to immediately change titles and duties for positions in the various departments. As had been identified in the packet at that time, the plan for these changes is to bring them forward on a department-by-department basis, prioritized for those departments with immediate changes as a result of the 2022 approved budget. Additionally, the job description has been converted to the new format.

ISSUE SUMMARY:

With the 2021 Compensation and Classification plan, GOVHR recommended a title change for the Police Clerk III to Police Office Assistant. The study uniformly recommends elimination of the 'Clerk III' titles that we find currently within all of the various Departments of the Village.

FINANCIAL/BUDGET IMPACT:

No financial impact.

VILLAGE PLAN REFERENCE:

2021 Compensation, Classification and Future Staffing Plan

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended for approval.

ATTACHMENTS:

1. 02.28.22 - Job Description - Office Assistant

JOB OVERVIEW	
Job Title	Office Assistant
Department	Police Department
Grade	4
Employment Status	☒ Full-time ☐ Part-time ☐ Limited Term Employment (LTE)
FLSA Status	☐ Exempt ☒ Non-exempt

Our Commitment to Diversity, Equity, and Inclusion (DEI)

Diversity, equity, and inclusion form the basis of our work in the Village of McFarland, WI. We recognize having a diverse and inclusive organization allows us to benefit from a variety of perspectives and strengthens our ability to achieve our mission to best serve the residents of the Village. To promote equity in our community, we must first do the work to ensure our organization is diverse, equitable, and inclusive.

SCOPE OF WORK	
This position provides clerical and routine administrative support work for the Police Department. The work involves functioning as a receptionist for the Department; handling of customer money and other personal property; providing customer assistance to callers and visitors; processing confidential and sensitive documents and information; assisting the Office Manager and/or Police Chief with administrative tasks, screening of visitors prior to entry into the Police Department; and executing safety protocols specifically related to the Police environment.	
SUPERVISION	
Received	Police Office Manager
Exercised	None.

ESSENTIAL JOB FUNCTIONS
- Provides general office assistance, does word processing, creates and maintains spreadsheets as needed, types correspondence, maintains filing systems, makes copies. - Types up police reports submitted by officers and uploads applicable files and paperwork to the case file. - Processes documents, images, evidence and information of a sensitive, disturbing and confidential nature. - Acts as receptionist for the department, refers visitors to appropriate personnel, disperses information on Police Department services, policies and procedures. - Responsible for properly screening visitors prior to being granted entry into the police facility. - Answers, screens, and routes incoming phone calls and relays information to the Administrative Assistant, and to other police employees or Village staff. - Handles and processes the personal property of customers, as well as items of property turned in as found property by residents. - Relays information to police officers in non-emergency situations. - Accepts and records payments of forfeiture amounts, parking tickets, fingerprinting or posted bonds.

- Issues bicycle licenses.
- Sends case files to District Attorney or Municipal Court Clerk.
- Logs and processes crash forms, parking citations, and traffic citations.
- Assigns calls for service to officers or directs individuals to the correct agency.
- Sets up appointments, takes payments, and verifies identification for fingerprinting services.
- Provides effective and efficient customer service and promotes and maintains responsive community relations.
- Follows safe work practices.

OTHER JOB FUNCTIONS

- Performs related duties as assigned.

REQUIREMENTS OF WORK

Graduation from high school or completion of a GED equivalency with advanced training in modern business office practices, and procedures preferred. One(1) to Three (3) years of responsible administrative or clerical experience. Ability to keyboard at 60 words per minute with accuracy and to transcribe from dictation equipment. Any combination of education and experience which in the sole discretion of the Village would demonstrate the Employee's ability to meet the required knowledge, skills, and abilities.

KNOWLEDGE, ABILITY, AND SKILL

In addition to requirements of work, the individual should also have the following knowledge, abilities, and skills:

Knowledge of	• Current office equipment, procedures, methods, and practices. • Law enforcement terminology. • Data entry, spreadsheet, data base management, and word processing software applications, techniques, and procedures. • Proper grammar, spelling, and punctuation. • Design and maintenance of filing systems. • Selected Village policies, procedures and ordinances as well as State and Federal laws. • Police terminology and numerical codes. • Special security procedures related to the police environment. • Court and prosecutorial processes.
Ability to	• Type and proofread a variety of written materials. • Understand and carry out oral and written directions. • Handle routine clerical and administrative details independently. • Maintain confidentiality of sensitive records and materials. • Establish and maintain positive and effective working relationships with fellow employees and the general public. • Maintain a calm demeanor in chaotic situations, during high-stress incidents, phone calls and interactions, and while dealing with people in crisis. • Work with and process materials of a graphic, disturbing and sensitive nature. • Comprehend and execute safety procedures unique to the police setting.

	Establish and maintain effective working relationships with elected officials, supervisors, coworkers, retirees, contractors, vendors, and the general public.
Skill in	- Oral and written communications - Strategic thinking and decision making - Problem solving and troubleshooting - Public Relationship

NECESSARY SPECIAL REQUIREMENTS

- Must possess or be obtain to obtain a valid WI driver's license.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Work is performed mostly in an office setting; hand-eye coordination is necessary to operate computers and various pieces of office equipment. Specific vision abilities required by this job include close vision and the ability to adjust focus.
- While performing the duties of this job, the employee is frequently required to sit, stand, walk, talk and hear; use hands and fingers to handle, feel, or operate objects, tools, or controls and reach with hands and arms.
- The employee must occasionally lift and/or move up to 20 pounds.

Notes:

The above statements are intended to describe the general nature and level of work being performed by people assigned to do this job. The above is not intended to be an exhaustive list of all responsibilities and duties required. 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.

*External and internal applicants, as well as position incumbents who become disabled as defined under the Americans with Disabilities Act (ADA), must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case-by-case basis.

This 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.

The Village is a Pay Equity/Equal Opportunity/Americans with Disabilities Act Employer.

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Monday, February 28, 2022

SECTION: Consent Agenda

DEPARTMENT: Police

CONTACT: Aaron Chapin, Police Chief

AGENDA ITEM: Motion to approve updating the organization chart for the Police Department.

PREVIOUS ACTION:

Consent agenda items 4.a.3 and 4.a.4 approve updates to job titles and positions within the Police Department.

ISSUE SUMMARY:

With the title and position changes for the Police Department, it is also necessary to update the Organizational Chart to reflect changes.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

2021 Classification, Compensation and Future Staffing Plan.

ORDINANCE REFERENCE:

None.

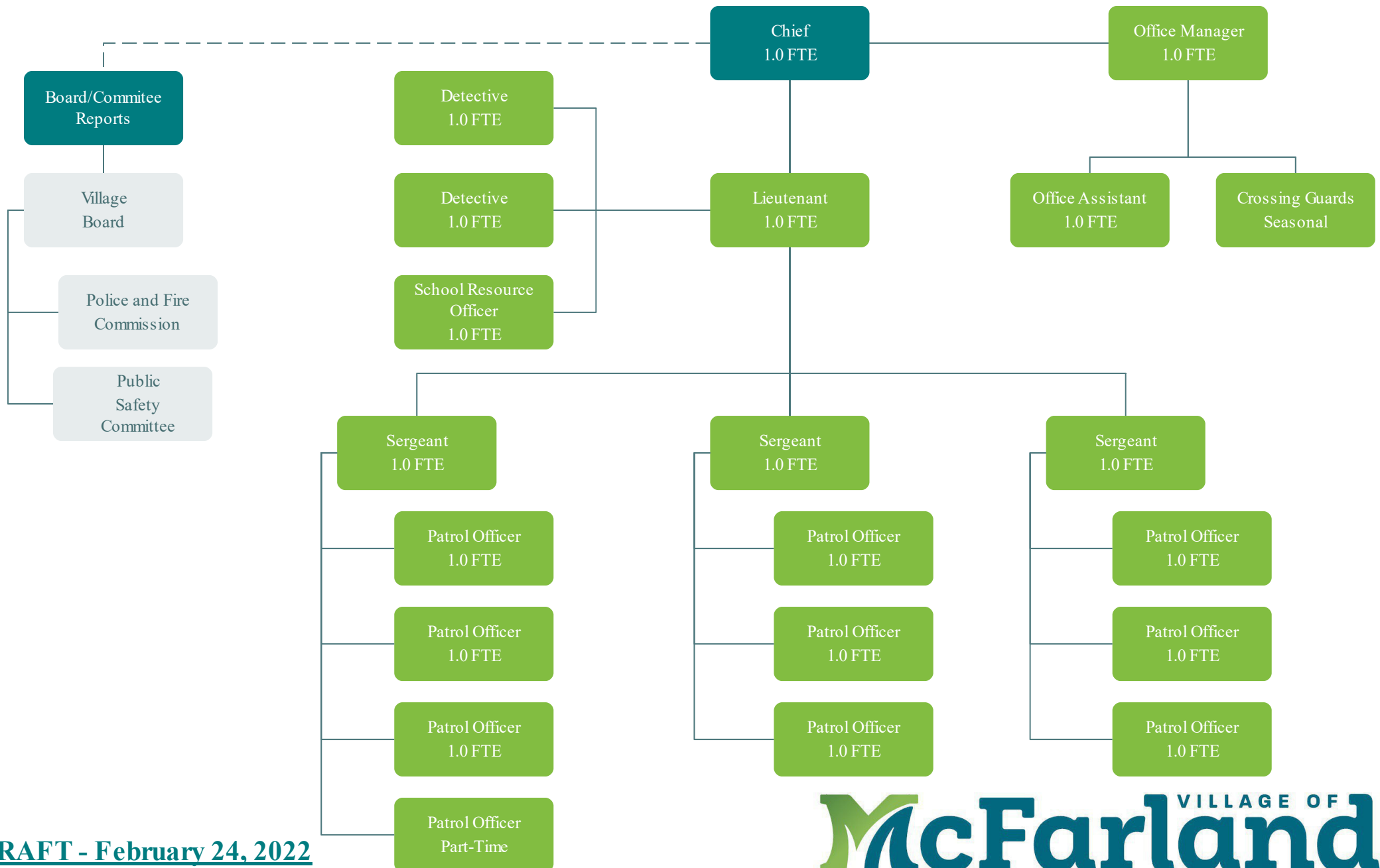
BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended for approval.

ATTACHMENTS:

1. Police Organizational Chart 02282022

Police Department



DRAFT - February 24, 2022

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Monday, February 28, 2022

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Motion to approve Resolution #2022-04: a resolution consenting to the extension of a line of credit for Madison Curling Club and confirming the Village's guaranty of the corresponding debt.

PREVIOUS ACTION:

The Village Board originally issued the line of credit on April 18, 2017.

The Village Board renewed the line of credit on July 27, 2020.

ISSUE SUMMARY:

The Village has previously guaranteed a private line of credit for the curling club to access through their bank. They use these funds to address mechanical issues and other small capital items associated with their facility. Their agreement is with the bank and they pay for the principal/interest payback through their own proceeds. Given that the club is located on Village property and leased from the Village to do so, the bank requires the Village to guarantee the loan since if something would happen the assets of the facility get turned over to the Village. The bank and club are agreeable to renewal for another 2 years, they need the Village to be as well. We have routinely guaranteed this for the club and issuing this resolution would be of the same variety of past support.

FINANCIAL/BUDGET IMPACT:

No financial impact on the Village unless the Club defaults which there is presently no indication that would happen. They have a long history of meeting their obligations. Additionally, Village staff check in on the status of the line of credit annually as part of its financial audit.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Presented for approval.

ATTACHMENTS:

1. 2022-04 Resolution Extending Madison Curling Club Loan Guaranty



RESOLUTION 2022-04

A RESOLUTION CONSENTING TO THE EXTENSION OF A LINE OF CREDIT FOR MADISON CURLING CLUB AND CONFIRMING THE VILLAGE'S GUARANTY OF THE CORRESPONDING DEBT

WHEREAS, the Village Board previously adopted Resolution 2020-17 approving a guaranty of a line of credit in the amount of \$50,000 issued to Madison Curling Club by McFarland State Bank, and providing for future appropriations to fund that guaranty; and

WHEREAS, Madison Curling Club exhausted its line of credit and subsequently repaid the entire balance borrowed in accordance with the terms of the loan agreement; and

WHEREAS, One Community Bank (formerly McFarland State Bank) has agreed to extend the line of credit to make the same amount of funds again available to Madison Curling Club repayable on or before the original maturity date of April 18, 2024; and

WHEREAS, the Village Board has determined that it is in the public interest to continue to guaranty the line of credit on the same terms and conditions approved by Resolution 2020-17;

NOW, THEREFORE, BE IT RESOLVED, that the Village Board consents to the extension by One Community Bank of the line of credit issued to Madison Curling Club originally issued on April 18, 2017, and acknowledges and agrees that the guaranty provided by the Village pursuant to Resolution 05-2017 applies to new loan advances pursuant to the line of credit made after the date hereof that become due on or before April 18, 2024, not to exceed \$50,000.

Adopted at a regular meeting of the Village Board this 28th day of February, 2022.

APPROVED:

Carolyn A. Clow, Village President

ATTEST:

Cassandra Suettinger, Clerk-Treasurer

RESOLUTION # 2022-04	
MOTION	SECOND
ACTION	DATE
Adopted	
Referred	
Tabled	
Withdrawn	
Defeated	
Published	
INDIVIDUAL VOTING RECORD	
Brassington-	St. Clair-
Clow-	Nelson-
Flaherty-	Wreh-
Rupert-	
VOTING RESULTS	
Motion Carried	
Motion Defeated:	

**VILLAGE OF
McFarland**
SUMMARY SHEET

MEETING DATE: Monday, February 28, 2022

SECTION: Business

DEPARTMENT: Police

CONTACT: Aaron Chapin, Police Chief

AGENDA ITEM: Discussion and action on Resolution 2022-07: A Resolution of Commendation for Mike Klementz after 30 years of service to the Village.

PREVIOUS ACTION:

ISSUE SUMMARY:

Detective Mike Klementz after 30 years of service to the Village. Mike has been working with the Village since November 18, 1991. Included within the packet is a resolution outlining our recommendation for Mike and the work he has done for the community. Mike's retirement with the Village will be effective March 1, 2022.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Presented for Approval.

Motion to approve Resolution 2022-07: A Resolution of Commendation for Mike Klementz after 30 years of service to the Village.

ATTACHMENTS:

1. 2022-07 Klementz Resolution - Ceremonious Copy

RESOLUTION NO. 2022-07

RESOLUTION OF COMMENDATION FOR *MICHAEL KLEMENTZ* FOR HIS SERVICE TO THE VILLAGE

WHEREAS, *MICHAEL KLEMENTZ* has served the Village of McFarland, Wisconsin, as a member of the McFarland Police Department since November 18, 1991, to his retirement on March 1, 2022;

WHEREAS, *MICHAEL KLEMENTZ* began his career in law enforcement in 1991 with the Village of McFarland Police Department. During his time in McFarland he worked his way up from Patrol Officer to Field Training Officer, School Resource Officer, Lieutenant, and spent the last 11 years of his career as a Detective. While also working full-time in McFarland, he worked part-time as an Officer for the Town of Dunn Police Department;

WHEREAS, *MICHAEL KLEMENTZ* was the first School Resource Officer for the Village of McFarland and the second School Resource Officer in the Dane County area. During his time as a School Resource Officer, he had positive impacts on students/staff/faculty from the McFarland School District;

WHEREAS, *MICHAEL KLEMENTZ* in 2005 responded to multiple residences in the village to attempt to locate a missing individual. *MICHAEL KLEMENTZ* and two of his co-workers were able to locate the residence and found the occupants of the residence had been exposed to carbon monoxide. Because of the quick actions of *MICHAEL KLEMENTZ* and his co-workers, the lives of three McFarland residents were saved, and *MICHAEL KLEMENTZ* was awarded a Lifesaving Award;

WHEREAS, *MICHAEL KLEMENTZ* served the members of the McFarland Police Department as a peer support specialist with the Department's Peer Support Team; and

WHEREAS, *MICHAEL KLEMENTZ* over the course of his 30 year career received numerous Letters of Recognition, thank you notes from members of the community, and Letters of Commendation for his work with other agencies; and

WHEREAS, *MICHAEL KLEMENTZ* has demonstrated the true character and spirit necessary to serve the Village of McFarland as a Law Enforcement Officer. As a result of this hard work *MICHAEL KLEMENTZ* shall be commended for these actions to maintain safety within the Village of McFarland.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Village Board formally recognizes and commends *MICHAEL KLEMENTZ* for his public service to the Community and the lasting legacy that will be left as a result of his departure. To show our appreciation, the Village will be making a donation on his behalf to the Wounded Warrior Project in recognition of his service.

BE IT FURTHER RESOLVED that *MICHAEL KLEMENTZ* be presented with a copy of this resolution as a token of the Community's appreciation for his service.

Dated this 28th day of February, 2022.

Carolyn A. Clow, Village President

Cassandra Suettinger, Village Clerk/Treasurer

McFarland
SUMMARY SHEET

MEETING DATE: Monday, February 28, 2022

SECTION: Business

DEPARTMENT: Police

CONTACT: Aaron Chapin, Police Chief

AGENDA ITEM: Presentation of Resolution 2022-07: A Resolution of Commendation for Mike Klementz after 30 years of service to the Village.

PREVIOUS ACTION:

ISSUE SUMMARY:

Village President Clow will read Resolution 2022-07: A Resolution of Commendation for Mike Klementz after 30 years of service to the Village.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

No action.

ATTACHMENTS:

None

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Monday, February 28, 2022

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and action regarding Resolution #2022-05: a resolution authorizing the issuance and awarding the sale of \$4,365,000 General Obligation Promissory Notes; providing the form of the notes; and levying a tax in connection therewith.

PREVIOUS ACTION:

The Village Board approved the plan for borrowing at their meeting held on January 24, 2022.

ISSUE SUMMARY:

In January 2022, the Village Board initiated the borrowing process for 2022 including notes to support the capital improvement plan as adopted within the 2022 Budget. The proposed note issuance for 2022 is \$4,365,000 of which \$1,657,750 will be for TID #3 to fund a portion of the reconstruction of Terminal Drive. Additionally, funds go to support equipment/vehicle purchases, roads, facilities, consulting, etc. The Official Statement has been completed and distributed to Underwriters. Additionally, Moody's has reaffirmed our Aa2 rating. The bid opening for the bonds is on Monday, February 28 during the day. The results of the bids received will be reviewed in the meeting by our Financial Adviser.

FINANCIAL/BUDGET IMPACT:

Financial implications to be reviewed in the meeting after bids have been opened.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended for approval following review of received bids.

Motion to approve Resolution 2022-05: a resolution authorizing the issuance and awards the sale of \$4,365,000 General Obligation Promissory notes providing the form of the notes; and levying a tax in connection therewith.

ATTACHMENTS:

1. 2022-05 - G.O. Notes \$4.365 Million



2. 2022 Anticipated Borrowing 02172022 mgs
3. Credit Opinion McFarland
4. Official Statement 2022

RESOLUTION NO. 2022-05

RESOLUTION AUTHORIZING THE ISSUANCE AND AWARDING THE SALE OF
\$4,365,000 GENERAL OBLIGATION PROMISSORY NOTES
PROVIDING THE FORM OF THE NOTES;
AND LEVYING A TAX IN CONNECTION THEREWITH

WHEREAS, it is necessary that funds be raised by the Village of McFarland, Dane County, Wisconsin (the “Village”) for the purpose of paying the costs of Village capital improvement projects including issuance expenses, to wit: facilities, street, park and traffic safety improvements and related costs, Tax Incremental District Number 3 projects costs, community development expenses and equipment acquisition (the “Project”), and there are insufficient funds on hand to pay said costs;

WHEREAS, the Village hereby finds and determines that the Project is within the Village’s power to undertake and serves a “public purpose” as that term is defined in Section 67.04(1)(b) of the Wisconsin Statutes;

WHEREAS, villages are authorized by the provisions of Section 67.12(12) of the Wisconsin Statutes to borrow money and to issue general obligation promissory notes for such public purposes;

WHEREAS, the Village (in consultation with the Village’s financial advisor) caused an Official Notice of Sale to be distributed, offering its general obligation promissory notes for public sale on February 28, 2022;

WHEREAS, sealed bid proposals were received as summarized on Exhibit C attached hereto; and

WHEREAS, it has been determined that the bid proposal (the “Proposal”) submitted by _____, _____, _____, fully complies with the bid requirements set forth in the Official Notice of Sale and is deemed to be the most advantageous to the Village. A copy of said bid is attached hereto as Exhibit A and incorporated herein by this reference.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village that:

Section 1. Authorization and Award of the Notes. For the purpose of paying the cost of the Project there shall be borrowed pursuant to Section 67.12(12) of the Wisconsin Statutes, the principal sum of FOUR MILLION THREE HUNDRED SIXTY-FIVE THOUSAND DOLLARS (\$4,365,000). The bid proposal of _____, _____, _____, (the “Purchaser”) is hereby accepted, said proposal offering to purchase the \$4,365,000 Village of McFarland General Obligation Promissory Notes (the “Notes”) for the sum of _____ DOLLARS (\$ _____), plus accrued interest to the date of delivery, resulting in a net interest cost of _____ DOLLARS (\$ _____) and a true interest rate of _____ %.

Section 2. Designation of Purchaser as Agent. The Village hereby designates the Purchaser as its agent for purposes of distributing the Final Official Statement relating to the Notes to any participating underwriter in compliance with Rule 15c2-12 of the Securities and Exchange Commission.

Section 3. Terms of the Notes. The Notes shall be designated “General Obligation Promissory Notes”; shall be dated March 24, 2022; shall be in the denomination of \$5,000 or any integral multiple thereof; shall bear interest at the rates per annum and mature on March 1 of each year, in the years and principal amounts as set forth in the Pricing Summary attached hereto as Exhibit D and incorporated herein by this reference. Interest is payable semi-annually on March 1 and September 1 of each year commencing on March 1, 2023. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit E and incorporated herein by this reference (the “Schedule”).

Section 4. Redemption Provisions. At the option of the Village, the Notes maturing on March 1, 2030 and thereafter shall be subject to redemption prior to maturity on March 1, 2029 or on any date thereafter. Said Notes shall be redeemable as a whole or in part, from maturities selected by the Village and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

Section 5. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit B and incorporated herein by this reference.

Section 6. Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the Village are hereby irrevocably pledged and a direct annual irrepealable tax is hereby levied upon all of the taxable property of the Village. Said direct annual irrepealable tax shall be levied in the years 2022 through 2031 for payments due in 2023 through 2032 in the amounts as set forth on the Schedule.

The aforesaid direct annual irrepealable tax hereby levied shall be collected in addition to all other taxes and in the same manner and at the same time as other taxes of the Village levied in said years are collected. So long as any part of the principal of or interest on the Notes remains unpaid, the tax herein above levied shall be and continues irrepealable except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus in the Debt Service Fund Account created herein.

Section 7. Debt Service Fund Account. There is hereby established in the Village treasury a fund account separate and distinct from every other Village fund or account designated “Debt Service Fund Account for \$4,365,000 Village of McFarland General Obligation Promissory Notes, dated March 24, 2022.” There shall be deposited in said fund account any premium plus accrued interest paid on the Notes at the time of delivery to the Purchaser, all money raised by taxation pursuant to Section 6 hereof and all other sums as may be necessary to pay interest on the Notes when the same shall become due and to retire the Notes at their respective maturity dates. Said fund account shall be used for the sole purpose of paying the principal of and interest on the Notes and shall be maintained for such purpose until such indebtedness is fully paid or otherwise extinguished.

Section 8. Borrowed Money Fund. The proceeds of the Notes (the “Note Proceeds”) (other than any premium and accrued interest paid at the time of delivery which must be paid into the Debt Service Fund Account created above) shall be deposited into an account separate and distinct from all other funds and disbursed solely for the purposes for which borrowed or for the payment of the principal of and interest on the Notes.

Section 9. Arbitrage Covenant. The Village shall not take any action with respect to the Note Proceeds which, if such action had been reasonably expected to have been taken, or had been deliberately and intentionally taken on the date of the delivery of and payment for the Notes (the “Closing”), would cause the Notes to be “arbitrage bonds” within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended (the “Code”) and any income tax regulations promulgated thereunder (the “Regulations”).

The Note Proceeds may be temporarily invested in legal investments until needed, provided however, that the Village hereby covenants and agrees that so long as the Notes remain outstanding, moneys on deposit in any fund or account created or maintained in connection with the Notes, whether such moneys were derived from the Note Proceeds or from any other source, will not be used or invested in a manner which would cause the Notes to be “arbitrage bonds” within the meaning of the Code or Regulations.

The Village Clerk/Treasurer, or other officer of the Village charged with responsibility for issuing the Notes, shall provide an appropriate certificate of the Village, for inclusion in the transcript of proceedings, setting forth the reasonable expectations of the Village regarding the amount and use of the Note Proceeds and the facts and estimates on which such expectations are based, all as of the Closing.

Section 10. Additional Tax Covenants; Exemption from Rebate. The Village hereby further covenants and agrees that it will take all necessary steps and perform all obligations required by the Code and Regulations (whether prior to or subsequent to the issuance of the Notes) to assure that the Notes are obligations described in Section 103(a) of the Code, the interest on which is excluded from gross income for federal income tax purposes, throughout their term. The Village Clerk/Treasurer or other officer of the Village charged with the responsibility of issuing the Notes, shall provide an appropriate certificate of the Village as of the Closing, for inclusion in the transcript of proceedings, certifying that it can and covenanting that it will comply with the provisions of the Code and Regulations.

Further, it is the intent of the Village to take all reasonable and lawful actions to comply with any new tax laws enacted so that the Notes will continue to be obligations described in Section 103(a) of the Code, the interest on which is excludable from gross income for federal income tax purposes.

The Village anticipates that the Notes will qualify for the eighteen month expenditure exemption from the rebate requirements of the Code. The Village Clerk or other officer of the Village charged with the responsibility of issuing the Notes, shall provide an appropriate certificate of the Village as of the Closing, for inclusion in the transcript of proceedings, with respect to said exemption from the rebate requirements, and the Village Clerk or other officer is hereby authorized to make any election on behalf of the Village in order to comply with the rebate requirements of the Code. If, for any reason, the Village did not qualify for any

exemption from the rebate requirements of the Code, the Village covenants that it would take all necessary steps to comply with such requirements.

Section 11. Persons Treated as Owners; Transfer of Notes. The Village Clerk/Treasurer shall keep books for the registration and for the transfer of the Notes. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Village Clerk/Treasurer, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Village Clerk/Treasurer shall deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Village Clerk/Treasurer shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Village Clerk/Treasurer shall cancel any Note surrendered for transfer.

The Village shall cooperate in any such transfer, and the Village President and Village Clerk/Treasurer are authorized to execute any new Note or Notes necessary to effect any such transfer.

The 15th day of each calendar month next preceding each interest payment date shall be the record date for the Notes. Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the Village maintained by the Village Clerk/Treasurer at the close of business on the corresponding record date.

Section 12. Utilization of The Depository Trust Company Book-Entry-Only-System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the Village has heretofore agreed to the applicable provisions set forth in the DTC Blanket Issuer Letter of Representation and an officer of the Village has executed such Letter of Representation and delivered it to the DTC on behalf of the Village.

Section 13. Official Statement. The Village Board hereby approves the Preliminary Official Statement with respect to the Notes and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the Village in connection with the preparation of such Preliminary Official Statement and any addenda to it or Final Official Statement are hereby ratified and approved. In connection with Closing, the appropriate Village official shall certify the Preliminary Official Statement and any addenda or Final Official Statement. The appropriate Village official shall cause copies of the Preliminary Official Statement and any addenda or Final Official Statement to be distributed to the Purchaser.

Section 14. Execution of the Notes. The Notes shall be issued in typewritten form, one Note for each maturity, executed on behalf of the Village by the manual or facsimile signatures of the Village Clerk/Treasurer and the Village President (except that one of the foregoing signatures shall be manual), sealed with its official or corporate seal, and delivered to the Purchaser upon payment to the Village of the purchase price thereof, plus accrued interest to the date of delivery. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the delivery of the Notes, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until such delivery. The aforesaid officers are hereby authorized to do all acts and execute and deliver all documents as may be necessary and convenient to effectuate the Closing.

Section 15. Payment of the Notes. The principal of and interest on the Notes shall be paid by the Village Treasurer or his agent in lawful money of the United States.

Section 16. Continuing Disclosure. The Village hereby covenants and agrees that it will comply with and carry out all of the provisions of its Continuing Disclosure Certificate which the Village will execute and deliver on the Closing Date. Any Noteholder may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the Village to comply with its obligations under this Section.

Section 17. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the Village or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted this 28th day of February, 2022.

Carolyn Clow
Village President

(SEAL)

ATTEST:

Cassandra Suettinger
Village Clerk/Treasurer

EXHIBIT B

(Form of Note)

REGISTERED
NO. R-__

UNITED STATES OF AMERICA
STATE OF WISCONSIN
DANE COUNTY
VILLAGE OF MCFARLAND
GENERAL OBLIGATION PROMISSORY NOTE

MATURITY DATE:	ORIGINAL DATE OF ISSUE:	INTEREST RATE:	CUSIP:
MARCH 1, 20__	MARCH 24, 2022	.__%	580441__

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: _____ DOLLARS
(\$_____)

KNOW ALL MEN BY THESE PRESENTS, that the Village of McFarland, Dane County, Wisconsin (the "Village"), hereby acknowledges itself to owe and for value received promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest is payable semi-annually on March 1 and September 1 of each year commencing March 1, 2023 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by the Village Clerk/Treasurer at the close of business on the 15th day of the calendar month next preceding the semi-annual interest payment date (the "Record Date").

For the prompt payment of this Note together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the Village are hereby irrevocably pledged.

This Note is one of an issue of Notes aggregating the principal amount of \$4,365,000, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the Village pursuant to the provisions of Chapter 67, Wisconsin Statutes, for the purpose of paying the costs of Village capital improvement projects including issuance expenses, to wit: facilities, street, park, sewerage and traffic safety improvements and related costs, Tax Incremental District Number 3 projects costs, community development expenses and equipment acquisition, all as authorized by a resolution of the Village Board duly adopted by said governing body at a meeting held on February 28, 2022. Said resolution is recorded in the official minutes of the Village Board for said date.

At the option of the Village, the Notes maturing on March 1, 2030 and thereafter are subject to redemption prior to maturity on March 1, 2029 or on any date thereafter. Said Notes are redeemable as a whole or in part, from maturities selected by the Village and within each maturity by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

In the event the Notes are redeemed prior to maturity, as long as the Notes are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, or overnight express delivery, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all the Notes of a maturity are to be called for redemption, the Notes of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Notes called for redemption, CUSIP numbers, and the date of redemption. Any notice mailed as provided herein shall be conclusively presumed to have been duly given, whether or not the Depository receives the notice. The Notes shall cease to bear interest on the specified redemption date, provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Notes shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Note have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the Village, including this Note and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrepealable tax has been levied sufficient to pay this Note, together with the interest thereon, when and as payable.

This Note is transferable only upon the books of the Village kept for that purpose at the office of the Village Clerk/Treasurer. In the event that the Depository does not continue to act as depository for the Notes, and the Village Board appoints another depository, new fully registered Notes in the same aggregate principal amount shall be issued to the new depository upon surrender of the Notes to the Village Clerk/Treasurer, in exchange therefor and upon the payment of a charge sufficient to reimburse the Village for any tax, fee or other governmental charge required to be paid with respect to such registration. The Village Clerk/Treasurer shall not be obliged to make any transfer of the Notes (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Notes, or (iii) with respect to any particular Note, after such Note has been called for redemption. The Village may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever.

IN WITNESS WHEREOF, the Village of McFarland, Dane County, Wisconsin, by its governing body, has caused this Note to be executed for it and in its name by the signatures of its duly qualified Village President and Village Clerk/Treasurer; and to be sealed with its official or corporate seal, if any, all as of the 24th day of March, 2022.

(SEAL)

By: _____
Carolyn Clow,
Village President

By: _____
Cassandra Suettinger,
Village Clerk/Treasurer

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

(Name and Address of Assignee)

(Social Security or other Identifying Number of Assignee)

the within Note and all rights thereunder and hereby irrevocably constitutes and appoints _____, Legal Representative, to transfer said Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

(e.g. Bank, Trust Company
or Securities Firm)

(Depository or its Nominee
Name)

(Authorized Officer)

NOTICE: The above-named
Depository or its Nominee Name must
correspond with the name as it appears upon
the face of the within Note in every
particular, without alteration or enlargement
or any change whatever.

Capital Improvement Program

Village of McFarland

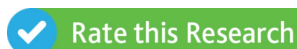
Anticipated Borrowing

Projects	Dept	2022			2023
		TID #3 Fund 305	Capital Proj. - Fund 400 Notes	Bond	Utility - 600 Water
Digital Records Mgmt	Admin		100,000		
Facility Planning	Facilities		150,000		
Public Safety Center	Facilities			7,200,000	
Traffic Safety	Police		25,000		
Vehicle (Chief)	Police		63,000		
ATV Replace	Fire/EMS		45,000		
Patient Cots	Fire/EMS		55,000		
Chipper	DPW	1,557,750	71,000		
Exchange Street (Design)	DPW		50,000		
Hydrant Flags	DPW				7,000
Large Mower	DPW		110,000		
Line Locater	DPW				5,000
Paulson Road	DPW		25,000		25,000
Paving/Utility Plan	DPW		605,000		495,000
Pedestrian Ways	DPW		100,000		
Truck	DPW		21,750		21,750
Salt Brine Applicator	DPW		18,750		
SCADA McDaniel Park	DPW		15,000		
Scissor Lift	DPW		21,000		
Shoring Trailer	DPW		10,000		
Street Maintenance	DPW		150,000		
Stump Grinder	DPW		9,000		
Water Impact Fee	DPW				35,000
Meter Replacement	DPW				325,000
Tower Painting (Burma)	DPW				
Well #1 (Discovery)	DPW				43,250
Well Rehab	DPW				250,000
Equipment	Library		8,250		
Furniture	Library		18,750		
Mechanicals	Library		5,000		
Shelving	Library		10,000		
Technology	Library		6,250		
Community Park	Parks		725,000		
Design - Inclusive Park	Parks		75,000		
Design - Lake Access (Lewis)	Parks		15,000		
Design - Skate Park	Parks		15,000		
Pickleball (McFarland)	Parks		75,000		
Plan - Conservancy	Parks		75,000		
Tree Inventory	Parks		8,500		
Brand Development	CD	50,000			
Comp Plan - East Side/ED	CD		25,000		
TID Project Planning	CD	50,000			
Total Projects		1,657,750	2,706,250	7,200,000	1,207,000
					2,259,500

	Estimate	Budget	Difference
General Obligation Note Issuance - 10 year term	4,364,000	4,367,000	(3,000)
General Obligation Bond Issuance - 20 year term	7,200,000	7,455,000	(255,000)
Water Revenue Bond Issuance - 10-20 year term	3,466,500	1,227,750	2,238,750
Total Proposed Borrowing	15,030,500	13,049,750	1,980,750

CREDIT OPINION

23 February 2022



Contacts

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CLIENT SERVICES

Americas 1-212-553-1653
Asia Pacific 852-3551-3077
Japan 81-3-5408-4100
EMEA 44-20-7772-5454

McFarland (Village of) WI

Update to credit analysis

Summary

[McFarland](#) (Aa2) benefits from a very strong financial position, providing flexibility to offset its limited revenue-raising ability. The village is supported by a wealthy and rapidly growing tax base favorably located adjacent to the [City of Madison](#) (Aaa stable). Fixed costs are elevated given an above-average debt burden, however pension liabilities are modest

Credit strengths

- » Wealthy and growing local tax base
- » Strong financial position
- » Modest pension burden with no other post-employment benefit (OPEB) liabilities

Credit challenges

- » Elevated debt burden and fixed costs
- » Limited revenue-raising flexibility because of state-imposed levy limits

Rating outlook

Moody's typically does not assign outlooks to issuers with this amount of debt.

Factors that could lead to an upgrade

- » Substantial tax base growth
- » Moderation of fixed costs

Factors that could lead to a downgrade

- » Deterioration of the tax base and/or weakening of resident income levels
- » Material narrowing of operating reserves or liquidity
- » Material increases to the debt or pension burden

Key indicators

Exhibit 1

McFarland (Village of) WI

	2016	2017	2018	2019	2020
Economy/Tax Base					
Total Full Value (\$000)	\$815,493	\$883,718	\$936,011	\$1,056,154	\$1,127,281
Population	8,168	8,235	8,492	8,650	8,991
Full Value Per Capita	\$99,840	\$107,312	\$110,223	\$122,099	\$125,379
Median Family Income (% of US Median)	142.9%	140.4%	140.0%	136.5%	136.5%
Finances					
Operating Revenue (\$000)	\$6,682	\$6,974	\$7,346	\$7,341	\$7,954
Fund Balance (\$000)	\$2,843	\$3,368	\$3,664	\$3,711	\$3,888
Cash Balance (\$000)	\$2,790	\$3,132	\$3,836	\$3,595	\$3,832
Fund Balance as a % of Revenues	42.6%	48.3%	49.9%	50.6%	48.9%
Cash Balance as a % of Revenues	41.7%	44.9%	52.2%	49.0%	48.2%
Debt/Pensions					
Net Direct Debt (\$000)	\$6,898	\$9,323	\$12,560	\$12,693	\$15,300
3-Year Average of Moody's ANPL (\$000)	\$6,397	\$7,137	\$7,952	\$8,519	\$10,050
Net Direct Debt / Full Value (%)	0.8%	1.1%	1.3%	1.2%	1.4%
Net Direct Debt / Operating Revenues (x)	1.0x	1.3x	1.7x	1.7x	1.9x
Moody's - ANPL (3-yr average) to Full Value (%)	0.8%	0.8%	0.8%	0.8%	0.9%
Moody's - ANPL (3-yr average) to Revenues (x)	1.0x	1.0x	1.1x	1.2x	1.3x

Sources: US Census Bureau, McFarland (Village of) WI's financial statements and Moody's Investors Service

Profile

The Village of McFarland is located just south of the City of Madison, encompassing five square miles in [Dane County](#) (Aa1 stable). It provides a full range of municipal services, including public safety, public works and municipal utilities, to approximately 9,000 residents.

Detailed credit considerations

Economy and tax base: wealthy Madison-area tax base

The village's \$1.2 million tax base is expected to continue growing, based on ongoing development and building permits issued. Its close proximity to the Madison metropolitan area has supported steady residential development, with the tax base averaging strong annual growth of 9% over the past three years. Based on permits issued in 2021, the village expects 104 new residential units over the next few years. In addition, three new residential developments are in the works that should add 217 more units.

Financial operations and reserves: solid operating reserves and liquidity

The village's financial position is expected to remain strong, based on continued development and strong management. McFarland's available operating fund (general and debt service funds) balance was \$3.9 million at the close of fiscal 2020, equivalent to 49% of revenue. Unaudited results for fiscal 2021 show a modest surplus and the 2022 budget is balanced. Over the next few years, management expects to draw down fund balance to around 40%. The village's largest source of revenue is property taxes, which comprised 68% of fiscal 2020 operating fund revenue, followed by state aid at 12%.

Like many [Wisconsin](#) (Aa1 stable) municipalities, the village manages and finances development through various tax increment districts (TIDs) that could pose operating pressure if revenues were to fall short of projections. Favorably, total TID revenues are sufficient to cover debt service payments on associated bonds. The village has not yet had to use general revenues to support debt service and projects adequate coverage going forward.

This publication does not announce a credit rating action. For any credit ratings referenced in this publication, please see the ratings tab on the issuer/entity page on www.moody's.com for the most updated credit rating action information and rating history.

Liquidity

The village closed fiscal 2020 with a net cash position of \$3.8 million, or a strong 48% of operating revenue.

Debt and pensions: above average debt burden; modest pension liabilities

The debt burden will remain elevated given regular borrowing, however the pension burden is modest and the village carries no other post-employment benefits (OPEB) liabilities. Following an upcoming sale, the village's debt burden will be above-average at 3.4% of full value and 5.1x operating revenue. The village does not plan to issue additional GO debt in 2022, but does plan to issue \$3.7 million in water revenue bonds in April 2022. The village plans to issue \$3 million in GO debt in 2023 for scheduled capital improvements.

Legal security

Debt service is secured by the village's GOULT pledge, which benefits from a designated property tax levy that is unlimited as to rate or amount.

Debt structure

All of the village's debt is fixed rate. Principal amortization is below average with 68.2% retired within ten years.

Debt-related derivatives

The village has no exposure to any debt-related derivatives.

Pensions and OPEB

McFarland participates in the Wisconsin Retirement System (WRS), a statewide cost-sharing plan. Contributions are determined using a level contribution actuarial method in an effort to keep employer and employee contribution rates at a level percentage of payroll over time, and are set at 100% of the plan's funding requirement. As a result, WRS remains one of the best-funded public employee retirement systems in the country.

The village does not offer any other post-employment benefits (OPEB).

ESG considerations

Environmental

Environmental considerations are not material to this rating action. Overall exposure to environmental risk is low for US local governments. Impacts on agriculture are forecast to be among the most significant economic effects of climate change in the Midwest.

Social

The village experienced strong population growth in recent decades because of its easy access to the state capital and employment opportunities throughout Dane County. Between 2000 and 2010 the population grew 21.7%, with further growth of 15% since the 2010 census. Resident income levels are strong, with median family income estimated at 140% of the US. As of December 2021, Dane County's unemployment rate was 1.4%, well below both the state (2%) and nation (3.7%), based on estimates from the Wisconsin Department of Workforce Development and the U.S. Bureau of Labor Statistics.

Governance

The village's financial management is strong, adhering to long-term capital planning and a fund balance policy of 20% of budgeted general fund expenditures, a level which it currently exceeds.

Wisconsin cities have an institutional framework score¹ of "A", which is moderate. The sector's major revenue source, property tax revenue, is subject to a cap that restricts cities from increasing their operating property tax levies except to capture amounts represented by net new construction growth. Revenues and expenditures tend to be predictable. Across the sector, fixed and mandated costs are generally high. Expenditures are somewhat flexible, as collective bargaining is allowed for public safety employees but is curbed for non-public safety employees. Many cities utilize tax increment districts to attract economic development, often issuing debt to fund initial infrastructure in undeveloped areas. While tax increment districts are ultimately expected to generate revenues sufficient to cover initial city outlay, cities are exposed to economic downturns which could halt development.

Rating methodology and scorecard factors

The US Local Government General Obligation Debt methodology includes a scorecard, a tool providing a composite score of a local government's credit profile based on the weighted factors we consider most important, universal and measurable, as well as possible notching factors dependent on individual credit strengths and weaknesses. Its purpose is not to determine the final rating, but rather to provide a standard platform from which to analyze and compare local government credits.

Exhibit 2

McFarland (Village of) WI

Rating Factors	Measure	Score
Economy/Tax Base (30%)[1]		
Tax Base Size: Full Value (in 000s)	\$1,217,440	A
Full Value Per Capita	\$135,406	Aa
Median Family Income (% of US Median)	136.5%	Aa
Finances (30%)		
Fund Balance as a % of Revenues	48.9%	Aaa
5-Year Dollar Change in Fund Balance as % of Revenues	17.2%	Aa
Cash Balance as a % of Revenues	48.2%	Aaa
5-Year Dollar Change in Cash Balance as % of Revenues	17.3%	Aa
Management (20%)		
Institutional Framework	A	A
Operating History: 5-Year Average of Operating Revenues / Operating Expenditures	1.0x	Baa
Debt and Pensions (20%)		
Net Direct Debt / Full Value (%)	3.3%	A
Net Direct Debt / Operating Revenues (x)	5.1x	Ba
3-Year Average of Moody's Adjusted Net Pension Liability / Full Value (%)	0.8%	Aa
3-Year Average of Moody's Adjusted Net Pension Liability / Operating Revenues (x)	1.3x	A
	Scorecard-Indicated Outcome	Aa3
	Assigned Rating	Aa2

[1] Economy measures are based on data from the most recent year available.

[2] Notching Factors are specifically defined in the US Local Government General Obligation Debt methodology.

[3] Standardized adjustments are outlined in the GO Methodology Scorecard Inputs publication.

Sources: US Census Bureau, {OrgName}'s financial statements and Moody's Investors Service

Endnotes

- The institutional framework score assesses a municipality's legal ability to match revenues with expenditures based on its constitutionally and legislatively conferred powers and responsibilities. See [US Local Government General Obligation Debt \(July 2020\)](#) methodology report for more details.

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REPORT NUMBER

1320169

CLIENT SERVICES

Americas	1-212-553-1653
Asia Pacific	852-3551-3077
Japan	81-3-5408-4100
EMEA	44-20-7772-5454

PRELIMINARY OFFICIAL STATEMENT DATED FEBRUARY __, 2022

NEW ISSUES

Rating Application:
Moody's Investors Service

Outstanding General Obligations Rated:
Moody's "Aa2" (See "RATING" herein)

In the opinion of Griggs Law Office LLC, Bond Counsel, assuming continued compliance with the requirements of the Internal Revenue Code of 1986, as amended, under existing law, interest on the Notes and Bonds (collectively referred to as the "Securities") is excludable from gross income and is not an item of tax preference for federal income tax purposes. See "LEGAL MATTERS – Tax Exemption" herein for a more detailed discussion of some of the federal income tax consequences of owning the Securities. The interest on the Securities is not exempt from present Wisconsin income or franchise taxes.

VILLAGE OF MCFARLAND, Dane County, Wisconsin

\$4,365,000 General Obligation Promissory Notes ("Notes") \$7,200,000 General Obligation Public Safety Center Bonds ("Bonds")

The Securities will be dated March 24, 2022, will be in the denomination of \$5,000 each or any multiple thereof, and will mature as shown below. Interest shall be payable as shown below, calculated based on a 360-day year of twelve 30-day months. The Securities are issued as fully registered securities and will be registered in the name of Cede & Co. as nominee of The Depository Trust Company, New York, New York, ("DTC"), to which principal and interest payments on the Securities will be made. Individual purchases will be made in book-entry form only in denominations of \$5,000 principal amount or any integral multiple thereof. Purchasers of the Securities will not receive physical delivery of certificates. See "BOOK-ENTRY-ONLY SYSTEM" herein. The Village will act as bond registrar and paying agent for the Securities.

MATURITY SCHEDULE: \$4,365,000 G.O. Promissory Notes, Dated March 24, 2022; 1st Interest Payment March 1, 2023

March 1	Amount	Rate	Yield	Base CUSIP 580441 ⁽¹⁾	March 1	Amount	Rate	Yield	Base CUSIP 580441 ⁽¹⁾
2023	\$430,000				2028	\$310,000			
2024	475,000				2029	330,000			
2025	515,000				2030	355,000			
2026	575,000				2031	365,000			
2027	640,000				2032	370,000			

MATURITY SCHEDULE: \$7,200,000 G.O. Public Safety Center Bonds, Dated March 24, 2022; 1st Interest Payment March 1, 2023

March 1	Amount	Rate	Yield	Base CUSIP 580441 ⁽¹⁾	March 1	Amount	Rate	Yield	Base CUSIP 580441 ⁽¹⁾
2023	\$240,000				2033	\$425,000			
2024	240,000				2034	425,000			
2025	260,000				2035	425,000			
2026	260,000				2036	425,000			
2027	285,000				2037	425,000			
2028	285,000				2038	425,000			
2029	285,000				2039	425,000			
2030	320,000				2040	425,000			
2031	350,000				2041	425,000			
2032	425,000				2042	425,000			

The Securities are issued pursuant to Chapter 67 of the Wisconsin Statutes, the Initial Resolutions, the Note Resolution and the Bond Resolution (each as defined herein). The Securities are general obligations of the Village of McFarland, Dane County, Wisconsin (the "Village") for which its full faith and credit and unlimited taxing powers are pledged, which taxes may, under current law, be levied without limitation as to rate or amount. Proceeds of the Notes will be used for the purpose of paying the costs of Village capital improvement projects including issuance expenses, to wit: facilities, street, park and traffic safety improvements and related costs, Tax Incremental District Number 3 projects costs, community development expenses and equipment acquisition (the "Note Project"). Proceeds of the Bonds will be used for the purpose of paying a portion of the costs of constructing a new public safety center building (the "Bond Project"). See "THE PROJECTS" herein.

Notes maturing on March 1, 2030 and thereafter shall be subject to redemption prior to maturity, at the option of the Village, beginning on March 1, 2029 or on any date thereafter. Bonds maturing on March 1, 2032 and thereafter shall be subject to redemption prior to maturity, at the option of the Village, beginning on March 1, 2031 or on any date thereafter. Said Securities are redeemable as a whole or in part, and if in part, from maturities selected by the Village and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

Bids for the Securities will be received by the Village in accordance with each issue's respective OFFICIAL NOTICE OF SALE. The Securities shall be awarded to a responsible bidder(s) whose proposal results in the lowest true interest cost to the Village. The Securities will be delivered subject to the unqualified approval of legality by Griggs Law Office LLC, Milwaukee, Wisconsin, Bond Counsel, on or about March 24, 2022.

SALE DATE: Monday, February 28, 2022

SALE TIMES: \$4,365,000 G.O. Notes at 10:00 A.M. Central Time; \$7,200,000 G.O. Bonds at 10:30 A.M. Central Time

AWARD DATE: February 28, 2022 Village Board Meeting commencing at 7:00 P.M. Central Time

Wisconsin Public Finance Professionals, LLC, Municipal Advisor

(1) CUSIP data provided by the CUSIP Global Services, managed on behalf of the American Bankers' Association by S&P Global Market Intelligence. No representations are made as to the correctness of the CUSIP numbers.

Village of McFarland, Wisconsin

Village Hall
5915 Milwaukee St.
McFarland, WI 53558-0110
608-838-3153

Village Board

Name	Position	Term of Office
Carolyn Clow	President	April 2023
Stephanie Brassington	Trustee	April 2023
Michael Flaherty	Trustee	April 2022
Carrie Nelson	Trustee	April 2023
Justin Rupert	Trustee	April 2022
Chris St. Clair	Trustee	April 2023
Ed Wreh	Trustee	April 2022

Administration

Matthew Schuenke	Village Administrator
Cassandra Suettinger	Village Clerk/Treasurer
Jennifer Haried	Village Deputy Treasurer/Accountant
Allen Reuter	Village Attorney

Paying Agent

Village of McFarland
Contact – Matthew Schuenke, Village Administrator

Professional Services

Independent Auditors	Bond Counsel
Baker Tilly US, LLP Ten Terrance Ct. P.O. Box 7398 Madison, WI 53707	Griggs Law Office LLC 4230 N. Oakland Avenue #313 Shorewood, WI 53211
Municipal Advisor	
Wisconsin Public Finance Professionals, LLC 155 South Executive Drive, Suite 211 Brookfield, WI 53005	

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Unless otherwise indicated, the Village is the source of the information contained in this Official Statement. Certain information contained herein has been obtained from sources other than records of the Village, and is believed to be reliable, but is not guaranteed as to accuracy or completeness. The information and opinions expressed herein are subject to change without notice, and neither the delivery of this Official Statement nor any sale made hereunder shall, under any circumstances, create any implication that there has been no change in the affairs of the Village since the date of this Official Statement.

Wisconsin Public Finance Professionals, LLC, Brookfield, Wisconsin, is serving as municipal advisor (the "Municipal Advisor") to the Village in connection with the issuance of the Securities. In preparing this Official Statement, the Municipal Advisor has relied upon the Village and other sources having access to relevant data to provide accurate information for this Official Statement. To the best of the Municipal Advisor's knowledge, the information contained in this Official Statement is true and accurate. However, the Municipal Advisor has not been engaged, nor has it undertaken, to independently verify the accuracy of such information.

Any statements made in this Official Statement, including the Exhibits, involving matters of opinion or estimates, whether or not so expressly stated, are set forth as such and not as representations of fact, and no representation is made that any of such estimates will be realized. This Official Statement contains certain forward-looking statements and information that are based on the Village's beliefs as well as assumptions made by and information currently available to the Village. Such statements are subject to certain risks, uncertainties and assumptions. Should one or more of these risks or uncertainties materialize, or should underlying assumptions prove incorrect, actual results may vary materially from those anticipated, estimated or expected.

This Official Statement should be considered in its entirety. No one factor should be considered more or less important than any other by reason of its position in this Official Statement. Where statutes, ordinances, reports or other documents are referred to in this Official Statement, reference should be made to those documents for more complete information regarding their subject matter.

The Securities will not be registered under the Securities Act of 1933, as amended, in reliance upon exemptions contained in the Act, or the securities laws of any state of the United States, and will not be listed on any stock or other securities exchange. Neither the Securities and Exchange Commission nor any other federal, state, municipal or other governmental entity, other than the Village shall have passed upon the accuracy or adequacy of this Official Statement.

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EXHIBIT V.	Official Notice of Sale and Bid Form for the Bonds

SUMMARY FOR THE NOTES

This is not a summary of this Official Statement. The information on this page is qualified by more complete and detailed information contained in the entire Official Statement, including the cover page and exhibits hereto, and the documents summarized or described herein. A review of the entire Official Statement and all such documents should be made by potential investors.

Issuer	Village of McFarland, Dane County, Wisconsin
Issue	\$4,365,000 General Obligation Promissory Notes (the "Notes")
Dated Date	March 24, 2022 (Date of Delivery)
Sale Date and Award	Monday, February 28, 2022; sale at 10:00 A.M. Central Time; award at a Village Board meeting on February 28, 2022 commencing at 7:00 P.M. Central Time.
Principal Due	March 1, 2023 through 2032
Interest Payment Due	Commencing March 1, 2023 and on each September 1 and March 1 thereafter. Interest on the Notes will be computed on the basis of a 30-day month and 360-day year.
Redemption Provision	The Notes maturing on March 1, 2030 and thereafter shall be subject to redemption prior to maturity, at the option of the Village, beginning March 1, 2029 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the Village and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.
Authority	The Notes are issued pursuant to Chapter 67, Wisconsin Statutes, and the Note Resolution (defined herein), adopted by the Village Board.
Purpose	Proceeds of the Notes will be used the purpose of paying the costs of Village capital improvement projects including issuance expenses, to wit: facilities, street, park and traffic safety improvements and related costs, Tax Incremental District Number 3 projects costs, community development expenses and equipment acquisition (the "Note Project"). See "THE PROJECTS" herein.
Security	The full faith, credit and resources of the Village are pledged to the payment of the principal of and the interest on the Notes as the same become due and, for said purposes, there are levied on all taxable property in the Village, direct, annual, irrepealable taxes in each year and in such amounts which will be sufficient to meet such principal and interest payments when due. Under current law, such taxes may be levied without limitation as to rate or amount.
Tax Exemption	Griggs Law Office LLC, Milwaukee, Wisconsin, Bond Counsel, will provide an opinion as to the tax exemption of the Notes as discussed under "LEGAL MATTERS - Tax Exemption" in this Official Statement. Interest on the Notes is not exempt from present State of Wisconsin income or franchise taxes.
Non-Bank Qualification	The Notes shall <u>NOT</u> be designated as "qualified tax-exempt obligations."
Rating	The Village has applied for a rating on the Notes from Moody's Investors Service. Outstanding general obligation securities are rated "Aa2" by Moody's. See "RATING" herein.
Bond Years	22,141.13 years Average Life 5.072 years
Record Date	The 15 th day of calendar month next preceding an interest payment date.
Paying Agent	Village of McFarland, Dane County, Wisconsin

SUMMARY FOR THE BONDS

This is not a summary of this Official Statement. The information on this page is qualified by more complete and detailed information contained in the entire Official Statement, including the cover page and exhibits hereto, and the documents summarized or described herein. A review of the entire Official Statement and all such documents should be made by potential investors.

Issuer	Village of McFarland, Dane County, Wisconsin
Issue	\$7,200,000 General Obligation Public Safety Center Bonds (the "Bonds")
Dated Date	March 24, 2022 (Date of Delivery)
Sale Date and Award	Monday, February 28, 2022; sale at 10:30 A.M. Central Time; award at a Village Board meeting on February 28, 2022 commencing at 7:00 P.M. Central Time.
Principal Due	March 1, 2023 through 2042
Interest Payment Due	Commencing March 1, 2023 and on each September 1 and March 1 thereafter. Interest on the Bonds will be computed on the basis of a 30-day month and 360-day year.
Redemption Provision	The Bonds maturing on March 1, 2032 and thereafter shall be subject to redemption prior to maturity, at the option of the Village, beginning March 1, 2031 or on any date thereafter. Said Bonds are redeemable as a whole or in part, and if in part, from maturities selected by the Village and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.
Authority	The Bonds are issued pursuant to Chapter 67, Wisconsin Statutes, the Initial Resolutions and the Bond Resolution (each as defined herein), adopted by the Village Board.
Purpose	Proceeds of the Bonds will be used for the purpose of paying a portion of the costs of constructing a new public safety center building (the "Bond Project"). See "THE PROJECTS" herein.
Security	The full faith, credit and resources of the Village are pledged to the payment of the principal of and the interest on the Bonds as the same become due and, for said purposes, there are levied on all taxable property in the Village, direct, annual, irrevocable taxes in each year and in such amounts which will be sufficient to meet such principal and interest payments when due. Under current law, such taxes may be levied without limitation as to rate or amount.
Tax Exemption	Griggs Law Office LLC, Milwaukee, Wisconsin, Bond Counsel, will provide an opinion as to the tax exemption of the Bonds as discussed under "LEGAL MATTERS - Tax Exemption" in this Official Statement. Interest on the Bonds is not exempt from present State of Wisconsin income or franchise taxes.
Non-Bank Qualification	The Bonds shall <u>NOT</u> be designated as "qualified tax-exempt obligations."
Rating	The Village has applied for a rating on the Bonds from Moody's Investors Service. Outstanding general obligation securities are rated "Aa2" by Moody's. See "RATING" herein.
Bond Years	83,045.00 years Average Life 11.534 years
Record Date	The 15 th day of calendar month next preceding an interest payment date.
Paying Agent	Village of McFarland, Dane County, Wisconsin

INTRODUCTION

The purpose of this Official Statement, which includes the cover page, reverse thereof and Exhibits, is to provide certain information relating to the Village of McFarland, Dane County, Wisconsin (the "Village") in connection with the issuance of the \$4,365,000 General Obligation Promissory Notes (the "Notes") and the \$7,200,000 General Obligation Public Safety Center Bonds (the "Bonds") (collectively referred to as the "Securities"). The Securities are issued pursuant to the Constitution and laws of the State of Wisconsin, and the resolutions (the "Resolutions"), adopted by the Village Board (the "Village Board") and other proceedings and determinations related thereto.

Unless otherwise indicated, the information contained in this Official Statement is based upon material provided by the Village and available at the date of publication of the Official Statement. Certain information has been obtained from sources other than records of the Village and is believed to be reliable, but is not guaranteed as to accuracy or completeness.

Persons considering a purchase of the Securities should consider the Official Statement in its entirety. No one factor should be considered more or less important than any other by reason of its position in this Official Statement. All references to material included in this Official Statement not purporting to be quoted in full are only summaries of certain provisions thereof and do not purport to summarize or describe all the provisions thereof. Reference is made to such instruments, document and other materials for the complete provisions thereof, copies of which will be furnished upon request.

THE SECURITIES

Authority and Purpose

The Notes are issued pursuant to the provisions of Chapter 67 of the Wisconsin Statutes. On February 28, 2022, the Village Board will adopt a resolution authorizing the issuance and awarding the sale of \$4,365,000 General Obligation Promissory Notes providing the form of the Notes and levying a tax in connection therewith (the "Note Resolution"). Proceeds of the Notes will be used for the purpose of paying the costs of Village capital improvement projects including issuance expenses, to wit: facilities, street, park and traffic safety improvements and related costs, Tax Incremental District Number 3 project costs, community development expenses and equipment acquisition (the "Note Project"). See "THE PROJECTS" herein.

On December 14, 2020 and September 13, 2021, the Village Board adopted resolutions authorizing the borrowing of not to exceed \$18,500,000 and \$3,000,000, respectively, and providing for the issuance and sale of general obligation public safety center bonds therefore (the "Initial Resolutions"). The Village issued \$14,000,000 General Obligation Public Safety Center Bonds dated March 1, 2021 to finance the first phase of the costs of constructing a new public safety center building.

On February 28, 2022, the Village Board will adopt a resolution awarding the sale of \$7,200,000 General Obligation Public Safety Center Bonds providing the form of the Bonds and levying a tax in connection therewith (the "Bond Resolution"). Proceeds of the Bonds will be used for the purpose of paying a portion of the costs of constructing a new public safety center building (the "Bond Project"). See "THE PROJECTS" herein.

The Note Resolution, the Initial Resolutions and the Bond Resolution are collectively referred to as the "Resolutions." See "THE RESOLUTIONS" herein.

Security for the Securities

The Securities will be general obligations of the Village. The full faith, credit and taxing powers are pledged to the payment of the principal and interest on the Securities as the same becomes due. Under current law, taxes may be levied without limitation as to rate or amount. The Village is authorized and required by law to levy direct, annual, irrevocable taxes each year in amounts as may be necessary to pay the Securities and the interest thereon. The tax for the Notes will be levied under the Note Resolution for collection in each of the years 2023 through 2032 (or monies to pay such debt service will otherwise be appropriated). The tax for the Bonds will be levied under the Bond Resolution for collection in each of the years 2023 through 2042 (or monies to pay such debt service will otherwise be appropriated).

Maturities, Interest Rates and Form of Securities

The Notes are dated March 24, 2022 and will bear interest from that date and will mature serially on March 1, 2023 through March 1, 2032 in the amounts and at the rates as set forth on the cover page of this Official Statement. Interest on the Notes will be computed on the basis of a 360-day year consisting of twelve 30-day months, and shall be payable on March 1 and September 1 of each year commencing March 1, 2023.

The Bonds are dated March 24, 2022 and will bear interest from that date and will mature serially on March 1, 2023 through March 1, 2042 in the amounts and at the rates as set forth on the cover page of this Official Statement. Interest on the Bonds will be computed on the basis of a 360-day year consisting of twelve 30-day months, and shall be payable on March 1 and September 1 of each year commencing March 1, 2023.

Interest shall be paid to the registered owners of the Securities appearing of record in the bond register at the close of business on the 15th day of the month next preceding the interest payment date ("Record Date").

The Securities are issuable as fully registered securities and when issued will be registered to Cede & Co., as nominee of The Depository Trust Company, New York, New York ("DTC"). Ownership interests in the Securities will be in denominations of \$5,000 or integral multiples thereof and will be in book-entry-only form as described herein under "BOOK-ENTRY-ONLY SYSTEM." As long as the Securities are held under the book-entry-only system, beneficial ownership interest in the Securities may be acquired in book-entry form only and all payments of principal of, premium, if any, and interest on the Securities shall be made through the facilities of DTC and its Participants. If the book-entry system is terminated, principal of, premium, if any, and interest on the Securities shall be payable as provided in the respective Note Resolution and Bond Resolution.

Redemption Provisions

The Notes maturing on March 1, 2030 and thereafter shall be subject to redemption prior to maturity, at the option of the Village, beginning March 1, 2029 or on any date thereafter.

The Bonds maturing on March 1, 2032 and thereafter shall be subject to redemption prior to maturity, at the option of the Village, beginning March 1, 2031 or on any date thereafter.

Said Securities are redeemable as a whole or in part, and if in part, from maturities selected by the Village and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption. If less than all of the Securities of a maturity are to be redeemed, selection of the Securities to be so redeemed shall be by lot conducted by DTC in accordance with its rules and practices. See "BOOK-ENTRY-ONLY SYSTEM" herein.

Notice of Redemption

In the event the Village exercises its option to redeem the Securities prior to maturity, as long as the Securities are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile or by electronic transmission or in any other manner required by DTC, to DTC not less than thirty (30) nor more than sixty (60) days prior to the redemption date. If less than all the Securities are to be called for redemption, the Securities to be redeemed will be selected by lot.

Such notice will include but not be limited to the following: the designation, date and maturities of the Securities called for redemption, CUSIP numbers; and the date of redemption. Any failure of DTC to advise any DTC Participant or of any DTC Participant or Indirect Participant to notify the Beneficial Owner of any such notice and its' content or effect will not affect the validity or sufficiency of the proceedings relating to the redemption of the Securities called for redemption.

Paying Agent for the Securities

The Village of McFarland will act as Paying Agent for the Securities. The Village Administrator is the contact person for paying agent matters.

THE PROJECTS

Note Project

Proceeds of the Notes will be used the purpose of paying the costs of the Villages 2022 capital improvement projects including issuance expenses, to wit: facilities, street, park and traffic safety improvements and related costs, Tax Incremental District Number 3 projects costs, community development expenses and equipment acquisition (the "Note Project"). The Village anticipates the Note Project to be substantially completed by year end 2022.

Bond Project

The Bonds are issued as phase two financing to construct a new Public Safety Center facility. The Village issued \$14,000,000 of General Obligation Public Safety Center Bonds dated March 1, 2021 as phase one financing. The Village Board adopted Initial Resolutions in 2020 and 2021 authorizing a combined amount of \$21,500,000 of general obligation public safety bonds for the project. The Village will have \$300,000 of borrowing authority remaining in the event final construction costs require funding in 2023.

Construction of the Public Safety Center began in Summer of 2021, at a new location in the Village to house the Police Department, Fire and Rescue and the Municipal Court. The Village's 2017 Facilities Master Plan and Public Safety Analysis completed in 2019, identified the current space within the Village's Municipal Center for the Policy Department and the Fire and Rescue Department as inadequate to support the services and staffing needs of these departments into the future. The space to be vacated by these departments will create space needed for development of a Community Center for the Village.

The total square footage of the building is estimated at 57,375 sf, with 22,500 sf for police, 26,250 sf for fire and rescue and 8,625 sf of shared space for Municipal Court, court/training room, small meeting room, public restrooms, shared exercise space and other hallway/access points. Construction is expected to be substantially completed by year end 2022.

Source and Application of Funds for the Notes

Source of Funds

Note Proceeds	\$4,365,000
Reoffering Premium (Est.)	212,181
Investment Earnings (Est.)	<u>675</u>
Total Source of Funds	<u><u>\$4,577,856</u></u>

Application of Funds

Deposit to Project Construction Fund	\$4,365,675
Issuance Expenses Including Underwriters Discount (Est.)	74,420
Excess Premium Deposited to Debt Service (Est.)	<u>137,761</u>
Total Application of Funds	<u><u>\$4,577,856</u></u>

Source and Application of Funds for the Bonds

Source of Funds

Bond Proceeds	\$7,200,000
Reoffering Premium (Est.)	491,947
Investment Earnings (Est.)	<u>2,525</u>
Total Source of Funds	<u><u>\$7,694,472</u></u>

Application of Funds

Deposit to Project Construction Fund	\$7,202,525
Issuance Expenses Including Underwriters Discount (Est.)	138,500
Excess Premium Deposited to Debt Service (Est.)	<u>353,447</u>
Total Application of Funds	<u><u>\$7,694,472</u></u>

CONSTITUTIONAL AND STATUTORY CONSIDERATIONS AND LIMITATIONS CONCERNING THE VILLAGE'S POWER TO INCUR INDEBTEDNESS

The Constitution and laws of the State limit the power of the Village (and other municipalities of the State) to issue obligations and to contract indebtedness. Such constitutional and legislative limitations include the following, in summary form and as generally applicable to the Village.

Purpose

The Village may not borrow money or issue notes or bonds therefor for any purpose except those specified by statute which includes among others the purposes for which the Securities are being issued.

General Obligation Bonds

The principal amount of every sum borrowed by the Village and secured by an issue of bonds may be payable at one time in a single payment or at several times in two or more installments; however, no installment may be made payable later than the termination of twenty years immediately following the date of the bonds. The Village Board is required to levy a direct, annual, irrevocable tax sufficient in amount to pay the interest on such bonds as it falls due and also to pay and discharge the principal thereof at maturity. Bonds issued by the Village to refinance or refund outstanding notes or bonds issued by the Village may be payable no later than twenty years following the original date of such notes or bonds.

Refunding Bonds

In addition to being authorized to issue bonds, the Village is authorized to borrow money using bonds for refunding existing debt. To evidence such indebtedness, the Village must issue to the lender its refunding bonds (with interest) payable within a period not exceeding twenty years following the initial date of the debt to be refunded. Such refunding bonds constitute a general obligation of the Village. Refunding bonds are not subject to referendum.

Promissory Notes

In addition to being authorized to issue bonds, the Village is authorized to borrow money using promissory notes for any public purpose. To evidence such indebtedness, the Village must issue its promissory notes (with interest) payable within a period not exceeding ten years following the date of said notes. Such notes constitute a general obligation of the Village. Notes may be issued to refinance or refund outstanding notes or bonds. However, such notes must be payable not later than twenty years following the original date of such notes or bonds being refunded.

Bond or Note Anticipation Notes

In anticipation of issuing general obligation bonds or notes, the Village is authorized to borrow money using bond or note anticipation notes. The bond or note anticipation notes shall in no event be general obligations of the Village and do not constitute an indebtedness of the Village, or a charge against its general credit or taxing power. The bond or note anticipation notes are payable only from (a) proceeds of the bond or note anticipation notes set aside for payment of interest on the bond or note anticipation notes as they become due and (b) proceeds to be derived from the issuance and sale of general obligation bonds or notes, which proceeds are pledged for the payment of the principal of and interest on the bond or note anticipation notes. The maximum term of any bond or note anticipation notes (including any refunding) is five years.

Debt Limit

The Village has the power to contract indebtedness for purposes specified by statute so long as the principal amount thereof does not exceed five percent of the equalized value of taxable property within the Village. For information with respect to the Village's percentage of legal debt incurred, the section titled "INDEBTEDNESS - Debt Limit" included in this Official Statement.

THE RESOLUTIONS

Following is a summary of the Resolutions adopted by the Village pursuant to the procedures prescribed by Wisconsin Statutes. The Initial Resolutions, the Note Resolution and the Bond Resolution are collectively referred to as the "Resolutions."

Initial Resolutions

On December 14, 2020, the Village Board adopted Resolution 2020-27, pursuant to Chapter 67 of the Wisconsin Statutes, authorizing the borrowing of not to exceed \$18,500,000 and providing for the issuance and sale of general obligation public safety center bonds therefor; and on September 13, 2021, the Village Board adopted Resolution 2021-21, pursuant to Chapter 67 of the Wisconsin Statutes, authorizing the borrowing of not to exceed \$3,000,000 and providing for the issuance and sale of general obligation public safety center bonds therefor. Resolution 2020-27 and 2021-21 are collectively referred to as the "Initial Resolutions".

Note Resolution

On February 28, 2022, the Village Board will adopt a resolution authorizing the issuance and awarding the sale of \$4,365,000 General Obligation Promissory Notes providing the form of Notes; and levying a tax in connection therewith ("Note Resolution"), pursuant to the procedures prescribed by Chapter 67, Wisconsin Statutes, accepting the bid of the Note Underwriter (defined herein) for the purchase of the Notes in accordance with the bid specifications, setting forth the details and form of the Notes, and setting out certain covenants with respect thereto. The Notes are issued for the public purpose of paying the cost of the Note Project. The Note Resolution pledges the full faith, credit and resources of the Village to payments of the principal of and interest on the Notes until paid. Pursuant to the Note Resolution, the amount of direct, annual irrevocable taxes levied for principal and interest payments on the Notes when due will be specified (or monies to pay such debt will otherwise be appropriated). The Note Resolution establishes, separate and distinct from all other funds of the Village, a debt service fund with respect to payments of principal of and interest on the Notes.

Bond Resolution

On February 28, 2022, the Village Board will adopt a resolution awarding the sale of \$7,200,000 General Obligation Public Safety Center Bonds providing the form of Bonds; and levying a tax in connection therewith ("Bond Resolution"), pursuant to the procedures prescribed by Chapter 67, Wisconsin Statutes, accepting the bid of the Bond Underwriter (defined herein) for the purchase of the Bonds in accordance with the bid specifications, setting forth the details and form of the Bonds, and setting out certain covenants with respect thereto. The Bond Resolution pledges the full faith, credit and resources of the Village to payments of the principal of and interest on the Bonds until paid. Pursuant to the Bond Resolution, the amount of direct, annual irrevocable taxes levied for principal and interest payments on the Bonds when due will be specified (or monies to pay such debt will otherwise be appropriated). The Bond Resolution establishes, separate and distinct from all other funds of the Village, a debt service fund with respect to payments of principal of and interest on the Bonds.

Tax Levy Limits

Section 66.0602 of the Wisconsin Statutes, imposes a limit on property tax levies by cities, villages, towns and counties. No city, village, town or county is permitted to increase its tax levy by a percentage that exceeds its valuation factor (which is defined as a percentage equal to the greater of either the percentage change in the political subdivision's January 1 equalized value due to new construction less improvements removed between the previous year and the current or zero percent). In 2018, and in each year thereafter, the base amount is the actual levy for the immediately preceding year plus the amount of the payment from the State under Section 79.096 of the Wisconsin Statutes (an amount equal to the property taxes formerly levied on certain items of personal property), and the levy limit is the base amount multiplied by the valuation factor, minus the amount of the payment from the State under Section 79.096 of the Wisconsin Statutes. The base amount in any year to which the levy limit applies is the actual levy for the immediately preceding year. This levy limitation is an overall limit, applying to levies for operations as well as for other purposes.

A political subdivision that did not levy its full allowable levy in the prior year can carry forward the difference between the allowable levy and the actual levy, up to a maximum of 1.5% of the prior year's actual levy. The use of the carry forward levy adjustment needs to be approved by a majority vote of the political subdivision's governing body (except in the case of towns) if the amount of carry forward levy adjustment is less than or equal to 0.5% and by a super majority vote of the political subdivision's governing body (three-quarters vote if the governing body is comprised of five or more members, two-thirds vote if the governing body is comprised of fewer than five members) (except in the case of towns) if the amount of the carry forward levy adjustment is greater than 0.5% up to the maximum increase of 1.5%. For towns, the use of the carry forward levy adjustment needs to be approved by a majority vote of the annual town meeting or special town meeting after the town board has adopted a resolution in favor of the adjustment by a majority vote if the amount of carry forward levy adjustment is less than or equal to 0.5% or by two-thirds vote or more if the amount of carry forward levy adjustment is greater than 0.5% up to the maximum of 1.5%.

Beginning with levies imposed in 2015, if a political subdivision does not make an adjustment in its levy as described in the above paragraph in the current year, the political subdivision may increase its levy by the aggregate amount of the differences between the political subdivision's valuation factor in the previous year and the actual percent increase in a political subdivision's levy attributable to the political subdivision's valuation factor in the previous year, for the five years before the current year, less any amount of such aggregate amount already claimed as an adjustment in any of the previous five years. The calculation of the aggregate amount available for such adjustment may not include any year before 2014, and the maximum adjustment allowed may not exceed 5%. The use of the adjustment described in this paragraph requires approval by a two-thirds vote of the political subdivision's governing body, and the adjustment may only be used if the political subdivision's level of outstanding general obligation debt in the current year is less than or equal to the political subdivision's level of outstanding general obligation debt in the previous year.

Special provisions are made with respect to property taxes levied to pay general obligation debt service. Those are described below. In addition, the statute provides for certain other exclusions from and adjustments to the tax levy limit. Among the items excluded from the limit are amounts levied for any revenue shortfall for debt service on a revenue bond issued under Section 66.0621. Among the adjustments permitted is an adjustment applicable when a tax increment district terminates, which allows an amount equal to the prior year's allowable levy multiplied by 50% of the political subdivision's percentage growth due to the district's termination.

With respect to general obligation debt service, the following provisions are made:

- (a) If a political subdivision's levy for the payment of general obligation debt service, including debt service on debt issued or reissued to fund or refund outstanding obligations of the political subdivision and interest on outstanding obligations of the political subdivision, on debt originally issued before July 1, 2005, is less in the current year than in the previous year, the political subdivision is required to reduce its levy limit in the current year by the amount of the difference between the previous year's levy and the current year's levy.
- (b) For obligations authorized before July 1, 2005, if the amount of debt service in the preceding year is less than the amount of debt service needed in the current year, the levy limit is increased by the difference between the two amounts. This adjustment is based on scheduled debt service rather than the amount actually levied for debt service (after taking into account offsetting revenues such as sales tax revenues, special assessments, utility revenues, tax increment revenues or surplus funds). Therefore, the levy limit could negatively impact political subdivisions that experience a reduction in offsetting revenues.
- (c) The levy limits do not apply to property taxes levied to pay debt service on general obligation debt authorized on or after July 1, 2005.

The Securities are authorized after July 1, 2005 and therefore the levy limits do not apply to taxes levied to pay debt service on the Securities.

Continuing Disclosure

In order to assist the Underwriters in complying with SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission, pursuant to the Securities Exchange Act of 1934 (the "Rule"), the Village shall covenant pursuant to the Note Resolution and Bond Resolution adopted by the Village Board to enter into undertakings (the "Undertakings") for the benefit of holders including beneficial holders of the Securities to provide certain financial information and operating data relating to the Village annually to the Municipal Securities Rulemaking Board (the "MSRB") and to provide notices of the occurrence of certain events enumerated in the Rule electronically or in the manner otherwise prescribed by the MSRB to the MSRB. **The Undertakings for the Securities provide that the annual report will be filed not later than 365 days after the end of each fiscal year. The Village's fiscal year ends December 31.** The details and terms of the undertakings, as well as the information to be contained in the annual report or the notices of material events, are set forth in the Continuing Disclosure Certificates to be executed and delivered by the Village at the time the Securities are delivered. Such Certificates will be in substantially the form attached hereto as Exhibit III.

In the previous five years, the Village has not failed to comply in all material respects with any previous undertakings under the Rule. A failure by the Village to comply with the Undertakings will not constitute an event of default on the Securities (although holders will have the right to obtain specific performance of the obligations under the Undertaking). Nevertheless, such a failure must be reported in accordance with the Rule and must be considered by any broker, dealer or municipal securities dealer before recommending the purchase or sale of the Securities in the secondary market. Consequently, such a failure may adversely affect the transferability and liquidity of the Securities and their market price.

The Village is required to file its continuing disclosure information using the Electronic Municipal Market Access ("EMMA") system. Investors will be able to access continuing disclosure information filed with the MSRB at www.emma.msrb.org.

DIRECT LEGISLATION ORDINANCE LIMITING CAPITAL EXPENDITURES BY THE VILLAGE

On April 5, 2005, Village electors approved an ordinance which was submitted pursuant to the direct legislation provisions of the Wisconsin Statutes. The ordinance required referendum approval on any municipally financed project requiring a Village capital expenditure of \$1 million or more. On October 13, 2014, the Village Board amended the ordinance, as permitted by the Wisconsin Statutes, to increase the limit to a Village net capital expenditure of \$1,250,000 as adjusted annually for inflation or deflation. On October 8, 2018, the Village Board amended the ordinance's referendum requirement for large construction projects, requiring the Village Board to submit to the electorate a binding referendum for a Village-financed project involving a net cost to the Village exceeding 1% of the Village's equalized valuation, except for the following projects: public street projects; public projects funded by the Village's water, sewer or storm water utilities; projects qualifying as project costs in an approved tax incremental district project plan; projects required by any Federal, State or County statute, regulation, rule or ordinance, any court order or any previously approved agreement; projects undertaken jointly with another unit of government; public safety facilities limited to fire, police, EMS and municipal court; projects undertaken to address emergency conditions as determined by the Village Board. The ordinance was also amended to include provisions for determination of a single project for purposes of establishing applicability of the amendment.

None of the projects financed with the Securities are subject to referendum because either each separate project requires a capital expenditure below the required "net cost," or, because the projects are for purposes exempted by the ordinance.

The effective date of the amendment to the ordinance was 60 days after the Village Board adoption on October 8, 2018 provided that no petition for referendum on the amended ordinance was filed within said 60-day period. No such petition was filed within said 60-day period.

BOOK-ENTRY-ONLY SYSTEM

The Depository Trust Company (“DTC”) will act as securities depository for the Securities. The Securities will be issued as fully-registered securities registered in the name of Cede & Co. (DTC’s partnership nominee) or such other name as may be requested by an authorized representative of DTC. One fully-registered note or bond certificate will be issued for each issue of the Securities, in the aggregate principal amount of such issue, and will be deposited with DTC.

DTC, the world’s largest securities depository, is a limited-purpose trust company organized under the New York Banking Law, a “banking organization” within the meaning of the New York Banking Law, a member of the Federal Reserve System, a “clearing corporation” within the meaning of the New York Uniform Commercial Code, and a “clearing agency” registered pursuant to the provisions of Section 17A of the Securities Exchange Act of 1934, as amended (the “Exchange Act”). DTC holds and provides asset servicing for over 3.5 million issues of U.S. and non-U.S. equity issues, corporate and municipal debt issues, and money market instruments (from over 100 countries) that DTC’s participants (“Direct Participants”) deposit with DTC. DTC also facilitates the post-trade settlement among Direct Participants of sales and other securities transactions in deposited securities, through electronic computerized book-entry transfers and pledges between Direct Participants’ accounts. This eliminates the need for physical movement of securities certificates. Direct Participants include both U.S. and non-U.S. securities brokers and dealers, banks, trust companies, clearing corporations, and certain other organizations. DTC is a wholly-owned subsidiary of The Depository Trust & Clearing Corporation (“DTCC”). DTCC is the holding company for DTC, National Securities Clearing Corporation and Fixed Income Clearing Corporation, all of which are registered clearing agencies. DTCC is owned by the users of its regulated subsidiaries. Access to the DTC system is also available to others such as both U.S. and non-U.S. securities brokers and dealers, banks, trust companies, and clearing corporations that clear through or maintain a custodial relationship with a Direct Participant, either directly or indirectly (“Indirect Participants”). S&P Global Ratings has assigned DTC its rating of “AA+”. The DTC Rules applicable to its Participants are on file with the Securities and Exchange Commission (the “Commission”). More information about DTC can be found at www.dtcc.com.

Purchases of Securities under the DTC system must be made by or through Direct Participants, which will receive a credit for the Securities on DTC’s records. The ownership interest of each actual purchaser of each Bond (“Beneficial Owner”) is in turn to be recorded on the Direct and Indirect Participants’ records. Beneficial Owners will not receive written confirmation from DTC of their purchase. Beneficial Owners are, however, expected to receive written confirmations providing details of the transaction, as well as periodic statements of their holdings, from the Direct or Indirect Participant through which the Beneficial Owner entered into the transaction. Transfers of ownership interests in the Securities are to be accomplished by entries made on the books of Direct and Indirect Participants acting on behalf of Beneficial Owners. Beneficial Owners will not receive certificates representing their ownership interests in Securities, except in the event that use of the book-entry system for the Securities is discontinued.

To facilitate subsequent transfers, all Securities deposited by Direct Participants with DTC are registered in the name of DTC’s partnership nominee, Cede & Co., or such other name as may be requested by an authorized representative of DTC. The deposit of Securities with DTC and their registration in the name of Cede & Co. or such other DTC nominee do not effect any change in beneficial ownership. DTC has no knowledge of the actual Beneficial Owners of the Securities; DTC’s records reflect only the identity of the Direct Participants to whose accounts such Securities are credited, which may or may not be the Beneficial Owners. The Direct and Indirect Participants will remain responsible for keeping account of their holdings on behalf of their customers.

Conveyance of notices and other communications by DTC to Direct Participants, by Direct Participants to Indirect Participants, and by Direct Participants and Indirect Participants to Beneficial Owners will be governed by arrangements among them, subject to any statutory or regulatory requirements as may be in effect from time to time. Beneficial Owners of Securities may wish to take certain steps to augment transmission to them of notices of significant events with respect to the Securities, such as redemptions, tenders, defaults, and proposed amendments to the Bond documents. For example, Beneficial Owners of Securities may wish to ascertain that the nominee holding the Securities for their benefit has agreed to obtain and transmit notices to Beneficial Owners. In the alternative, Beneficial Owners may wish to provide their names and addresses to the Registrar and request that copies of notices be provided directly to them.

Redemption notices shall be sent to DTC. If less than all of the Securities within an issue are being redeemed, DTC's practice is to determine by lot the amount of the interest of each Direct Participant in such issue to be redeemed.

Neither DTC nor Cede & Co. (nor any other DTC nominee) will consent or vote with respect to the Securities unless authorized by a Direct Participant in accordance with DTC's MMI Procedures. Under its usual procedures, DTC mails an Omnibus Proxy to the Village as soon as possible after the record date. The Omnibus Proxy assigns Cede & Co.'s consenting or voting rights to those Direct Participants to whose accounts the Securities are credited on the record date (identified in a listing attached to the Omnibus Proxy).

Redemption proceeds, distributions, and dividend payments on the Securities will be made to Cede & Co., or such other nominee as may be requested by an authorized representative of DTC. DTC's practice is to credit Direct Participants' accounts upon DTC's receipt of funds and corresponding detailed information from the Village or Registrar, on payable date in accordance with their respective holdings shown on DTC's records. Payments by Participants to Beneficial Owners will be governed by standing instructions and customary practices, as is the case with securities held for the accounts of customers in bearer form or registered in "street name," and will be the responsibility of such Participant and not of DTC, the Registrar, or the Village, subject to any statutory or regulatory requirements as may be in effect from time to time. Payment of redemption proceeds, distributions, and dividend payments to Cede & Co. (or such other nominee as may be requested by an authorized representative of DTC) is the responsibility of the Village or the Registrar, disbursement of such payments to Direct Participants will be the responsibility of DTC, and disbursement of such payments to the Beneficial Owners will be the responsibility of Direct and Indirect Participants.

DTC may discontinue providing its services as depository with respect to the Securities at any time by giving reasonable notice to the Village or the Registrar. Under such circumstances, in the event that a successor depository is not obtained, Bond certificates are required to be printed and delivered.

The Village may decide to discontinue use of the system of book-entry transfers through DTC (or a successor securities depository). In that event, Bond certificates will be printed and delivered to DTC.

The information in this section concerning DTC and DTC's book-entry system has been obtained from DTC, and the Village takes no responsibility for the accuracy thereof.

The Village will have no responsibility or obligation to any Securities Depository, any Participants in the Book-Entry System or the Beneficial Owners with respect to (i) the accuracy of any records maintained by the Securities Depository or any Participant; (ii) the payment by the Securities Depository or by any Participant of any amount due to any Beneficial Owner in respect of the principal amount or redemption price of, or interest on, any Securities; (iii) the delivery of any notice by the Securities Depository or any Participant; (iv) the selection of the Beneficial Owners to receive payment in the event of any partial redemption of the Securities; or (v) any other action taken by the Securities Depository or any Participant.

THE VILLAGE

Location and Organization

The Village of McFarland is located along U.S. Hwy 51 in Dane County, Wisconsin, directly south of Madison and 90 miles west of Milwaukee and 150 miles north of Chicago. Incorporated in 1920, the Village encompasses approximately five square miles, with a 2020 population estimate of 8,991 (per U.S. Census Bureau). Its form of government is a Village President and Board of Trustees, with members of the Board elected for two-year alternating terms.

Village Board

Name	Position	Term of Office
Carolyn Clow	President	April 2023
Stephanie Brassington	Trustee	April 2023
Michael Flaherty	Trustee	April 2022
Carrie Nelson	Trustee	April 2023
Justin Rupert	Trustee	April 2022
Chris St. Clair	Trustee	April 2023
Ed Wreh	Trustee	April 2022

Administration

Matthew Schuenke	Village Administrator
Cassandra Suettinger	Village Clerk/Treasurer
Jennifer Haried	Village Deputy Treasurer/Accountant
Allen Reuter	Village Attorney

Principal Services and Facilities

Department	Number of Employees	
	Full-Time	Part-Time
Community Development	2	0
Administration	4	1
Senior Outreach Services	3	0
Public Works/Utilities/Park	14	0
Police	19	1
EMS/Fire	9	48
Communications & Tech	3	2
Municipal Court	0	1
Library	6	10
Total	<u>60</u>	<u>63</u>

Employees and Labor Relations

The following Associations represent the respective number of Village employees:

McFarland Professional Police Association represents 12 members working under a three-year contract which will expire December 31, 2023.

The International Association of Fire Fighters (IAFF) 311 represents six Advanced Emergency Medical Technicians (EMTs) within the Fire and Rescue Department working under a three-year contract which will expire December 31, 2023.

All other Village employees are not represented by a bargaining unit. The Village considers its relationship with the employee Associations to be excellent.

Source: Village of McFarland

All eligible Village personnel are covered by the Municipal Employment Relations Act ("MERA") of the Wisconsin Statutes. Pursuant to that law, employees have rights to organize and, after significant changes were made to the law in 2011, very limited rights to collectively bargain with municipal employers. MERA was amended by 2011 Wisconsin Act 10 (the "Act") and by 2011 Wisconsin Act 32.

As a result of the 2011 amendments to MERA, the Village is prohibited from bargaining collectively with municipal employees, other than public safety or transit employees, with respect to any factor or condition of employment except total base wages. Even then, the Village is limited to increasing total base wages beyond any increase in the consumer price index since 180 days before the expiration of the previous collective bargaining agreement (unless Village were to seek approval for a higher increase through a referendum). Ultimately, the Village could unilaterally implement the wages for a collective bargaining unit.

Under the changes to MERA, impasse resolution procedures were removed from the law for municipal employees of the type employed by the Village, including binding interest arbitration. Strikes by any municipal employee or labor organization are expressly prohibited. As a practical matter, it is anticipated that strikes will be rare. Furthermore, if strikes do occur, they may be enjoined by the courts. Impasse resolution for public safety employees is subject to final and binding arbitration procedures, which do not include a right to strike. Additionally, because the only legal subject of bargaining is the base wage rates, all bargaining over items such as just cause, benefits, and terms of conditions of employment are prohibited and cannot be included in a collective bargaining agreement. Impasse resolution for public safety employees and transit employees is subject to final and binding arbitration procedures, which do not include a right to strike. Interest arbitration is available for transit employees if certain conditions are met.

Pension and Retirement Plan

All eligible employees in the Village are covered under the Wisconsin Retirement System ("WRS") established under Chapter 40 of the Wisconsin Statutes. The WRS is a cost-sharing multiple-employer defined benefit pension plan. WRS benefits and other plan provisions are established by Chapter 40 of the Wisconsin Statutes ("Chapter 40"). The Department of Employee Trust Funds ("ETF") administers the WRS. Required contributions to the WRS are determined by the ETF Board pursuant to an annual actuarial valuation in accordance with Chapter 40 and the ETF's funding policies. The ETF Board has stated that its funding policy is to (i) ensure funds are adequate to pay benefits; (ii) maintain stable and predictable contribution rates for employers and employees; and (iii) maintain inter-generational equity to ensure the cost of the benefits is paid for by the generation that receives the benefits.

Village employees are required to contribute half of the actuarially determined contributions, and the Village may not pay the employees' required contribution. During the fiscal years ended December 31, 2017 ("Fiscal Year 2017"), December 31, 2018 ("Fiscal Year 2018"), December 31, 2019 ("Fiscal Year 2019") and December 31, 2020 ("Fiscal Year 2020"), the Village's contributions to WRS (not including any employee contributions) were \$232,747, \$273,716, \$290,212 and \$303,757, respectively.

The Village implemented Governmental Accounting Standards Board Statement No. 68 ("GASB 68") for Fiscal Year 2015. GASB 68 requires calculation of a net pension liability for the pension plan. The net pension liability is calculated as the difference between the pension plan's total pension liability and the pension plan's fiduciary net position. The pension plan's total pension liability is the present value of the amounts needed to pay pension benefits earned by each participant in the pension plan based on the service provided as of the date of the actuarial valuation. In other words, it is a measure of the present value of benefits owed as of a particular

date based on what has been earned only up to that date, without taking into account any benefits earned after that date. The pension plan's fiduciary net position is the market value of plan assets formally set aside in a trust and restricted to paying pension plan benefits. If the pension plan's total pension liability exceeds the pension plan's fiduciary net position, then a net pension liability results. If the pension plan's fiduciary net position exceeds the pension plan's total pension liability, then a net pension asset results.

As of December 31, 2020, the total pension liability of the WRS was calculated as \$118.73 billion and the fiduciary net position of the WRS was calculated as \$124.97 billion, resulting in a net pension liability (asset) of (\$6.24) billion. (Source: Wisconsin Department of Employee Trust Funds). The spread of COVID-19 has significantly impacted investment markets, which may impact the funded status of the WRS and future contribution requirements as a result.

Under GASB 68, each participating employer in a cost-sharing pension plan must report the employer's proportionate share of the net pension liability or net pension asset of the pension plan. Accordingly, for Fiscal Year 2020, the Village reported a liability (asset) of (\$905,865) for its proportionate share of the net pension liability (asset) of the WRS. The net pension liability (asset) was determined by an actuarial valuation as of December 31, 2018 rolled forward to December 31, 2019 based on the Village's share of contributions to the pension plan relative to the contributions for all participating employers. The Village's proportion was 0.02809358% of the aggregate WRS net pension liability (asset) as of December 31, 2019.

The calculation of the total pension asset and fiduciary net position are subject to a number of actuarial assumptions, which may change in future actuarial valuations. Such changes may have a significant impact on the calculation of the net pension asset of the WRS, which may also cause the ETF Board to change the contribution requirements for employers and employees. For additional information, see the Village's audited Financial Statements for year ended December 31, 2020 - Notes to the Financial Statements - Note 4 - Other Information – Employees' Retirement System - included herein as Exhibit I.

Other Post-Employment Benefits

Village employees accumulate sick leave to pay for medical premiums after retirement. On behalf of employees, the Village participates in a healthcare reimbursement account program established as a VEBA trust under Section 501(c)(a) of the Internal Revenue Code. For qualifying employees, the Village makes tax-free contributions to employees' individual VEBA accounts. Additionally employees can, if qualified, have 100% of the payout be transferred to 401(a) plan. Participation in the 401(a) plan is not tied to paying for medical premiums.

As a member of the State of Wisconsin health insurance plan, the Village has an implicit rate health insurance OPEB. In addition, the Village is a participant in the Local Retiree Life Insurance Fund (LRLIF), a multiple-employer defined benefit OPEB plan. LRLIF benefits and other plan provisions are established by Chapter 40 of the Wisconsin Statutes. The Wisconsin Department of Employee Trust Funds and the Group Insurance Board have statutory authority for program administration and oversight. The plan provides post-employment life insurance benefits for all eligible employees consisting of fully paid up life insurance benefits for post-age 64 retired employees and pre-65 retirees who pay for their coverage.

Source: Village of McFarland

DEMOGRAPHIC AND ECONOMIC DATA

Residential Development

From January 1, 2021 through December 31, 2021 there were 683 building permits issued totaling \$30.3 million in total project costs, of which \$26.4 million was for new construction, additions, and remodels. This includes 19 new single family home permits, down from 50 permits for new single family homes issued from January 1 to December 21, 2020. Most of the single-family home permits are within a 193 single family home subdivision known as Juniper Ridge that was started in 2015. In 2021, the developer completed building all homes in this subdivision. Additional single-family development occurred in the adjacent Prairie Place, Ridge View, and Park View Estates subdivisions as these subdivision near build-out as well. As of December 31, 2021, there are approximately 7 remaining platted vacant single-family lots in these subdivisions. Homes within these subdivisions range in sale price from \$400,000 to \$550,000. The Village anticipates that the remaining vacant lots within these four subdivisions will be built-out by the end of 2022. Additionally, through December 2021, the Village permitted twelve townhouses and three multi-family developments for a total of 104 additional units. In 2021, the Village amended its urban service area to add an additional 270 acres to enable additional future growth opportunities on the Village's east side. Included within this area is Rosewood Fields, a new 117-unit subdivision which was approved in 2020 and began construction in 2021, and will be phased in over several years. The Village also approved a new 51-unit multi-family workforce housing development that began construction in the Spring of 2021 and a second 49-unit multi-family workforce housing development that began construction in the Fall of 2021. Both developments should be finished in 2022 for occupancy. Commercial development permitted in 2021 included a new Public Safety building for the Village at 6001 Broadhead Street. In total, residential assessment values rose by 7.7% from 2020 to 2021 which is a small decrease from the 2020 increase of 8.4% (Source Wisconsin Department of Administration Statement of Assessments). The total assessment values (land and improvements) for all classes of property in the Village increased by \$86,038,151 from 2020 to 2021, for an increase of 7.8%. The projects permitted in 2021 should contribute to steady growth in assessments for the Village in 2022.

Source: Village of McFarland

Tax Increment Districts

The Village has created tax increment districts ("TID") under Wisconsin Statutes Section 66.1105. TID valuations totaling \$62,653,100 have been excluded from the Village's tax base for 2021.

	Base Year	Base Value	2021 TID Current Value	2021 Value Increment	Maximum Life
TID No. 3	2004	\$26,997,400	\$74,655,900	\$47,658,500	08/09/2027
TID No. 4	2008	\$7,583,100	\$12,616,700	\$5,033,600	01/14/2035
TID No. 5	2018	\$17,030,100	\$26,991,100	\$9,961,000	12/11/2045

Source: Wisconsin Department of Revenue

Population	Census 2020	2019	2018	2017	Census 2010
Village of McFarland	8,991	8,650	8,492	8,235	7,808
Dane County	561,504	536,078	529,843	522,837	488,073
State of Wisconsin	5,893,718	5,790,716	5,778,394	5,763,217	5,686,986

Source: U.S. Census Bureau

	Median Age (2015-2019)	Median Home Value (2015-2019)	Median Household Income (2015-2019)
Village of McFarland	42.3	\$249,200	\$92,944
Dane County	35.1	\$265,600	\$73,893
State of Wisconsin	39.5	\$180,600	\$61,747

Source: U.S. Census Bureau, 2015-2019 American Community Survey 5-year Estimates

Per Return Adjusted Gross Income	2020	2019	2018	2017	2016
Village of McFarland	\$98,781	\$95,776	\$90,758	\$84,168	\$76,208
Dane County	\$79,933	\$79,597	\$84,778	\$72,928	\$68,051
State of Wisconsin	\$61,518	\$61,003	\$59,423	\$56,698	\$54,227

Source: Wisconsin Department of Revenue

Per Capita Income	2020	2019	2018	2017	2016
Dane County	\$66,094	\$63,683	\$61,221	\$58,184	\$56,450
State of Wisconsin	\$55,593	\$52,918	\$51,250	\$49,105	\$47,509

Source: U.S. Department of Commerce

Unemployment Rates	December	Average Annual				
	2021	2020	2019	2018	2017	2016
Madison, WI MSA	1.4%	4.9%	2.5%	2.3%	2.5%	2.9%
Dane County	1.4%	4.8%	2.4%	2.3%	2.4%	2.8%
State of Wisconsin	2.0%	6.3%	3.3%	3.0%	3.3%	3.9%

Source: State of Wisconsin, Department of Workforce Development

Building Permits	2021	2020	2019	2018	2017
<u>No. of all Building Permits</u> (including additions and remodelings)	683	531	582	589	426
<u>Valuation of all Building Permits</u> (including additions and remodelings)	\$30,377,569	\$33,917,636	\$36,928,211	\$50,821,705	\$24,010,723
<u>New Single Family Homes</u>					
No. of building permits	19	50	67	71	60
Valuation	\$9,146,282	\$19,564,544	\$23,583,475	\$24,115,091	\$19,900,616
<u>New Multiple Family Buildings</u>					
No. of building permits	5	4	8	12	14
Valuation	\$17,350,000	\$10,990,000	\$5,556,000	\$3,433,832	\$15,870,000
<u>New Commercial/Industrial</u>					
No. of building permits	0	2	1	4	5
Valuation	\$0-	\$967,000	\$55,000	\$675,882	\$1484,021

Source: Village of McFarland

Employment by Industry – Dane County

	<u>Average Employment</u>
Natural Resources & Mining	2,428
Construction	16,584
Manufacturing	26,039
Trade, Transportation, Utilities	52,302
Information	16,835
Financial Activities	22,862
Professional & Business Services	48,796
Education & Health Services	92,191
Leisure & Hospitality	27,428
Other Services	10,473
Public Administration	<u>21,094</u>
Total All Industries	<u>337,032</u>

Source: State of Wisconsin, Department of Workforce Development, 2nd Quarter 2021

Largest Employers

Employer	Nature of Business	Approximate Number of Employees
McFarland School District	Education	351 FT 274 PT
American Tel-A-Systems Inc. (AMTELCO)	Manufacturer of telecommunications equipment; answering service equipment; voice store & forward machines, corporation message centers; call center	127
Pick'n Save	Supermarket	111
Air Temperature Services, Inc.	Commercial heating & cooling	85
One Community Bank	Commercial banking	70
Village of McFarland	Government	58 FT 85 PT
Green Lantern Restaurant, Inc.	Full-service family restaurant	50
Ferguson Enterprises, Inc.	Wholesale plumbing & industrial supplies	43 *
Ginger Bread House	Preschool	38
FBM Gypsum Supply	Distributors of building materials	19

*Did not respond at the time of printing. Figure from phone survey conducted January, 2021.

Source: Phone survey conducted January, 2022

Other Major Employers Located in Dane County

Employer	Nature of Business	Approximate Number of Employees
State of Wisconsin	State government	35,877
University of Wisconsin-Madison	University/College	24,398
UW Hospital & Clinics	Hospital/Health care	18,000
Epic Systems	Medical software	10,000
Madison Metropolitan School District	Education and secondary education	4,003
Wisconsin Physicians Service Insurance	Insurance	3,500
Unitypoint Health - Meriter	Hospital/Health care	3,500
American Family Insurance	Insurance	3,400
Dane County	County government	2,564
CUNA Mutual Holding Co.	Insurance	2,000

Source: Electronic Municipal Market Access Website: Madison Area Technical College District, Wisconsin, Final Official Statement Dated December 14, 2021.

Largest Taxpayers

Name	Nature of Business	2021 Assessed Valuation	Net Taxes
Lineage Logistics Services LLC (previously High Track LLC)	Cold storage warehouse	\$12,293,300	\$233,411
Waubesa Village LLC	Residential apartments	8,469,000	160,775
ExchangeRight Net Leased Portfolio (previously Gundlach LLC)	Pick N Save	6,200,000	117,679
Woodland Commons Apt LLC	Residential apartments	5,492,000	104,153
Private Individual	Residential apartments	5,361,100	101,192
Lakestone Holdings LLC	Residential apartments	4,773,700	90,589
Preston Place LLC	Residential duplexes	4,241,900	80,489
Farwell Place LLC	Residential apartments	3,986,000	75,628
Private Individual	Residential developer	3,933,900	73,692
Ezra Properties	Residential duplexes	3,639,100	69,069
		<u>\$58,390,000</u>	

The ten largest taxpayers (\$58,390,000) represent 4.9% of the Village's 2021 assessed valuation of \$1,190,967,000.

Source: Village of McFarland

Property Valuations and Tax Levies

	2021	2020	2019	2018	2017
REAL ESTATE:					
Residential	\$996,473,300	\$916,289,300	\$851,366,300	\$747,068,500	\$707,948,000
Commercial	207,780,000	197,558,900	193,074,100	178,066,800	160,865,700
Manufacturing	5,488,100	5,514,300	5,243,500	5,140,700	5,302,000
Agricultural	141,900	117,500	95,600	73,000	17,700
Undeveloped	322,500	319,100	91,100	82,400	20,700
Ag Forest	150,400	150,400	75,200	70,500	0
Forest	112,800	112,800	112,800	112,800	0
Other	488,200	474,000	474,000	0	0
TOTAL REAL ESTATE	<u>\$1,210,957,200</u>	<u>\$1,120,536,300</u>	<u>\$1,050,532,600</u>	<u>\$930,614,700</u>	<u>\$874,154,100</u>
TOTAL PERSONAL PROPERTY	<u>\$6,482,400</u>	<u>\$6,744,400</u>	<u>\$5,621,000</u>	<u>\$5,396,400</u>	<u>\$9,563,600</u>
TOTAL EQUALIZED VALUATION (TID IN)	<u>\$1,217,439,600</u>	<u>\$1,127,280,700</u>	<u>\$1,056,153,600</u>	<u>\$936,011,100</u>	<u>\$883,717,700</u>
TOTAL EQUALIZED VALUATION (TID OUT)	<u>\$1,154,786,500</u>	<u>\$1,075,707,900</u>	<u>\$1,012,262,700</u>	<u>\$893,472,300</u>	<u>\$843,985,700</u>
TOTAL ASSESSED VALUATION	<u>\$1,190,967,000</u>	<u>\$1,105,206,249</u>	<u>\$1,023,417,995</u>	<u>\$942,877,508</u>	<u>\$867,401,900</u>
Ratio of Assessed to Equalized Value	97.82%	98.04%	96.90%	100.73%	98.15%
ALL PURPOSE TAX LEVY	\$25,153,755	\$23,964,653	\$22,896,162	\$21,222,928	\$20,529,473
VILLAGE PURPOSE TAX LEVY	\$6,974,000	\$6,575,750	\$6,366,250	\$6,091,750	\$5,871,500

Source: Wisconsin Department of Revenue/Village of McFarland

Tax Rates

Budget Year	----- Assessed -----					Less: State & School Tax Credit	Tax Rate Per \$1,000 Assessed Valuation	Ratio of Assessed to Equalized Valuation	Tax Rate Per \$1,000 Equalized Valuation
	Village	TIF	Schools	VTAE District	County				
2022	\$5.85	\$1.06	\$10.20	\$0.78	\$2.81	\$(1.71)	\$18.99	97.82%	\$18.58
2021	5.95	0.97	10.70	0.84	2.79	(1.79)	19.46	98.04	19.08
2020	6.22	0.91	11.05	0.87	2.86	(1.86)	20.06	96.90	19.43
2019	6.77	0.96	11.89	0.90	2.94	(1.91)	21.55	100.73	21.71
2018	6.77	1.04	11.45	0.92	3.06	(2.05)	21.19	98.15	20.79

Source: Village of McFarland

INDEBTEDNESS

Categories of Debt and Amount Outstanding

Date of Issue	Type of Debt	Original Amount	Interest Rates	Due Serially To	Principal Outstanding as of 03/24/22
<u>Village Purposes</u>					
06/23/15	G.O. Promissory Notes	2,005,000	2.00 – 2.15	12/01/2024	\$ 1,075,000
07/20/17	G.O. Promissory Notes	3,345,000	2.00 – 2.25	12/01/2026	2,400,000
06/21/18	G.O. Promissory Notes	3,550,000	3.00	12/01/2027	2,880,000
08/01/19	G.O. Promissory Notes	1,690,000	2.00 – 3.00	12/01/2028	1,260,000
06/22/20	G.O. Promissory Notes	3,900,000	1.50 – 2.00	12/01/2029	3,615,000
03/01/21	G.O. Promissory Notes	2,490,000	1.00 – 2.00	03/01/2030	2,390,000
03/01/21	G.O. Public Safety Center Bonds	14,000,000	1.00 – 3.00	03/01/2041	13,830,000
03/24/22	G.O. Promissory Notes	2,707,000		03/01/2032	2,707,000
03/24/22	G.O. Public Safety Center Bonds	7,200,000		03/01/2042	<u>7,200,000</u>
Total Village Purpose General Obligation Debt Outstanding					<u>37,357,000</u>
<u>Water Utility Purposes</u>					
06/23/15	G.O. Promissory Notes	1,360,000	1.90 – 2.15	12/01/2024	540,000
07/20/17	G.O. Promissory Notes	595,000	2.00 – 2.25	12/01/2025	315,000
08/01/19	G.O. Promissory Notes	720,000	2.00 – 3.00	12/01/2028	640,000
06/22/20	G.O. Promissory Notes	645,000	1.50 – 2.00	12/01/2029	<u>580,000</u>
Total Water Purpose General Obligation Debt Outstanding					<u>2,075,000</u>
<u>Storm Water Utility Purposes</u>					
06/23/15	G.O. Promissory Notes	500,000	1.90 – 2.15	12/01/2024	<u>200,000</u>
Total Storm Water Purpose General Obligation Debt Outstanding					<u>200,000</u>
<u>Sewer Utility Purposes</u>					
06/23/15	G.O. Promissory Notes	1,135,000	1.90 – 2.15	12/01/2024	450,000
07/20/17	G.O. Promissory Notes	250,000	2.00 – 2.25	12/01/2025	150,000
03/01/21	G.O. Promissory Notes	725,000	1.00 – 2.00	03/01/2030	<u>655,000</u>
Total Sewer Purpose General Obligation Debt Outstanding					<u>1,255,000</u>
<u>TID #3 Purposes</u>					
12/15/08	G.O. Refunding Bonds	1,415,000	4.50 – 4.875	12/01/2023	600,000
03/24/22	G.O. Promissory Notes	1,658,000		03/01/2027	<u>1,658,000</u>
Total TID #3 Purpose General Obligation Debt Outstanding					<u>2,258,000</u>
<u>TID #4 Purposes</u>					
07/20/17	G.O. Promissory Notes	275,000	2.00 – 2.25	12/01/2026	<u>155,000</u>
Total TID 4 Purpose General Obligation Debt Outstanding					<u>155,000</u>
<u>TID #5 Purposes</u>					
08/01/19	G.O. Refunding Bonds	995,000	2.10 – 3.05	04/01/2038	<u>995,000</u>
Total TID #5 Purpose General Obligation Debt Outstanding					<u>995,000</u>
Total All G.O. Debt Outstanding					<u>\$44,295,000</u>

General Obligation Debt Service Schedule

Village Purposes

Year Due	\$2,005,000 G.O. Prom. Notes – 06/23/15		\$3,345,000 G.O. Prom. Notes – 07/20/17		\$3,550,000 G.O. Prom. Notes – 06/21/18	
	Principal (12/01)	Interest	Principal (12/01)	Interest	Principal (12/01)	Interest
2022	\$350,000	\$21,698	\$400,000	\$50,200	\$325,000	\$86,400
2023	360,000	15,047	400,000	41,200	350,000	76,650
2024	365,000	7,848	400,000	33,200	375,000	66,150
2025			600,000	25,200	575,000	54,900
2026			600,000	13,200	600,000	37,650
2027					655,000	19,650
2028						
	<u>\$1,075,000</u>	<u>\$44,593</u>	<u>\$2,400,000</u>	<u>\$163,000</u>	<u>\$2,880,000</u>	<u>\$341,400</u>

Year Due	\$1,690,000 G.O. Prom. Notes – 08/01/19		\$3,900,000 G.O. Prom. Notes – 06/22/20		\$2,490,000 G.O. Prom. Notes – 03/01/21	
	Principal (12/01)	Interest	Principal (12/01)	Interest	Principal (03/01)	Interest
2022	\$165,000	\$34,450	\$250,000	\$59,225	\$ 100,000	\$ 60,725
2023	170,000	31,150	300,000	55,475	200,000	37,150
2024	175,000	27,750	360,000	50,975	200,000	33,150
2025	180,000	22,500	420,000	45,575	230,000	28,850
2026	185,000	17,100	420,000	39,275	240,000	24,150
2027	190,000	11,550	580,000	30,875	325,000	18,500
2028	195,000	5,850	615,000	19,275	330,000	11,950
2029			670,000	10,050	355,000	6,875
2030					510,000	2,550
	<u>\$1,260,000</u>	<u>\$150,350</u>	<u>\$3,615,000</u>	<u>\$310,725</u>	<u>\$2,490,000</u>	<u>\$223,900</u>

General Obligation Debt Service Schedule – (Continued)

Village Purposes – (Continued)

Year Due	\$14,000,000 G.O. Bonds – 03/01/21		\$2,707,000 G.O. Prom. Notes – 03/24/22		\$7,200,000 G.O. Bonds – 03/24/22		Total Village Purposes		
	Principal (03/01)	Interest	Principal (03/01)	Interest Est. @ 2.4%	Principal (03/01)	Interest Est. @ 3.0%	Total Principal	Total Interest	Total Debt Service
2022	\$ 170,000	\$ 411,178					\$ 1,760,000	\$ 723,876	\$ 2,483,876
2023	260,000	266,819	\$ 137,000	\$ 98,918	\$ 240,000	\$ 306,600	2,417,000	929,009	3,346,009
2024	260,000	259,019	150,000	63,950	240,000	205,200	2,525,000	747,242	3,272,242
2025	330,000	250,169	180,000	59,000	260,000	197,700	2,775,000	683,894	3,458,894
2026	600,000	236,219	230,000	52,850	260,000	189,900	3,135,000	610,344	3,745,344
2027	660,000	217,319	280,000	45,200	285,000	181,725	2,975,000	524,819	3,499,819
2028	720,000	196,619	310,000	36,350	285,000	173,175	2,455,000	443,219	2,898,219
2029	750,000	174,569	330,000	26,750	285,000	164,625	2,390,000	382,869	2,772,869
2030	850,000	150,569	355,000	18,250	320,000	155,550	2,035,000	326,919	2,361,919
2031	850,000	133,569	365,000	11,050	350,000	145,500	1,565,000	290,119	1,855,119
2032	855,000	124,509	370,000	3,700	425,000	133,875	1,650,000	262,084	1,912,084
2033	855,000	114,356			425,000	121,125	1,280,000	235,481	1,515,481
2034	855,000	103,134			425,000	108,375	1,280,000	211,509	1,491,509
2035	855,000	90,844			425,000	95,625	1,280,000	186,469	1,466,469
2036	855,000	78,019			425,000	82,875	1,280,000	160,894	1,440,894
2037	855,000	65,194			425,000	70,125	1,280,000	135,319	1,415,319
2038	855,000	51,834			425,000	57,375	1,280,000	109,209	1,389,209
2039	855,000	37,406			425,000	44,625	1,280,000	82,031	1,362,031
2040	855,000	22,443			425,000	31,875	1,280,000	54,318	1,334,318
2041	855,000	7,481			425,000	19,125	1,280,000	26,606	1,306,606
2042					425,000	6,375	425,000	6,375	431,375
	<u>\$14,000,000</u>	<u>\$2,991,269</u>	<u>\$2,707,000</u>	<u>\$416,018</u>	<u>\$7,200,000</u>	<u>\$2,491,350</u>	<u>\$37,627,000</u>	<u>\$7,132,605</u>	<u>\$44,759,605</u>

General Obligation Debt Service Schedule – (Continued)

Water Utility Purposes

Year Due	\$1,360,000 G.O. Prom. Notes – 06/23/15		\$595,000 G.O. Prom. Notes – 07/20/17		\$720,000 G.O. Prom. Notes – 08/01/19	
	Principal (12/01)	Interest	Principal (12/01)	Interest	Principal (12/01)	Interest
2022	\$175,000	\$10,903	\$70,000	\$6,475	\$85,000	\$17,500
2023	180,000	7,577	75,000	4,900	85,000	15,800
2024	185,000	3,977	80,000	3,400	90,000	14,100
2025			90,000	1,800	90,000	11,400
2026					95,000	8,700
2027					95,000	5,850
2028					100,000	3,000
	<u>\$540,000</u>	<u>\$22,457</u>	<u>\$315,000</u>	<u>\$16,575</u>	<u>\$640,000</u>	<u>\$76,350</u>

Year Due	\$645,000 G.O. Prom. Notes – 06/22/20		Total Water Utility Purposes		
	Principal (12/01)	Interest	Principal	Total Interest	Total Debt Service
2022	\$70,000	\$9,450	\$400,000	\$44,328	\$444,328
2023	70,000	8,400	410,000	36,677	446,677
2024	70,000	7,350	425,000	28,827	453,827
2025	70,000	6,300	250,000	19,500	269,500
2026	75,000	5,250	170,000	13,950	183,950
2027	75,000	3,750	170,000	9,600	179,600
2028	75,000	2,250	175,000	5,250	180,250
2029	75,000	1,125	75,000	1,125	76,125
	<u>\$580,000</u>	<u>\$43,875</u>	<u>\$2,075,000</u>	<u>\$159,257</u>	<u>\$2,234,257</u>

The Village anticipates revenues from the Water Utility to offset debt service requirements for Water Utility purposes, but are not guaranteed.

General Obligation Debt Service Schedule – (Continued)

Storm Utility Purposes

\$ 500,000 G.O. Prom. Notes – 06/23/15			
Year Due	Principal (12/01)	Interest	Total Debt Service
2022	\$ 65,000	\$ 4,040	\$ 69,040
2023	65,000	2,805	67,805
2024	70,000	1,505	71,505
	<u>\$200,000</u>	<u>\$8,350</u>	<u>\$208,350</u>

The Village anticipates revenues from the Storm Utility to offset debt service requirements from Storm Utility purposes, but are not guaranteed.

Sewer Utility Purposes

Year Due	\$1,135,000 G.O. Prom. Notes – 06/23/15		\$250,000 G.O. Prom. Notes – 07/20/17		\$725,000 G.O. Prom. Notes – 03/01/21		Total Sewer Utility Purposes		
	Principal (12/01)	Interest	Principal (12/01)	Interest	Principal (03/01)	Interest	Total Principal	Total Interest	Total Debt Service
2022	\$145,000	\$ 9,087	\$ 35,000	\$ 3,088	\$ 70,000	\$ 18,500	\$ 250,000	\$ 30,675	\$ 280,675
2023	150,000	6,333	35,000	2,300	75,000	10,650	260,000	19,283	279,283
2024	155,000	3,332	40,000	1,600	80,000	9,100	275,000	14,032	289,032
2025			40,000	800	80,000	7,500	120,000	8,300	128,300
2026					80,000	5,900	80,000	5,900	85,900
2027					85,000	4,250	85,000	4,250	89,250
2028					85,000	2,550	85,000	2,550	87,550
2029					85,000	1,275	85,000	1,275	86,275
2030					85,000	425	85,000	425	85,425
	<u>\$450,000</u>	<u>\$18,752</u>	<u>\$150,000</u>	<u>\$7,788</u>	<u>\$725,000</u>	<u>\$60,150</u>	<u>\$1,325,000</u>	<u>\$86,690</u>	<u>\$1,411,690</u>

The Village anticipates revenues from the Sewer Utility to offset debt service requirements from Sewer Utility purposes, but are not guaranteed.

General Obligation Debt Service Schedule – (Continued)

TID Purposes

Year Due	TID #3 Purposes				
	\$1,415,000 G.O. Ref. Bonds – 12/15/08		\$1,658,000 G.O. Prom. Notes – 03/24/22		Total TID #3 Debt Service
	Principal (12/01)	Interest	Principal (03/01)	Interest Est. @ 3.0%	
2022	\$295,000	\$27,000			\$ 322,000
2023	305,000	13,725	\$293,000	\$67,037	678,762
2024			325,000	36,075	361,075
2025			335,000	26,175	361,175
2026			345,000	15,975	360,975
2027			360,000	5,400	365,400
	<u>\$600,000</u>	<u>\$40,725</u>	<u>\$1,658,000</u>	<u>\$150,662</u>	<u>\$2,449,387</u>

TID #3 Increment received in 2022 is \$342,677.

Year Due	TID #4 Purpose			TID #5 Purpose		
	\$275,000 G.O. Prom. Notes – 07/20/17		Total TID #4 Debt Service	\$995,000 G.O. Ref Bonds – 08/01/19*		Total TID #5 Debt Service
	Principal (12/01)	Interest		Principal (04/01)	Interest	
2022	\$30,000	\$3,245	\$33,245	\$ 50,000	\$26,655	\$76,655
2023	30,000	2,570	32,570	50,000	25,605	75,605
2024	30,000	1,970	31,970	50,000	24,505	74,505
2025	30,000	1,370	31,370	50,000	23,355	73,355
2026	35,000	770	35,770	50,000	22,205	72,205
2027				55,000	20,942	75,942
2028				55,000	19,568	74,568
2029				55,000	18,192	73,192
2030				55,000	16,680	71,680
2031				60,000	14,955	74,955
2032				60,000	13,155	73,155
2033				65,000	11,280	76,280
2034				65,000	9,330	74,330
2035				65,000	7,380	72,380
2036				70,000	5,338	75,338
2037				70,000	3,202	73,202
2038				70,000	1,068	71,068
	<u>\$155,000</u>	<u>\$9,925</u>	<u>\$164,925</u>	<u>\$995,000</u>	<u>\$263,415</u>	<u>\$1,258,415</u>

TID #4 Increment received in 2022 is \$38,012.

TID #5 Increment received in 2022 is \$888,307.

*Assuming mandatory redemption

General Obligation Debt Service Schedule – (Continued)

----- All General Obligation Debt -----			
Year Due	Total Principal	Total Interest	Total Debt Service
2022	\$ 2,850,000	\$ 859,819	\$ 3,709,819
2023	3,830,000	1,096,711	4,926,711
2024	3,700,000	854,156	4,554,156
2025	3,560,000	762,594	4,322,594
2026	3,815,000	669,144	4,484,144
2027	3,645,000	565,011	4,210,011
2028	2,770,000	470,587	3,240,587
2029	2,605,000	403,461	3,008,461
2030	2,175,000	344,024	2,519,024
2031	1,625,000	305,074	1,930,074
2032	1,710,000	275,239	1,985,239
2033	1,345,000	246,761	1,591,761
2034	1,345,000	220,839	1,565,839
2035	1,345,000	193,849	1,538,849
2036	1,350,000	166,232	1,516,232
2037	1,350,000	138,521	1,488,521
2038	1,350,000	110,277	1,460,277
2039	1,280,000	82,031	1,362,031
2040	1,280,000	54,318	1,334,318
2041	1,280,000	26,606	1,306,606
2042	425,000	6,375	431,375
	<u>\$44,635,000</u>	<u>\$7,851,629</u>	<u>\$52,486,629</u>

Debt Trends for the Last Five Years

Year of Levy	General Obligation Debt as of December 31	Assessed Valuation For Tax Levy	Debt as a % of Assessed Valuation	Equalized Valuation (TID OUT)	Debt as a % of Equalized Valuation	Population	Direct Debt Per Capita
2021	\$33,070,000	\$1,190,967,000	2.78%	\$1,154,786,500	2.86%	8,991	\$3,678
2020	18,400,000	1,105,206,249	1.66	1,075,707,900	1.71	8,991	2,046
2019	16,165,000	1,023,417,995	1.58	1,012,262,700	1.60	8,650	1,869
2018	15,855,000	942,877,508	1.68	893,472,300	1.77	8,492	1,867
2017	13,100,000	867,401,900	1.51	843,985,700	1.55	8,235	1,591

Debt Limit

The Village has the power to incur indebtedness for Village purposes specified by statute in an aggregate amount, not to exceed five percent of the equalized value of taxable property in the Village, as last determined by the State of Wisconsin Department of Revenue. See “CONSTITUTIONAL AND STATUTORY CONSIDERATIONS AND LIMITATIONS CONCERNING THE VILLAGE’S POWER TO INCUR INDEBTEDNESS – Debt Limit” herein. The table below reflects direct bonded indebtedness as of the closing of the Securities and is a comparison of the outstanding indebtedness of the Village as a percentage of the applicable debt limit.

Equalized Valuation (2021) as certified by Wisconsin Department of Revenue	\$1,217,439,600
Legal Debt Percentage Allowed	<u>5.00%</u>
Legal Debt Limit	\$60,871,980
General Obligation Debt Outstanding Including the Securities as of 03/24/2022	\$44,295,000
Less: Remaining 2022 Principal Payments	<u>(2,510,000)</u>
Total General Obligation Debt Outstanding (1)	\$41,785,000
Unused Margin of Indebtedness	\$19,086,980
Percent of Legal Debt Incurred	68.64%
Percent of Legal Debt Available	31.36%

(1) Figure includes \$2,885,000 of general obligation debt issued for Water Utility (\$1,675,000), Storm Water (\$135,000) and Sewer Utility (\$1,075,000). Although the Village anticipates revenues from these services to support this debt, the actual amount is not guaranteed.

Future Financing

The Village does not anticipate issuing additional general obligation debt in 2022. The Village anticipates issuing approximately \$3,000,000 of general obligation debt in 2023 for its annual capital improvement program.

The Village will issue approximately \$3,745,000 of water system revenue bonds in April 2022 to provide funding for the Water Utility’s 2022 and 2023 capital projects.

Default Record

The Village has no record of default on any prior debt repayment obligations.

Borrowing for Operational Purposes

The Village has never had to borrow money for operating purposes except from internal funds.

Direct and Overlapping Debt

Governmental Unit	General Obligation Debt as of 12/31/2021	2022 Principal Payment	2022 New Issues	Approximate Percentage Applicable	Net Debt Applicable To Village
Village of McFarland	\$33,070,000	\$ 2,850,000	\$11,565,000	100.00%	\$41,785,000
McFarland School District	59,255,000	2,135,000	-0-	66.30	37,870,560
Madison Area Tech. College (1)	184,145,000	30,455,000	10,500,000	1.16	1,904,604
Madison Metro. Sewer District (2)	135,678,414	12,015,247	-0-	2.15	2,658,758
Dane County (3)	432,240,000	66,375,000	-0-	1.60	<u>5,853,840</u>
Total Direct and Overlapping Debt					<u>\$90,072,762</u>

- (1) Madison Area Technical College (the "College") borrows annually pursuant to its capital improvement plans. The College presently plans to issue approximately \$7,000,000 in capital borrowing for the remainder of the 2021-2022 fiscal year and approximately \$35,000,000 in capital borrowing for the 2022-2023 fiscal year.
- (2) Madison Metropolitan Sewer District (the "Madison MSD") has not levied a property tax since 1973 for this general obligation debt. All operating and debt service expenditures of the Madison MSD are paid out of sewer service charges billed to the local units of government within the Madison MSD. Madison MSD anticipates borrowing a total of \$22,837,828 at various times in 2022.
- (3) Dane County anticipates approximately \$70 - \$80 million in September.

Source: Respective municipalities; publicly available documents on the Electronic Municipal Market Access website

Statistical Summary

2021 Equalized Valuation (TID IN)	\$1,217,439,600
Population (Census 2020)	8,991
2021 Full Value Per Capita	\$135,406
Direct Debt Including the Securities*	\$41,785,000
Direct Debt Per Capita	\$4,647
Direct Debt as a Percentage of Equalized Value	3.43%
Direct and Overlapping Debt	\$90,072,762
Direct and Overlapping Debt Per Capita	\$10,018
Direct and Overlapping Debt as a Percentage of Equalized Value	7.40%

*Includes debt issued for water utility, storm water, and sewer utility purposes. Historically this debt has been supported by the income and revenues of the respective utilities. Although the Village anticipates the revenues to continue to support this debt, the actual amount of these revenues is not guaranteed.

Direct Debt	\$41,785,000
Less: Water Utility Debt	(1,675,000)
Storm Water Debt	(135,000)
Sewer Utility Debt	(1,075,000)
Total Tax Supported General Obligation Debt	<u>\$38,900,000</u>

FINANCIAL INFORMATION

The Village retained the services of Baker Tilly US, LLP, Certified Public Accountants (the "Auditor"), to perform the audit of the Village's basic financial statements for years ended December 31, 2016 through 2020. The financial statements are prepared in conformity with generally accepted accounting principles ("GAAP") and audited in accordance with generally accepted auditing standards. Information included in this Official Statement under the heading "General Fund Summary" and "Governmental Fund Summary" has been excerpted from the Village's respective Audited Financial Statements for years ended December 31, 2016 through 2020. Potential purchasers should read such financial statements in their entirety for more complete information concerning the Village's financial position. The Village's audited financial statements for year ended December 31, 2020 are included as Exhibit I to this Official Statement.

Baker Tilly US, LLP, the Village's independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein as Exhibit I, any procedures on the financial statements addressed in that report. Baker Tilly US, LLP, has also not performed any procedures relating to this Official Statement.

Budgetary Process

In August, department heads submit estimates of year-end expenditures for the current year and appropriation requests for the coming year to the Village Administrator. Based on general guidelines set by the Village Board, the Administrator prepares recommended budgets. The budgets are then reviewed by the Village Board. Capital budgets, and an accompanying five-year Capital Improvement Plan, are reviewed in September; operating budgets are reviewed in October/November. A public hearing is held the last week of November and the budget is adopted and the tax levy is set by the first Monday in December.

Budget Summary

	2021 Projected General Fund*	Percent Of Total	2022 Adopted General Fund	Percent Of Total
REVENUES				
Taxes (other than property)	\$ 379,704	5.93%	\$ 398,250	5.77%
Intergovernmental Revenue	453,912	7.08	666,000	9.65
Licenses & Permits	273,118	4.26	330,000	4.78
Fines, Forfeitures and Penalties	87,970	1.37	96,000	1.39
Public Charges for Services	348,107	5.43	368,250	5.33
Intergovernmental Charges for Services	376,723	5.88	432,000	6.26
Miscellaneous & Other Financing Sources	214,621	3.35	266,500	3.86
Property Taxes	<u>4,274,250</u>	<u>66.70</u>	<u>4,345,750</u>	<u>62.96</u>
Total Revenues	<u>\$6,408,405</u>	<u>100.00%</u>	<u>\$6,902,750</u>	<u>100.00%</u>
EXPENSES				
Village Board	\$ 66,500	1.04%	\$ 82,250	1.19%
Municipal Court	77,320	1.21	75,000	1.10
Legal	110,000	1.72	114,000	1.65
Village Administrator	76,225	1.19	80,250	1.16
Administration	281,298	4.40	287,250	4.16
Elections	7,450	0.12	22,750	0.33
Assessor	41,000	0.81	42,000	0.61
Information Technology	51,897	0.64	52,750	0.76
Insurance Administration	113,896	1.78	100,250	1.45
Facility Management	110,803	1.73	111,750	1.62
Police Department	2,189,849	34.24	2,347,250	34.00
Fire and Rescue Department	1,416,222	22.15	1,623,000	23.51
Community Development	230,411	3.60	264,250	3.83
Emergency Management	329	0.01	10,000	0.14
Public Works	927,530	14.50	933,000	13.52
Senior Outreach	284,933	4.46	328,000	4.75
Parks	326,598	5.11	419,000	6.07
Transfers Out	<u>82,500</u>	<u>1.29</u>	<u>10,000</u>	<u>0.15</u>
Total Expenses	<u>\$6,394,761</u>	<u>100.00%</u>	<u>\$6,902,750</u>	<u>100.00%</u>

*Figures reflect six months actual and six months estimated. For fiscal year 2021, \$750,000 of general fund balance was applied to the purchase of a fire truck; however, a small general fund surplus is anticipated from operations. The general fund balance for year end 2021 is expected to be reduced by \$500,000 - \$600,000.

Source: Village of McFarland

General Fund Summary

Statement of Revenues, Expenditures and Changes in Fund Balances For Year Ended December 31

	Audited				
	2020	2019	2018	2017	2016
Revenues:					
Taxes	\$3,944,335	\$3,748,781	\$3,609,583	\$3,506,305	\$3,425,157
Intergovernmental	939,229	691,050	600,519	685,294	685,011
Licenses and Permits	407,275	375,516	526,649	626,718	258,763
Fines, Forfeitures and Penalties	69,708	107,353	94,987	94,570	80,702
Public Charges for Services	337,015	374,608	322,124	308,440	274,254
Intergovernmental Charges for Services	283,803	255,709	247,232	225,764	216,392
Investment Income	38,554	130,756	76,139	38,335	23,162
Miscellaneous	<u>159,126</u>	<u>136,664</u>	<u>172,398</u>	<u>155,152</u>	<u>201,234</u>
Total Revenues	<u>6,179,045</u>	<u>5,820,437</u>	<u>5,649,631</u>	<u>5,640,578</u>	<u>5,164,675</u>
Expenditures:					
Current:					
General Government	905,875	907,136	885,300	819,545	857,051
Public Safety	3,567,792	3,369,932	3,521,058	3,133,449	2,950,275
Health and Social Services	244,522	228,796	217,708	213,315	187,334
Public Works	819,388	751,925	817,987	783,813	716,867
Leisure Activities	366,293	255,513	277,086	262,837	267,754
Conservation and Development	<u>255,147</u>	<u>232,370</u>	<u>7,925</u>	<u>86,813</u>	<u>82,687</u>
Total Expenditures	<u>6,159,017</u>	<u>5,745,672</u>	<u>5,727,064</u>	<u>5,299,772</u>	<u>5,061,968</u>
Excess (deficiency) of Revenues Over Expenditures	<u>20,028</u>	<u>74,765</u>	<u>(77,433)</u>	<u>340,806</u>	<u>102,707</u>
Other Financing Sources (Uses):					
Sale of capital assets	---	---	---	338,624	---
Transfers In	310,595	302,910	289,394	297,003	229,359
Transfer Out	<u>(197,137)</u>	<u>(432,647)</u>	<u>(165,679)</u>	<u>(636,859)</u>	<u>(70,000)</u>
Total Other Financing Sources (Uses)	<u>113,458</u>	<u>(129,737)</u>	<u>123,715</u>	<u>(1,232)</u>	<u>159,359</u>
Net Change in Fund Balances	133,486	(54,972)	46,282	339,574	262,066
Fund Balances - Beginning of Year	<u>2,874,376</u>	<u>2,929,348</u>	<u>2,883,066</u>	<u>2,543,492</u>	<u>2,281,426</u>
Fund Balances - End of Year	<u>\$3,007,862</u>	<u>\$2,874,376</u>	<u>\$2,929,348</u>	<u>\$2,883,066</u>	<u>\$2,543,492</u>
	Fiscal Year				
	2020	2019	2018	2017	2016
General Fund Balances:					
Nonspendable	\$ 62,625	\$ 63,473	\$ 61,992	\$ 62,570	\$ 59,933
Restricted	---	---	41,421	35,714	---
Committed	35,128	40,815	40,815	40,815	136,609
Assigned	503,181	432,653	425,986	431,209	441,875
Unassigned	<u>2,406,928</u>	<u>2,337,435</u>	<u>2,359,134</u>	<u>2,312,758</u>	<u>1,905,075</u>
Total General Fund Balances	<u>\$3,007,862</u>	<u>\$2,874,376</u>	<u>\$2,929,348</u>	<u>\$2,883,066</u>	<u>\$2,543,492</u>

Source: Information shown for years ended December 31, 2016 through 2020 is excerpted from the respective Village Audited Financial Statements.

Governmental Fund Summary

Statement of Revenues, Expenditures and Changes in Fund Balances For Year Ended December 31

	Audited				
	2020	2019	2018	2017	2016
Revenues:					
Taxes	\$7,452,390	\$7,178,547	\$6,880,109	\$6,655,414	\$6,472,343
Intergovernmental	1,684,633	1,041,217	1,859,839	1,181,951	1,358,681
Licenses and Permits	504,561	478,248	627,325	726,623	358,124
Fines, Forfeitures and Penalties	69,708	107,353	94,987	94,570	80,702
Public Charges for Services	1,301,402	1,130,604	918,297	905,272	894,405
Intergovernmental Charges for Services	283,803	255,709	247,232	225,764	216,392
Investment Income	84,284	278,767	164,811	102,350	56,426
Miscellaneous	177,366	216,497	313,954	191,277	344,259
Total Revenues	11,558,147	10,686,942	11,106,554	10,083,221	9,781,332
Expenditures:					
Current:					
General Government	1,030,778	1,035,858	1,087,169	923,490	975,798
Public Safety	3,574,196	3,383,135	3,521,058	3,133,449	2,950,275
Health and Social Services	244,522	228,796	217,708	213,315	187,334
Public Works	1,364,669	1,224,038	1,254,607	1,198,897	1,087,335
Leisure Activities	1,451,866	1,244,136	1,171,830	1,125,018	1,035,443
Conservation and Development	1,809,841	275,467	373,945	111,813	628,271
Capital Outlay	4,699,983	2,769,110	7,407,897	3,168,622	2,551,174
Debt Service - Principal retirement	1,783,239	2,545,000	1,210,000	1,180,000	3,545,000
Other Interest and Fiscal Charges	422,945	461,108	322,677	228,878	349,287
Total Expenditures	16,382,039	13,166,648	16,566,891	11,283,482	13,309,917
Excess (deficiency) of Revenues Over Expenditures	<u>(4,823,892)</u>	<u>(2,479,706)</u>	<u>(5,460,337)</u>	<u>(1,200,261)</u>	<u>(3,528,585)</u>
Other Financing Sources (Uses):					
Debt issued	3,900,000	2,685,000	4,480,000	3,620,000	1,710,000
Proceeds of Capital Leases	175,337	---	---	66,577	80,195
Debt Premium	150,358	92,267	103,042	47,636	41,750
Sale of Capital Assets	---	2,000	22,943	340,393	---
Transfers In	1,022,012	814,770	975,218	933,862	1,143,017
Transfer Out	<u>(751,667)</u>	<u>(552,110)</u>	<u>(726,074)</u>	<u>(677,109)</u>	<u>(913,658)</u>
Total Other Financing Sources (Uses)	4,496,040	3,041,927	4,855,129	4,331,359	2,061,304
Net Change in Fund Balances	(327,852)	562,221	(605,208)	3,131,098	(1,467,281)
Fund Balances - Beginning of Year	7,430,821	6,868,600	7,473,808	4,342,710	5,809,991
Fund Balances - End of Year	\$7,102,969	\$7,430,821	\$6,868,600	\$7,473,808	\$4,342,710

Source: Information shown for years ended December 31, 2016 through 2020 is excerpted from the respective Village Audited Financial Statements.

Summary of Property Assessment, Tax Levy and Tax Collection Procedures

Wisconsin cities, Villages and towns are charged with the responsibility of assessing taxable property, collecting taxes, and making distribution to the state, county, school districts and other taxing jurisdictions. Property of manufacturing establishments and utilities is assessed by the State Department of Revenue. All assessments are made as of January 1.

Taxes on real estate and personal property are levied in December of each year by each municipality within the County for each taxing jurisdiction in amounts that, when collected in the ensuing year, are sufficient to cover operating expenses, debt service and other expenditures of said taxing jurisdictions. The following accelerated tax collection procedures are now in effect in the State of Wisconsin for taxes levied in 1989 and beyond.

In all taxation districts, except those which have adopted a local option payment plan, real property taxes must either be paid in full by January 31 to the taxation district treasurer, or paid in two equal installments with 50% paid by January 31 and the balance due by July 31. Amounts paid after January 31 are paid to the County Treasurer. On or before February 20, all tax rolls are turned over to the County Treasurer who then continues to collect all delinquent and postponed taxes. Personal property taxes, special assessments, special charges and special taxes must be paid in full by January 31.

Any taxation district may authorize the payment of real property taxes in three or more installments. The first installment must be paid by January 31 and at least 50% of the real property taxes must be paid by April 30. All real property taxes must be paid by July 31. The taxation district treasurer shall retain the tax roll and make collections through July 31. The tax roll is then transferred to the County Treasurer who continues to collect delinquent taxes.

On or before January 15 and February 20, (and in taxation districts whereby payment is made in three or more installments, on February 15 and on the 15th day of each month following a month in which an installment payment is due), the taxation district treasurer settles with other taxing jurisdictions for all collections through the preceding month. On August 20, the County Treasurer must settle in full with the underlying taxing jurisdictions for all real estate and special taxes (except special assessments). Any county board may authorize its county treasurer to also settle in full with the underlying taxing districts for all special assessments and special charges. The County may then recover any tax delinquencies by enforcing the lien on the property and retain any penalties or interest on the delinquencies for which it has settled. Dane County does not settle in full with the Village for special charges or special assessments, which are reimbursed as collected. The Village receives 100% of their real estate taxes.

On April 15, 2020, Governor Tony Evers signed into law 2019 Wisconsin Act 185, which provided that for property taxes payable in 2020, a taxation district could, after making a general or case-by-case finding of hardship, choose to waive interest or penalties on property tax installment payments paid after April 1, 2020 but on or before October 1, 2020. In order to take such action, the county board of supervisors was required to first adopt a resolution authorizing such waiver and determining criteria for determining hardship and then the taxation district was required to subsequently adopt a similar resolution. In the case of a county having adopted such a resolution, the county proportionally settled with the taxation districts any taxes, interest and penalties collected on or before July 31, 2020 on August 20, 2020, and settled the remaining unpaid taxes, interest and penalties on September 20, 2020. Dane County and the Village adopted such resolutions. The Village cannot predict whether any similar legislation may be adopted in the future, or whether and how much payment of property taxes will be impacted by COVID-19 in future years. Any delays or reduction in the receipt of property taxes may materially adversely impact the Village's finances and payment of debt obligations, including the Securities.

Collection of delinquent personal property taxes is the duty of the taxation district treasurer. A taxation district may chargeback, to each taxing jurisdiction its proportionate share of those personal property taxes, if the taxes are owed by an entity that has ceased operations, filed for bankruptcy, or are due on property that has been removed from the next assessment roll. As of January 26, 2022, the Village has \$2,864 of delinquent personal property taxes.

History of Tax Collections

<u>Collection Year</u>	<u>Village Purpose Tax Levy</u>
2022	\$6,969,750
2021	6,575,750
2020	6,366,250
2019	6,091,750
2018	5,871,500

Source: Village of McFarland

UNDERWRITING

The Notes

The Notes will be offered at a public sale on February 28, 2022 at 10:00 A.M. (Central Time). Action on bids received will be taken at a Village Board meeting on February 28, 2022, commencing at 7:00 P.M. (Central Time), whereby the Notes will be awarded to the bidder or combination of bidders offering the lowest true interest cost to the Village (the "Note Underwriter").

The Bonds

The Bonds will be offered at a public sale on February 28, 2022 at 10:30 A.M. (Central Time). Action on bids received will be taken at a Village Board meeting on February 28, 2022, commencing at 7:00 P.M. (Central Time), whereby the Bonds will be awarded to the bidder or combination of bidders offering the lowest true interest cost to the Village (the "Bond Underwriter").

Original Issue Discount for the Securities

To the extent that the initial public offering price of certain of the Securities is less than the principal amount payable at maturity, such Securities ("Discounted Securities") will be considered to be issued with original issue discount. The original issue discount is the excess of the stated redemption price at maturity of a Discounted Securities over the initial offering price to the public, excluding underwriters or other intermediaries, at which price a substantial amount of such Discounted Securities were sold (issue price). With respect to a taxpayer who purchases a Discounted Securities in the initial public offering at the issue price and who holds such Discounted Securities to maturity, the full amount of original issue discount will constitute interest that is not includible in the gross income of the owner of such Discounted Securities for federal income tax purposes and such owner will not, subject to the caveats and provisions herein described, realize taxable capital gain upon payment of such Discounted Securities upon maturity.

Original issue discount is treated as compounding semiannually, at a rate determined by reference to the yield to maturity of each individual Discounted Securities, on days that are determined by reference to the maturity date of such Discounted Securities. The amount treated as original issue discount on a Discounted Securities for a particular semiannual accrual period is generally equal to (a) the product of (i) the yield to maturity for such Discounted Securities (determined by compounding at the close of each accrual period) and (ii) the amount that would have been the tax basis of such Discounted Securities at the beginning of the particular accrual period if held by the original purchaser; and less (b) the amount of any interest payable for such Discounted Securities during the accrual period. The tax basis is determined by adding to the initial public offering price on such Discounted Securities the sum of the amounts that have been treated as original issue discount for such purposes during all prior periods. If a Discounted Securities is sold or exchanged between semiannual compounding dates, original issue discount that would have been accrued for that semiannual compounding period for federal income tax purposes is to be apportioned in equal amounts among the days in such compounding period.

For federal income tax purposes, the amount of original issue discount that is treated as having accrued with respect to such Discounted Securities is added to the cost basis of the owner in determining gain or loss upon disposition of a Discounted Securities (including its sale, exchange, redemption, or payment at maturity). Amounts received upon disposition of a Discounted Securities that are attributable to accrued original issue discount will be treated as tax-exempt interest, rather than as taxable gain.

The accrual or receipt of original issue discount on the Discounted Securities may result in certain collateral federal income tax consequences for the owners of such Discounted Securities. The extent of these collateral tax consequences will depend upon the owner's particular tax status and other items of income or deduction.

The Code contains additional provisions relating to the accrual of original issue discount. Owners who purchase Discounted Securities at a price other than the issue price or who purchase such Discounted Securities in the secondary market should consult their own tax advisors with respect to the tax consequences of owning the Discounted Securities. Under the applicable provisions governing the determination of state and local taxes, accrued interest on the Discounted Securities may be deemed to be received in the year of accrual even though there will not be a corresponding cash payment until a later year. Owners of Discounted Securities should consult their own tax advisors with respect to the state and local tax consequences of owning the Discounted Securities.

Bond Premium for the Securities

To the extent that the initial offering price of certain of the Securities is more than the principal amount payable at maturity, such Securities ("Premium Securities") will be considered to have bond premium.

Any Premium Securities purchased in the initial offering at the issue price will have "amortizable bond premium" within the meaning of Section 171 of the Code. The amortizable bond premium of each Premium Securities is calculated on a daily basis from the issue date of such Premium Securities until its stated maturity date (or call date, if any) on the basis of a constant interest rate compounded at each accrual period (with straight line interpolation between the compounding dates). An owner of a Premium Securities that has amortizable bond premium is not allowed any deduction for the amortizable bond premium; rather the amortizable bond premium attributable to a taxable year is applied against (and operates to reduce) the amount of tax-exempt interest payments on the Premium Securities. During each taxable year, such an owner must reduce his or her tax basis in such Premium Securities by the amount of the amortizable bond premium that is allocable to the portion of such taxable year during which the holder held such Premium Securities. The adjusted tax basis in a Premium Securities will be used to determine taxable gain or loss upon a disposition (including the sale, exchange, redemption, or payment at maturity) of such Premium Securities.

Owners of Premium Securities who did not purchase such Premium Securities in the initial offering at the issue price should consult their own tax advisors with respect to the tax consequences of owning such Premium Securities. Owners of Premium Securities should consult their own tax advisors with respect to the state and local tax consequences of owning the Premium Securities.

LEGAL MATTERS

Tax Exemption

Federal tax law contains a number of requirements and restrictions which apply to the Securities, including investment restrictions, periodic payments of arbitrage profits to the United States, requirements regarding the proper use of Securities proceeds and the facilities financed therewith, and certain other matters. The Village has covenanted to comply with all requirements that must be satisfied in order for the interest on the Securities to be excludable from gross income for federal income tax purposes. Failure to comply with certain of such covenants could cause interest on the Securities to become includable in gross income for federal income tax purposes retroactively to the date of issuance of the Securities.

Subject to the Village's compliance with the above-referenced covenants, under present law, in the opinion of Griggs Law Office LLC, Milwaukee, Wisconsin, Bond Counsel, interest on the Securities is excludable from the gross income of the owners thereof for federal income tax purposes and is not included as an item of tax preference in computing the federal alternative minimum tax.

In rendering its opinion, Bond Counsel will rely upon certifications of the Village with respect to certain material facts within the Village's knowledge. Bond Counsel's opinion represents its legal judgment based upon its review of the law and the facts that it deems relevant to render such opinion and is not a guarantee of a result.

Ownership of the Securities may result in collateral federal income tax consequences to certain taxpayers, including, without limitation, corporations subject to the branch profits tax, financial institutions, certain insurance companies, certain S corporations, individual recipients of Social Security or Railroad Retirement benefits and taxpayers who may be deemed to have incurred (or continued) indebtedness to purchase or carry tax-exempt obligations. Prospective purchasers of the Securities should consult their tax advisors as to applicability of any such collateral consequences.

From time to time legislation is proposed, and there are or may be legislative proposals pending in the Congress of the United States that, if enacted, could alter or amend the federal tax matters referred to above or adversely affect the market value of the Securities. It cannot be predicted whether, or in what form, any proposal that could alter one or more of the federal tax matters referred to above or adversely affect the market value of the Securities may be enacted. Prospective purchasers of the Securities should consult their own tax advisors regarding any pending or proposed federal tax legislation. Bond Counsel expresses no opinion regarding any pending or proposed federal tax legislation.

The interest on the Securities is not excluded from income and therefore is not exempt from present Wisconsin income taxes.

Approval of Legality of Securities

Legal matters incident to the authorization, issuance and sale of the Securities, are subject to the approval of Griggs Law Office LLC, Milwaukee, Wisconsin, Bond Counsel. Copies of such opinion will be available at the time of delivery of the Securities.

Absence of Material Litigation

There is no controversy or litigation of any nature now pending or, to the knowledge of the Village, threatened to restrain or enjoin the issuance, sale, execution or delivery of the Securities or the levy and collection of taxes to pay the same; or questioning the proceedings or authority pursuant to which the Securities are issued and taxes levied; or questioning or relating to the validity of the Securities, or contesting the corporate existence of the Village or the titles of its present officers to their respective offices.

The absence of such litigation will be confirmed at the time of the delivery of the Securities to the respective purchaser by a certificate of the Village Clerk.

IMPACT OF THE SPREAD OF COVID-19

In late 2019, a novel strain of coronavirus (COVID-19) emerged in Wuhan, Hubei Province, China. COVID-19 has spread throughout the world, including to the United States, resulting in the World Health Organization proclaiming COVID-19 to be a pandemic and former President Trump declaring a national emergency. In response to the spread of COVID-19, the United States government, state governments, local governments and private industries have taken measures to limit social interactions in an effort to limit the spread of COVID-19. On March 25, 2020, Wisconsin's "safer-at-home" order (the "Order") went into effect, which ordered the closure of all non-essential business and operations until April 24, 2020 and was subsequently extended until May 26, 2020 (with certain exceptions as provided in the Order). In addition, the deadline for payment of State income taxes was extended to match the federal deadline of July 15, 2020.

On April 21, 2020, Republican legislators in the State filed a lawsuit challenging the legality of the Order. On May 13, 2020, the Wisconsin Supreme Court ruled that the Order is unlawful, invalid and unenforceable because the emergency rulemaking procedures under Section 227.24 of the Wisconsin Statutes and procedures established by the Wisconsin Legislature for rulemaking if criminal penalties were to follow were not followed in connection with the Order. The Supreme Court's decision does not invalidate any local health officials' orders or prevent future local health officials' orders related to the COVID-19 pandemic. In addition, the ruling did not change the mandated closure of school buildings through June 30, 2020. On October 6, 2020, Governor Evers directed the State of Wisconsin Department of Health Services Secretary to issue Emergency Order #3 limiting public gatherings to no more than 25 percent of a room or building's total occupancy. Emergency Order #3 expired November 6, 2020.

The Coronavirus Aid, Relief, and Economic Security Act (the "CARES Act") provides for federal payments from the Coronavirus Relief Fund to the State for the discrete purpose of covering expenses directly incurred as a result of COVID-19 between March 1 and December 30, 2020. On May 27, 2020, Governor Evers announced a program titled "Routes to Recovery: Local Government Aid Grants, which distributed \$190 million of the State's Coronavirus Relief Fund monies to all counties, cities, villages and towns across Wisconsin for unbudgeted eligible expenditures incurred due to COVID-19 between March 1 and November 17, 2020. The State allocated funds based on population with a guaranteed minimum allocation of \$5,000. The Village received an allocation of \$156,883.28 through this program, and an additional \$6,746 of CARES Wisconsin Election Commission grant, and \$6,421 in CARES EMS grant funding. On March 11, 2021, President Biden signed the American Rescue Plan Act of 2021, which provides local governments an additional \$130.2 billion through the Coronavirus Local Fiscal Recovery Fund. These funds can be used to mitigate increased expenditures, lost revenue and economic hardship related to COVID-19 pandemic. The Village received an allocation of \$945,242 and received \$472,621 in 2021 and expects receipt of \$472,621 in 2022.

The effects of the spread of COVID-19 and the government and private responses to the spread continue to rapidly evolve. COVID-19 has caused significant disruptions to the global, national and State economy. The Village monitors the economic and financial impact of COVID-19 and believes the impact has not been financially material. The Village's audited financial statements for year ended 2020, included herein as Exhibit I, 2020 report a general fund surplus; and, the Village anticipates a slight general fund surplus for fiscal year end 2021.

The extent to which the coronavirus impacts the Village and its financial condition will depend on future developments, which are highly uncertain and cannot be predicted by the Village, including the duration of the outbreak and measures taken to address the outbreak.

The foregoing is intended only as a summary of certain risk factors attendant to an investment in the Securities. In order for potential investors to identify risk factors and make an informed investment decision, potential investors should be thoroughly familiar with this entire Official Statement and the Exhibits hereto.

MUNICIPAL BANKRUPTCY

Municipalities are prohibited from filing for bankruptcy under Chapter 11 (reorganization) or Chapter 7 (liquidation) of the U.S. Bankruptcy Code (11 U.S.C. §§ 101-1532) (the "Bankruptcy Code"). Instead, the Bankruptcy Code permits municipalities to file a petition under Chapter 9 of the Bankruptcy Code, but only if certain requirements are met. These requirements include that the municipality must be "specifically authorized" under State law to file for relief under Chapter 9. For these purposes, "State law" may include, without limitation, statutes of general applicability enacted by the State legislature, special legislation applicable to a particular municipality, and/or executive orders issued by an appropriate officer of the State's executive branch.

As of the date hereof, Wisconsin law contains no express authority for municipalities to file for bankruptcy relief under Chapter 9 of the Bankruptcy Code.

Nevertheless, there can be no assurance (a) that State law will not change in the future, while the Securities are outstanding, in a way that would allow the Village to file for bankruptcy relief under Chapter 9 of the Bankruptcy Code; or (b) even absent such a change in State law, that an executive order or other executive action could not effectively authorize the Village to file for relief under Chapter 9. If, in the future, the Village were to file a bankruptcy case under Chapter 9, the relevant bankruptcy court would need to consider whether the Village could properly do so, which would involve questions regarding State law authority as well as other questions such as whether the Village is a municipality for bankruptcy purposes. If the relevant bankruptcy court concluded that the Village could properly file a bankruptcy case, and that determination was not reversed, vacated, or otherwise substantially altered on appeal, then the rights of holders of the Securities could be modified in bankruptcy proceedings. Such modifications could be adverse to holders of the Securities, and there could ultimately be no assurance that holders of the Securities would be paid in full or in part on the Securities. Further, under such circumstances, there could be no assurance that the Securities would not be treated as general, unsecured debt by a bankruptcy court, meaning that claims of holders of the Securities could be viewed as having no priority (a) over claims of other creditors of the Village; (b) to any particular assets of the Village, or (c) to revenues otherwise designated for payment to holders of the Securities.

Moreover, if the Village were determined not to be a "municipality" for the purposes of the Bankruptcy Code, no representations can be made regarding whether it would still be eligible for voluntary or involuntary relief under Chapters of the Bankruptcy Code other than Chapter 9 or under similar federal or state law or equitable proceeding regarding insolvency or providing for protection from creditors. In any such case, there can be no assurance that the consequences described above for the holders of the Securities would not occur.

RATING

The Village has applied for a rating on the Securities from Moody's Investors Service ("Moody's"). The Village's outstanding long-term general obligation debt is rated "Aa2" by Moody's. Such rating reflects only the views of such organization and explanations of the significance of such rating may be obtained from the rating agency furnishing the same. Generally, a rating agency bases its rating on the information and materials furnished to it and on investigations, studies and assumptions of its own. There is no assurance that such rating will continue for any given period of time or that it will not be revised downward or withdrawn entirely by such rating agency, if in the judgment of such rating agency circumstances so warrant. Any such downward revision or withdrawal of such rating may have an adverse effect on the market price of the Securities.

Such rating is not to be construed as a recommendation of the rating agency to buy, sell or hold the Securities, and the rating assigned by the rating agency should be evaluated independently. Except as may be required by the Undertakings described under the heading "Continuing Disclosure" neither the Village nor the Note Underwriter or the Bond Underwriter undertakes responsibility to bring to the attention of the owners of the Securities any proposed change in or withdrawal of such rating or to oppose any such revision or withdrawal.

EXHIBITS

- Exhibit I. Village of McFarland Financial Statements and Supplementary Information for the Year Ended December 31, 2020
- Exhibit II. Form of Legal Opinions for the Securities
- Exhibit III. Form of Continuing Disclosure Certificates for the Securities
- Exhibit IV. Official Notice and Sale and Bid Form for the Notes
- Exhibit V. Official Notice and Sale and Bid Form for the Bonds

MISCELLANEOUS

This Official Statement includes the cover page, reverse thereof, Summary for the Notes, Summary for the Bonds, and the Exhibits hereto.

Bond Counsel has furnished the material under the heading "LEGAL MATTERS – Tax Exemption", and the information in Exhibit II. – Form of Legal Opinions for the Securities, and Exhibit III – Form of Continuing Disclosure Certificates for the Securities, but has not participated in the preparation of this Official Statement and will not pass on its accuracy, completeness or specifications. Bond Counsel has not examined or attempted to examine or verify any of the financial or statistical statements or data contained in this Official Statement, and will express no opinion with respect thereto.

All references to material not purporting to be quoted in full are only summaries of certain provisions thereof and do not purport to summarize or describe all the provisions thereof. Reference is hereby made to such instruments, documents and other materials for the complete provisions thereof, copies of which will be furnished upon request to the Village. The Village has authorized the distribution of this Official Statement.

MUNICIPAL ADVISOR

Wisconsin Public Finance Professionals, LLC, Brookfield, Wisconsin, ("WPFP") has been retained as Municipal Advisor to the Village in connection with the issuance of the Securities. The Municipal Advisor has relied upon the Village, and other sources, having access to relevant data to provide accurate information for this Official Statement. To the best of WPFP's knowledge, the information contained in this Official Statement is true and accurate. WPFP's compensation is payable entirely by the Village. WPFP is registered with the Securities and Exchange Commission and the Municipal Securities Rulemaking Board as a Municipal Advisor.

ACCURACY AND COMPLETENESS OF OFFICIAL STATEMENT

This Official Statement has been approved for distribution to prospective purchasers and the respective Underwriter of the Securities by the Village. All of the statements and data presented herein have been obtained from reliable sources and are believed to be correct but are not guaranteed by the Village.

The Village Clerk or other appropriate official will provide to the original purchasers of the Securities at the time of delivery of the Securities, a certificate confirming to the purchasers that, to the best of their knowledge and belief, the Preliminary Official Statement and Final Official Statement, with respect to the Securities, at the time of the sale and delivery of the Securities, was true and correct in all material respects and did not at any time contain an untrue statement of a material fact or omit to state a material fact required to be stated, where necessary to make the statements, in light of the circumstances under which they were made, not misleading.

EXHIBIT I. Village of McFarland Financial Statements and Supplementary Information
for the Year Ended December 31, 2020

EXHIBIT II. Form of Legal Opinions for the Securities

EXHIBIT III. Form of Continuing Disclosure Certificates for the Securities

EXHIBIT IV. Official Notice of Sale and Bid Form for the Notes

EXHIBIT V. Official Notice of Sale and Bid Form for the Bonds

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Monday, February 28, 2022

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and action regarding Resolution #2022-06: a resolution awarding the sale of \$7,200,000 General Obligation Public Safety Center Bonds; providing the form of the bonds; and levying a tax in connection therewith.

PREVIOUS ACTION:

On February 2, 2021, the Village Board approved General Obligation Public Center Bonds in the amount of \$14 million. At that time, the Board desired to take advantage of historically low interest rates, with the notion that the Village would need to issue additional bonds in 2022 to borrow additional funds once final project costs were determined.

On January 24, 2022, the Village Board approved the 2022 plan for borrowing to fund the 2022 Capital Improvement Plan.

ISSUE SUMMARY:

The Official Statement has been completed and distributed to Underwriters. Additionally, Moody's has reaffirmed our Aa2 rating. The bid opening for the bonds is on Monday, February 28th which is the day of the Village Board meeting. The results of the bids received will be reviewed in the meeting by our Financial Adviser. The need for these remaining funds is to support the construction of the Public Safety Center. The anticipated amount is slightly less than anticipated at budget time while aligning known expenses against available revenues.

The Anticipated Borrowing, Moody's Credit Opinion, and Official Statement are included within the previous Agenda item for Resolution #2022-05. These borrowings were issued together and contain the same information for both issuances.

FINANCIAL/BUDGET IMPACT:

The financial impacts of the bonds will be reviewed in the meeting once bids have been received.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.



BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended for approval following review of received bids.

Motion to approve Resolution 2022-06: a resolution awarding the sale of \$7,200,000 General Obligation Public Safety Center Bonds; providing the form of the bonds; and levying tax in connection therewith.

ATTACHMENTS:

1. 2022-06 - G.O. Bonds \$7 Million

RESOLUTION NO. 2022-06

RESOLUTION AWARDING THE SALE OF \$7,200,000
GENERAL OBLIGATION PUBLIC SAFETY CENTER
BONDS; PROVIDING THE FORM OF THE BONDS;
AND LEVYING A TAX IN CONNECTION THEREWITH

WHEREAS, on December 14, 2020, the Village Board of the Village of McFarland, Dane County, Wisconsin (the "Village") adopted a resolution entitled: "Resolution Authorizing the Borrowing of Not to Exceed \$18,500,000; and Providing for the Issuance and Sale of General Obligation Public Safety Center Bonds Therefor" ("Authorizing Resolution No. 1") which authorized the issuance and sale of general obligation public safety center bonds for the purpose of paying the costs of constructing a new public safety center building (the "Project");

WHEREAS, on December 14, 2020, the Village Board of the Village adopted a resolution entitled: "Resolution Authorizing the Borrowing of Not to Exceed \$3,000,000; and Providing for the Issuance and Sale of General Obligation Public Safety Center Bonds Therefor" ("Authorizing Resolution No. 2") which authorized the issuance and sale of additional general obligation public safety center bonds for the purpose of paying the costs of the Project;

WHEREAS, on March 1, 2021 the Village issued \$14,000,000 of General Obligation Public Safety Center Bonds to pay for a portion of the costs of the Project;

WHEREAS, pursuant to Authorizing Resolutions No. 1 and No. 2, the Village (in consultation with the Village's financial advisor) caused an Official Notice of Sale to be distributed, offering additional general obligation public safety center bonds for public sale on February 28, 2022; and

WHEREAS, sealed bid proposals were received as summarized on Exhibit C attached hereto; and

WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by _____, _____, _____, fully complies with the bid requirements set forth in the Official Notice of Sale and is deemed to be the most advantageous to the Village. A copy of said bid is attached hereto as Exhibit A and incorporated herein by this reference.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village that:

Section 1. Award of the Bonds. The bid proposal of _____, _____, _____ (the "Purchaser") is hereby accepted, said proposal offering to purchase the \$7,200,000 Village of McFarland General Obligation Public Safety Center Bonds (the "Bonds") for the sum of _____ DOLLARS (\$ _____), plus accrued interest to the date of delivery, resulting in a net interest cost of _____ DOLLARS (\$ _____) and a true interest rate of _____%.

Section 2. Terms of the Bonds. The Bonds shall be designated "General Obligation Public Safety Center Bonds," shall be dated March 24, 2022; shall be in the denomination of \$5,000 or any integral multiple thereof; shall bear interest at the rates per annum and mature on

March 1 of each year, in the years and principal amounts as set forth in the Pricing Summary attached hereto as Exhibit D and incorporated herein by this reference. Interest is payable semi-annually on March 1 and September 1 of each year commencing on March 1, 2023. The schedule of principal and interest payments due on the Bonds is set forth on the Debt Service Schedule attached hereto as Exhibit E and incorporated herein by this reference (the “Schedule”).

Section 3. Designation of Purchaser as Agent. The Village hereby designates the Purchaser as its agent for purposes of distributing the Final Official Statement relating to the Bonds to any participating underwriter in compliance with Rule 15c2-12 of the Securities and Exchange Commission.

Section 4. Redemption Provisions. At the option of the Village, the Bonds maturing on March 1, 2032 and thereafter shall be subject to redemption prior to maturity on March 1, 2031 or on any date thereafter. Said Bonds shall be redeemable as a whole or in part, from maturities selected by the Village and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

Section 5. Form of the Bonds. The Bonds shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit B and incorporated herein by this reference.

Section 6. Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Bonds as the same becomes due, the full faith, credit and resources of the Village are hereby irrevocably pledged and a direct annual irrepealable tax is hereby levied upon all taxable property of the Village. Said direct annual irrepealable tax shall be levied in the years 2022 through 2041 for payments due in 2023 through 2042 in the amounts as set forth on the Schedule.

The aforesaid direct annual irrepealable tax hereby levied shall be collected in addition to all other taxes and in the same manner and at the same time as other taxes of the Village levied in said years are collected. So long as any part of the principal of or interest on the Bonds remains unpaid, the tax herein above levied shall be and continues irrepealable except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus in the Debt Service Fund Account created herein, including any capitalized interest funded with the proceeds of the Bonds.

Section 7. Debt Service Fund Account. There is hereby established in the Village treasury a fund account separate and distinct from every other Village fund or account designated “Debt Service Fund Account for \$7,200,000 Village of McFarland General Obligation Public Safety Center Bonds, dated March 24, 2022.” There shall be deposited in said fund account any premium plus accrued interest paid on the Bonds at the time of delivery to the Purchaser, all money raised by taxation pursuant to Section 6 hereof and all other sums as may be necessary to pay interest on the Bonds when the same shall become due and to retire the Bonds at their respective maturity dates. Said fund account shall be used for the sole purpose of paying the principal of and interest on the Bonds and shall be maintained for such purpose until such indebtedness is fully paid or otherwise extinguished.

Section 8. Segregated Borrowed Money Fund. The proceeds of the Bonds (the “Bond Proceeds”) (other than any premium and accrued interest which must be paid at the time of the delivery of the Bonds into the Debt Service Fund Account created above) shall be deposited into an account separate and distinct from all other funds and be disbursed solely for the purposes for which borrowed or for the payment for the principal of and the interest on the Bonds.

Section 9. Arbitrage Covenant. The Bond Proceeds may be temporarily invested in legal investments until needed provided, however, that the Village hereby covenants and agrees that so long as the Bonds remain outstanding, moneys on deposit in any fund or account in connection with the Bonds, whether or not such moneys were derived from the proceeds of the sale of the Bonds or from any other source, will not be used or invested in a manner which would cause the Bonds to be “arbitrage bonds” within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended (the “Code”) and any applicable regulations including Sections 1.148-1 through 1.148-11 of the income tax regulations, as the same exist on this date, or may from time to time hereafter be amended, supplemented or revised.

The Village Clerk/Treasurer, or other officer of the Village charged with responsibility for issuing the Bonds shall provide an appropriate certificate of the Village, for inclusion in the transcript of proceedings, setting forth the reasonable expectations of the Village regarding the amount and use of the Bond Proceeds and the facts and estimates on which such expectations are based, all as of the date of delivery and payment for the Bonds.

Section 10. Additional Tax Covenants; Exemption from Rebate. The Village hereby further covenants and agrees that it will take all necessary steps and perform all obligations required by the Code and Regulations (whether prior to or subsequent to the issuance of the Bonds) to assure that the Bonds are obligations described in Section 103(a) of the Code, the interest on which is excluded from gross income for federal income tax purposes, throughout their term. The Village Clerk/Treasurer or other officer of the Village charged with the responsibility of issuing the Bonds, shall provide an appropriate certificate of the Village as of the Closing, for inclusion in the transcript of proceedings, certifying that it can and covenanting that it will comply with the provisions of the Code and Regulations.

Further, it is the intent of the Village to take all reasonable and lawful actions to comply with any new tax laws enacted so that the Bonds will continue to be obligations described in Section 103(a) of the Code, the interest on which is excluded from gross income for federal income tax purposes.

The Village anticipates that the Bonds will qualify for the construction expenditure exemption from the rebate requirements of the Code. The Village Clerk/Treasurer or other officer of the Village charged with the responsibility of issuing the Bonds, shall provide an appropriate certificate of the Village as of the Closing, for inclusion in the transcript of proceedings, with respect to said exemption from the rebate requirements, and said Village Clerk/Treasurer or other officer is hereby authorized to make any election on behalf of the Village in order to comply with the rebate requirements of the Code. If, for any reason, the Village did not qualify for any exemption from the rebate requirements of the Code, the Village covenants that it would take all necessary steps to comply with such requirements.

Section 11. Persons Treated as Owners; Transfer of Bonds. The Village Clerk/Treasurer shall keep books for the registration and for the transfer of the Bonds. The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Bond shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

Any Bond may be transferred by the registered owner thereof by surrender of the Bond at the office of the Village Clerk/Treasurer, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Village Clerk/Treasurer shall deliver in the name of the transferee or transferees a new Bond or Bonds of a like aggregate principal amount, series and maturity and the Village Clerk/Treasurer shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Village Clerk/Treasurer shall cancel any Bond surrendered for transfer.

The Village shall cooperate in any such transfer, and the Village President and Village Clerk/Treasurer are authorized to execute any new Bond or Bonds necessary to effect any such transfer.

The 15th day of each calendar month next preceding each interest payment date shall be the record date for the Bonds. Payment of interest on the Bonds on any interest payment date shall be made to the registered owners of the Bonds as they appear on the registration book of the Village maintained by the Village Clerk/Treasurer at the close of business on the corresponding record date.

Section 12. Utilization of The Depository Trust Company Book-Entry-Only-System. In order to make the Bonds eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the Village has heretofore agreed to the applicable provisions set forth in the DTC Blanket Issuer Letter of Representation and an official of the Village has executed such Letter of Representation and delivered it to the DTC on behalf of the Village.

Section 13. Official Statement. The Village Board hereby approves the Preliminary Official Statement with respect to the Bonds and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the Village in connection with the preparation of such Preliminary Official Statement and any addenda to it or Final Official Statement are hereby ratified and approved. In connection with Closing, the appropriate Village official shall certify the Preliminary Official Statement and any addenda or Final Official Statement. The appropriate Village official shall cause copies of the Preliminary Official Statement and any addenda or Final Official Statement to be distributed to the Purchaser.

Section 14. Execution of the Bonds. The Bonds shall be issued in typewritten form, one Bond for each maturity, executed on behalf of the Village by the manual or facsimile signatures of the Village President and Village Clerk/Treasurer (except that one of the foregoing signatures shall be manual), sealed with its official or corporate seal, if any, and delivered to the Purchaser

upon payment to the Village of the purchase price thereof, plus accrued interest to the date of delivery. In the event that either of the officers whose signatures appear on the Bonds shall cease to be such officers before the delivery of the Bonds, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until such delivery. The aforesaid officers are hereby authorized to do all acts and execute and deliver all documents as may be necessary and convenient to effectuate the Closing.

Section 15. Payment of the Bonds. The principal of and interest on the Bonds shall be paid by the Village Clerk/Treasurer or his or her agent in lawful money of the United States.

Section 16. Continuing Disclosure. The Village hereby covenants and agrees that it will comply with and carry out all of the provisions of its Continuing Disclosure Certificate, which the Village will execute and deliver on the Closing Date. Any Bondholder may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the Village to comply with its obligations under this Section.

Section 17. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the Village or any parts thereof in conflict with the provisions hereof shall be and the same are hereby rescinded insofar as they may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted this 28th day of February, 2022.

Carolyn Clow,
Village President

(SEAL)

ATTEST:

Cassandra Suettinger,
Village Clerk/Treasurer

EXHIBIT B

(Form of Bond)

UNITED STATES OF AMERICA
STATE OF WISCONSIN
DANE COUNTY
VILLAGE OF MCFARLAND
GENERAL OBLIGATION PUBLIC SAFETY CENTER BOND

REGISTERED
NO. R-__

MATURITY DATE: ORIGINAL DATE OF ISSUE INTEREST RATE: CUSIP:

MARCH 1, 20__ MARCH 24, 2022 _____% 580441__

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: _____ DOLLARS
(\$ _____)

KNOW ALL MEN BY THESE PRESENTS, that the Village of McFarland, Dane County, Wisconsin (the "Village"), hereby acknowledges itself to owe and for value received promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest is payable semi-annually on March 1 and September 1 of each year commencing on March 1, 2023 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Bond are payable in lawful money of the United States. The principal of this Bond shall be payable only upon presentation and surrender of the Bond at the office of the Village Clerk/Treasurer. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Bond is registered on the Bond Register maintained by the Village Clerk/Treasurer at the close of business on the 15th day of the calendar month next preceding the semi-annual interest payment date (the "Record Date").

For the prompt payment of this Bond together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the Village are hereby irrevocably pledged.

This Bond is one of an issue of Bonds aggregating the principal amount of \$7,200,000 all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the Village pursuant to the provisions of Chapter 67, Wisconsin Statutes, for

the purpose of paying a portion of the costs of constructing a new public safety center building, all as authorized by resolutions of the Village Board duly adopted by said governing body at meetings held on December 14, 2020, September 13, 2021 and February 28, 2022. Said resolutions are recorded in the official minutes of the Village Board for said dates.

At the option of the Village, the Bonds maturing on March 1, 2032 and thereafter are subject to redemption prior to maturity on March 1, 2031 or on any date thereafter. Said Bonds are redeemable as a whole or in part, from maturities selected by the Village and within each maturity by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

In the event the Bonds are redeemed prior to maturity, as long as the Bonds are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, or overnight express delivery, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all the Bonds of a maturity are to be called for redemption, the Bonds of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Bonds called for redemption, CUSIP numbers, and the date of redemption. Any notice mailed as provided herein shall be conclusively presumed to have been duly given, whether or not the Depository receives the notice. The Bonds shall cease to bear interest on the specified redemption date, provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Bonds shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Bond have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the Village, including this Bond and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrepealable tax has been levied sufficient to pay this Bond, together with the interest thereon, when and as payable.

This Bond is transferable only upon the books of the Village kept for that purpose at the office of the Village Clerk/Treasurer. In the event that the Depository does not continue to act as depository for the Bonds, and the Village Board appoints another depository, new fully registered Bonds in the same aggregate principal amount shall be issued to the new depository upon surrender of the Bonds to the Village Clerk/Treasurer, in exchange therefor and upon the payment of a charge sufficient to reimburse the Village for any tax, fee or other governmental charge required to be paid with respect to such registration. The Village Clerk/Treasurer shall not be obliged to make any transfer of the Bonds (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Bonds, or (iii) with respect to any particular Bond, after such Bond has been called for redemption. The Village may treat and consider the Depository in whose name this Bond is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever.

IN WITNESS WHEREOF, the Village of McFarland, Dane County, Wisconsin, by its governing body, has caused this Bond to be executed for it and in its name by the signatures of its duly qualified Village President and Village Clerk/Treasurer; and to be sealed with its official or corporate seal, if any, all as of the 24th day of March, 2022.

VILLAGE OF MCFARLAND
DANE COUNTY, WISCONSIN

By: _____
Carolyn Clow,
Village President

(SEAL)

By: _____
Cassandra Suettinger,
Village Clerk/Treasurer

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

(Name and Address of Assignee)

(Social Security or other Identifying Number of Assignee)

the within Bond and all rights thereunder and hereby irrevocably constitutes and appoints _____ Legal Representative, to transfer said Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

(e.g. Bank, Trust Company
or Securities Firm)

(Depository or its Nominee
Name)

(Authorized Officer)

NOTICE: The above-named or Depository or its Nominee Name must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Monday, February 28, 2022

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and action regarding the plan for borrowing in order to fund the 2022 and 2023 Capital Improvement Plan for the Water Utility through Water Revenue Bonds as presented by Carol Wirth of Wisconsin Public Finance Professionals.

PREVIOUS ACTION:

The Village Board adopted the budget for next year at its meeting on November 22, 2021 including the need for borrowing to support capital projects.

ISSUE SUMMARY:

Included within your packet is a report outlining the plan for borrowing to support capital needs within the water utility for 2022 and 2023. Carol will be present to go over this information with the Village Board and answer any questions that are raised. Earlier in the evening we adopted resolutions to complete the General Obligation borrowings for the note and bond issuance to support mainly non-utility capital needs. Revenue bonds are separate from general obligation and tied specifically to the utility service that will be obligated to pay back to the debt.

This is a new format proposed this year to utilize Water Revenue Bonds either through the open market or DNR program. Previously the Village had borrowed these funds on a General Obligation basis, and in pursuing the revenue bonds it will not count towards our maximum threshold set by State law for general obligation debt. Mainly because regardless of the type of debt, this borrowing is supported by the rates paid by the water customers. Those rates were increased in 2021 which provides enough revenue coverage on the debt service for these two years helping to avoid another rate increase solely for this need. Taking advantage of that and borrowing for two years instead of one will help to keep our interest costs down while taking advantage of low rates. Good project planning and financial forecasting is making this possible.

This will provide the Village flexibility on its general obligation needs as well as within the utility for the next several years.

The list of projects to be funded as well as the timeline for this process is included within the packet. The proposed borrowing for 2022 projects is consistent with the adopted budget for the current year. The 2023 proposed funding levels are consistent with the 2021 accepted Paving and Utility Plan and 2021-2025 Capital Improvement Plan. The largest expense for this year remains various new water mains and maintenance to the wells while next year will be Paulson Road, various water main projects, and painting of the Burma Water Tower.



FINANCIAL/BUDGET IMPACT:

The financial impact is detailed within the attached report and will be reviewed as part of our meeting.

VILLAGE PLAN REFERENCE:

[2021-2025 Capital Improvement Plan](#)

[2022 Budget](#)

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended Action:

Motion, second to accept the plan for borrowing in order to fund the 2022 and 2023 Capital Improvement Plan for the Water Utility through Water Revenue Bonds as presented by Carol Wirth of Wisconsin Public Finance Professionals.

ATTACHMENTS:

1. Report on 2022 Water Revenue Bonds



WISCONSIN PUBLIC FINANCE PROFESSIONALS, LLC
155 SOUTH EXECUTIVE DRIVE, SUITE 211
BROOKFIELD, WI 53005
414-434-9644
FAX: 414-226-2014

McFarland Village Board

February 28, 2022

Report on 2022 Financings

\$3,660,000 Water System Revenue Bonds

**Prepared by: Carol Ann Wirth, President
Wisconsin Public Finance Professionals, LLC**

VILLAGE BOARD STATUTORY BORROWING AUTHORITY

Water System Revenue Bonds (“**Revenue Bonds**”) are authorized pursuant to Section 66.0621 of the Wisconsin Statutes. The Village Board has authority under this Statute to issue Revenue Bonds with approval by a majority vote of a quorum of the Village Board on the Bond Resolution, at a future date, locking in final terms, including principal amount, repayment schedule, interest rates and various covenants. The maximum amortization period for Revenue Bonds is 40 years.

Unlike general obligation bonds, but similar to general obligation notes, Revenue Bonds allow the Village to borrow for various Water Utility capital projects and the funds may be co-mingled between the projects. The broad purpose language in the Bond Resolution is commonly stated as “for the public purpose of paying the cost of extensions, additions and improvements to the Water System.”

Revenue Bonds are repaid with Water Utility revenues generated by the water user rates. Revenue Bonds do not have a tax levy pledge as the security for bondholders. Therefore, Revenue Bonds do not count against the Village’s legal debt limit.

Because Revenue Bonds do not have a tax levy pledge, a separate Reserve Account is required as security for the Revenue Bonds. The Reserve Account is included in the sizing of the Revenue Bond issue, typically in the amount of one year’s debt service. The Reserve Account is held by the Village as a restricted account, since this is a security for bondholders. It can only be used for making the final debt service payment on the Revenue Bonds.

The Revenue Bonds will not carry the Village’s existing Moody’s bond rating. Therefore, an application will be made to Moody’s for the first Water System Revenue Bond rating with this 2022 issue. Traditionally, Moody’s rates a municipality’s revenue bonds at least 1 to 2 notches below the municipality’s existing general obligation rating. The Village’s existing general obligation rating is Moody’s Aa2. One notch below is Aa3; two notches below is A1.

At a future date, the Village Board acts upon the Bond Resolution awarding the Revenue Bonds to the successful bidder, and includes the purpose language, final dollar amount of the borrowing and final interest rates and repayment schedule. The issue size is subject to change depending on how bids are received.

MUNICIPAL BOND MARKET

Yields used for the preliminary structuring of the Revenue Bonds reflect sales occurring in the market during the week of February 14, 2022. They are preliminary and not guaranteed until the final yields and rates are locked in on the day the Revenue Bonds are sold in the marketplace.

Some economists are expecting the Fed to raise rates four times this year beginning at the March 15-16 FOMC meeting. Treasury yields are caught in a tug-of-war between looming Fed hikes, which would raise rates, versus investors desires for safety amid threats of war, pulling yields lower. 2022 has been a very volatile year for the markets, which is expected to continue for some time.

\$3,660,000 Water System Revenue Bonds – 2022

Beginning in 2022, the Village will issue Water System Revenue Bonds for water utility projects. 2022 and 2023 capital projects are being funded with the 2022 Revenue Bonds which will eliminate the need to do a separate borrowing in 2023. The proceeds of the borrowing may be used for any water utility capital project.

2022 CIP Projects	Dept	Rev Bonds		2023 CIP Projects	Rev Bonds
Hydrant Flags	DPW	7,000		Paulson Road	773,800
Line Locater	DPW	5,000		Paving/Utility Plan	350,700
Paulson Road	DPW	25,000		Truck	60,000
Paving/Utility Plan	DPW	495,000		Meter Replacement	325,000
Truck	DPW	21,750		Tower Painting (Burma)	750,000
Water Impact Fee	DPW	35,000		Total 2023 Projects	<u>\$2,259,500</u>
Meter Replacement	DPW	325,000			
Well #1 (Discovery)	DPW	43,250			
Well Rehab	DPW	<u>250,000</u>		Grand Total 2022 & 2023	<u>\$3,466,500</u>
Total Projects		<u>\$1,207,000</u>			

\$3,660,000 WATER SYSTEM REVENUE BONDS - 2022

Below is the Sources and Uses of Funds for the 2022 Revenue Bonds

\$3,660,000 Water System Revenue Bonds Preliminary Sources & Uses

Dated 04/27/2022 | Delivered 04/27/2022

Sources Of Funds

Par Amount of Revenue Bonds	\$3,660,000.00
Est. Reoffering Premium	149,028.60
Total Sources	\$3,809,028.60

Uses Of Funds

Total Est. Underwriter's Expenses	99,490.00
Deposit to Debt Service Reserve Fund (Est)	242,207.50
Deposit to Project Construction Fund	3,466,500.00
Rounding Amount	831.10
Total Uses	\$3,809,028.60

The final dollar amount of Revenue Bonds issued may change on the day bids are received for two reasons:

1. Unlike general obligation debt, the premium bid by underwriters may be used by the Village for projects. Therefore, if the winning bid includes more or less premium than shown on this preliminary sizing, the issue size may be reduced or increased.
2. The final dollar amount of the Reserve Fund is tied to the interest rates included in the winning bid and final amortization schedule. The Reserve Fund may increase with higher rates or decrease with lower rates.

\$3,660,000 Water System Revenue Bonds Estimated Repayment Schedule

Below is the estimated 20-year repayment schedule for the Revenue Bonds that will be issued in the marketplace as a non-bank qualified municipal security. The 2033 through 2042 principal maturities will be callable beginning in 2032. Also shown is the annual debt service payments for the existing general obligation debt issued for water utility purposes, which are also supported by the revenues of the Water Utility, but carry the Village's tax levy pledge.

\$3,660,000 Water System Revenue Bonds Est. Debt Service Combined with Water G.O. D/S

Calendar Year	Principal (5/01)	Coupon	Estimated Interest	Total Est. Debt Service	Est. Debt Serv Reserve	Existing G.O. Debt Service	Combined Est. Water D/S
2022	-	-	52,954.94	52,954.94	-	444,328.00	497,282.94
2023	135,000.00	3.000%	101,582.50	236,582.50	-	446,677.00	683,259.50
2024	140,000.00	3.000%	97,457.50	237,457.50	-	453,827.00	691,284.50
2025	145,000.00	3.000%	93,182.50	238,182.50	-	269,500.00	507,682.50
2026	150,000.00	3.000%	88,757.50	238,757.50	-	183,950.00	422,707.50
2027	155,000.00	3.000%	84,182.50	239,182.50	-	179,600.00	418,782.50
2028	160,000.00	3.000%	79,457.50	239,457.50	-	180,250.00	419,707.50
2029	165,000.00	3.000%	74,582.50	239,582.50	-	76,125.00	315,707.50
2030	170,000.00	3.000%	69,557.50	239,557.50	-	-	239,557.50
2031	175,000.00	3.000%	64,382.50	239,382.50	-	-	239,382.50
2032	180,000.00	3.000%	59,057.50	239,057.50	-	-	239,057.50
2033	185,000.00	3.000%	53,582.50	238,582.50	-	-	238,582.50
2034	190,000.00	3.000%	47,957.50	237,957.50	-	-	237,957.50
2035	195,000.00	3.000%	42,182.50	237,182.50	-	-	237,182.50
2036	200,000.00	3.000%	36,257.50	236,257.50	-	-	236,257.50
2037	205,000.00	2.400%	30,797.50	235,797.50	-	-	235,797.50
2038	210,000.00	2.450%	25,765.00	235,765.00	-	-	235,765.00
2039	215,000.00	2.500%	20,505.00	235,505.00	-	-	235,505.00
2040	220,000.00	2.550%	15,012.50	235,012.50	-	-	235,012.50
2041	230,000.00	2.600%	9,217.50	239,217.50	-	-	239,217.50
2042	235,000.00	2.650%	3,113.75	238,113.75	(242,207.50)	-	(4,093.75)
-	\$3,660,000.00		\$1,149,546.19	\$4,809,546.19	(242,207.50)	\$2,234,257.00	\$6,801,595.69

2022 Revenue Bonds – Preliminary Pricing Schedule Reflecting Market – Week of February 14, 2022

The Village will be issuing over \$10 million of tax-exempt securities in 2022. Therefore, the Revenue Bonds, similar to the general obligation notes and bonds, will not carry the bank qualified designation. Bank qualified securities allow banks to receive certain tax advantages on the interest earned on the investment. Non-bank qualified notes and bonds are purchased primarily by institutional investors and carry a slightly higher interest rate.

\$3,660,000 Water System Revenue Bonds 2022 Preliminary Pricing Summary 2-18-22

Maturity	Type of Bond	Coupon	Yield	Maturity Value	Price	YTM	Call Date	Call Price	Dollar Price
05/01/2023	Serial Coupon	3.000%	1.000%	135,000.00	102.006%	-	-	-	137,708.10
05/01/2024	Serial Coupon	3.000%	1.200%	140,000.00	103.566%	-	-	-	144,992.40
05/01/2025	Serial Coupon	3.000%	1.350%	145,000.00	104.852%	-	-	-	152,035.40
05/01/2026	Serial Coupon	3.000%	1.470%	150,000.00	105.938%	-	-	-	158,907.00
05/01/2027	Serial Coupon	3.000%	1.550%	155,000.00	106.965%	-	-	-	165,795.75
05/01/2028	Serial Coupon	3.000%	1.650%	160,000.00	107.695%	-	-	-	172,312.00
05/01/2029	Serial Coupon	3.000%	1.750%	165,000.00	108.213%	-	-	-	178,551.45
05/01/2030	Serial Coupon	3.000%	2.000%	170,000.00	107.368%	-	-	-	182,525.60
05/01/2031	Serial Coupon	3.000%	2.100%	175,000.00	107.353%	-	-	-	187,867.75
05/01/2032	Serial Coupon	3.000%	2.150%	180,000.00	107.619%	-	-	-	193,714.20
05/01/2033	Serial Coupon	3.000%	2.200%	185,000.00	107.152%	c 2.263%	05/01/2032	100.000%	198,231.20
05/01/2034	Serial Coupon	3.000%	2.250%	190,000.00	106.689%	c 2.357%	05/01/2032	100.000%	202,709.10
05/01/2035	Serial Coupon	3.000%	2.300%	195,000.00	106.227%	c 2.439%	05/01/2032	100.000%	207,142.65
05/01/2036	Serial Coupon	3.000%	2.350%	200,000.00	105.768%	c 2.509%	05/01/2032	100.000%	211,536.00
05/01/2037	Serial Coupon	2.400%	2.400%	205,000.00	100.000%	-	-	-	205,000.00
05/01/2038	Serial Coupon	2.450%	2.450%	210,000.00	100.000%	-	-	-	210,000.00
05/01/2039	Serial Coupon	2.500%	2.500%	215,000.00	100.000%	-	-	-	215,000.00
05/01/2040	Serial Coupon	2.550%	2.550%	220,000.00	100.000%	-	-	-	220,000.00
05/01/2041	Serial Coupon	2.600%	2.600%	230,000.00	100.000%	-	-	-	230,000.00
05/01/2042	Serial Coupon	2.650%	2.650%	235,000.00	100.000%	-	-	-	235,000.00
Total	-	-	-	\$3,660,000.00	-	-	-	-	\$3,809,028.60
Par Amount of Revenue Bonds									\$3,660,000.00
Reoffering Premium or (Discount)									149,028.60
Gross Production									\$3,809,028.60
Total Est. Underwriter's Expenses (Municipal Advisor, Bond Counsel, Rating, Underwriting)									\$(99,490.00)
Total Purchase Price									\$3,709,538.60
True Interest Cost (TIC)									2.6123720%

Interest rates and yields shown reflect sale results for a comparable Wisconsin issuer during the week of February 14, 2022 and are not intended to represent or guaranteed the actual interest rates and yields for the Village's Revenue Bonds selling at a later date in 2022.

Revenue Bond Debt Service Coverage Requirements

Revenue Bonds are not secured by tax levy. Instead, they are secured by the pledge of net revenues of the Water System and the Reserve Fund. Operating revenues, minus operating expenses, are pledged to the repayment of the Revenue Bonds. The Bond Resolution covenants will require the Net Revenues to be at least 125% of the annual debt service requirement (“coverage requirement”). Below is an example of the coverage calculation based on the 2022 Water Utility budget.

Water Utility Budget

	Adopted 2022
Revenues	
Operating Revenues	\$1,281,250
Other Operating Revenues	<u>86,500</u>
Sub-Total Operating Revenues	<u>1,367,750</u>
Impact Fees/Special Assessments	<u>75,000</u>
Total Revenues	<u>1,442,750</u>
Operation and Maintenance Expenses	<u>(632,000)</u>
Net Revenues	<u><u>\$ 810,750</u></u>
Est. 2023 Revenue Bonds Debt Service	\$236,582
Est. Coverage Ratio	3.42
Payment in Lieu of Taxes (PILOT)	\$280,000
G.O. Debt Service Requirement	\$444,328

METHOD OF SALE

Wisconsin Law allows Revenue Bonds to be sold at Public or Negotiated Sale.

- o **Public Sale** – Village Advertises for Underwriter Nation-wide – to Submit Bid on Specific Date and Time
Underwriter's Bid Dependent Upon –
 - Market Conditions on Day of Bid
 - Number of Issues Underwriter Will Bid on (Bidding Calendar) or Purchase That Day
 - Limited Ability to Pre-sell Notes - Risk May be Built into Bid as Cost to Village
 - Underwriting Cost Locked in on the Day of Sale
 - Underwriter Submits Bid on Bid Form per Bidding Parameters in "Official Notice of Sale"
 - Market Conditions are Monitored by Municipal Advisor Throughout Borrowing Timeline
 - Local Banks Participate Through Their Broker/Dealer Relationships
 - Village Has Flexibility to Change Dollar Amount and Structuring Terms After Bids are Opened

Municipal bond supply in market has significantly declined 2018 through 2021 resulting in numerous bids on public sales to fulfill demand.

- o **Negotiated Sale** – Underwriter is Selected by Village Through RFP Process or Based on Historical Experience
Underwriter Provides Assistance to Village in Advance of Entering the Bond Market -
 - Updates and Advises Village of Changes to Market Conditions, Interest Rates
 - Investors and Local Banks Contacted Early to Determine Interest in Purchasing Notes/Bonds
 - Reduces Underwriter's Risk of Unsold Notes - Potential for Lower Underwriting Cost
 - Cost of Underwriting Locked in Prior to Sale Date
 - Underwriter Has Flexibility to Capture Market Opportunities Several Days in Advance of Award
 - Village Has Flexibility to Change Dollar Amount and Structuring Terms Up to Time of Order Period
 - Underwriter Provides Village with Comparable Sales in Market

The Village of McFarland has used both sale methods in the past. The Village is using the Public Sale method for the 2022 General Obligation Promissory Notes and Public Safety Center Bonds.

WATER SYSTEM REVENUE BONDS TIMELINE

Board Presentation – Report on Water System Revenue Bonds	February 28
Coordinate Financing Team / Prepare Official Statement	
Official Statement Submitted to Moody's	March 23
Moody's Conference Call	March 29 - 30
Official Statement Distributed to Underwriters	March 30
Revenue Bond Rating Released; Credit Report Available	April 6
Bids Received / Village Board Adopts Final Bond Resolution (Sale)	April 11
Closing; Delivery of Funds to Village	April 27
Note: All borrowed funds must be spent within 24 months (April 27, 2024).	

McFarland
SUMMARY SHEET

MEETING DATE: Monday, February 28, 2022

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion and action regarding the selection of a consultant for the East Side Neighborhood Economic Development and Land Use Plan.

PREVIOUS ACTION:

10.18.21 Plan Commission recommendation on RFP

11.3.21 CDA recommendation on RFP

11.8.21 Village Board approval of RFP and authorization to go out to bid

2.21.22 Plan Commission unanimously recommended approval of the proposal from MSA Professional Services and Redevelopment Resources

ISSUE SUMMARY:

The Village received two proposals from consultants responding to the Village's RFP. One from the team of MSA Professional Services, with sub Redevelopment Resources, and the other from Graef. MSA's base price is \$92,200, with the option of several additional services totaling up to \$106,025, with an average hourly rate of \$135. Graef's cost proposal was \$100,000, with an average hourly rate of \$133. The Evaluation Team, consisting of the Village President, Plan Commission Vice Chair, CDA Chair, Village Administrator, and the Community & Economic Development Director reviewed the proposals based on the RFP evaluation criteria and unanimously recommended MSA/Redevelopment Resources as the preferred consultant to work with the Village on this project. The Evaluation Team felt that MSA assembled a team that was more experienced in completing projects similar to ours and they did the best job of providing a quality and detailed proposal that aligned with our RFP scope of services. A copy of MSA's proposal is included in the packet.

There were a couple of areas of the MSA proposal that the Evaluation Team thought could be adjusted to better align with Village's scope of services. The following is a summary of these changes which MSA has agreed to include as part of the final contract with the Village. Note the Evaluation Team has recommended declining MSA's Optional Services B (Full 3D Neighborhood Graphic/Model) and C (Story Map) due to cost considerations.

1. Task 2.2A, Comprehensive Village-Wide Housing Strategy (page 16). MSA's proposal includes an optional service for a more in-depth housing study of the entire Village. This study would be a stand-alone document that would be completed earlier in the planning process, referenced and used to support the development of the neighborhood plan. The Evaluation Team recommends this additional service as it best aligns with our needs as discussed in the RFP. In addition, as a stand-alone document this study can be



more easily updated in the future as needed, e.g. as part of the next Comprehensive Plan amendment. The study also accomplishes an action item in the Village's Capital Improvement Plan.

2. Tasks 2.3-2.5, Economic Development Market Analysis (page 17). The Evaluation Team recommends MSA's proposed retail supply & demand analysis (Task 2.3), industrial supply & demand analysis (Task 2.4), and the economic development strategy (Task 2.5), be prepared as a separate, but referenced, document from the East Side Plan similar to the housing study. This will more easily enable the updating of this study as needed in the future to support other Village planning efforts.
3. Task 7.1B, Online Preference Survey (page 19). MSA's scope provided an option for either an upfront survey, asking questions to support the market analysis/policy development, or a survey later in the process to gather input on the three neighborhood land use concepts. The Evaluation Team thought both surveys were appropriate to provide more opportunities for public input.
4. Task 7.1C, Mini Design Charrettes (page 19). MSA's proposal includes two mini design charrettes with landowners in the neighborhood. The Evaluation Team thought this activity could be widened into a broader Public Input Forum. The first forum would be used to share key findings from the housing and economic development market analysis, existing conditions maps, and an engagement activity to gather general land use input from participants. A second Public Input Forum, and online survey, would be used to gather public input on three neighborhood land use concepts.
5. Task 7.2B-D, Plan Commission, CDA, Village Board Meetings (page 22). MSA's proposal includes five Plan Commission meetings, one CDA meeting, and two Village Board meetings. The Evaluation Team desired some adjustments to the meeting schedule to better align with practices and add more review meetings:
 - a. The CDA meeting (Task 7.2C) would be eliminated and instead Plan Commission Meeting #2 (Task 7.2B) will be a joint meeting of the Plan Commission and CDA. These meetings were effectively the same, discussing the results of the housing and economic development market analysis. Consolidating as a joint meeting allows for additional meetings without impacting the budget.
 - b. Plan Commission Meeting #5 would include a review of the full draft plan after the Public Open House; however, no recommendation to the Village Board at that time.
 - c. Plan Commission Meeting #6 & Village Board Meeting #2. The public hearing on the draft plan would be moved from the Village Board to the Plan Commission as the Plan Commission typically holds public hearings on land use and zoning matters.
 - d. Plan Commission Meeting #7 would be added and include a recommendation to the Village Board on the draft plan.

The packet includes a revised project schedule from MSA based on these meeting adjustments.

FINANCIAL/BUDGET IMPACT:

The Village budget for this project is \$100,000 and has been previous funding through capital



borrowing.

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Motion to approve the proposal from MSA Professional Services and Redevelopment Resources for completion of the East Side Neighborhood Economic Development and Land Use Plan, with a lump sum budget of \$99,500, including the revisions to the proposed scope of services summarized in the staff report, items 1-5a-d.

ATTACHMENTS:

1. Village of McFarland East Side Neighborhood Economic Development and Land Use Plan RFP 11.08.2021 (less exhibits)
2. MSA_McFarland ED_Land Use Plan(reduced)
3. MSA_McFarland ED_Revised Schedule



Request For Proposals

East Side Neighborhood Economic Development & Land Use Plan

RFP Issuance Date: November 8, 2021

RFP Due Date: January 7, 2022

Please Submit to:

Village of McFarland Department of Community & Economic Development
Attn: East Side Neighborhood Plan RFP
5915 Milwaukee Street, PO Box 110
McFarland, WI 53558

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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 East Side Neighborhood Economic Development & Land Use Plan for the Village of McFarland. The creation of this document is meant to provide detailed recommendations regarding the development character of the Village's East Side Neighborhood including the specific location, types, density, and intensity of a variety of land uses. The plan should provide a comprehensive economic development analysis of the Village for the purpose of planning the creation of a new east side business park and other retail, service, and mixed-use areas. The inclusion of affordable housing, sustainable land use and transportation planning strategies will be vital to the final deliverable. Upon adoption the plan will replace the Village's existing 2008 East Side Neighborhood Growth Area Plan and will be incorporated into the Village's 2017 Comprehensive Plan. The plan will require input on its development from the Plan Commission, Community Development Authority, Village staff, public, businesses, property owners, other stakeholders, and other Village boards, commissions, and committees. The selected Consultant will need to demonstrate experience in the development of neighborhood plans of similar size, experience with economic development and retail market analysis, business park development, housing studies, and sustainable land use planning. A preferred Consultant likely consists of a multidisciplinary team of urban planners, housing professionals, economic development professionals, commercial broker and real estate professionals, landscape architects, and civil engineers.

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 at 9,331 residents. The Village is serviced by USH 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 & Economic 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 March 10, 2008, the Village Board adopted the [East Side Neighborhood Growth Area Plan](#). This plan includes land use recommendations for an area of approximately 850 acres lying on the east side of the Village. Refer to Exhibit A of the RFP. The boundaries of the 2008 Plan are based, in part, on an [Intergovernmental Boundary Agreement](#) with the Town of Dunn approved in 2005, which expires December 31, 2025. At the time of adoption, only a small portion of the 2008 plan was included within the Village's municipal limits. Due to the timing of adoption of this plan prior to the Great Recession, and the availability of other adjacent single-family subdivisions within the Village, very little land development has occurred in the east side neighborhood since adoption of the plan in 2008.

In 2017 the Village updated its [Comprehensive Plan](#). As part of that planning process the 2008 East Side Neighborhood Plan was incorporated into the updated Comprehensive Plan; however, no substantial reanalysis of the 2008 East Side Neighborhood Plan's recommendations or conceptual development plan occurred at that time.

Since 2017, the Village has approved several annexations that include a substantial portion of the East Side Neighborhood and beyond. Refer to Exhibit B of the RFP. Some of these areas include existing residential homes on private well and septic systems. The Village anticipates it may receive additional requests in the future for similar types of developments.

The Village's Comprehensive Plan Future Land Use Map 6 needs updating to include all lands which are now included in the Village's Extraterritorial Plat Review Jurisdiction. Other recent activities include:

- 2017, completion of Phase 1 of the Lower Yahara River Trail connecting the City of Madison and the Village of McFarland. The [Dane County Parks Department](#) continues to work on additional trail phasing to connect the trail from the Village's southeast boundary (Urso Park) to Lake Kegonsa State Park.
- 2018, completion of the East Basin Utility Service Study.
- 2019, adoption of a new Outdoor Recreation & Open Space Plan.
- 2020, expansion of the Village's Urban Service Area Boundary. Refer to Exhibit C of the RFP.
- 2020, approval of a new 117 lot residential subdivision by Veridian Homes called Rosewood Fields. Refer to Exhibit D of the RFP.
- 2021, creation of a master plan for a new community park on land purchased by the Village in 2019. Refer to Exhibit E of the RFP.
- 2021, completion of a Village Sustainability Plan.
- The [WisDOT](#) is planning a new diamond interchange at CTH AB and US 12 & 18 that will improve access from the Village's east to I-39/90 and the Beltline. Construction is currently scheduled for Fall of 2022 through Fall of 2023. Refer to Exhibit F of the RFP.

Commercial development within the Village is primarily located along USH 51, Farwell Street and the Village's Downtown. Office and light industrial development primarily occur along Terminal Drive and Triangle Street from Siggelkow Road to Voges Road, within the Village's Tax Increment District #3. Most of the lots within these areas are built out. The Village continues to actively pursue redevelopment projects in these areas, guided by the Village's 2005 Terminal & Triangle District Plan and Redevelopment District #1 Plan. However, given these areas are mostly built out, the Village lacks areas to grow the overall amount of office and light industrial businesses in the community. Retail and service uses primarily occur along USH 51 from Larson Beach Road to the Babcock County Park, Farwell Street from USH 51 to Exchange Street, and in the Downtown. These areas are located within the Village's Tax Increment District #4 and #5. The Village continues to actively pursue mixed-use redevelopment projects in these areas, guided by the Village's 2017 Comprehensive Plan, Tax Increment District #5 Project Plan, Tax Increment District

#4 Project Plan, Redevelopment District #2 Plan, and the Village Center Master Plan. Copies of these plans are available on the [Community & Economic Development website](#).

Due to natural limitations and jurisdictional boundaries, new housing development is primarily limited to infill development and eastward expansion of the Village. From 2016 through 2020, the Village has added 290 single family dwelling units, 60 two-family units, and 205 multi-family dwelling units. The majority of the single-family development has occurred in the Village's Juniper Ridge, Ridgeview, Prairie Place, and Parkview Estates subdivisions. Refer to Exhibit G of the RFP. New multi-family development has primarily occurred through infill development projects adjacent to the Village's commercial corridors. In 2020 and 2021, the Village approved two affordable housing (LIHTC) multi-family development projects consisting of a total of 100 dwelling units. These developments are currently under construction. The Village has a desire to continue to expand the full range of housing options within the Village, including various forms of rental and owner-occupied affordable housing units.

These activities, coupled with changes in land ownership since 2008, and general changes in local and regional market demand, have prompted the Village to consider taking a fresh look at the strategies and recommendations of the 2008 East Side Neighborhood Growth Area Plan. The planning area for the updated neighborhood plan will be finalized with input from the selected consultant, but is anticipated to include those areas within the 2008 plan, along with those lands annexed to the Village since 2017 not already included in the 2008 planning area. In addition, the Scope of Work includes some Comprehensive Plan Future Land Use map updates within the Village's extraterritorial plat review jurisdiction.

This planning process will be guided under the Direction of the Community & Economic Development Director and the Village's Plan Commission. The Plan Commission holds its regular meeting on the Third Monday of the month at 7:00pm. For this project, the Plan Commission may consider holding a separate meeting on the First Monday of the month at 7:00pm. Consultants should anticipate project meetings with the Plan Commission on either of these dates throughout the project as needed. The project is also anticipated to involve the Community Development Authority, particularly those Scope of Work items related to Market Analysis and Business Park Development Plan. The CDA meets on the first Wednesday of the month at 7:00pm. There may be opportunities for joint meetings between the CDA and Plan Commission. Additional input from other Village committees and boards is anticipated through the process including the Public Works Utilities Committee, Parks & Recreation Committee, Natural Resources & Sustainability Committee, and the Village Board. The Village is currently utilizing Zoom for remote meeting participation by commission members and the public. The Consultant should anticipate a combination of in-person, remote, or hybrid meetings throughout the planning process.

SECTION 3 Plan Objectives

This planning process will look to address several short and long ranging planning objectives and questions, including but not limited to the following:

1. Identifying the appropriate location, type, mix, and intensity of land uses (residential, commercial, mixed-use, industrial, parks, opens space, utilities, roadways, trails, etc.) within the expanded east side neighborhood boundary.
2. Identifying locations that are most desirable for the development of a new east side business park. Based on market research, what types of commercial, office, and light industrial businesses are desired and likely to succeed within the local and regional marketplace?
3. Identifying locations that are most desirable for the development of new retail and service businesses. Based on market research, what are the current and projected gaps in the types of retail and service businesses within the Village? How much additional retail and service demand will be created through future residential growth in the east side neighborhood? How much of this demand will be met through development in existing commercial corridors and districts within the Village as opposed to locating within the east side neighborhood? What specific types of retail and service businesses are desired and likely to succeed within the neighborhood, local and regional marketplace?
4. Identifying specific strategies (e.g. plan policies, zoning and subdivision ordinance revisions, etc.) to ensure a range of housing styles, densities, unit mix, and price points, including strategies for addressing rental and owner-occupied affordable (workforce and low-income) housing, that are applicable to a community of McFarland's size. Based on market research, what is the current and estimated number of housing units needed (both rental and for sale) to meet the existing and future needs of the community based on unit type, number of bedrooms, price point, and location in relation to income levels and age characteristics? Can workers in McFarland afford to live here, and if not, what are the gaps? What criteria define the most suitable locations for affordable housing units? How can we design the neighborhood to take a holistic approach to integration of affordable housing, including transportation and utility design? How might build out of the east side neighborhood impact the McFarland School District? Does the Village have the right balance of owner-occupied and rental housing? Page 66, Volume 2, of the Village's Comprehensive Plan states that the Village "intends to ensure that future single-family housing comprises at least 65% of the new units in the planned "Neighborhood" area on Map 6 of the Comprehensive Plan. This does not include areas specifically mapped "Multiple Family Residential" or "Mixed Use/Flex Commercial" on Map 6." This strategy is largely based on the current character of McFarland. Is this still a desired and sustainable land use strategy to apply to the East Side planning area? Under what circumstances and conditions, if any, should the Village consider the location of low-density residential subdivisions on private well and septic systems? If these types of residential subdivisions are going to be allowed, what specific strategies (e.g. plan

policies, zoning and subdivision ordinance revisions, etc.) can the Village employ to efficiently connect existing and any future residential properties on private well and septic systems to public sewer and water once they become available?

5. Identify specific strategies (e.g. plan policies, zoning and subdivision ordinance revisions, etc.) to ensure land use development occurs in a sustainable manner, including using green infrastructure strategies. How can the Village build on and improve the strategies from the 2008 plan?
6. Identify the location of future transportation infrastructure. This includes the location and design characteristics of future local, collector, and arterials roadways, as well as the location of future on- and off-road recreational trails. What type of neighborhood layout and design considerations might support future opportunities for transit services, affordable housing, or green infrastructure?

SECTION 4 **Scope of Work**

The selected Consultant will provide a full range of municipal planning services required to create a new East Side Neighborhood Plan. While it is anticipated that the new plan will build off the prior 2008 plan policies and strategies, neither the planning process nor the final deliverable need to follow those used in the creation of the 2008 plan. The desired services include, but are not specifically limited to the following:

1. **Planning Area Identification & Background Analysis.** Identification of the final planning area boundary. A description of the planning area, including a summary of prior planning activities, relevant planning documents and agreements, and existing natural resources and infrastructure, issues & opportunities within the neighborhood, etc. This includes both Village plans, and those relevant plans adopted by regional entities such as the Capital Area Regional Planning Commission (e.g. [Regional Development Framework](#)), [Dane County Housing Initiative](#) (e.g. Dane County Housing Needs Assessment, Dane County Regional Housing Strategy), Dane County Comprehensive Land Use Plan, surrounding local government comprehensive plans, Greater Madison Metropolitan Planning Organization (e.g. [Connect Greater Madison 2050](#)), Madison Region Economic Partnership (e.g. Advance Now 2.0 Strategy), etc.
2. **Market Analysis.** The consultant is expected to perform a combination of demographic, housing, and economic development market profiles and assessments in order to inform decisions related to the Business Park Development Plan and Neighborhood Plan & Design. The following provides an overview of the general expectations for the market analysis. The consultant may provide other market analysis tasks and data deemed necessary or useful based on the consultant experience.
 - a. **Demographic Profile & Assessment.** An analysis of demographic characteristics (e.g. age, sex, race, marital status, labor force, occupations, commuting status, incomes, etc.) of the Village and projected Village population to year 2050.

Income estimates and projections should be broken down into categories based on area median incomes (AMI) (e.g. extremely low <30% AMI, 30-50% AMI, 50-80% AMI, 80-100% AMI, >100% AMI).

- b. **Housing Profile & Assessment.** An analysis of the Village's existing housing stock by structure type (# of units per building), demographic cohort, age, unit type (# bedrooms per unit), occupancy (rental vs. owner occupied), vacancy rates, incomes, prices and sales data, etc. Identify existing and projected gaps in the housing supply by incomes (e.g. 30%-80% AMI), structure types, unit type, unit mix, demographic cohort, etc.
 - c. **Economic Development Profile & Assessment.** An analysis of the Village's current industry and business mix and land use base; jobs to housing unit ratios; a retail market analysis of the Village and surrounding trade area to identify gaps in the supply and demand of retail and service businesses; identification of specific locations within the Village best suited for specific commercial uses identified in the retail analysis, including areas within or outside of the east side neighborhood; an analysis of the impacts of future population, housing and business expansion within the east side neighborhood on other commercial corridors and districts within the Village; an analysis of the existing commercial and light industrial businesses within the Village and surrounding trade area to identify specific types of business and industry needs for McFarland.
3. **Business Park Development Plan.** The feasibility and design of developing a new east-side business park is a critical component of the planning project. This portion of the project should identify the general types of commercial, office and light industrial businesses (by NAICS codes or other means) that are desired and likely to succeed within the local and regional marketplace. Identify the specific location, conceptual layout design, lot size, transportation facilities, and utilities necessary to serve these uses. Identify the estimated costs to develop the business park, how the development of the business park could be phased, and the economic impact of the new business park including estimated property tax revenue. Recommendations regarding interim and long-term zoning districts and zoning code amendments necessary to achieve the development of a new business park. Identify specific funding programs or partners, including public or private, that would be applicable to McFarland. Identify potential implementation, timelines, and marketing strategies to develop the business park.
4. **Neighborhood Plan & Design.** The Neighborhood Plan & Design shall include a description of planning principles and policies to guide development within the neighborhood; a detailed description of the intent of each future land use category planned within the neighborhood area, including recommendations regarding various design standards such as density, lot sizes, setbacks, minimum open space per dwelling unit, floor area ratios, parking requirements, street design, trail design, signage, general site and building design guidelines, typical implementing zoning districts, etc. Affordable housing and

sustainability shall be integral to the design of the neighborhood building off and strengthening those prior recommendations in the 2008 plan. The use of representative images, roadway conceptual cross-sections, and more detailed conceptual site plans for specific strategic properties or land use categories is anticipated, similar to the 2008 plan. It is anticipated that the Consultant will likely need to produce several alternative development scenarios, future land use maps, and conceptual site plans for review and consideration by the Plan Commission as part of an iterative planning process.

5. **Implementation Strategies.** Describe implementation strategies including amendments to the Village's existing zoning, subdivision, capital improvement plan, outdoor recreation plan which will be necessary in order to implement the recommendations of the plan. Identify strategies for addressing affordable housing, sustainability, or transportation related recommendations. Identify potential implementation, timelines, and marketing strategies to develop the business park. Strategies to draw in more retail and service businesses.
6. **Mapping.** The planning project is anticipated to result in several planning maps which may include, but are not limited to, the following:
 - a. Planning Area
 - b. Existing Land Use
 - c. Natural Resources, including WDNR wetlands, FEMA Floodplains, steep slopes, hydric soils, surface water, woodlands, existing Capital Area Regional Planning Commission (CARPC) mapped Environmental Corridors and Future Potential Environmental Corridors, etc.
 - d. Infrastructure. Locations of existing and future public utilities (e.g. sewer inceptors, municipal wells, drainage basins, etc.) and stormwater management areas, CARPC Urban Service Area Boundaries, etc.
 - e. Neighborhood Future Land Use. A map illustrating the locations of those future land uses described within the Neighborhood Plan & Design, including conceptual locations for future collector, arterial, and local streets, bike and pedestrian facilities, parks, drainage areas and stormwater management facilities, etc.
 - f. Comprehensive Plan Future Land Use Map 6A. The consultant will provide the Village with an updated Comprehensive Plan Future Land Use Map that incorporates the final Neighborhood Future Land Use Map. Map 6A will be scaled to the existing Village municipal boundary. Map 6B will be scaled to the Village's current extraterritorial plat review boundary.
7. **Community Input.** Selected Consultant shall develop a planning engagement plan to educate stakeholders regarding the results of the market analysis and to gather input from community stakeholders (e.g. public, local businesses, planning area property owners, School District administrative staff, etc.) on the Neighborhood Plan & Design. Consultant may engage these audiences through a variety of methods including but not limited to surveys, interviews, focus groups, open houses, virtual meetings, or other

means to be suggested and determined. The Consultant should also budget for an appropriate number of meetings with Village Staff, the Plan Commission, and other various Village committees and stakeholders, to develop the plan based on the experience of the Consultant. A final presentation of the plan will be required once the document is complete to both the Plan Commission and Village Board.

These are the general requirements for the creation of a new East Side Neighborhood Economic Development & Land Use Plan and are not intended to be an all-inclusive 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. Innovative approaches that meet the intent of the Plan Objectives and Scope of Work are welcomed, these could be presented as additional services or additional approaches in the consultant response.

SECTION 5 **Deliverables**

The selected Consultant shall complete a final East Side Neighborhood Economic Development & Land Use Plan document that contains a summary of the planning process and those items described in the final Scope of Services. The final plan document(s) shall be user friendly, incorporating graphics and minimizing text to present a clear and concise planning document.

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, GIS data and GIS map packages, graphics, or tables used to create the plan. The selected Consultant shall provide the Village with two (2) hard copies of the final plan and an electronic PDF copy 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 – A summary of five to seven similar or relevant projects that the applicant has executed within the last seven years. Electronic links to full copies of similar or relevant plans are encouraged. Hard copies of similar or relevant plans are not desired and can be provided electronically.
- c. References – Provide three to five municipal client references for which the applicant has provided similar planning services within the last seven years. Include the name, email, and telephone number of the contact person and a description of services provided to that contact.

2) Technical Proposal consisting of:

- a. Scope of Work – A description of the approach to be taken toward completion of each item listed under Section 4 of this RFP, including any draft and final deliverables. 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 or from past project experiences.

3) Project Management Plan Proposal consisting of:

- a. Key Personnel – A list or organization chart of personnel directly assigned to the project, along with responsibilities on this project and resumes. Clearly illustrate the responsibilities and lines of communication and authority relative to your project management team. Describe your plan to interface with Village staff. The firm's Project Manager, who will be responsible for planning, coordinating, and conducting the majority of the work, including meeting attendance with Village Staff and the Plan Commission, 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.
- b. Quality Control – Describe quality control measures and processes to ensure the project requirements are achieved within the project budget.
- c. Village Staff Commitments – Identification of those items within the Scope of Work for which the Consultant anticipates assistance by Village Staff. Village Staff will serve as the point of contact for public inquires during the planning process, will attend all public meetings, will maintain a project website, and provide public outreach of planning activities through existing Village social media outlets, electronic and community newsletters.
- d. Project Schedule – A proposed schedule that indicates project milestones by phases or tasks, delivery of draft and final project deliverables, and overall timeline for completion of the Plan. Identification of meetings with Village Staff, Village committees, and the public, including summary of targeted discusses and meeting outcomes.
- e. Supplemental Information – Any other information deemed necessary to address the requests of this RFP.

4) Cost and Labor Hours Proposal consisting of:

- a. Cost – Lump Sum price to complete the plan as proposed in the Consultant's base Scope of Work.

- b. Estimated Labor Hours – A summary of estimated labor hours by task, or phase, that clearly identifies the project team members, their hourly rate, and the number of hours performed by each participant organized by task or phase.
- c. Additional Scope/Fees – Total fee, hours per employee, and hourly rates by employees, for any additional services not identified as included in the Consultant’s base Scope of Work.

5) General requirements consisting of:

- a. Due Date – **Responses to the RFP must be received by 4:00 PM CST on Thursday, January 7, 2022.** Proposals received late, for any reason, shall not be accepted.
- b. Format & Location – Prospective consultants shall provide one (1) electronic PDF copy. RFP submittals shall be emailed to the Community & Economic Development Director at andrew.bremer@mcfarland.wi.us, subject: East Side Neighborhood Plan RFP. Alternatively, consultants may submit an electronic PDF copy via a USB flash drive to the McFarland Department of Community & Economic Development, Attn: East Side Neighborhood Plan RFP, 5915 Milwaukee Street, PO Box 110, McFarland, WI 53558.
- c. 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:

- Key Personnel (15 points). Experience and qualifications relevant to key personnel and their associated project roles and estimated labor hours.
- Project Experience (15 points). Level of experience completing similar projects with local government entities of similar size, structure, and complexity.
- Scope of Work (25 points). Level of responsiveness and technical approaches to the scope of work outlined within the RFP. Demonstration of knowledge and innovative approaches particular to the desired Scope of Work and Plan Objectives.
- Cost Effectiveness (25 points). Ability to meet budget/value as related to proposed and additional costs. Hourly rates of key personnel. Estimated total labor hours.

- Project Schedule (10 points). Ability to be responsive in meeting schedule required to complete the plan and deliverables. Quality, clarity and creativity of proposed planning process and public engagement.
- Quality of Submittal (10 points). Quality, clarity and completeness of submittal package, including identification of draft and final deliverables. Consultants shall not submit verbatim sections of this RFP as their proposal.

SECTION 8 Method & Timeline of Selection

The Village Administrator; Community and Economic Development Director; Chairperson and Vice-Chairperson for the Planning Commission, and the Chairperson of the Community Development Authority will conduct the evaluation of proposals submitted. This will comprise the RFP Evaluation Team. They will make a recommendation to the Planning Commission who 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:

- **November 9th – RFP Issuance Date.**
- **December 7th – Deadline for submittal of written questions.** Questions regarding this RFP shall be emailed to the Community & Economic Development Director at andrew.bremer@mcfarland.wi.us.
- **December 10th – Responses to written questions.** Responses to all submitted written questions will be posted to the Village website.
- **January 7th, 2022 – RFP Due Date.**
- **January 10-21 – 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 or virtual interview.
- **January 24-27 – Interviews.** During this week, the Evaluation Team may host interviews of perspective consultants in order to make a selection.
- **January 28th – Evaluation Team Recommendation.** The Evaluation Team will make its recommendation to the Plan Commission for further consideration following completion of their work to evaluate the proposals.
- **January 31st – Plan Commission Recommendation.** The Plan Commission will consider the recommendation of the Evaluation Team in order to make their own recommendation to the Village Board.
- **February 14th – Village Board.** The Board will take final action to consider acceptance of the recommended proposal and enter into a contract for this purpose.

- **March 1st – Estimated project commencement date.**
- **March, 2023 – 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 will not discriminate against individuals due to sex, race, religion, creed, color, national origin, age, disability, sexual orientation, ancestry, marital status, arrest or conviction record, military service, or any other characteristics protected by law. This applies to all Consultants submitting proposals to this project and their sub-consultants.

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.

SECTION 10 RFP Exhibits

Exhibit A: 2008 East Side Neighborhood Growth Area Concept Development Plan

Exhibit B: Village Annexations Since 2017

Exhibit C: 2020 Urban Service Area Amendment

Exhibit D: Rosewood Fields Subdivision

Exhibit E: Community Park Draft Concept Plan

Exhibit F: WisDOT CTH AB & US 12/18 Concept Plan

Exhibit G: East Side Subdivisions

Exhibit H: Standard Contract Template



PROPOSAL TO PROVIDE East Side Neighborhood Plan

Prepared for:

Village of McFarland Department of Community & Economic Development
January 7, 2022



REDEVELOPMENT
RESOURCES

FIRM-SPECIFIC INFORMATION

Primary Contact

Steve Tremlett, AICP, CNU-A
stremlett@msa-ps.com
(608) 242-6621

Office

1702 Pankratz Street
Madison, WI 53704
P: (608) 242-7779 | T: (800) 446-0679
F: (608) 242-5664

Website

www.msa-ps.com

Dear Andrew,

This coordinated planning effort will help the Village of McFarland attract and manage continued, sustainable and responsible growth of the Village's East Side Neighborhood – as well as balance that growth with quality of life investments. As described in the 2008 East Side Neighborhood Plan, the plan shall focus on a sustainable mixed use / balanced neighborhood, housing for all, interconnected multi-modal transportation network, and range of protected and established outdoor recreational opportunities. However, there is need to update this 2008 Plan to provide for a resilient, unique neighborhood that responds to and meets economic, social and environmental changes over the last decade.

At MSA Professional Services, Inc. (MSA) we understand what it takes to develop property. From single-lot, single-use projects to large, mixed-use neighborhoods, our staff of experienced planners, surveyors and engineers have positively impacted the communities we work in. As an urban designer, I have worked on both sides of the table – part of a development team and also in developing/ administering regulations to guide development. Through our work in the Village of McFarland (including the recently approved Sustainability Plan), MSA has the proximity, local knowledge and staff capacity to successfully support the Village in this endeavor.

We have partnered with Redevelopment Resources, LLC to provide targeted advisory services on economic development market review and implementation strategy to arm the Village with an action plan to grow the McFarland economy.

Our project team recognizes the importance of the following core aspects of this project.

- **Public Engagement.** Effectively engaging with property owners, Village leaders and other stakeholders is key to support active citizen engagement. Vetting this plan with these important groups will also ensure those with influence (political, financial and land rights) will be supportive of the plan.
- **Sound Infrastructure.** We understand the importance and focus on sustainable and resilient development. Our team's established relationships with MMSD further develop of understanding of what's possible and truly implementable. MSA will use best management practices in all areas of design from land use to walkability to park and recreation to stormwater. This will build off our effort with the Village on the recently approved Sustainability Plan.
- **Economic Growth.** Industrial, office and commercial development has limited growth potential in the current developed portion of the Village. This growth plan will support and deliver on opportunities to grow the economy in the Village taking advantage of good access via CTH AB and planned improvements at US 12/18.
- **Marketable Development and Design.** Understanding the highest and best uses for the proposed area and merging those uses with the interests and concerns of the stakeholders will render a well-designed, development plan. to serve as an effective communication tool that will be readily used and easily understood by all stakeholders.
- **A Quality, Unique Place.** During this process, we will need to evaluate opportunities for a healthy housing mix, efficient transportation networks including walkable neighborhoods and commercial areas, increased employment opportunities, development of functional and creative public spaces, and site and building design standards that allow for architectural creativity, while maintaining a level of quality befitting the vision for a livable, quality place.
- **Integration with the Comprehensive Plan.** We will support the effort to amend the Comprehensive Plan, specifically the Future Land Use Map, to incorporate the vision for the East Side Neighborhood as well as other lands within the Village's Extraterritorial Plat Review Jurisdiction.

Statement of
Qualifications
to Provide:

**EAST SIDE
NEIGHBORHOOD
ECONOMIC
DEVELOPMENT & LAND
USE PLAN**

January 7, 2022

**Andrew Bremer,
Community
& Economic
Development Director**
5915 Milwaukee Street,
PO Box 110
McFarland, WI 53558

- **An Actionable Plan.** The result of these efforts will be a holistic evaluation of development tools and strategies to guide, promote and grow McFarland, meeting the needs of the community today and well into the future.

Our project team understands the many facets to achieving a well-designed, quality place that is efficient and resilient, as well as walkable and livable for all populations. We are ready to work alongside McFarland to create an attainable development plan for implementation. We look forward to continuing this conversation with you. Please contact Steve directly with any questions by phone at (608) 242-6621 or by email at stremlett@msa-ps.com.

Sincerely,
MSA Professional Services, Inc. | Planning + Design Studio



Stephen Tremlett, AICP, CNU-A



Jason Valerius, AICP

**Steve Tremlett, AICP,
CNU-A
Project Manager**

**Jason Valerius, AICP
Team Leader & MSA's
Planning + Design
Studio Lead**

MSA Professional
Services, Inc.
1702 Pankratz Street
Madison, WI 53704

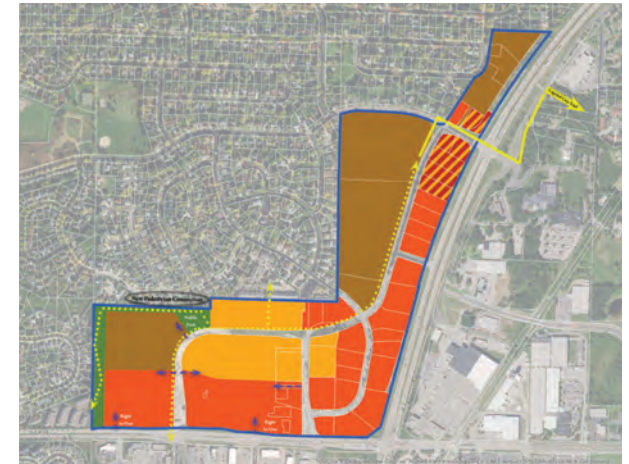


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PLANNING AND DESIGN STUDIO

At MSA, we know that every project starts with a plan – a clear and consensus-driven vision for the future that can be realistically implemented. Our Planning + Design Studio is 14 strong consisting of:

- 8 American Institute of Certified Planners (AICP)
- 2 Professional Landscape Architects (PLA)
- 2 Housing Specialists
- 1 Funding Expert
- 3 Planning Specialists

Members of our studio regularly give presentations on various planning topics at state and national conferences. The professional planners that comprise the Studio have helped hundreds of communities and private organizations define their vision, obtain funding, and implement the improvements they seek. And, because our planners are part of a multi-disciplinary firm, they are able to engage our professional engineers and architects in the planning processes to aid our clients in developing sustainable, implementable plans.

CORE SERVICES

Below is a sample of the services that MSA's Planning + Design Studio can offer. The bold items are what we feel are the key services that will benefit your project:

- Capital Improvement and Strategic Plans
- Comprehensive Plans
- **Zoning: Ordinance Creation, Code Rewrites, Development Regulations and Zoning Administration**
- Community Blight Studies
- Cooperative Boundary Agreements
- **Economic Development: Market Analysis, Tax Increment Financing, Feasibility Studies**
- Funding: Grant Writing, Grant Administration, Fundraising
- **Housing Studies: Analysis of Impediments to Fair Housing, Market Analysis**
- Impact Fee Studies
- Park and Recreation Planning: Park Master Plans, Comprehensive Outdoor Recreation Plans, ADA Studies
- **Public Engagement**
- **Downtown, Neighborhood, Corridor, and Site Planning**
- Transportation Planning: Bicycle and Pedestrian Plans, Safe Routes to Schools Plans, Access Management Studies
- **Urban Design: Wayfinding, Streetscaping, and Design Standards**



FIRM PROFILE

MSA Professional Services, Inc. (MSA) specializes in the sustainable development of communities. We achieve this by building honest, open relationships that go beyond the project to become a trusted source of expertise and support for immediate challenges and long-term goals. Big or small, we do whatever it takes to meet each need, working to make communities stronger in the process. **It's more than a project. It's a commitment.**

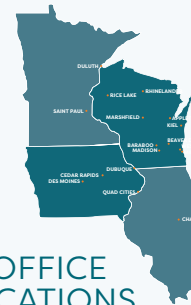
MSA's roots reach back to the 1930s. Once a rural land survey company, our firm now consists of approximately 350 engineers, architects, planners, funding experts, surveyors, GIS experts and environmental scientists. MSA excels at helping clients identify grant and funding sources and then delivering high quality, cost-effective solutions.



63

INDUSTRY AWARDS
EARNED SINCE 2010

350+
TEAM MEMBERS



17 OFFICE
LOCATIONS

WE'RE PROUD TO BE 100%
EMPLOYEE-OWNED

\$500+ MILLION
GRANTS & LOW-INTEREST LOANS
We've helped our clients secure
to help offset the cost of
infrastructure projects



ENABLING PEOPLE TO
POSITIVELY IMPACT THE LIVES
OF OTHERS SINCE 1962

CLIENT EXPERIENCE

Percentage of clients who say MSA met or exceeded their expectations based on the following categories.

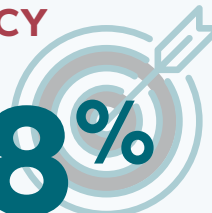
How does the Client Experience work in Proposals/SOQs?

As part of our ongoing quality assurance program, we periodically request feedback from clients and project stakeholders to create better project outcomes for you.

These easy-to-complete surveys offer you the opportunity to comment on several areas of our performance throughout the duration of your project, which in turn helps us adapt our processes to your unique needs. Your feedback is specific to your project, and is returned directly to the people working with you. We pledge to respond to any issues you identify as the project proceeds.

ACCURACY

98%



HELPFULNESS

96%



QUALITY

99%

SCOPE & FEES

97%



RESPONSIVENESS

98%



SCHEDULE

98%

REDEVELOPMENT RESOURCES, LLC

CORPORATE OVERVIEW

Who We Are

We are your partners in giving the community a voice and bringing innovative ideas to life



**REDEVELOPMENT
RESOURCES**

Redevelopment Resources provides development and redevelopment solutions to municipalities, business and organizations which enhance the vitality of the community and improve the local economy. This is done by providing targeted advisory services for:

- Economic/Community Development
- Redevelopment
- Real Estate
- Retail support
- Planning
- In-depth Market Analysis

Redevelopment Resources team members have a combined 130 years of experience in communities working to create vibrant business districts and successful economies.

Our clients include municipalities, public/private partnerships, businesses and property owners. Our economic development, real estate, organizational and planning advisory services assist in realizing market opportunities, seizing a competitive advantage and

successful implementation of carefully crafted plans. We identify sites, conduct the proper due diligence, and bring the resources (financial, human, technical etc.) to the project necessary to meet community goals and produce intended results.

Redevelopment Resources' collective experience with market analysis is extensive. Turning market data into implementable recommendations custom fit for individual markets is a company strength. Having the vision combined with the knowledge and experience to execute complete redevelopment projects by leveraging market data gives Redevelopment Resources a competitive edge in today's marketplace.

What sets Redevelopment Resources apart from other development, planning and design firms is that our partners have successfully completed multi-million-dollar projects in communities of varying sizes and economic conditions. So not only do we talk the talk, but we have successfully identified projects, created plans, sought and secured funding, negotiated with existing property owners, eliminated blight and executed development agreements. We've written Tax Increment Financing Plans

and then recruited the developments to achieve the goals set out in the plans. We've utilized a variety of funding mechanisms and have access to several developers and potential end users. We dislike plans that sit on shelves and are committed to bringing results to the communities we serve.

We also have the experience of a Commercial Real Estate broker on our team (Kristen Fish-Peterson) who keeps her license active to ensure she is up to date with legal issues and trends concerning real estate sales and development in Wisconsin.

When we study a market, we consider not only open-sourced secondary data available from sources with or without a paid subscription. We also layer in primary data from staff and stakeholder interviews, community input, surveys, and conversations with surrounding municipalities.

The firm was founded in Wausau in 2010 and moved to Madison in 2015 where it is located today. Our team has worked across the state of Wisconsin, as well as Colorado, Illinois, Indiana, Iowa, Michigan, Minnesota, Nebraska, New York, North Dakota, Ohio, Virginia, and Ontario.



PLANNING EXPERIENCE

URBAN DESIGN | NEIGHBORHOOD PLANNING

MSA's Planning + Design Studio is an award-winning team with expertise in market analysis, stakeholder engagement and urban design. We help our clients identify opportunities and resolve barriers to positive change - this includes large to small communities and private developers.

RECENT PROJECT EXPERIENCE

NEIGHBORHOOD/CORRIDOR PLANNING

- City of Baraboo, WI
- City of Des Moines, IA
- City of Fitchburg, WI
- City of River Falls, WI
- City of Sun Prairie, WI
- City of Wilton, IA

AREA PLANS/CONCEPTS

- City of Abbotsford, WI
- Village of Pardeeville, WI
- Village of Somerset, WI

DOWNTOWN PLANNING

- City of Clinton, IA
- City of La Crescent, MN
- City of Solon, IA
- City of Tomah, WI
- City of Tuscola, IL
- City of Verona, WI

HOUSING STUDIES AND PLANS

- City of Marshfield, WI
- City of Stevens Point, WI
- City of Sheboygan, WI

PRIVATE CLIENT NEIGHBORHOOD DEVELOPMENT

- Highlands of Ridgestone (Lodi, WI)
- Fieldstone Subdivision (Prairie du Sac, WI)
- Western Sunset Estates (Sun Prairie, WI)
- Stoneridge Commons (Sun Prairie, WI)
- 51 West Mixed Use District (Stoughton, WI)
- Pumpkin Patch Shopping District (Sun Prairie, WI)
- Mixed Use Subdivision Concept (Rice Lake, WI)
- City of Fitchburg, WI
- City of Park Falls, WI



FITCHBURG, WI

ANTON DRIVE REDEVELOPMENT PLAN

REFERENCE CONTACT

Mike Zimmerman, Economic Development Director

michael.zimmerman@fitchburgwi.gov
(608) 270-4245

BUDGET: \$134,400

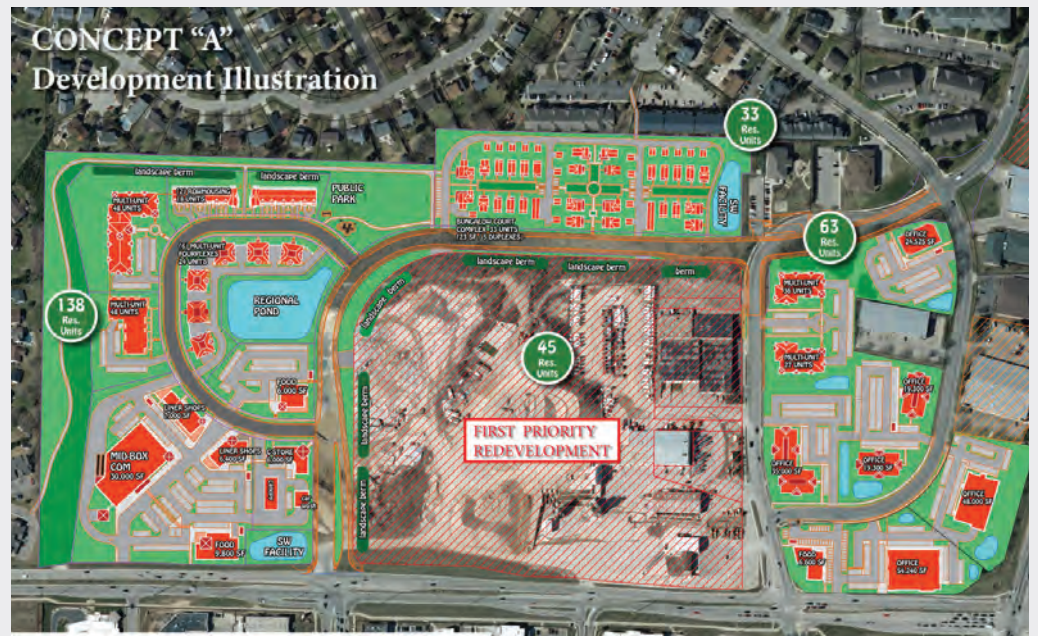
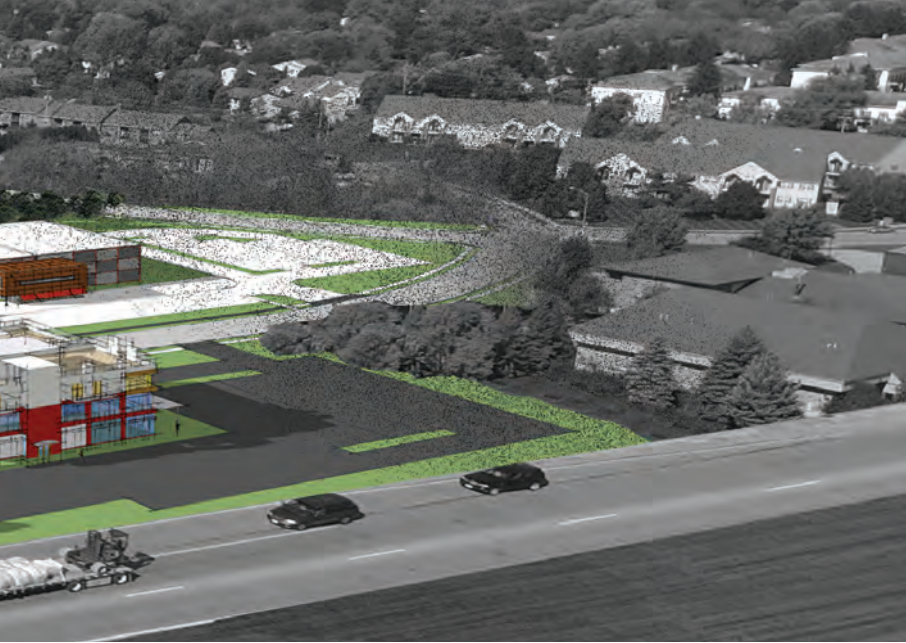
LINK TO FINISHED PRODUCT:

https://issuu.com/msaprofessionalservices/docs/fitchburg_anton_drive_plan

The purpose of this study was to create a redevelopment plan and implementation strategy for lands in the northwest quadrant of the US 18/151 and CTH PD intersection. The impetus for this study is a Wisconsin Department of Transportation's (WisDOT) major reconstruction project of US 18/151 (Verona Road), which started near the end of the planning process. The primary improvements planned with impacts on the planning area include two new grade-separated interchanges, a roundabout intersection conversion, and the extension of a major collector street through a large undeveloped portion of the study area (i.e., Wingra Stone Quarry). These changes will improve the overall regional transportation network, but will reduce the visibility of some Anton Drive parcels (from US 18/151) and change access routes to and from the planning area. The plan's overall vision will help guide land use, urban design, transportation, utilities and stormwater decisions during and after the US 18/151 reconstruction project and it was finished in 2020.

The objectives of this study included:

1. Identify development and redevelopment opportunities in the planning area, including planning for any sites where a change in use is likely or desirable.
2. Identify market opportunities and trends likely to influence redevelopment decisions and outcomes.
3. Identify any infrastructure improvements (water, wastewater, stormwater, etc.) needed to accommodate new development.
4. Project future traffic patterns and volumes to identify any traffic-related constraints on new uses in the planning area.
5. Enhance bike, pedestrian and transit accessibility throughout the planning area.
6. Identify opportunities to support and improve the adjacent Jamestown neighborhood.
7. Establish a plan for new development, including uses, intensity of use and urban design guidance, within the constraints of public infrastructure systems.
8. Create an action plan for things the City can do to implement the plan.





SUN PRAIRIE, WI

WESTSIDE NEIGHBORHOOD PLAN UPDATE

REFERENCE CONTACT

Scott Kugler, Director of Planning

City of Sun Prairie

(608) 837-2511

skugler@cityofsunprairie.com

BUDGET: \$19,000

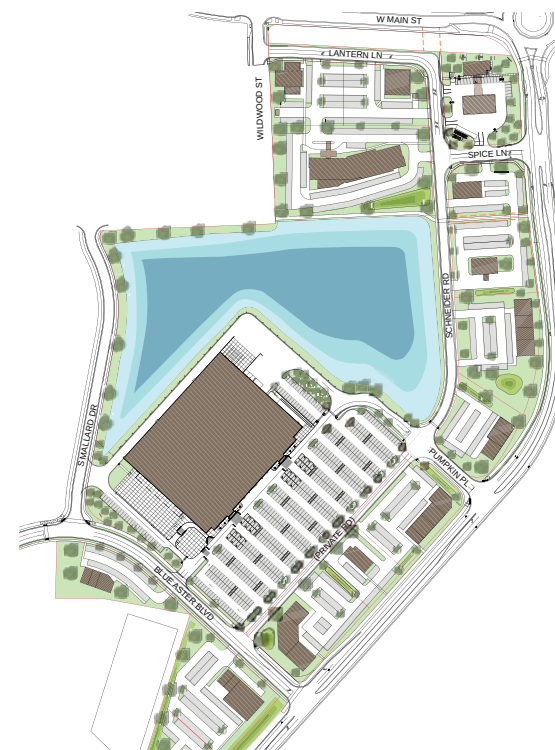
LINK TO FINISHED PRODUCT:

<https://www.cityofsunprairie.com/405/Westside-Plan>

In 2003, the Plan Commission and City Council approved the Westside Neighborhood Plan to guide future development of lands surrounding and north of the USH 151/Grand Avenue interchange, which was completed in 2006. With the opening of the interchange, the Westside has become the primary growth area for Sun Prairie. The Westside Plan calls for the development of a high-quality neighborhood with a mix of residential, office, and smaller-scale / mixed-use commercial development. However, questions about the viability of the plan had been raised due to changing market conditions, more current information about environmental features in the area, and a recent development proposal from a large-format retailer.

During this four-month process, MSA assisted the City in facilitating stakeholder interviews, two public open houses, two City staff working meetings, and several adoption meetings. As a part of the review process, MSA produced three development scenarios for the southeast quadrant of the neighborhood with varying mix of land uses, transportation network layout (inclusive bike paths/trails/lanes), and parks and open space opportunities. The development scenarios were evaluated based on feedback at an open house and subsequent online survey. Based on this feedback, a preferred alternative was approved with development

In 2019-2020, MSA worked with a developer to receive approvals for a shopping district (inclusive of the Hyvee store) that will anchor this neighborhood commercial section and make the desired roads and on/off-street bike facility connections through the neighborhood (currently under construction).



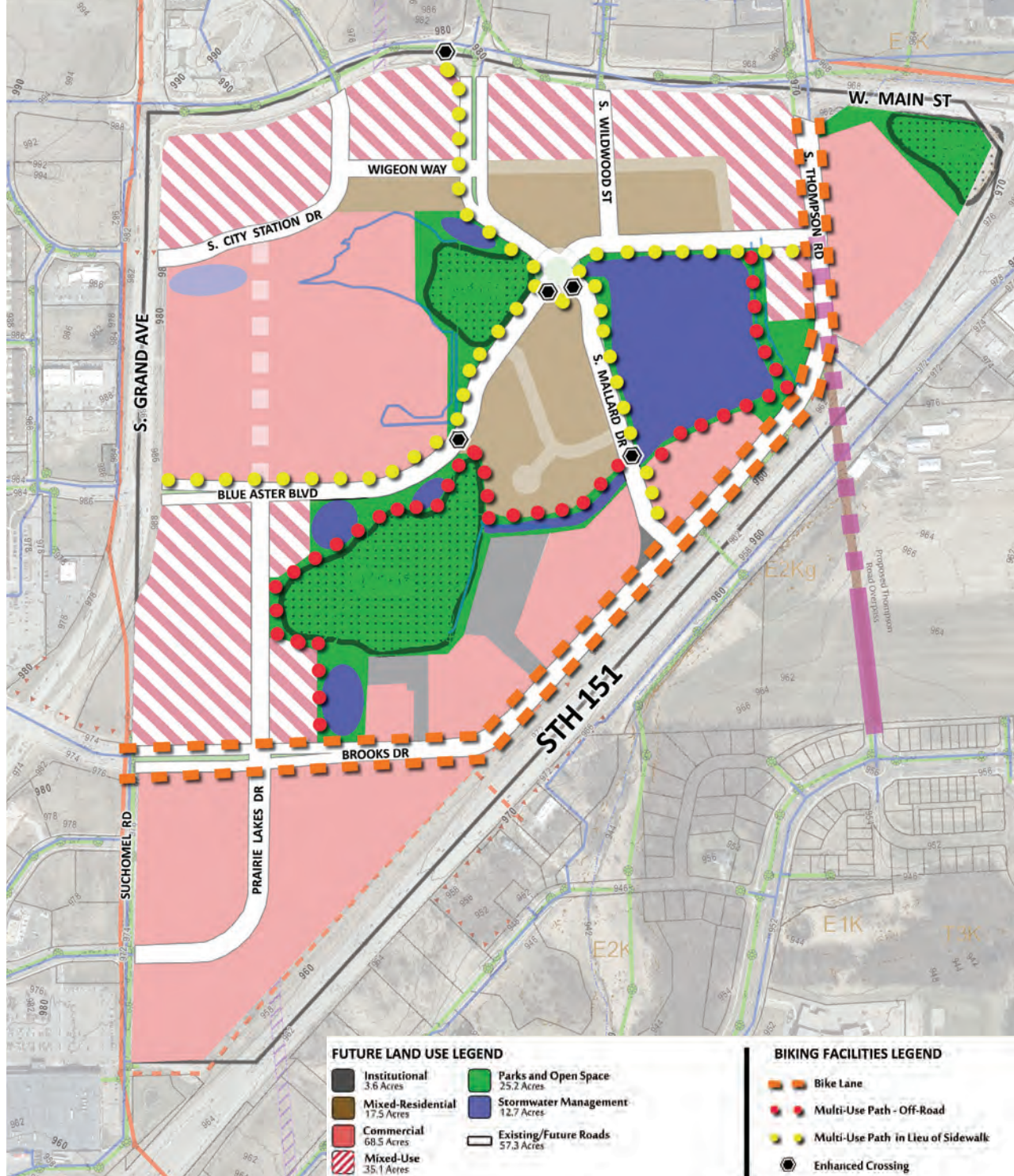


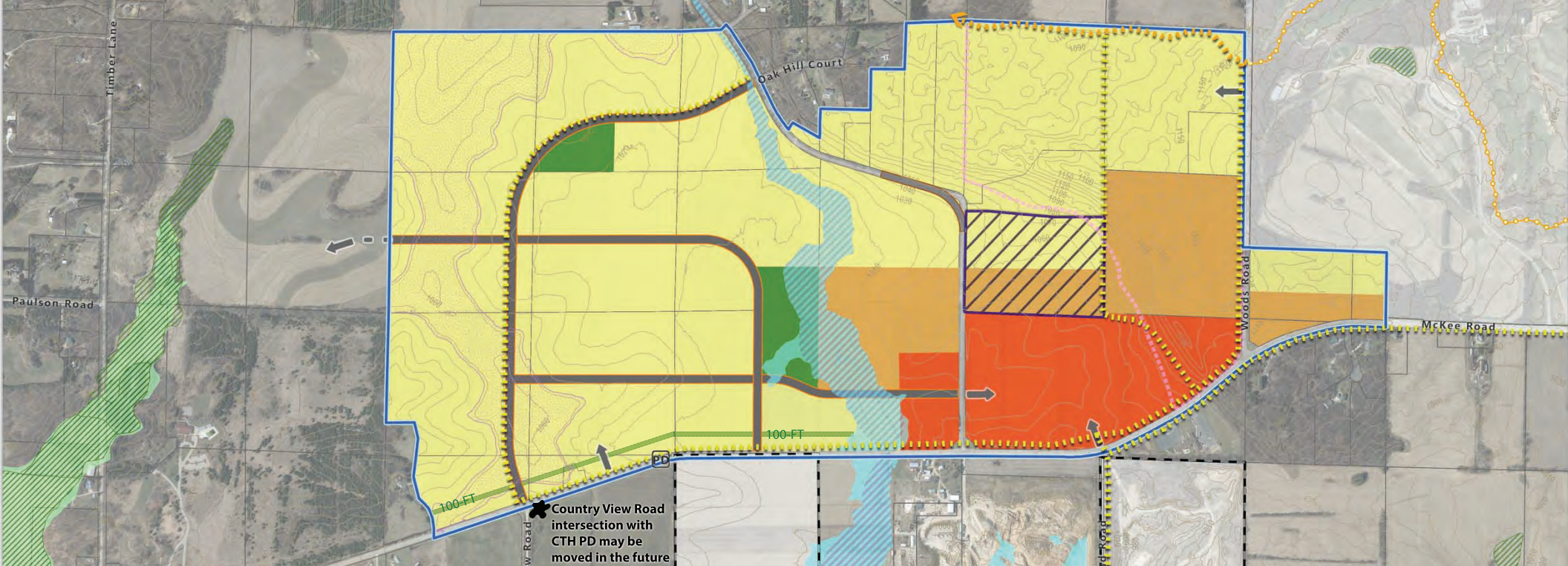
policies on land use, residential phasing, design standards, park and recreational improvements, road connections/alignment, stormwater management, and wetland protection.

From the initial 2003 neighborhood plan to MSA-led 2015 amendment, the west side of Sun Prairie is thriving with a mix of uses supporting housing diversity, economic development, and workforce opportunities. The approved amendment to the neighborhood plan paved the way for:

- a Menards home improvement store with liner commercial developments (bank and car wash facility);
- a 228-unit apartment complex with a public road required through the development;
- reconstructed minor arterial (Thompson Road) from a rural two-lane roadway to a two-lane divided urban section (with design provided by MSA);
- approvals for a shopping district inclusive of the Hyvee store (with assistance by MSA); and
- extension of roads and bike facilities through the shopping district currently under construction (with design provided by MSA).

The result will be a well-planned mixed-use neighborhood with 600+ residential units already approved and planned, ample open space and thriving commercial district – adding to the ever growing west side of Sun Prairie.





NORTHWEST NEIGHBORHOOD PLAN

VERONA, WI

BUDGET: \$17,000

LINK TO FINISHED PRODUCT:
<https://www.ci.verona.wi.us/578/Northwest-Neighborhood-Plan>

Recommended Road Cross Sections



The City of Verona, located just outside of Madison, is growing community in size and population due to a strong school system and local employment growth, including Epic Systems Corporation. Development pressures led to the desire to plan for a mostly undeveloped area on the northwest side of the City. This neighborhood plan evaluated land use, development standards, transportation and utilities. During this six-month process, MSA – in coordination with the City – interviewed

adjacent property owners, held a public informational meeting, and two plan commission meetings. The adopted plan's vision promotes a balanced neighborhood, including a mix of residential unit types and sizes, and commercial properties that serve the neighborhood and adjacent commuter traffic on CTH PD (10,000 AADT).

MANN VALLEY MIXED NEIGHBORHOOD

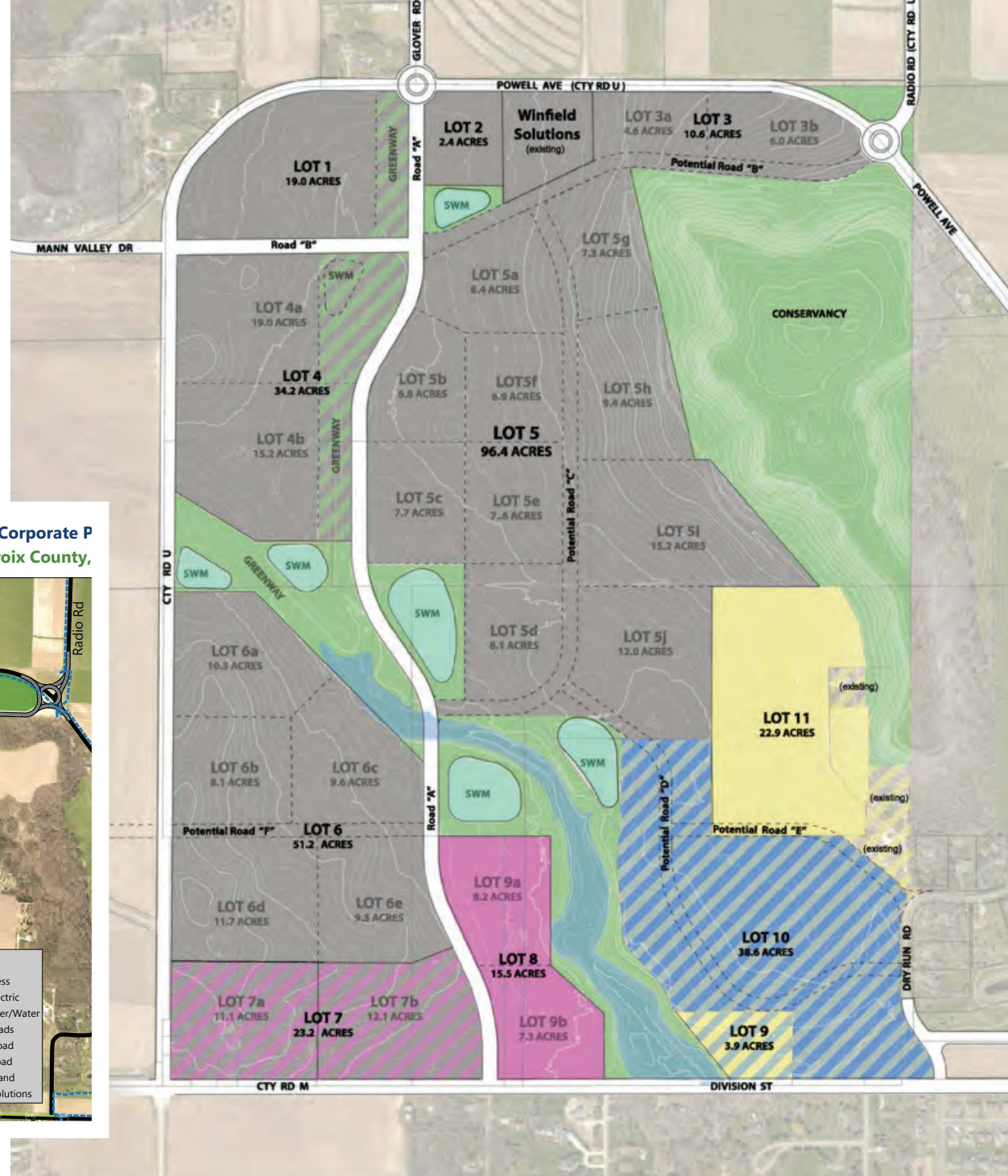
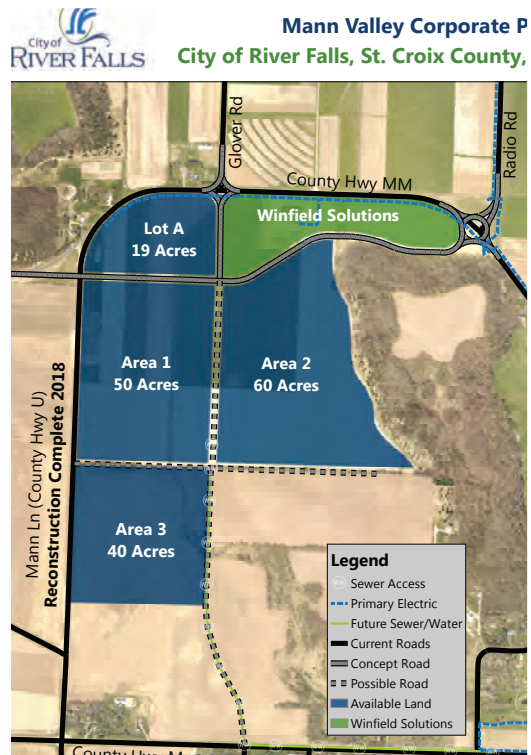
RIVER FALLS, WI

BUDGET: \$13,700

The City contacted MSA regarding 500 acres of undeveloped land on the northwest side of the community. The primary focus of concept plan was to provide marketable industrial/manufacturing lots based on market research conducted during the project.

In working with City staff, MSA developed several land use and road alternatives culminating with a final preferred concept that established the primary road network, dividable industrial sites and areas for potential residential, institutional and mixed use growth near adjacent developed lands.

This concept and market research has been used by the City to support conversations with a wider set of stakeholders to plan for and fund future infrastructure projects. The City has completed preliminary engineering and are marketing nearly 285 acres Mann Valley Corporate Park along the north end of the planning area.



LINCOLN KING NEIGHBORHOOD REDEVELOPMENT + COMMUNITY CENTER MASTER PLAN

RACINE, WI

BUDGET: \$51,200



REDEVELOPMENT
RESOURCES



Redevelopment Resources was tapped to financially analyze the project, to determine if market rate multi-family on site would support the project via tax increment, and conduct a market study to pair private sector (taxable) uses with the FQHC and Community Center uses. Our team reviewed the market area in the neighborhood, analyzed potential private sector uses, and recommended funding sources.

Mayor Mason wanted to know if a market rate multi-family housing development could be utilized to capture increment and help fund the public sector portions of the development. It was discovered and advised that market rate housing in that neighborhood would need a significant incentive considering current construction costs, leaving little increment to support the public sector portions of the project.

Table 3. TID Increment Worksheet

Capital Investment	Potential Assessed Value	Annual Tax Increment*	Total Increment Over Life of TID**	Incentive @ 25% of Total Project	Remainder To City Over Full Life of TID***
\$12,000,000	\$8,400,000	\$231,336	\$5,783,400	\$3,000,000	\$2,783,400
\$15,000,000	\$10,500,000	\$289,170	\$7,229,250	\$3,750,000	\$3,479,250
\$20,000,000	\$14,000,000	\$385,560	\$9,639,000	\$5,000,000	\$4,639,000

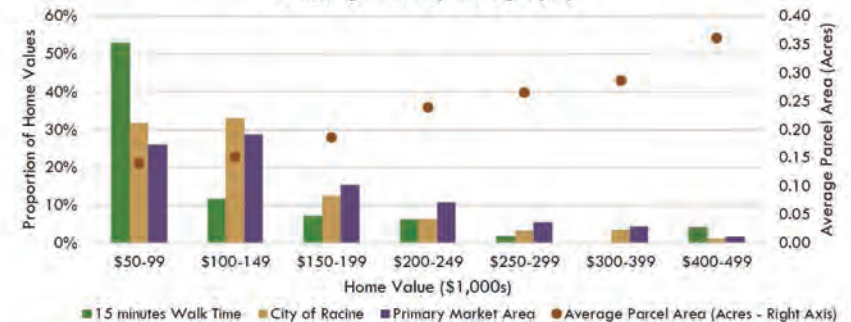
* in this example the 2019 tax rate of \$27.54/000 was used

** calculated at 25 years considering project wouldn't generate increment until the second year of a 27-year TID

*** does not account for financing costs, if the city is required to cover that expense in a developer funded TIF example.

However, it would be a worthy investment by the City to encourage market-rate multi-family residential development as a component of the overall transformative development planned for Lincoln King Neighborhood. A development such as this would add vibrancy and new energy to the neighborhood. It would replace the current Community Center and generate a contributing, high impact, tax paying development.

Figure 12. Value and Area Comparison of Owner Occupied Housing Units by Geography



Data Source: ESRI Community Profile Reports and Racine County Assessor parcel data. Properties zoned R1 and R2 were analyzed to estimate the average parcel area from Dane County Assessment information.



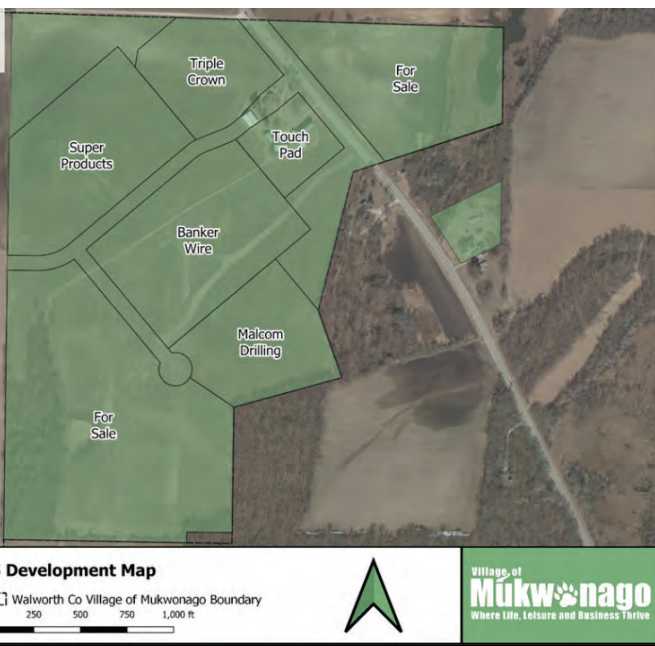
MUKWONAGO INDUSTRIAL PARK FEASIBILITY STUDY AND SUBSEQUENT IMPACT ANALYSIS

MUKWONAGO, WI

BUDGET: \$19,500

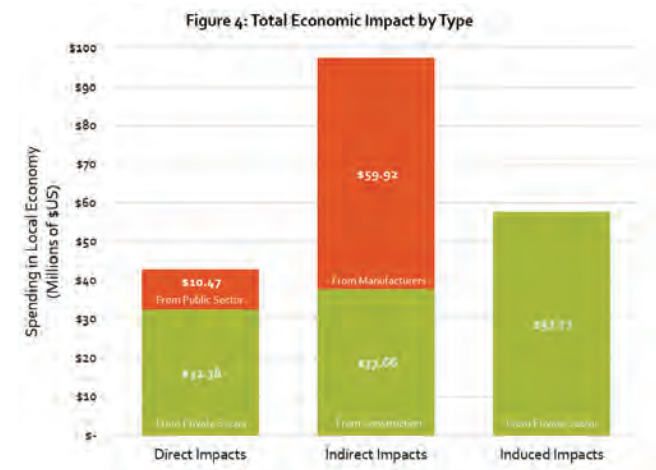


REDEVELOPMENT
RESOURCES



Village leaders were contemplating purchasing 100 acres of land on the east side of Mukwonago, near the I-43 interchange and wanted to know the feasibility of developing and recruiting industrial users to the new park. Redevelopment Resources studied the market for available industrial property in the area and recommended the Village purchase the land as soon as possible and install the necessary infrastructure. The results were staggering when we were asked to follow up with an economic impact analysis just two years later.

Between August of 2018 and September of 2019, the Village of Mukwonago entered into five development agreements with five different manufacturers for the development of 478,500 sq. ft. of new development. In 2019, the total equalized value of the Village increased 3.34% over 2018 which can be nearly entirely attributed to new developments in the Industrial Park. For every \$1 the public sector invested the private sector invested \$3.38. The total economic impact of the development of Industrial Park property in TID #5 in the Village of Mukwonago is just shy of \$200 million. Total direct, indirect, and induced job creation is estimated to be 1,391.



WHAT OUR CLIENTS ARE SAYING



CITY OF FITCHBURG

Mike Zimmerman, Economic Development Director
michael.zimmerman@fitchburgwi.gov
(608) 270-4245

CITY OF SUN PRAIRIE

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(608) 837-2511
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REDEVELOPMENT
RESOURCES

VILLAGE OF MUKWONAGO

John Weidl (former) Administrator
262-379-4800
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SCOPE OF WORK | APPROACH

MSA will work with the Village to craft a final scope, work plan and budget; however, based on our experience, we recommend the following approach per the RFP scope of work.

PLAN ITEM #1: BACKGROUND ANALYSIS + DEFINE THE PLANNING AREA

Task 1.1: Review Relevant Studies/Plans

MSA will review relevant Village and regional documents as noted in the RFP, and summarize issues, concerns, policies, and recommendations that should be shared and considered in developing a long-term vision and policies for McFarland's east side growth area.

Task 1.2: Review Recent Developments

We will review developments recently completed, under construction and in planning stages in the Village or within neighboring lands to identify current market trends and guiding principles, as well as highlight potential opportunities to meet under-represented development types/densities in the vision for the east side neighborhood plan.

Task 1.3: Existing Conditions Review/Analysis

MSA will walk and inventory the property, as well as use available digital resources, to document the existing conditions (e.g., surrounding character, unique features, development limitations, topography, road conditions, utilities, etc.). Results will be summarized through maps, photos and tables as appropriate. See Plan Item #6 for specific maps that we will produce.

Task 1.4: Planning Area Identification

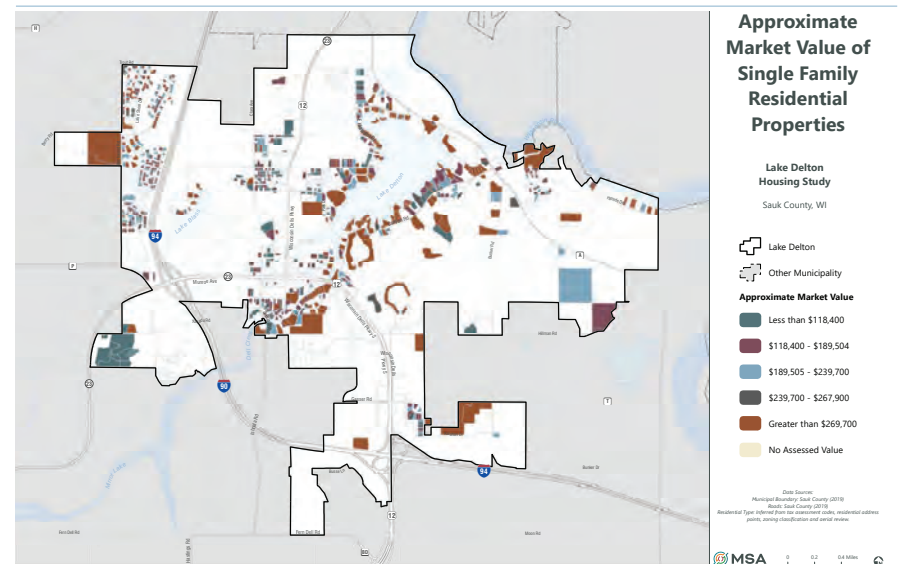
Based on the Tasks 1.1–1.3, MSA will work with the Village staff to identify the full extents of the planning area. The boundary will be verified by Plan Commission at the working session with the project team.

We will work with partner firm, Redevelopment Resources, to complete this plan item.

Our team will review population (through 2050), households, ages, income factors (broken down by AMI brackets) and employment statistics and trends for McFarland. Education level, disposal income spending preferences, commuting data and other items will be examined as well. We will contrast these statistics to other comparable jurisdictions for perspective (as well as the market share within the County). Demographics for each defined market will be highlighted, including population forecasts, per capita income, and household lifestyle segments (through ESRI Business Analyst). The market assessment will provide a snapshot of trends and the direction the market is heading, informing recommendations for any impact the Village could and should make through its development efforts on the East Side Neighborhood, and Village-wide. It will also be the basis for crafting marketing messages to new potential residents, businesses, and developers.

Land planning and infrastructure investment budgeting for the planning area should incorporate an understanding of the current market for various residential types and price points. The project team will review Village/County plans, policies and programs that influence housing market health. We will review current demand for varying types of residential, including current gaps in the market, local/regional trends, and comparable market research. MSA will review available American Community Survey data and supplement that with up to five (5) phone interviews with stakeholders knowledgeable in the local housing market (realtors, developers, etc.), as well as other stakeholder feedback outlined in the Outreach and Engagement Plan (see Plan Item #7). We will also map out new housing development in surrounding areas, and at what price point these new developments are being offered, to ensure recommendations are not made in a vacuum considering developments adjacent to McFarland. South Central Wisconsin Realtors' Association MLS data will be sourced for identifying ongoing demand and will support projections based on the existing market.

This section will synthesize findings of the preceding sections to identify and quantify current and projected market gaps. For each gap, we will explain the cause or causes of the gap, which will provide the basis and justification for the recommended “gap filler” strategies. The gaps will be presented in order of priority and importance.



Examples of gaps identified to fill current or projected needs include:

- New Unit Demand by Affordability Levels (affordable, workforce, market rate).
- New Unit Demand by Tenure (owner vs. renter).
- Neighborhood development potential in Growth Area Projections.

The result of this review will reinforce the market viability of proposed development types and uses, which can help in identifying the feasibility and phasing of individual sites in the vision plan. Affordability of housing types in market sectors is a critical concern and will be a focus of our analysis.

Task 2.2A (Optional Task): Comprehensive Village-wide Housing Strategy

The project team can provide a detailed Village-wide housing study, utilizing this process to establish clear and concise policy recommendations to close identified gaps, prioritized strategies, and benchmarks that will allow staff and elected officials to confidently guide housing investment in the Village limits. Addressing housing supply gaps requires more than just numbers of units and general market areas for implementation. Achieving goals that support healthy neighborhoods requires layered municipal involvement including targeted strategies that leverage all available resources. This strategy can be provided as a standalone document with a summary included in the East Side Neighborhood Vision Plan.

The following tasks will be completed in this Village-wide strategy in addition to those outlined in Task 2.2:

- Detailed demographic trends informing housing demand – document general population characteristics, household by income levels, household tenure, housing structure deficiencies (if present), household by age, households by type, household by ability, housing instability and homelessness.
- Employment trends informing housing demand profile – analyze commuting patterns, employment sectors, unemployment, no-income households, impact of wages/cost of living.
- Housing supply and utilization profile – review historical data supplemented with development approvals and permitting, as well as unit type dispersion in the Village. Factors to be evaluated include occupancy, unit type, unit size, unit age, value, condition, construction/permit trends, vacancy and turnover/mobility, specialized housing (seniors, special needs, transitional, PSH, manufactured, etc.).
- Housing study gap analysis – determine where there is oversupply within the

market and consider strategies to nudge the market toward correction including those outlined in Task 2.2, as well as specialized development types (senior, supportive, etc.), units Identified for Rehabilitation, opportunities for Missing Middle development types and areas for implementation.

- Detailed recommendations - For each gap and other issues identified, we will provide community-based strategies that can address that gap or issue. We will include brief case studies and/or references to peer communities already employing specific strategies, where possible. Example recommendations include:
 - Housing mix by product type and price point, including target buyer/renter markets for each.
 - Identify appropriate, approximate locations for housing development.
 - Housing development formats, including number of units, unit mix, sizes, sale prices or monthly rents.
 - Local program options to encourage construction of needed housing types and address affordability needs.
 - Regulatory changes that could improve the condition, cost or supply of housing.
 - Strategies and programs to improve the condition of existing housing units through rehabilitation.
 - Description of state and federal programs that can be leveraged to meet local housing needs.



Task 2.3: Retail Supply & Demand.

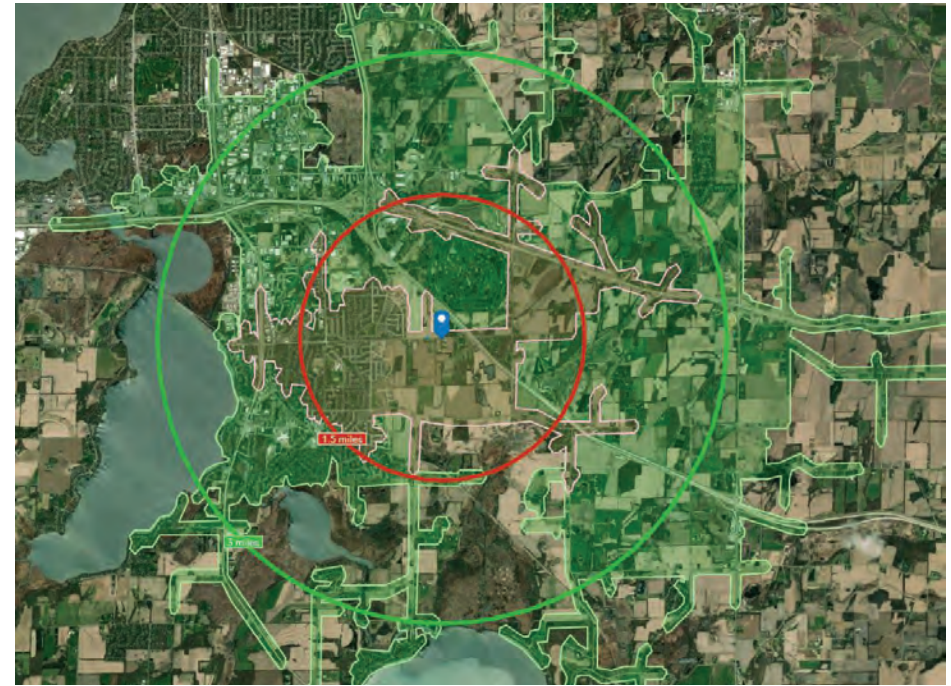
Based on the primary and secondary trade areas (i.e., 1.5 miles and 3 miles, respectively), our team will perform a retail supply and demand analysis, which will highlight specific retail segments with retail sale leakages (i.e. demonstrated supply gap) to surrounding areas. We will also review each identified retail “opportunity” to the number of competing locations for a particular business within the identified trade areas and will review average sales per store data to verify there is enough annual sales to likely sustain a store. This data will ultimately guide recommendations for sizing areas for commercial and/or mixed uses that will likely consider this neighborhood based on access, visibility, and other factors. Factored into this analysis will be primary research based on our experience and what we believe will be successful in McFarland based on the market data and conversations we will have with existing business owners and operators. It is important to challenge the data as it appears on paper and match it up with the realities of the market, competitive forces, peoples’ actual shopping habits, and their access to options on the way to and from work.

Task 2.4: Industrial Supply & Demand

The project team will define the current village industry/business mix (including inventorying the Village’s existing business/industrial development areas), provide current local industrial trends (e.g., jobs to housing unit ratios and key industry types in the Village/County, etc.), and identify up to three comparable industrial/business parks in the market to conduct a comparative analysis of price per acre and lot size dispersion. This will inform Village-wide needs, and more specifically appropriate lot sizes and potential property tax revenues within an East Side Neighborhood Business Park in the planning area (see Plan Item #3).

Task 2.5: Economic Development Strategy

The project team will complete an Economic Development Strategy that will assess the Village’s existing and future marketplace, evaluate the Village’s commercial and industrial areas for redevelopment opportunities, and develop a strategic implementation plan that will capitalize on market opportunities identified during the planning process. Through the analyses outlined in Tasks 2.1-2.4, the project team will provide a snapshot of the Village’s market conditions and provide a defined strategy. In addition to basing our strategy on the above data, we will also use interviews with current industry within and around McFarland to understand any supply-chain linkages or challenges existing in the real estate market for industrial property. If any of those challenges can be solved with specific recommendations on industrial property within the East Side Neighborhood, our team will include those items in our recommendations (for example, is there a shortage



McFarland’s potential primary and secondary trade areas is based generally on a 4- and 8-minute drive time. These trade areas will determine the residential-based income that may support retail and commercial growth in and around the East Side Neighborhood.

of cold storage in the area and are there specific infrastructure needs to accommodate that type of development).

The implementation plan will feature specific strategies that are likely to increase investment and economic activity in the Village. Each strategy will be accompanied by a set of actions covering the following topics: organization, funding, business recruitment, events, marketing, redevelopment sites/opportunities and infrastructure improvements. Strategies will be assigned a deadline (i.e. phasing plan) and responsible party. For any action with a cost we will recommend a source of funding. It is likely that many of the recommendations will require action by private sector businesses and developers. The implementation plan will clearly identify steps that the Village and the Community Chamber can take to leverage private investment.

PLAN ITEM #3: BUSINESS PARK DEVELOPMENT PLAN

Task 3.1 Business Park Location

Based on Plan Items #1 and #2, we will work with staff to define the ideal size and location for a business park. To supplement the background and market review, the project team will complete the following efforts:

1. Truck Routing. Identify access locations, existing and potential truck routes to best serve the subject property. There are two County Highways, CTH 'AB' and CTH 'MN' as well as an aging Interstate 39/90 underpass (on Siggelkow Rd) that may have implications to truck routing. We will reach out to Dane County to discuss limitations, existing conditions and required improvements for truck access. One concern of the highway departments and information they may need is volume and weight. We will discuss with you the option of projecting this type of information if needed in the future.

2. Rail Service. If desired, we can conduct a Fatal Flaw Analysis for Rail Service, which will require the following:

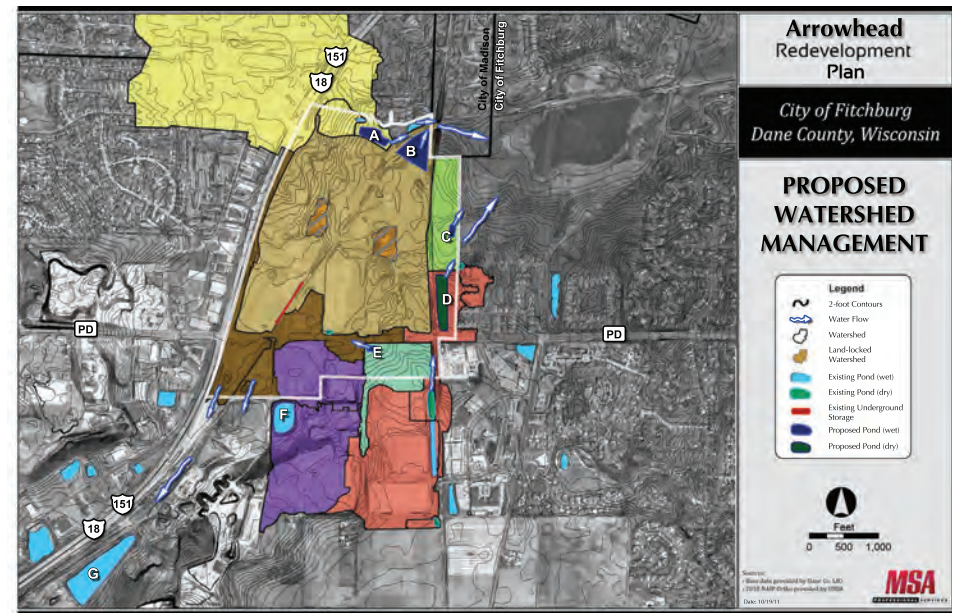
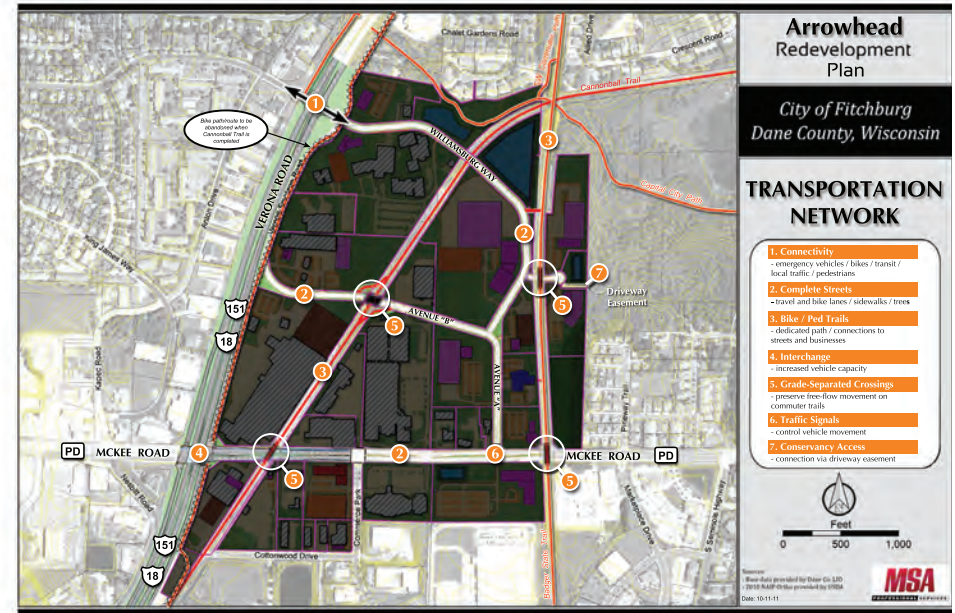
- Verify and report on the railroad operator and owner as they can be differing entities.
- Review the potential to extend a spur to the site from the active mainline. This will require coordination with the railroad operator, marketing department.
- Review potential routes and topography to report on found challenges.
- Review area sites for existing spur lines for potential use.

3. Stormwater. If the designated lands are outside of the Urban Service Area, the design will require capacity to handle a peak rate control for the 200-year 24-hour storm events per recent County zoning amendments.

4. Utilities. The project team will discuss with the McFarland Water Utility, Alliant Energy, and telecommunications companies the availability of their services to the site

Task 3.2: Concept Planning.

The project team will draft two (2) development alternatives for staff consideration, including road layouts, land use and intensity designations, stormwater management areas, and off-street paths (if desired). For each alternative we will indicate, by use, the total acreage and developable acreage (after accounting for steep slopes, wetlands and floodplains). We will also provide representative photos of potential development, and a bulleted list of strengths and weaknesses of each alternative for your review. Based on recent trends in the market there is need for larger industrial sites, so it is assumed at least one concept will provide flexibility with a larger lot(s) that could be subdivided (with



additional roads as necessary) to support smaller lot sizes (e.g., 2-5 acres ,6-10 acres). This need for larger lots will be verified through Plan Item #2 efforts. The two concepts can be tweaked prior to sharing with Plan Commission and the CDA.

Task 3.3: Preferred Concept & Phasing Plan.

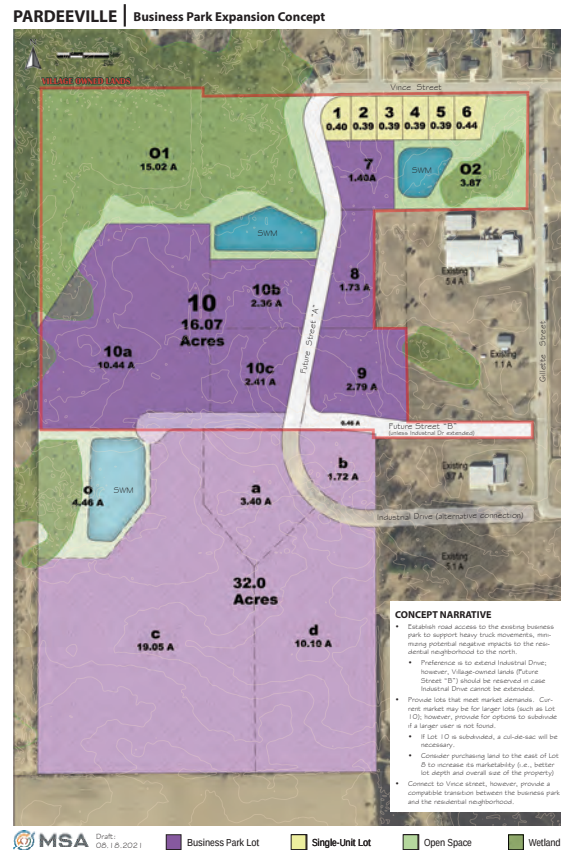
Based on feedback from Village staff, Plan Commission and the CDA, the project team will produce a preferred concept. A phasing plan will be recommended with relevant costs (e.g., infrastructure, grading, etc.) and revenues associated with each phase defined. We will provide implementation strategies, including recommendations on zoning code/map amendments, identifying funding programs, potential partnerships, marketing strategies and an action plan with a projected timeline and lead entity to move the action forward.

PLAN ITEM #4: NEIGHBORHOOD MASTER PLAN + DESIGN STANDARDS.

The MSA team excels at the ability to see the “big picture.” Consolidating the competing interests of property owners interests, traffic, infrastructure and diversity of land uses to create a safe and appealing environment is critical to establishing a viable and marketable development.

Task 4.1: Conceptual Development Scenarios.

As described in Plan Item #7, the project team recommends a two-part development scenario process, as outlined here.



A. The first step will be a mini charrette process where the project team will work with landowners, Village staff and other key stakeholders to sketch one (1) to two (2) options for their property and adjoining properties (likely splitting the East Side Neighborhood into four (4) sections). These sketches will include land use, typical densities, road layout, and other important features desired by the participants (e.g., primary trail network). The project team will take the area specific sketches and combine them into three (3) full neighborhood concepts for review by the full group of participants – plus, Plan Commissioners and other with vested interest in the process. See Task 7.1 C for more details on the mini charrette process.

B. Per feedback from the mini charrette, two (2) development scenarios will be further refined to identify uses inclusive of representative images defining typical development character and scale, as well as stormwater management areas, open space areas, roads, major trail network(s), etc. These concepts will be vetted by the Village staff, Plan Commission and the general public through an online preference survey (see Task 7.1 B).

Task 4.2: Master Plan.

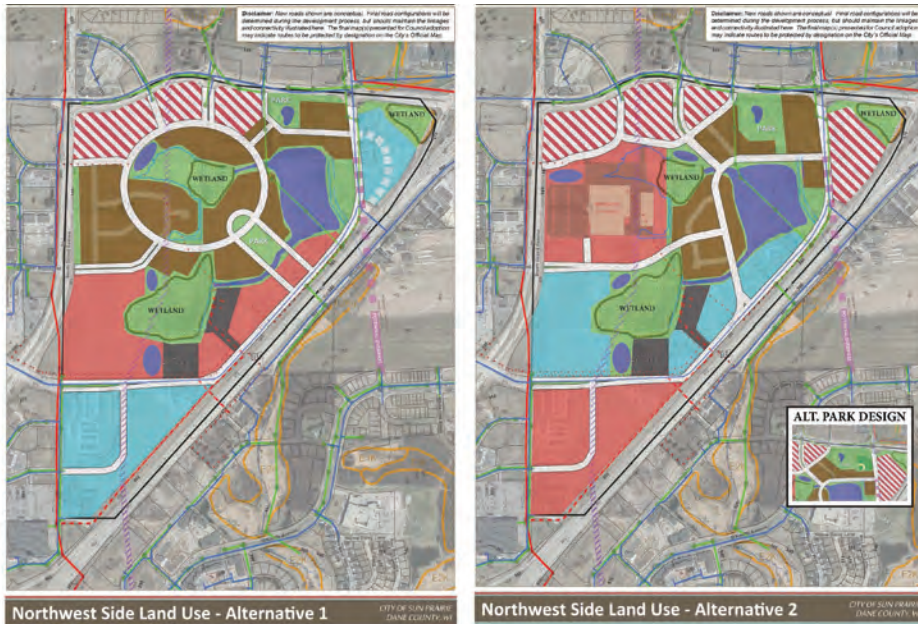
Based on the feedback from Task 4.1 B, a preferred master plan will be developed and receive one (1) update per review by Plan Commission. Massing model images for up to three (3) primary land use areas (e.g., industrial, low-density residential, mixed residential, commercial/mixed use) will supplement the master plan. This will be limited to vantage points that will provide general character for portions of the neighborhood, meaning not a full buildout of the entire neighborhood. These images will supplement the vision policies and design standards (see Task 4.3).

Task 4.3: Vision Policies + Design Standards.

The design team will build off the 2008 Plan design policies and standards, refining and adding as necessary to meet the new vision, as well as incorporate best practices and cover all elements defined in the RFP (i.e., density, lot sizes, setbacks, minimum open space per dwelling unit, floor area ratios, parking requirements, street design, trail design, signage, general site and building design guidelines, typical implementing zoning districts, sustainability, and placemaking strategies).

Task 4.4 (Optional Task): Full 3D Vision Model + Images.

A 3D computer-generated model can be created for the entire neighborhood to provide a full vision with context that can be used in the final plan (e.g., cover, explain design preferences/standards) and in marketing materials. *The Fitchburg Anton Drive project (on pages 5-6 in this proposal) provides examples of vision graphics.*



Sun Prairie - Land Use Scenario Planning



Pardeeville - Detailed Neighborhood Concept

PLAN ITEM #5: IMPLEMENTATION STRATEGY

Task 5.1: Implementation Strategy.

The reward of completing a Neighborhood Plan is watching it become a reality. Creating a detailed implementation plan is a critical step towards that reality, including identifying key activities to implement the short-term and long-term goals. We will provide implementation strategies and actions addressing housing, marketing commercial/industrial development, sustainability, transportation, and open space/parks. Tools to be reviewed include Village ordinances (i.e., zoning, subdivision, etc.), capital improvement plan, and outdoor recreation plan.

Task 5.2: Business Park Detailed Action Plan.

As defined in the Business Park Development Plan, a detailed action plan will be established with timelines, lead agency/department, and funding/marketing strategies.

PLAN ITEM #6: MAPPING

Task 6.1: Existing Conditions Maps.

We will provide the following maps to aide in the plan development:

- **Planning Area.**
- **Existing Land Use.**
- **Natural Resources.** (i.e., WDNR wetlands, FEMA Floodplains, steep slopes, hydric soils, surface water, woodlands, existing Capital Area Regional Planning Commission (CARPC) mapped Environmental Corridors and Future Potential Environmental Corridors, etc.)
- **Existing Infrastructure.** Locations of existing public utilities (e.g. sewer inceptors, municipal wells, drainage basins, etc.) and stormwater management areas, CARPC Urban Service Area Boundaries, etc.

Task 6.2: Implementation Maps.

We will provide the following maps to aide in the plan development:

- **Neighborhood Future Land Use.** A map illustrating the future land uses described within the Neighborhood Plan & Design – plus, any placemaking strategies. Map notes can be incorporated to provide narrative and intent.
- **Planned Utility Infrastructure.** Locations of existing and future public utilities (e.g. sewer inceptors, municipal wells, drainage basins, etc.) and stormwater management areas.
- **Planned Transportation Network,** including conceptual locations for future collector, arterial, and local streets, bike and pedestrian facilities, parks, etc.
- **Updated Comprehensive Plan Future Land Use Map 6A & 6B.** Map 6A will be scaled to the existing Village municipal boundary. Map 6B will be scaled to the Village's current extraterritorial plat review boundary.



PLAN ITEM #7: OUTREACH + ENGAGEMENT PLAN

Task 7.1: Outreach Plan.

Providing opportunities for elected officials, property owners and other stakeholders will offer valuable input and increase support of the final plan. Based on our past successful public outreach projects, we are recommending the following process to involve a diverse population with varying interests.

- A. Interviews.** Our team proposes facilitating up to four (4) remote (via Zoom/Teams) interviews to explain the planning process and facilitate discussion about issues and opportunities for the planning area and beyond. Interviews should take place near the beginning of the planning process and is suggested after Plan Items #1 and #2 have been completed. Those interviewed during the 2008 Plan (i.e., member(s) of the cemetery association, Hope Rod & Gun Club, School District, and Senior Outreach Services Committee) might be the likely entities/committees to contact. Additional interviews are planned as part of the housing assessment (see Task 2.2) and Village committees may join staff meetings based on topics of interest (see Task 7.2 A).
- B. Online Preference Survey.** This can be a short survey asking thoughts on the scenarios based on land use, transportation and general character, or can be a

larger survey, asking questions on development types and design through a series of images. This survey will be conducted through [surveymonkey.com](https://www.surveymonkey.com).

- C. Mini Design Charrette.** A 2-day mini charrette (approx. 2-hour sessions, one on each day) can provide substantial feedback over a short period. Working with landowners and other key stakeholders, the project team will summarize data/trends identified in Plan Items #1 and #2. The second “day” (likely a week later) can include refined concepts with key development ideas and representative images. Plan Commission and Village Board members should be encouraged to attend the second day activities to get an understanding of what the property owners would like to see in the area.
- D. Developer Focus Group.** The focus group will be focused on reviewing the initial neighborhood concepts, involving local developers and real estate brokers, community leaders and business leaders. MSA has some contacts to local real estate brokers and developers but would welcome Village contacts as well. This focus group will verify our market conditions analysis, as well as suggest potential modifications to the neighborhood concept.
- E. Public Input Workshop.** Facilitate one (1) public review meeting after Plan Commission Meeting #4 to garner feedback and review the Neighborhood Master Plan and

implementation strategy. MSA will lead this meeting with assistance from Village staff. We can hold this meeting on a Saturday morning/afternoon, or tie it to another Village event ideally not in Village Hall to maximize attendance. If held virtually, we can record the meeting and have it available online with a short questionnaire available to provide feedback for 1-2 weeks following the meeting. Another option if it's held virtually is to hold it during the lunch hour, as we have found that more people may be able to attend during that time than other times of the day.

Task 7.2: Engagement Plan.

We understand the need for quality and frequent communication to make the process run smoothly. As such, we propose the following procedure for communication between MSA and the Village regarding materials, draft documents, and meetings:

Typical Schedule

- **3 weeks** prior to Plan Commission meeting: MSA to provide draft materials to Village staff.
 - **2 weeks** prior to Plan Commission meeting: Teams/Zoom call with staff to review revisions and comments.
 - **1 week** prior to Plan Commission: Provide meeting materials.
- A. Staff Meetings.** We will hold a staff meeting to kick-off the project prior to the first Plan Commission meeting, as well as meet virtually prior to each future Plan Commission working session (discussed above in the typical schedule). Additionally, we will work with Village staff via email and phone/Zoom conversation to move the plan along and work through any issues or opportunities which may arise. Village committee chairs (or other members) can join these calls dependent on the topic to be discussed (e.g. Public Utilities Committee, Public Works Committee, Parks, Recreation & Natural Resources Committee, etc.).
- B. Plan Commission Working Sessions.** We will attend five (5) Plan Commission Meetings at the following stages (in-person or virtual dependent on local preference):
- Meeting #1:** Discuss existing conditions (Plan Item #1 + Plan Item #6.1). The intent of this meeting will be to understand the existing conditions, get Plan Commissions thoughts on the neighborhood and confirm the neighborhood planning area boundary.
- Meeting #2:** Review market analysis (Plan Item #2) and draft Business Park Development Plan (Plan Item #3). The intent of this meeting is to provide an understanding of economic conditions, review and provide feedback on the

business park plan, and provide an opportunity to weigh in on initial strategies to expand McFarland's economy.

Meeting #3: Review draft Neighborhood Plan + Design sections (Plan Item #4). The intent of this meeting is to provide direction towards a preferred concept, and initial feedback on general policies and standards.

Meeting #4: Review updated Neighborhood Plan + Design sections (Plan Item #4), inclusive of Implementation Maps (Plan Item #6.2), and draft Implementation Strategies (Work Item #5). Intent of this meeting will be to vet the full Neighborhood Master Plan, and initial feedback on implementation strategies.

Meeting #5: Review the full plan, discuss feedback from the public house and consider recommendation for adoption by the Village Board (with any necessary edits).

- C. CDA Meetings.** We will attend one (1) meeting prior to Plan Commission Meeting #2 to update on current market conditions (Plan Item #2) and to get feedback on the Business Park Development Plan (Plan Item #3). CDA members are welcome to join any of the other engagement and outreach activities.
- D. Village Board Meetings.** We will attend two (2) Village Board meetings at the following stages (in-person or virtual dependent on local preference):
1. After Plan Commission Meeting #3 to get feedback on the preferred concept based on summaries of Plan Items #1 - #3.
 2. Hold a public hearing and adoption of the plan.

(Optional Task): Story Map.

To further enhance the outreach plan, MSA has the ability to share information and ideas through an interactive website utilizing ArcGIS Story Mapping software. This service can supplement or take the place of the Village website information for this planning process. You can view an example from our Madison Vilas Park Planning Process ([click here](#)).

ORGANIZATIONAL CHART

The team we have organized includes experienced planners and technical service leads who bring an efficient blend of skills that will assist the Village of McFarland with the upcoming projects. What you may not see, however, is that this team is backed by more than 350 engineers, architects, planners, funding experts, surveyors, GIS experts and environmental scientists. **Rest assured, you will always have the support necessary to achieve a successful project.**

PROJECT MANAGEMENT: At MSA, our client service approach is simple: We strive to be our clients' trusted partner. We proactively communicate opportunities and identify potential issues early on so small concerns do not grow into big problems. To do this, you need a trusted planner who is well versed in managing a full range of projects and can effectively communicate back to all vested stakeholders. **Steve Tremlett is just that. He believes that effective, efficient communication is critical to project success. Steve will serve at the Village's main point of contact throughout the project.**

AVAILABILITY: Based on our honest commitment to our clients, we immediately establish accountability of all personnel involved in a project's completion. When our team starts a project, we analyze the proposed schedule and compare it to each team member's potential workload. We then obtain commitments from all individuals on the project team to complete the work as identified within the proposed schedule. This approach helps to foster a team mentality and results in personal accountability of all team members involved.

QUALITY CONTROL: We assign a senior staff member to provide QA/QC review at identified milestones in the project. Jason Valerius will serve in this role. Steve Tremlett, as project manager, will utilize our *Vision Software* to review hours and budget based on regular basis to verify individual tasks are staying on budget.



Steve Tremlett, AICP, CNU-A
Project Manager | Urban Designer
Steve will be the designated project manager for this work, and will be heavily involved in developing the neighborhood plan.



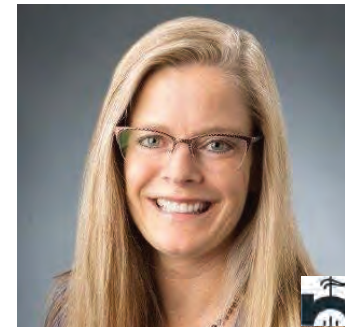
Jason Valerius, AICP
Principal In Charge
Jason will provide strategic direction and collaborative refinement of all deliverables.



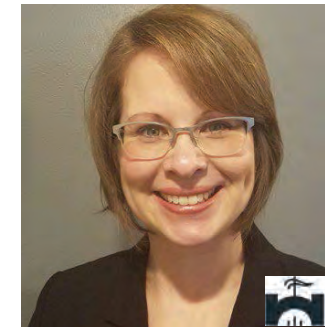
Dan Schmitt, PLA
Landscape Architect II
Dan will support public engagement and park/recreation planning.



The planning and urban design staff above will be the primary team members working with the Village on this project with the three technical senior staff below providing a wealth of knowledge and support the planning process. Redevelopment Resources staff will support economic development tasks.



Kristen Fish-Peterson, CECd | EDFP
Principal & CEO



Dayna Sarver
Development Specialist



Becky Binz, AICP
Housing & Recreational Specialist



Brian Huibregtse, PE, PTOE
Senior Traffic Engineer



Eric Thompson, PE
Senior Water Resources Engineer



Stephen Tremlett, AICP, CNU-A

PROJECT MANAGER | URBAN DESIGNER

Steve will be responsible for the

With more than 15 years of consulting experience, Steve has taken on primary roles in downtown planning and design projects, commercial/residential development concept plans, bike/pedestrian plans, and the development of comprehensive plans and design standards. His architectural and planning background includes emphases in site planning, urban redevelopment, zoning administration and urban design using a variety of applications, including AutoCAD, Photoshop, InDesign, Illustrator, GIS, SketchUp, Lumion and Microsoft Office applications.

EDUCATION

M.S., Architecture & Urban Planning
University of Wisconsin-Milwaukee

B.S., Architecture
University of Wisconsin-Milwaukee

CERTIFICATIONS

American Institute of Certified
Planners

AFFILIATIONS

Congress of New Urbanism –
Accredited American Planning
Association

AREAS OF EXPERTISE

- Urban Design and
Redevelopment
- **Comprehensive Planning**
- Park Planning
- **Streetscape Planning**
- 3-D Modeling

SELECTED PROJECT EXPERTISE

Anton Drive Redevelopment Plan, Fitchburg, WI

The purpose of this study was to create a redevelopment plan and implementation strategy for lands in the northwest quadrant of the US 18/151 and CTH PD intersection. The primary improvements impacted the planning area include two new grade-separated interchanges, a roundabout intersection conversion, and the extension of major collector street through a large undeveloped portion of the study area (i.e., Wingra Stone Quarry). The changes improved the overall regional transportation network, and change access routes to and from the planning area. The Plan's overall vision guided land use, urban design, transportation, utilities and stormwater decisions during and after the US 18/151 reconstruction project in 2020.

Westside Neighborhood Plan Update, Sun Prairie, WI

From the initial 2003 neighborhood plan to MSA-led 2015 amendment, the west side of Sun Prairie is thriving with a mix of uses supporting housing diversity, economic development, and workforce opportunities. The approved amendment to the neighborhood plan paved the way for a well-planned mixed-use neighborhood with 600+ residential units already approved and planned, ample open space and thriving commercial district – adding to the ever growing west side of Sun Prairie

Neighborhood/Corridor Plans

Cross Plains, WI; Holmen, WI; Middleton, WI; Fitchburg, WI;
Rothschild, WI; Sun Prairie, WI; Verona, WI; Rock Island, IL

Downtown Plans:

Over 20 communities

Economic Development Strategies:

Black River Falls, WI; LeRoy, IL; Casey, IL

Industrial/Business Park:

Alliant Energy (Beaver Dam | Sheboygan properties); Fitchburg, WI; Prairie du Sac, WI; River Falls, WI; Sparta, WI; Whitewater, WI

Private Development:

Cambridge, WI; DeForest, WI; Lodi, WI; Madison, WI; Merrimac, WI; Richfield, WI; Stoughton, WI; Sun Prairie, WI; Sussex, WI



Jason Valerius, AICP

Principal in Charge

Jason has more than 20 years of proven community planning and design experience across the Midwest. He has led the development of comprehensive plans, neighborhood plans, redevelopment plans, housing studies and zoning ordinances.

Education

M.S., Architecture & Urban Planning,
University of Wisconsin-Milwaukee
B.A., Government/Psychology, Lawrence
University

Certification

American Institute of Certified Planners

Selected Project Experience

- **Neighborhood/Corridor Plans:** Middleton, WI; Fitchburg, WI; Sun Prairie, WI; Verona, WI
- **Downtown Plans:** Over 10 communities
- **Private Development:** Madison, WI; Merrimac, WI; Prairie du Sac, WI; Roxbury, WI; Stoughton, WI; Sun Prairie, WI
- **Housing Studies:** More than 12 communities



Dan Schmitt, PLA

Landscape Architect II

Dan is a professional landscape architect and plays a key role in each of our recreation-based projects. His academic focus was to design enriching outdoor spaces for children and he enjoys working on playground projects and exploring techniques for implementing Natural Play. His experiences provide a comprehensive knowledge of site inventory, concept development, landscape plans, planting design and construction details.

Education

M.S., Landscape Architecture
University of Wisconsin-Madison
B.S., Landscape Architecture
University of Wisconsin-Madison

Certification

Landscape Architect, IL, MN, WI

Selected Project Experience

- **Housing Development Landscape Plans:** Wales, WI; Hales Corners, WI; Abbotsford, WI
- **Park (Master) Plans:** More than 10 communities



Becky Binz, AICP

Housing & Recreational Specialist

Becky brings a wide variety of planning experience, with a focus primarily on housing and park/recreation planning. She has led a number of planning studies that have helped communities understand existing conditions and community needs through a combination of data analysis and conversations with stakeholders. Each community has a unique story to tell, she helps figure out what that narrative is and craft strategies to achieve your goals.



Brian Huibregtse, PE, PTOE

Senior Traffic Engineer

Brian is experienced in project management and design engineering for traffic and transportation projects. He has been involved in the completion and QA/QC of more than 30 intersection control studies and traffic signal design projects throughout the Midwest.



Joe DeYoung, PE

Client Liaison

Joe has 22 years of experience and serves as the client liaison for a variety of municipalities that represent the full spectrum of work that is completed by MSA. Growth is a common issue with any area where Joe has assisted with all aspects related to the impacts of changing environments. From traffic to stormwater to funding, he provides a resource to governments to help navigate funding options.



Eric Thompson, PE

Senior Water Resources Engineer

Eric leads MSA's water resources team of nine professionals. He has over 27 years' experience in water resources engineering and has experience working on projects throughout the United States. His experience includes planning, study, and design of water resources systems at all levels.



Kristen Fish-Peterson, CEcD| EDFP

Principal & CEO



Ms. Peterson has over 30 years of direct experience in active economic development, including strategic planning, municipal organizational structure, redevelopment, market analysis, implementation, grant writing, brokerage, business development, media, manufacturing, and marketing. In 2009, she and two colleagues started Redevelopment Resources, a community impact consulting firm which operates throughout the Midwest. She has managed all aspects of economic development programs, strategic planning processes, and market assessments. She has extensive experience in policy/ program development, entrepreneurial programming, loan fund management, deal structuring, blight elimination and strategic planning.

Education

M.B.A., University of Wisconsin, Oshkosh

B.B.A. - Marketing, University of North Dakota

Registration

Certified Economic Developer, International Economic Development Council (IEDC)

Economic Development Finance Professional, National Development Council

Licensed Realtor®, Wisconsin, *Commercial Focus*

Selected Project Experience

- **Interim Executive, Staff**

Provided interim staff and executive level services for Fond du Lac Economic Development Corporation, Village of Rothschild, Village of Pulaski, RDA for the City of Watertown, WI and others

Conducted business attraction, business retention/expansion and entrepreneurial development activities

Project intake, lead cultivation, RFP response, meeting coordination

- **Market Analysis, Fiscal and Economic Impact Analysis**
- **Strategic Planning and Implementation**
- **Project Funding**
- **Organizational Structure Analysis and Recommendations**



Dayna Sarver

Development Specialist



Dayna brings over five years of professional experience in economic development and real estate redevelopment to the Redevelopment Resources team. She holds a master's degree in Urban and Regional Planning from the University of Wisconsin –Madison. Prior to joining Redevelopment Resources, she was the Economic Development Manager for the City of Verona and the Economic Development Coordinator for the City of Janesville. She was also a project assistant for Bill Ryan at the University of Wisconsin Extension. Dayna desires to help others reach their full capacity and enjoys engaging with local and state stakeholders with a multi-disciplinary approach to the development of the community's natural, social and fixed assets.

Education

M.S Urban and Regional Planning, University of Wisconsin, Madison

B.A. Economics, Central College, Pella, IA

Registration

Pursing Economic Developer Certification, International Economic Development Council (IEDC)

Selected Project Experience

- **Market Analysis**

Analyzed the affordability of the housing stock in the City of Verona for the Housing Affordability Report.

Conducted market analysis of WI downtown communities

- **Strategic Planning and Implementation**

Assisted with the creation of a downtown redevelopment strategy and carried out implementation activities for City of Janesville.

Developed an RFP for a redevelopment project near downtown Verona.

Implementation activities have included, securing appraisals and negotiating the sale of City owned property; hiring and overseeing environmental studies, and finding funding sources for redevelopment projects.

- **Project Funding**
- **Stakeholder & Public Engagement**

VILLAGE STAFF COMMITMENTS

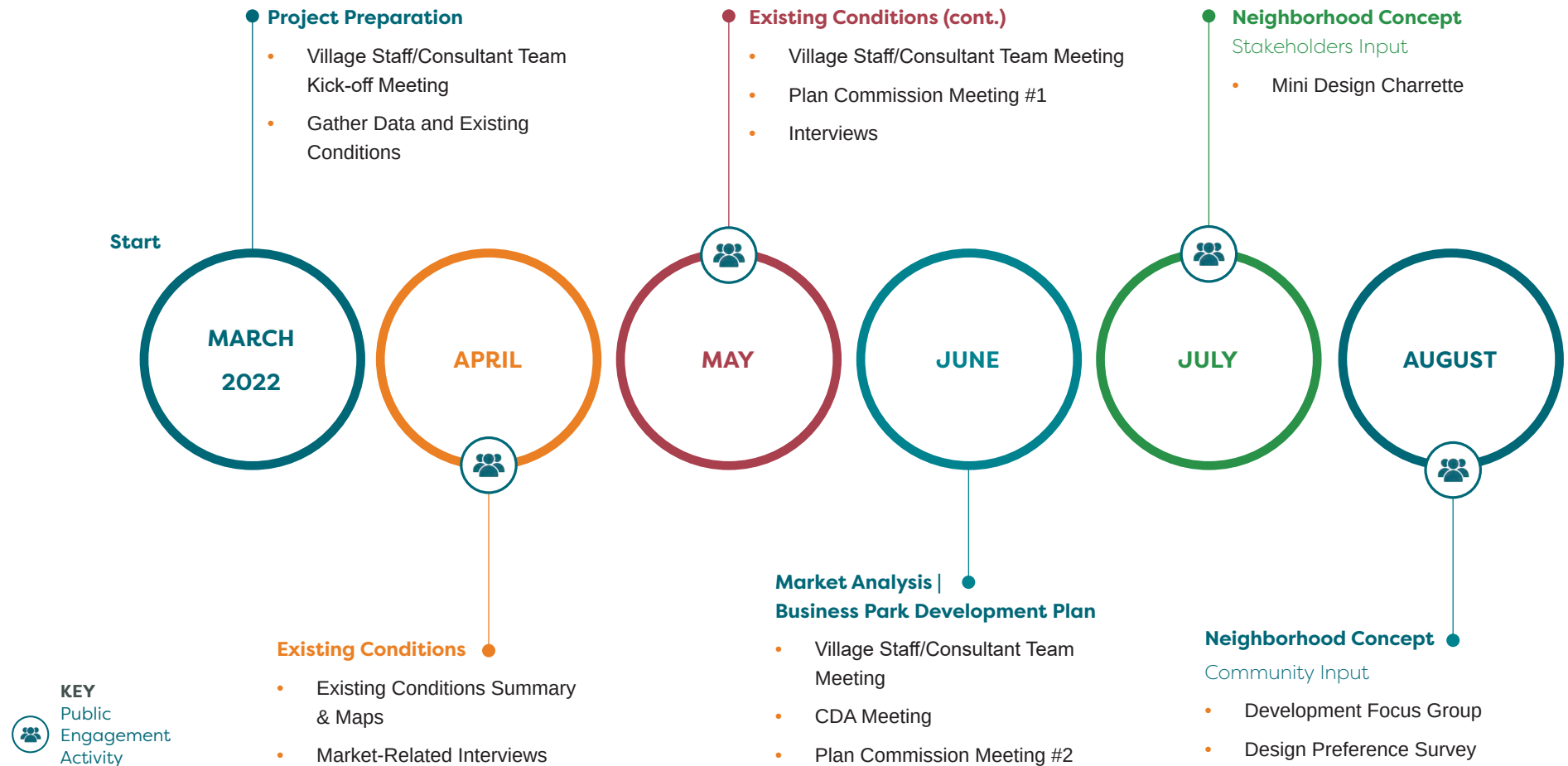
We value local perspective, knowledge, and leadership, and we see staff as critical stakeholders. Working knowledge of current conditions and other stakeholder needs is your daily work – and we see your input as vital to project success. MSA asks the following of McFarland Village staff during this process:

- All coordination and arrangement for engagement and outreach efforts, including the location, publishing and posting of public meeting notices, printing and distribution of draft meeting materials to committee members.

- A list of interview candidates with contact information and space to meet, if needed.
- Copies of all relevant studies that have been completed prior to this project.
- Assistance with obtaining existing relevant building permit, GIS and CADD data (e.g. land use, zoning, utilities, etc.) for the project.

PROPOSED TIMELINE

MSA anticipates the following estimated project schedule:





COST DETAIL

Based on the scope provided, the base cost of the project is \$92,200 with \$13,825 in optional services (see details below).

This assumes the following deliverables:

- PDF copies of all draft and final documents, including all plan elements and maps will be shared throughout the process;
- Digital Data (i.e., GIS map and data packages, graphics, tables); and,
- Two (2) paper copies of the final adopted plan in 3-ring binders, including 8-1/2" X 11" and/or 11" x 17" color maps and section tabs.

STAFF AVAILABILITY

TASK	RATE/HR	HOURS (base-optional tasks)
Jason Valerius, AICP	\$190.00	48
Stephen Tremlett, AICP, CNU-A	\$135.00	310
Becky Binz, AICP	\$110.00	70
Dan Schmitt, PLA	\$125.00	86
Brian Huibregtse, PE, PTOE	\$170.00	6
Eric Thompson, PE	\$190.00	8
Joe DeYoung, PE	\$200.00	8
Sarah Morrison	\$85.00	40
Kristen Fish-Peterson, CEcd EDFP	\$135.00	108
Dayna Sarver		
TOTAL HOURS		684

COST DETAIL

SCOPE ITEM	HOURS	COST
Plan Item 1 - Background + Planning Area		
Jason Valerius, AICP	2	\$2,200
Stephen Tremlett, AICP, CNU-A	28	\$3,500
Becky Binz, AICP	16	\$2,500
TOTAL	46	\$5,620
Plan Item 2 - Market Analysis		
Jason Valerius, AICP	6	\$1,540
Stephen Tremlett, AICP, CNU-A	16	\$2,160
Becky Binz, AICP	20	\$2,200
Fish-Peterson, Sarver	80	\$10,800
TOTAL	122	\$16,700

SCOPE ITEM	HOURS	COST
Plan Item 3 - Business Park Development		
Jason Valerius, AICP	8	\$1,520
Stephen Tremlett, AICP, CNU-A	24	\$3,240
Dan Schmitt, PLA	4	\$500
Brian Huibregtse, PE, PTOE	4	\$680
Eric Thompson, PE	4	\$760
Joe DeYoung, PE	2	\$400
TOTAL	46	\$7,100

COST DETAIL (CONT.)

SCOPE ITEM	HOURS	COST
Plan Item 4 - Neighborhood Plan		
Jason Valerius, AICP	8	\$1,520
Stephen Tremlett, AICP, CNU-A	70	\$9,450
Dan Schmitt, PLA	50	\$6,250
Brian Huibregtse, PE, PTOE	2	\$340
Eric Thompson, PE	4	\$760
Joe DeYoung, PE	4	\$800
TOTAL	138	\$19,120

SCOPE ITEM	HOURS	COST
Plan Item 5 - Implementation Strategy + Plan		
Jason Valerius, AICP	4	\$760
Stephen Tremlett, AICP, CNU-A	55	\$7,425
Joe DeYoung, PE	2	\$400
Fish-Peterson, Sarver	8	\$1,080
TOTAL	69	\$9,665

SCOPE ITEM	HOURS	COST
Plan Item 6 - Mapping		
Sarah Morrison	40	\$3,400
Stephen Tremlett, AICP, CNU-A	5	\$675
TOTAL	45	\$4,075

SCOPE ITEM	HOURS	COST
Plan Item 7 - Engagement + Outreach Plan		
Jason Valerius, AICP	20	\$760
Stephen Tremlett, AICP, CNU-A	124	\$7,425
Dan Schmitt, PLA	32	\$4,000
Becky Binz, AICP	22	\$2,420
Fish-Peterson, Sarver	20	\$2,700
TOTAL	218	\$29,660

SCOPE ITEM	HOURS	COST
Reimbursables		\$260
TOTAL	684	\$92,200

ADDITIONAL TASKS	HOURS	COST
Plan Item A - Village-Wide Housing Study		
Jason Valerius, AICP	12	\$2,280
Becky Binz, AICP	33	\$3,630
Fish-Peterson, Sarver	15	\$2,025
TOTAL	60	\$7,935
Plan Item B - Full 3D Neighborhood Graphics/Model		
Jason Valerius, AICP	2	\$380
Stephen Tremlett, AICP, CNU-A	26	\$3,510
TOTAL	28	\$3,890
Plan Item C - Story Map		
Dan Schmitt, PLA	16	\$2,000
TOTAL	16	\$2,000

IT'S MORE THAN A PROJECT. IT'S A COMMITMENT.
EAST SIDE NEIGHBORHOOD ECONOMIC DEVELOPMENT & LAND USE PLAN
MCFARLAND, WI | JANUARY 7, 2022

VILLAGE STAFF COMMITMENTS

We value local perspective, knowledge, and leadership, and we see staff as critical stakeholders. Working knowledge of current conditions and other stakeholder needs is your daily work – and we see your input as vital to project success. MSA asks the following of McFarland Village staff during this process:

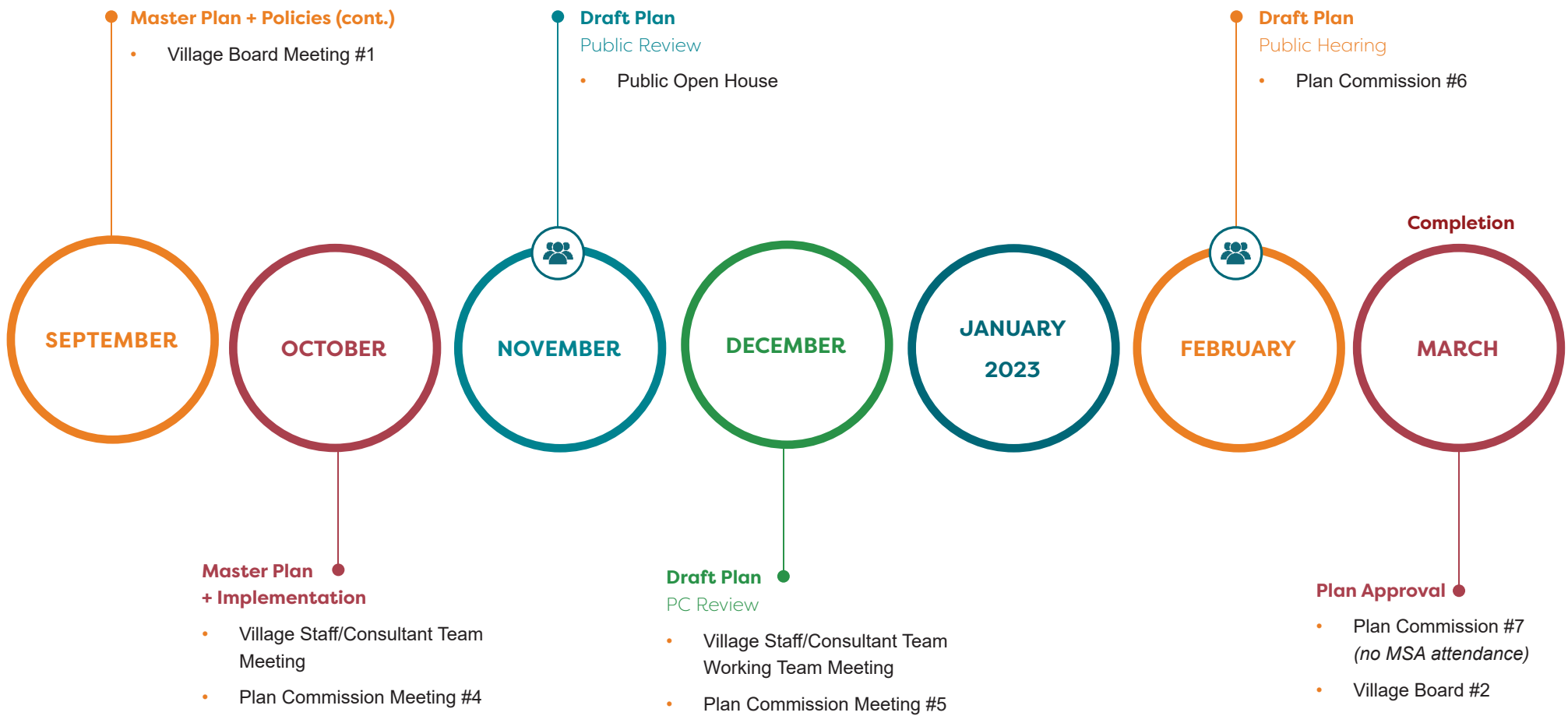
- All coordination and arrangement for engagement and outreach efforts, including the location, publishing and posting of public meeting notices, printing and distribution of draft meeting materials to committee members.

- A list of interview candidates with contact information and space to meet, if needed.
- Copies of all relevant studies that have been completed prior to this project.
- Assistance with obtaining existing relevant building permit, GIS and CADD data (e.g. land use, zoning, utilities, etc.) for the project.

PROPOSED TIMELINE

MSA anticipates the following estimated project schedule:





McFarland
SUMMARY SHEET

MEETING DATE: Monday, February 28, 2022

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator, Lori Andersen, Senior Outreach Director, Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion and action regarding the selection of a consultant for the McFarland Municipal Center Campus Master Plan.

PREVIOUS ACTION:

The Village Board authorized the issuance of the enclosed RFP at their meeting on December 13, 2021.

ISSUE SUMMARY:

Near the end of last year the Village issued a Request for Proposals to conduct master planning services in and around the Municipal Center with the focus on aiding the future implementation of a Community Center. There were 3 responses to this request received at the end of January. These were from the firms of Dimension IV/Graef, SEH/EUA, and FGM Architects/Graef. The Evaluation Team set within the RFP consisted of the Village President, Administrator, Senior Outreach Director, and Community/Economic Development Director. The Team met on February 9th to review the proposals and decided to interview Dimension IV/Graef and SEH/EUA as the two proposals most complete as well as responsive to what was requested in the RFP. Interviews were held on February 16th with a final meeting of the Evaluation Team on February 23rd to finalize its recommendation.

Enclosed within your packet is the proposal from SEH and EUA as the recommendation for award from the Evaluation Team. The total cost of the project is proposed at \$150,000 with a projected overall hourly rate of \$152 per hour for 990 hours of work. This is a complicated project given the different skill sets needed to complete the desired tasks including but not limited to planning, architecture, engineering, structural analysis, and many more associated services. The front end of the project requires a great deal of learning about past studies, gathering public input, meeting with Staff, and studying the existing structure. All of this work will be used to better define what the Community Center is to the Village and start to see what our options are with the Municipal Center to accommodate this vision. The final product will provide options for floor plans, studying the first versus second floor concept, various site plans, renderings, cost estimates, and timelines. The Evaluation Team felt that the proposal from SEH and EUA was most aligned with our needs given their plan to address the project, experience balancing these different roles, and their approach to community engagement on the project.

As part of the review, the Evaluation Team provided feedback to SEH/EUA team on areas that needed to be addressed further within their proposal. As a result, the final proposal within your



packet was updated to reflect the following:

- Detailed structural and mechanical analysis of the existing Municipal Center. We already know there are a number of challenges with the roof and HVAC, the intent here is to limit the surprises later in the design and construction process to uncover the issues (page 9).
- Additional explanation on the purpose and benefit of the traffic study as we study the future use of Milwaukee Street and the impact it has on surrounding streets (page 10).
- The Scope of Work is laid out beginning on Page 8 as the Technical Proposal. This is organized according to the acronym L.E.A.D. This outlined in accordance with the proposed schedule on Page 24 and cost/hours on Page 27.
- Village Board will be serving as the oversight group for this work. No ad-hoc Committee is proposed for this purpose. There are up to 6 meetings scheduled for this purpose at different intervals of the project. Four of the main meetings will happen in May, July, September, and November with two floating as needed. The work with this proposal and the Village Board will fit within the board's work plan based on those other responsibilities. The Village Administrator will have a regular monthly meeting with the Consultant and other brief check-ins as needed. Plan reflects the project beginning in April of this year and completed in March of 2023 as forecasted in the RFP.
- Community engagement is updated to include a project webpage, 6 different engagement session (i.e. Seniors, Youth, Community), Library/Library Board connection, survey, special event pop up, and online open house. The more specific plan for this will be developed with Staff and the Board prior to implementation (Page 10-11, 24).

There are a number of objectives for this project that are identified within the RFP. However, they are born out of the goal [within our Strategic Plan](#):

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

This has been our focus and will continue to be the priority of this work. The Evaluation Team feels that the proposal from SEH and EUA will meet this goal while accomplishing the objectives set for the project. Representatives from the Consulting Team and Staff will be present to answer questions of the board.

FINANCIAL/BUDGET IMPACT:

The total cost of the project is proposed at \$150,000 with a projected overall hourly rate of \$152 per hour for 990 hours of work. The proposal from FGM was \$139,600 at \$164 per hour, and from Dimension IV was \$157,092 at \$129 per hour.

The 2022 Budget allocates \$150,000 of borrowed money for this purpose within the Capital Projects Fund.

VILLAGE PLAN REFERENCE:

[2017 Facilities Master Plan](#) - This plan created the idea of a public safety use moving out of the existing location to make room for the Community Center. This latest plan will further



study that concept in greater detail knowing the full extent of the space availability. This 2017 effort also established space needs for other Departments that are remaining within the facility and those estimates will be revisited as a result of this work.

2021 Library Space Needs Study (Draft) - This plan is still in draft form but provides an analysis of the space needs for the Library and options for facility improvement to be consider. This RFP does not need to revisit this work, but simply understand it as background and relate to it as practicable.

2021-2022 McFarland Strategic Implementation Plan - This plan sets the goals and objectives approved by the Village Board. The work within the RFP presents one of the highest priorities of the board in the coming year and Action Step (vi) within Goal A specifically states to "draft, develop, and solicit Request for Proposals (RFP) to create a plan outlining facility improvements at the Municipal Center, Library, and Plaza." The enclosed RFP was drafted in concert with this action step and presented to move this goal forward.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended Action:

Motion, second to accept the revised proposal from SEH and EUA in the amount of \$150,000 for master planning services for future improvements in and around the McFarland Municipal Center.

ATTACHMENTS:

1. SEH + EUA's Proposal for the Municipal Center RFP_Revised 2.25.22
2. Village of McFarland McFarland Municipal Center Campus Master Plan RFP 12102021 mgs

PROPOSAL FOR PROFESSIONAL SERVICES

McFarland Community Campus Master Plan

VILLAGE OF MCFARLAND | JANUARY 28, 2022 (REVISED FEBRUARY 25, 2022)



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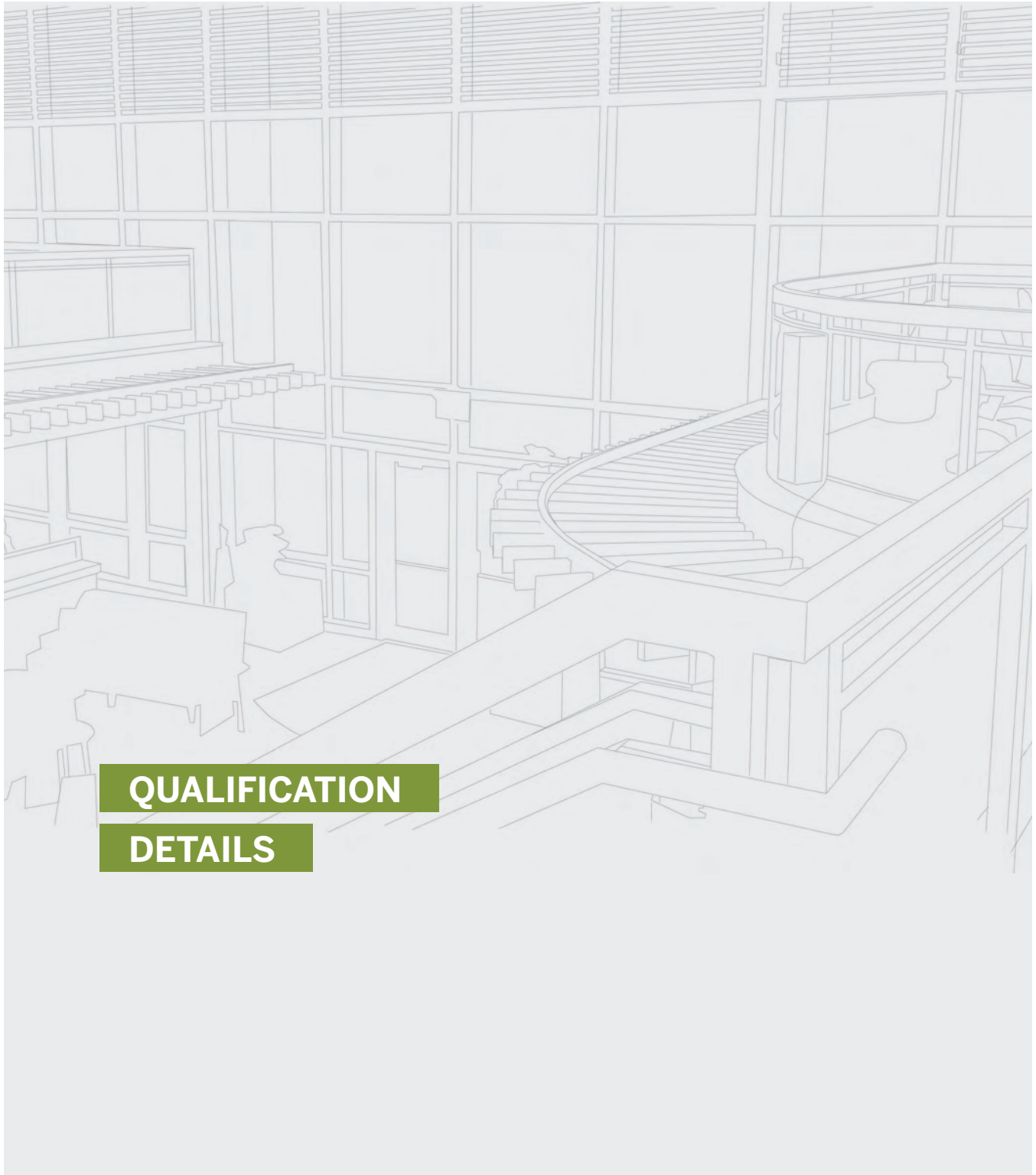
The specific licenses and credentials of the team members are described in the personnel and/or resume section of this document.

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The information contained in this Proposal was prepared specifically for you and contains proprietary information. We would appreciate your discretion in its reproduction and distribution. This information has been tailored to your specific project based on our understanding of your needs. Its aim is to demonstrate our ideas and approach to your project compared to our competition. We respectfully request that distribution be limited to individuals involved in your selection process.

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MCFW 165305 | 01.04.22



QUALIFICATION DETAILS

Qualification Details



Building a Better World
for All of Us®



January 28, 2022
(revised February 25, 2022)

Village of McFarland
Attn: Matt Schuenke, Village Administrator
5915 Milwaukee Street, PO Box 110
McFarland, WI 53558

RE: McFarland Municipal Center Campus Master Plan

Dear Mr. Schuenke and Members of the Selection Committee,

The Village of McFarland is undergoing major changes to better serve the local community. Among those changes is the construction of a new Public Safety Center, which will free up space in the existing McFarland Municipal Center (MMC). As part of this forward-looking approach, the Village is now looking to develop a master plan for the MMC Campus, which also includes the E.D. Locke Public Library and the open public spaces that surround these facilities. Through a collaborative, stakeholder-driven process, the Village is taking steps to produce a thorough, informed roadmap for future improvements that will reaffirm the MMC Campus's important role in the community.

In this capacity, Short Elliott Hendrickson Inc. (SEH®) is excited for the opportunity to respond to this request for proposals. We are motivated to draw on our local roots, community campus planning experience and commitment to Building a Better World for All of Us® by developing this master plan. As your partner, SEH provides the following advantages:

Experienced, Collaborative Team

SEH, partnering once again with Eppstein Uhen Architects (EUA) and Vogel Bros. Building Co., is passionate about helping communities realize their aspirations and communicating their vision. This collective team has provided similar services for the City of Middleton's community campus master plan. With this previous shared experience, our team is prepared to work by your side to deliver a plan that communicates your stakeholders' shared vision for the MMC Campus.

Local Understanding

The EUA team recently engaged with the McFarland Community and E.D. Locke Public Library in the spring of 2020 to analyze the existing library facility and help develop an assessment and concept plan for their future growth and program needs. In working with Heidi Cox, her team as well as the Library Board, which included members from the Village, we were able to help the Library navigate various design options that could support community and library programming needs. We have a deep level of understanding through that process of the community at large, the various stakeholders involved and how the synergies between the MMC and Library can complement and integrate with one another, which is an added value this team can bring to your project.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 6808 Odana Road, Suite 200, Madison, WI 53719-1137

608.620.6199 | 800.732.436 | 888.908.8166 fax | sehinc.com

SEH is 100% employee-owned | Affirmative Action–Equal Opportunity Employer

Community Impact

Our team will leverage its previous experience on similar efforts to provide smart campus planning and building design solutions that bring McFarland's existing and future amenities and facilities together in a cohesive, attainable manner. As a number of municipal services in McFarland will relocate to the forthcoming Public Safety Center, we will work with stakeholders and municipal departments to understand uses and daily operations of the facility. The resulting plan will identify architectural, planning and engineering solutions to better connect community members to the MMC facility, develop a more integrated campus plan and accommodate site enhancements.

Our team has the proven ability to plan municipal campuses and is eager to translate that experience for the benefit of the MMC Campus's users. We look forward to the opportunity to discuss our team's qualifications and experience with you further, and we welcome any questions you have.

Respectfully submitted,

SHORT ELLIOTT HENDRICKSON INC. and EUA



Nate Day

NATE DAY AICP, NCI
PROJECT MANAGER (SEH)



Robert Kost

BOB KOST, PLA, LEED AP®
LEAD URBAN DESIGN AND
SUSTAINABILITY (SEH)



Heather Turner Loth

HEATHER TURNER LOTH, MCR.W
CLIENT EXECUTIVE (EUA)

EXPERIENCE AND REFERENCES

Meeting the needs for multiple departments on one site comes with many unique challenges. It requires a consultant who takes a holistic approach to communicating with various departments and working with available information and previous completed plans and studies. Our team will draw on our experience with similar projects to communicate with the Village and offer a smooth process for this study.

Below and on the following pages, we feature relevant projects and other similar programming and planning studies performed in the past five years. Each project includes a reference who can vouch for the quality of work our team provided. We welcome you to contact them to see for yourselves what our clients are saying.

COMMUNITY CAMPUS MASTER PLAN

MIDDLETON, WISCONSIN



The planning team of SEH and EUA were invited by the City of Middleton to develop a master plan for the City's downtown community campus, an area comprising four civic buildings and surrounding streets. One expectation is that the plan be sustainable and resilient for the next 50 to 100 years.

Middleton residents are highly invested in their community, so the SEH/EUA team planned a series of stakeholder engagement activities to gather feedback to inform the needs analysis and conceptual design process. Collaborating with the Community

Campus Committee (CCC), our team used online and in-person workshops that resulted in hundreds of comments and thoughts from stakeholders about this area's future.

The goals and opportunities identified through this planning process for the community campus include:

- Modernizing existing buildings
- Combining land uses and facilities to serve more than one purpose
- Attracting private development or public-private partnerships for mixed-use development
- Conceptually designing enhancements to make the downtown more visually appealing, inviting, and functional
- Being more sustainable
- Creating a sense of place and belonging

Cost saving measures included the reuse and repurposing of existing buildings and exploring the possibility of a microgrid.

DESIGN FEATURES

- Additional library space
- Private space for seniors
- Potential higher density downtown area
- Opportunities for shared spaces/efficient land utilization
- Renewable energy generation
- Energy-efficient design
- Water-efficient design
- Resource-efficient design/life-cycle analysis/respect historic fabric
- Sustainable stormwater management and landscaping
- Transportation planning
- Resiliency/long-term planning
- Universal design standards



CLIENT

City of Middleton



YEAR COMPLETED

Ongoing



REFERENCE

Abby Attoun,
Director
of Planning and
Community Development
aattoun@ci.middleton.wi.us
608.821.8370



SCAN THIS

QR Code

**to learn more
about this project**

RIVER POINT DISTRICT PROJECT (FORMERLY RIVERSIDE NORTH DEVELOPMENT)

LA CROSSE, WISCONSIN



SEH worked with the City of La Crosse Redevelopment Authority on the River Point District project to revitalize a former 65-acre brownfield site at the internationally significant confluence of the Mississippi, Black and La Crosse Rivers. The design was developed using the innovative National Charrette Institute (NCI) process culminating in an intense, seven-day interactive public workshop.

The resulting plan reflects the history and character of the riverfront city, as well as the community's vision for its future. The final plan provides strategies to reclaim and transform the riverfront property into a livable, walkable neighborhood with a mix of residential and commercial buildings and increased recreational, economic and tourism-related attractions.

One of the key drivers for the layout of the proposed neighborhood is the 30+ acres of open and forested wetlands and extensive riverfront shorelines. This is achieved through a multimodal parkway and three linear ecological extensions or "green fingers" up into the new redevelopment.

Proposed development intensity is expected to range between approximately 400-500 homes and 27,000 to 40,000 sq. ft. of commercial space, all to be built in phases over a seven to ten year period.

The new infill development is a key gateway into the downtown entering from Copeland Avenue. The riverfront and public multi-recreational trails will also connect the neighborhood to the downtown for work, shopping or recreational needs.

SEH is now part of the Master Developer team led by WiRED Properties. The team has formed a public private partnership to develop the site.

DESIGN FEATURES

- Integrated wetland restoration and sustainable stormwater system
- Extension of downtown riverfront trails and new gathering space
- Project-specific form-based zoning code
- New multimodal design for Copeland Ave.



CLIENT

City of La Crosse



YEAR COMPLETED

2014



REFERENCE

Jason Gilman, Former Director of Planning & Development
gilmanjason@yahoo.com
608.789.2034



SCAN THIS

QR Code

**to learn more
about this project**

GOODMAN COMMUNITY CENTER, IRONWORKS AND BRASS WORKS

MADISON, WI



Hear what Becky Steinhoff, Executive

Director had to say about working with

EUA on this project (at 1:40):

<https://bit.ly/EUA-Testimonial1>



AWARDS

- Gold Award – ASID Wisconsin
- Commercial Design Award – InBusiness Magazine
- Top Projects Award – Wisconsin Builder/Daily Reporter
- Madison Trust for Historic Preservation Award – National Register for Historic Preservation



IRONWORKS

EUA converted the Historic Kupfer Ironworks building into a versatile and all-inclusive new facility for the Goodman Community Center (GCC). EUA worked closely with the community to meet its needs for spaces that accommodate programming for preschoolers through senior citizens. This project embraces sustainable design concepts by re-using some of the Ironwork's building elements, including the steel gantry outside and cranes inside.

BRASSWORKS

With continued community support and program growth, GCC needed additional space for expanding middle and high school teen programs. Following a space needs assessment, the historic Madison Brass Works building, which is across the street from Goodman's Ironworks community center, was offered for sale. Through the generosity of a lead donor, GCC was able to purchase the building for renovation.

Now placed on the National Register of Historic Places, the Brass Works building had been originally built in 1918 with numerous additions through 1959. EUA and GCC worked together to identify areas suitable for both new construction and adaptive use. This resulted in adapting the oldest manufacturing areas into large multipurpose rooms while constructing a compatible addition for classroom and office space.

DESIGN FEATURES

- Large community rooms and lounge
- Conference rooms and offices
- Commercial kitchen
- Teen programming
- Wellness room for staff
- Sustainable design
- Access to bike path
- Native plant selection



CLIENT

Goodman Community Center



YEAR COMPLETED

2018



REFERENCE

Jon Lica, Director of Corporate and Community Relations
jon@goodmancenter.org
608.204.8033



SCAN THIS

QR Code

**to learn more
about this project**

WAUSAU CENTER MALL REDEVELOPMENT

WAUSAU, WISCONSIN

Creating choices and enabling the
community to make decisions on where
to live, work and enjoy Wausau



For more than 30 years, the Wausau Center Mall contributed to the economic health and revitalization of Wausau's downtown from which the community continues to benefit. Located in the heart of the city center and along the Wisconsin River, EUA is developing a master plan to re-energize the site and help position Wausau as one of the best small cities in the country.

With the opportunity to shape the cityscape of Wausau, understanding the infrastructure and culture was of utmost importance to create a foundation that enables people to make choices. The team analyzed 100 years of Wausau history to inform the architecture – from its thriving lumber industry and mining in the community to the current demographics – focusing on the flexibility of the campus, creating a long-term vision and providing a flexible master plan that can easily adapt to changes in the future.

Inspired by the calm and retreat of the pine trees in the nearby forest, the design's diverse spaces are contemplative and quiet, offering pockets of community space along a pedestrian bridge to draw visitors throughout and provide a place to escape and enjoy the views of the city.

DESIGN FEATURES

- 8 city blocks – 700,000-900,000 sq. ft.
- Pedestrian bridge
- Office
- Retail
- Living
- Parking



CLIENT

City of Wausau



YEAR COMPLETED

2020



REFERENCE

Charles Ghidorzi, President, CEO
and Co-Founder
chuckg@ghidorzi.com
715.845.8896



SCAN THIS

QR Code

**to learn more
about this project**

STERLING RANCH CIVIC CENTER

LITTLETON, CO



Create a gathering space in the
heart of a scenic, new community



The first commercial building within the Sterling Ranch master planned community, EUA designed this modern civic center, taking inspiration from the surrounding landscape. The civic center is created to be an iconic landmark within this new development and features business and public space, a healthcare tenant, coffee shop/bar and exhibit hall. Centrally located, the center offers flexible gathering space for events and acts as a hub for the entire community.

The design takes cues from the nearby Rocky Mountains. The low, long building is representative of the long, flat Front Range. A second-floor deck overlooks the neighborhood and offers mountain views.

The building pulls in the colors of the landscape; the wood recalls the colors of the prairie, the brick pays homage to the tree bark and the glass is characteristic of the water. The use of natural materials reminiscent of the local scenery is contrasted with a bold, stainless steel skin that acts as a mirror to the natural environment.

DESIGN FEATURES

- 30,000 sq. ft.
- Exhibit hall
- Community room
- Second floor deck
- Display gardens
- Walking paths
- Rainwater harvesting



CLIENT

Sterling Ranch
Development Company



YEAR COMPLETED

2019



REFERENCE

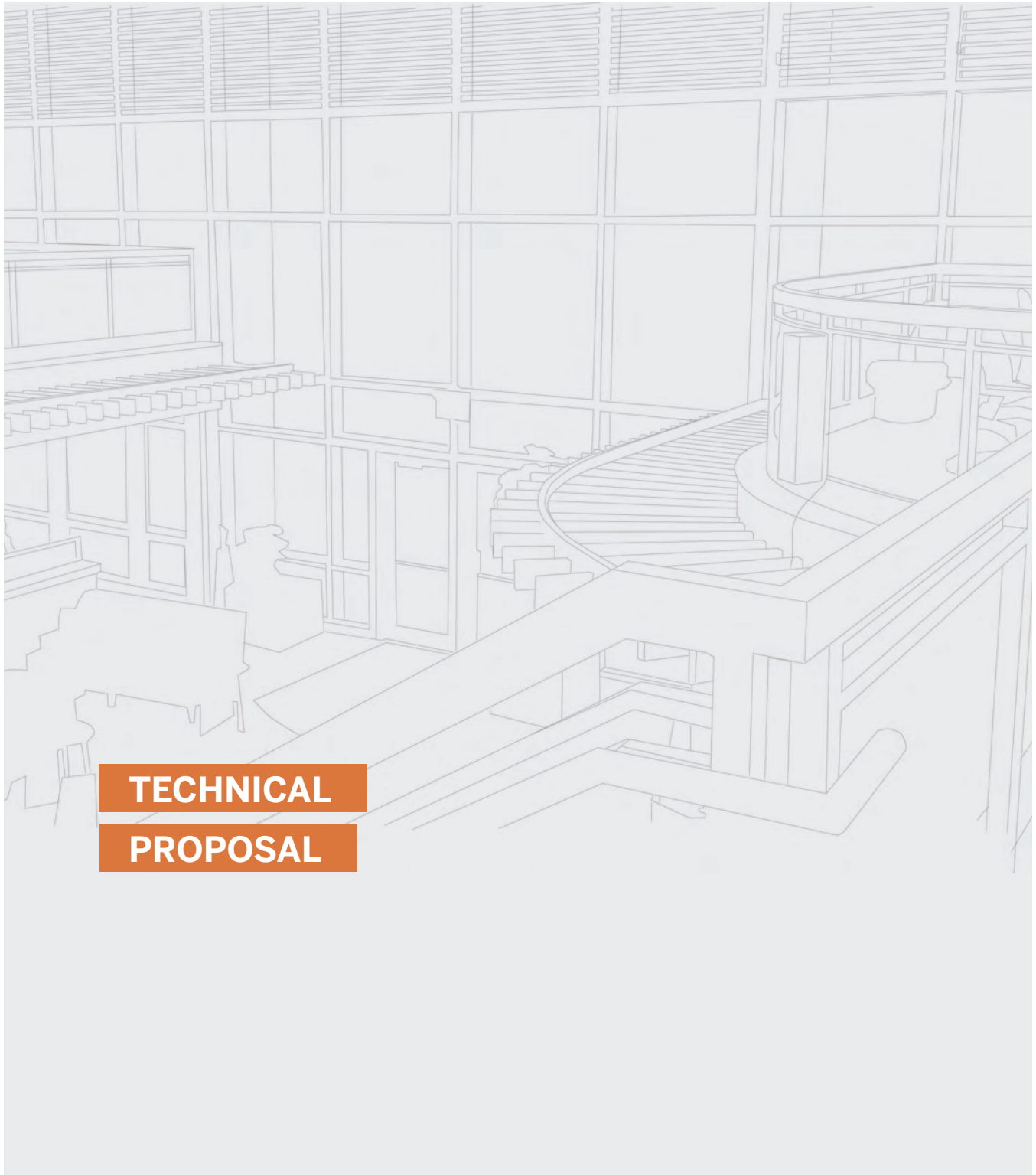
Brock Smethills, President
brocks@sterlingranchcolorado.com
303.513.5819



SCAN THIS

QR Code

**to learn more
about this project**



**TECHNICAL
PROPOSAL**



Technical Proposal

The Campus Plan will be a major step forward in guiding the Village of McFarland through future improvements to the MMC, Library and surrounding spaces. Working alongside your staff and community stakeholders, we are committed to bringing a shared vision of this campus to life. Our process for completing this plan is listed below and on the pages to follow.

SCOPE OF WORK

McFarland has taken a proud step forward investing in the Village with the development of the Municipal Campus Master Plan. This document will help make informed decisions about investments in social infrastructure and the surrounding area while also providing a timeframe for moving forward. The SEH/EUA team will address the eight plan objectives identified in the RFP.

While McFarland's municipal district has evolved over the years, several key factors remain unchanged:

- The district continues to serve as the primary destination for civic interaction.
- Preference for walkable, authentic, mixed-use places where people can work, live, shop and dine while socializing with friends and neighbors remains strong.

Our creative placemaking approach to planning the future of McFarland's civic campus area builds upon these important factors by employing an inclusive, interactive process that draws on the community's social, economic and physical context (assets, barriers, issues and opportunities) to create a more resilient, attractive and sustainable future. We feel that creativity happens when the lines between disciplines cross. So, collaborating as a team with the community, Village and other project partners is the core of our approach. In today's COVID-19 world, the use of virtual methods to engage the public have greatly improved. Our team is committed to using these innovative methods in conjunction with more traditional in-person methods if needed.

A detailed review of the mechanical and electrical components is necessary. This would include site visits for electric and mechanical engineers to evaluate the existing HVAC, plumbing, and electrical systems. Recommendations would be provided for improvements based on expected life remaining of the systems. Opinions of probable construction costs would also be included in this analysis.

Engaging these stakeholders along with nearby property owners, civic leaders and commercial interests will foster a more creative dialogue and outcome as diverse viewpoints and ideas are shared and explored during the planning process.

THE PROCESS

To create beneficial outcomes, our process is grounded in listening to McFarland's campus planning needs for the public library, the MCC, youth center and senior center.



Learn



Explore



Articulate



Deliver

LEARN



We will seek to thoroughly understand the needs of the people who live, learn, work and visit the environments we help create. We will engage with key stakeholders to gain insight into their needs, expectations and existing issues. Our team will determine current built asset strengths, review the existing plans and identify needs and key project drivers. Tasks include data collection, existing plan review and analysis of existing buildings, including the library, MCC, youth center and senior center; measuring past performance; and determining objectives, goals and vision.

MANY VOICES, MANY HANDS

Much of this work isn't possible unless we have the right stakeholders involved throughout the process. At project kickoff, we'll develop a community engagement strategy. We'll work closely with the Village to craft a community engagement program that reaches out to a wide spectrum of people from youth to seniors, elected officials, Village staff and the public while bringing planning activities to the community. This would include things like downtown pop-up activities to engage your food cart event and weekend visitors, dot voting exhibits at the library and the MCC, and hands-on design workshops.

The State of Wisconsin continues under a set of COVID-19 guidelines as work on this plan begins. Community engagement traditionally includes in-person activities that may generally not be compatible with the guidelines

currently in effect. To respond, this proposal includes a robust set of both in-person and online activities designed to engage the community and receive the guidance that is needed to develop a responsive and effective plan. In-person activities will be initiated whenever Village and State guidance authorize them.

We'll host a project web page where people can find information, review interim work products and provide feedback when it's most convenient for them. Lastly, we're committed to closely collaborating with Village staff and decision makers to balance creative, community aspirations with pragmatic financial parameters.

TRAFFIC/MULTIMODAL STUDY

A traffic/multimodal study will collect vehicle, pedestrian and bike data using tube counters and in-person visits to understand how the surrounding roads operate at different

times of the day and week. Traffic counts on Milwaukee Street will help us understand how much traffic will divert if it were closed or repurposed. We plan to verify (re-count) existing parking and needed vehicle/bike parking for the design options based on Village code.

This allows our team to determine if Milwaukee Street may be a candidate for additional public space not solely dedicated to vehicle travel. This will allow us to better assess the effectiveness of other transportation elements such as:

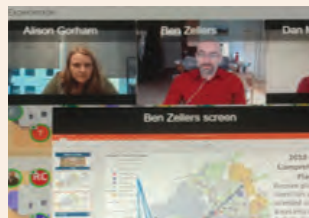
- Circulation, ingress egress to drop-off and parking facilities
- Traffic calming enhancements, such as bump outs at certain intersections
- Allocation and configuration of on-street parking resources

SOME OF THE TOOLS WE'LL USE TO ENGAGE THE MCFARLAND COMMUNITY ARE HIGHLIGHTED BELOW:

WORKSHOPS



Workshop participants signed the final product developed through the seven-day interactive workshop. Riverside North Development – La Crosse, WI.



Online placemaking workshops can be substituted for in-person in the midst of the COVID-19 pandemic.



Massing study building blocks used during Linden two-day planning workshop – Linden Hills Neighborhood Small Area Plan, MN.



People process information in different ways, so communicating data and design concepts with colorful diagrams and infographics strengthens outreach and reduces misinformation.

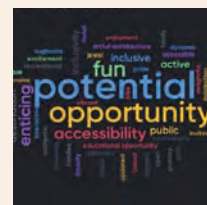
MAXIMIZING ONLINE TOOLS



A project website provides a place where anyone can go at any time to learn more about the project.



POLCO is a great resource to gather citizen input. Our team intends to work with the Village to make this a useful tool for this project.



If acceptable to the Village, we will use the Mentimeter digital application for facilitating and recording community input anonymously during meetings.

EXPLORE



Once Phase I activities are complete and the community engagement plan is finalized, we'll move into Phase II to determine programming, develop concepts and deliver cost estimates.

Inclusive visioning is achieved through a broad spectrum of outreach and engagement activities so the Community Campus Master Plan can reflect the vision, mission and goals of your stakeholders, user groups and the surrounding community. We'll explore project goals and design principles by providing residents and community leaders with engaging opportunities to share their thoughts and ideas. By doing so, we begin to form a vision for the future of your community campus.

INTEGRATED BUDGETING AND COST ESTIMATING

Addressing aspects of economic sustainability leads us to integrating the cost estimating and budgeting process into every aspect of project planning and design. This means our cost estimators will work side-by-side with urban planning and architecture team members to consider aspects of budget and implementation early and often rather than towards the end of the process.

SUSTAINABILITY – A CORE VALUE

We will consider design and construction strategies that use natural resources in prudent and environmentally wise ways. We will employ an integrated approach that considers the entire life of a building from construction to demolition, supporting environmental stewardship and conservation, as well as creating a healthy indoor environment for building occupants. We'll work toward cost-effective, practical solutions to meet McFarland's sustainable goals.

Even when LEED® certification or WELL Building Standard is not the goal, we'll provide environmentally friendly design options that balance initial investment with life cycle costs while focusing on the health and well-being of the end users. The key to a high-performance building is optimization and integration of all things — whether fan speeds or fire safety, whether landscaping or lighting efficiency and space programming. Thinking about making a building high-performance means considering aspects of the building — fire/life-safety, ADA compliance, communication plans, even art work or other occupant-focused “bonuses” — that were certainly also considered in a green building but may not have been emphasized. A high-performance building is a facility that is resilient. It is designed to accommodate inevitable change. A

high-performance building provides — or can be readily modified to provide — universal accommodation. We'll strive to achieve this for the Community Campus Master Plan for McFarland.

ARTICULATE



CONTEXTUALLY RESPONSIVE

McFarland's built environment spans more than a century with traditional one- and two-story brick and wood Main Street buildings to recent pitched roof, village-style buildings. Its eclectic style and human scale is complemented by an attractive, walkable streetscape with street trees, decorative lighting and furnishings which further strengthen its authenticity. Our design approach will balance sensitivity to existing character and visual quality through contextually sensitive expression of massing, scale, patterns and materials. Public realm and architectural design concepts will look forward by integrating 21st century best practices for sustainability and resiliency while showing respect for McFarland's history and sense of place.

During this phase, we'll prepare and confirm design principles and concepts that achieve the eight plan objectives. The team will further examine the role and relationship within the Library and how it impacts planned improvements of the Community Center. Throughout the process, we will revisit your priorities to develop an effective program that informs our planning and design. This will also help us refine construction cost estimates for the concepts developed. Within this phase, tasks include refining proposed solutions, defining conceptual space programming for the building interior and creating imagery that tells the story and reflects community vision, values and goals. Three concept design alternatives for the exterior and two concept design alternatives for the interior will be developed and presented to gain feedback and further refine into a final preferred concept.

DELIVER



During this final phase, we'll work through interim design revision meetings with the Village and assist you in selecting a recommended concept design alternative. We'll then present the preferred concept to the Plan Commission and Common Council for approval. The final plan will include all public input, programming, concept design alternatives and cost estimates.



PROJECT MANAGEMENT PLAN PROPOSAL

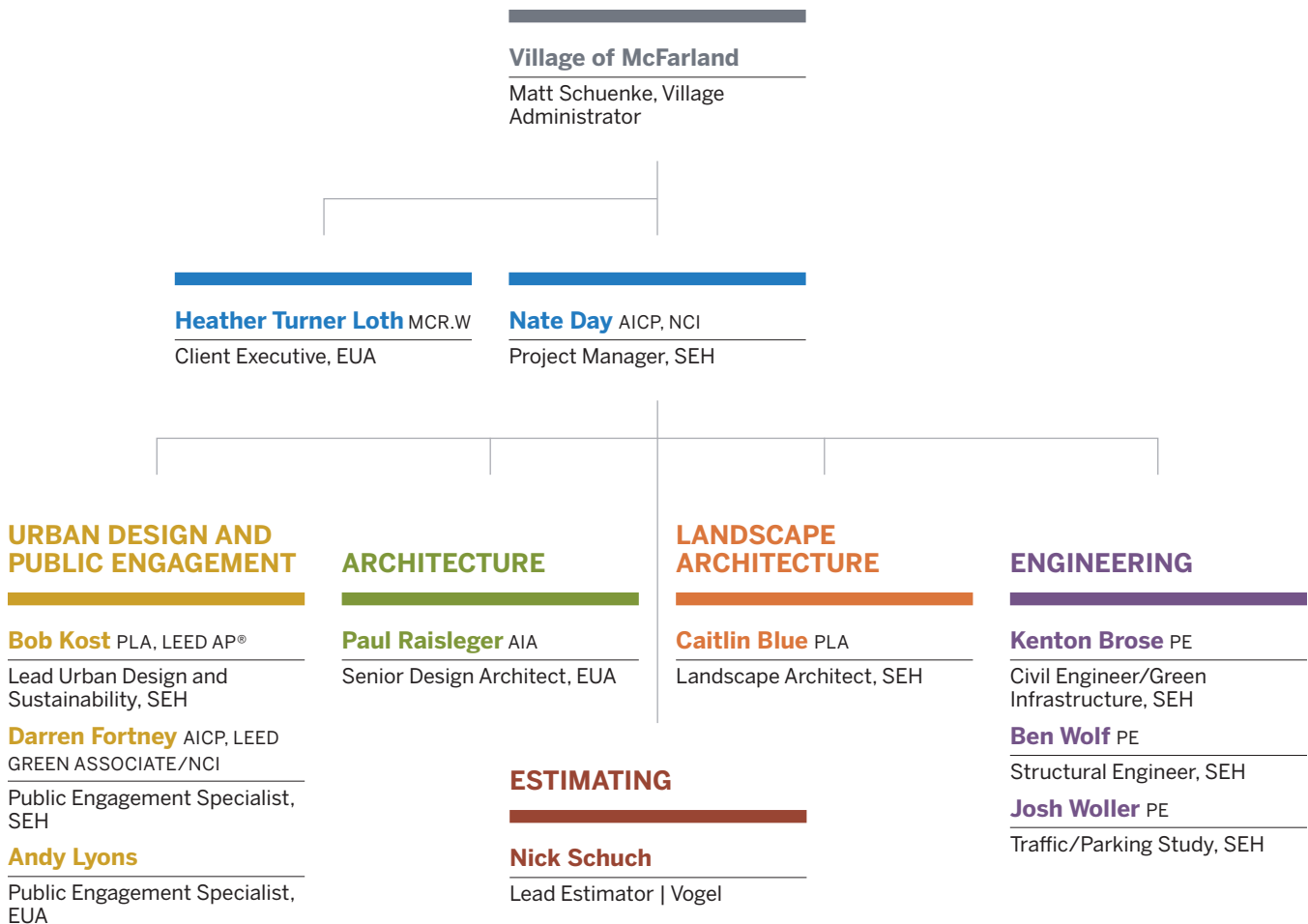


Project Management Plan Proposal

SEH Project Manager Nate Day will be leading this project and managing staff responsibilities from SEH and our subconsultant partners (outlined below in the org chart). He will also serve as the main point of contact with the Village throughout the process.

KEY PERSONNEL

PROJECT ORGANIZATIONAL CHART



The specific licenses and credentials of the team members are described in the personnel and/or resume section of this document.

NATE DAY AICP, NCI

PROJECT MANAGER | SEH

Nate is a certified planner specializing in land use, transportation and environmental planning. Over his career, Nate has successfully delivered multiple recreation plans, land use studies, bike and pedestrian recommendations, project environmental documentation and transportation plans. His extensive public engagement experience ensures effective community participation is achieved on projects he is involved in. In addition, Nate brings a high level of experience leveraging funding sources to assist communities obtain financial assistance for projects.

EXPERIENCE

Community Campus Master Plan – Middleton, WI

Public involvement lead for the Community Campus Master Plan. The “campus” consists of four civic buildings throughout downtown Middleton. The City selected SEH to create a vision for the campus – a plan that is sustainable and resilient for the next 50-100 years. Through the innovative use of online and in-person workshops, the team has been able to gather hundreds of comments and thoughts about the future of this area.

Riverfront Master Plan, Great River Landing – Onalaska, WI

Planner for the Riverfront Master Plan project, which includes schematic design of a new downtown trailhead and linkages to the Great River State Trail, Main Street plaza and pedestrian bridge, water-based recreation and environmental education, and nature trails. The process was highlighted by an intense, three-day technical charrette that utilized the innovative National Charrette Institute charrette process to maximize community and stakeholder involvement.

Milwaukee Shoreline and Veteran’s Park Master Plan – Milwaukee, WI

Planner responsible for alternatives development and public involvement. The project developed a master plan for Veterans Park and the War Memorial along downtown Milwaukee’s lakeshore. The process identified opportunities to incorporate green infrastructure with a focus on integrating best management practices for stormwater management. The primary goal is to enhance water quality and protect Lake Michigan. An initial demonstration project addresses the relocation of an existing parking lot, providing improved access, while sustaining an iconic lakefront destination for both residents and business owners.

Economic Development and Business Engagement Consulting – Madison, WI

Senior planner for this development and outreach effort. The City of Madison hired SEH to serve as an economic development and business engagement consultant for two simultaneous planning processes: one for the Greater East Towne Area and one for the Odana Area. The City views these areas as having tremendous potential for change. The plans are intended to create a framework for new growth and redevelopment in alignment with the City’s Comprehensive Plan and Bus Rapid Transit (BRT) project.



Nate will serve as the project manager, leading the SEH team and maintaining an open line of communication with the Village.

14
YEARS OF
EXPERIENCE



ESTIMATED LABOR HOURS
186



EDUCATION
Master of Science
Urban Planning
University of Wisconsin-Milwaukee

Bachelor of Arts
Communications
University of Wisconsin-Milwaukee



REGISTRATIONS/CERTIFICATIONS
NCI Charrette Management and Facilitation Certificate, National Charrette Institute

Certified Planner, American Institute of Certified Planners (AICP)



PROFESSIONAL ASSOCIATIONS
American Planning Association, Member

HEATHER TURNER LOTH MCR.W

CLIENT EXECUTIVE | EUA

As Client Executive, Heather will support the team in resources and community facing presentations as needed throughout the process. Heather will leverage her strategy, pre-development and engagement skills, as well as knowledge of the Library and the McFarland community to support the team where necessary.

EXPERIENCE

Confidential Client – Milwaukee, WI

To address the client's evolution into a workplace of choice, Heather led the workplace strategy process, including visioning sessions and debriefs with corporate and business unit-level leadership, gaining endorsement to establish the guiding principles for future improvements throughout the real estate portfolio. The strategy resulted in a community room, conference center and work cafe as initial pilot projects that would support their organizational objectives and human capital needs.

Landmark Credit Union – New Berlin, WI

As the Client Executive and Workplace Strategy Leader, Heather led the facility assessment and workplace strategy for Landmark's new corporate headquarters that began construction in Fall 2019. She led a team of design, real estate and cost estimators in the analysis of options for Landmark's facility needs, which evaluated staying in place, building an addition, building a new facility or leasing space in an existing facility

E.D. Locke Public Library – McFarland, WI

As Client Executive for E.D. Locke Public Library, Heather led the team with the resources needed to analyze the existing facilities and deliver a facility assessment report, along with concept planning for the library. Heather was also engaged in the early visioning meetings with the board and other key stakeholders, which was leveraged in the overall assessment.

EXPERIENCE PRIOR TO JOINING EUA

Town Hall Library – North Lake, WI*

Heather led the efforts of this public/private partnership, which included the addition and renovation to the public library. She assisted with fundraising presentations throughout the two-year campaign, as well as option analysis and management of the design, municipal approval, neighborhood relations and construction process.



Heather will work with the City of McFarland and stakeholders to help create a team environment that supports the community and stakeholders.

21

YEARS OF EXPERIENCE



ESTIMATED LABOR HOURS

29



EDUCATION

Bachelor of Science
Architectural Engineering Structural
Engineering Emphasis
Milwaukee School of Engineering

Bachelor of Science
Construction Management,
Minor in Business
Milwaukee School of Engineering



PROFESSIONAL ASSOCIATIONS

CoreNet, Board Member

Commercial Association of Real Estate Wisconsin (CARW), Past Board of Directors

IFMA, WE Hub Southeast WI, Founding Member

TEMPO, Board of Directors

Wisconsin Commercial Real Estate Women (WCREW), Former Board President

BOB KOST PLA, LEED AP®

LEAD URBAN DESIGN AND SUSTAINABILITY | SEH

Bob is a certified planner, registered landscape architect and LEED accredited professional with extensive experience assisting communities in creating meaningful places for people to live, work and play. He routinely manages complex town planning and design projects facilitating community workshops and committee meetings, listening, learning and developing solutions based on a thorough understanding of neighborhood context and community values.

EXPERIENCE

Community Campus Master Plan – Middleton, WI

Project manager and lead urban designer. The “campus” consists of four civic buildings in downtown Middleton. The City selected SEH to create a vision for the campus – a plan that is sustainable and resilient for the next 50-100 years. Through the innovative use of online and in-person workshops, the team has gathered hundreds of comments and thoughts about the future of this area.

River Point District Project – La Crosse, WI

Urban planner and NCI charrette co-facilitator. The project focused on redevelopment plans for a 68-acre former brownfield site at the confluence of the Mississippi, Black and La Crosse Rivers. The process featured a seven-day public charrette utilizing the innovative NCI charrette process. The final design identifies strategies to reclaim and transform the riverfront property into a livable, walkable neighborhood with a mix of uses, and increased recreational, economic and tourism-related attractions.

Downtown Master Plan and Comprehensive Plan Update – Appleton, WI

Senior urban designer. The plan includes downtown business retention and expansion recommendations, public art and creative placemaking, riverfront analysis and linkages, urban design guidelines, block level land use and transportation recommendations.

Riverfront Master Plan, Great River Landing – Onalaska, WI

Senior urban designer for the development of a new downtown plaza, downtown trailhead and linkages to the Great River State Trail, pedestrian bridge, water-based recreation and environmental education, and nature trails. The process was highlighted by an intense, three-day technical charrette that utilized the innovative NCI charrette process to maximize community and stakeholder involvement.

Target Field Station (Hennepin County) – Minneapolis, MN

Landscape architect of record for design and construction. The multimodal transit-oriented development, adjacent to Minnesota Twins’ Target Field Stadium is a LEED Certified project that creates a new mixed use transit center and plaza integrating office space, structured parking, LRT station and multi-level public plaza. The urbanized approach to the landscape integrates stormwater BMPs into the site design using vegetative green roofs, linear biofilters and bioswales to enhance the public realm. Built atop a brownfield site, the plaza and streetscape employ a water filtration and recycling approach using two large cisterns as well as a subsurface storage system.



As a seasoned professional of
award winning urban design
projects across the Midwest, Bob
will be the lead urban designer
for the Master Plan.

43
YEARS OF
EXPERIENCE



ESTIMATED LABOR HOURS
47



EDUCATION
Bachelor of Landscape Architecture
University of Illinois at
Urbana-Champaign



REGISTRATIONS/CERTIFICATIONS
Landscape Architect in MN

LEED AP, U.S. Green Building Council

Charrette Facilitator, National
Charrette Institute

Form Based Codes Certification, Form
Based Codes Institute

DARREN FORTNEY AICP, LEED GREEN ASSOCIATE/NCI
PUBLIC ENGAGEMENT SPECIALIST | SEH

Darren is a certified AICP Planner and Senior Principal with a demonstrated history of working in the stakeholder engagement, community outreach, urban planning, civil engineering, land development, environmental and place-making industry. He has significant urban planning and infrastructure planning experience, in both public and private sectors. Darren's projects consistently provide for proactive and meaningful public input, creative solutions, educational components/strategies, a high degree of intergovernmental collaboration, and development of local project ownership and implementation.

EXPERIENCE

Community Campus Master Plan – Middleton, WI

Senior planner who assisted the project team with public space planning and visualization. The “campus” consists of four civic buildings throughout downtown Middleton. The City selected SEH to create a vision for the campus – a plan that is sustainable and resilient for the next 50-100 years. Through the innovative use of online and in-person workshops, the team has been able to gather hundreds of comments and thoughts about the future of this area.

River Point District Project – La Crosse, WI

Lead transportation and multimodal planner. The project focused on redevelopment plans for a former 68-acre former Brownfields site at the confluence of the Mississippi, Black and La Crosse Rivers. The final design identifies strategies to reclaim and transform the strategic riverfront property into a livable, walkable neighborhood with a mix of residential and commercial buildings, and increased recreational, economic and tourism-related attractions. The plan featured a seven-day public charrette utilizing the innovative National Charrette Institute charrette process.

Economic Development and Business Engagement Consulting – Madison, WI

Project manager and outreach specialist responsible for leading stakeholder and business outreach, including the use of virtual tools. The City of Madison hired SEH to serve as an economic development and business engagement consultant for two simultaneous planning processes: one for the Greater East Towne Area and one for the Odana Area. The City views these areas as having tremendous potential for change. The plans are intended to create a framework for new growth and redevelopment in alignment with the City's Comprehensive Plan and Bus Rapid Transit (BRT) project.

Riverfront Master Plan, Great River Landing – Onalaska, WI

Senior planner for the Riverfront Master Plan project, which includes schematic design of a new downtown trailhead and linkages to the Great River State Trail, Main Street plaza and pedestrian bridge, water-based recreation and environmental education, and nature trails. The process was highlighted by an intense, three-day technical charrette that utilized the innovative National Charrette Institute charrette process to maximize community and stakeholder involvement.



Darren will support planning efforts and lead stakeholder engagement activities.

29

YEARS OF EXPERIENCE



ESTIMATED LABOR HOURS

29



EDUCATION

Master of Science
Urban and Regional Planning
University of Wisconsin-Madison

Bachelor of Science
Political Science
University of Wisconsin-Madison



REGISTRATIONS/CERTIFICATIONS

Certified Planner, American Institute of Certified Planners

Charrette Facilitator, National Charrette Institute

Charrette System Certified, National Charrette Institute

LEED Green Associate, U.S. Green Building Council



PROFESSIONAL ASSOCIATIONS

American Institute of Certified Planners, Member

Urban Land Institute (ULI), Member

American Planning Association, Member

ANDY LYONS

ENGAGEMENT SPECIALIST | EUA

Andy brings more than 20 years of experience in community engagement, politics and referendum planning. He has been an integral part of passing more than 30 facilities and operating school referenda in communities throughout Wisconsin. Andy understands the importance of setting strategy, establishing core messages and using various tactics to engage and inform a community.

EXPERIENCE

Community Campus Master Plan – Middleton, WI

Andy worked closely with City staff and consultant SEH to develop and execute a multi-phase engagement plan to support the Middleton Community Campus project. Initial engagement activities focused on needs analysis. Broad community outreach and key stakeholder meetings were conducted. Subsequent rounds of engagement were more focused and included interactive design workshops.

MCPASD Referendum (Middleton-Cross Plains Area School District) – Middleton, WI

Andy worked closely with the Middleton-Cross Plains School District, supporting the work of the Core Planning Team and facilitating the District's Facilities Planning Committee (FPC). With Andy's support and leadership, the District passed a \$139M facilities referendum that supported a high school expansion and renovation, a new elementary school, an elementary school addition and early learning center.

E.D. Locke Public Library – McFarland, WI

As Engagement Specialist for E.D. Locke Public Library, Andy was an integral part of the team who worked closely with the Library director, Library staff, the Library Board of Trustees and other stakeholders to develop space program priorities. Facilities options included a one-story option on an expanded footprint and a two-story option on a footprint similar to the existing structure. Existing Library program areas were resized and reprogrammed, resulting in programmed space that better reflect user and staff input.



Andy will support public engagement efforts.

20
YEARS OF
EXPERIENCE



ESTIMATED LABOR HOURS
151



EDUCATION
Master of Industrial Relations
University of Wisconsin-Madison

Bachelor of Arts
Political Science
University of Wisconsin-Madison



PROFESSIONAL ASSOCIATIONS
Wisconsin School Public Relations Association (WSPRA),
Affiliate Member

Wisconsin Association of School Business Officials (WASBO),
Affiliate Member

Wisconsin Association of School District Administrators (WASDA),
Business Partner

PAUL RAISLEGER AIA

SENIOR DESIGN ARCHITECT | EUA

Surpassing his clients' expectations and expanding their imaginations are gifts that Paul brings to each project. Clients appreciate his enthusiasm for design and willingness to explore options. Paul embraces team input, which leads to creative solutions that meet needs and goals. He has expertise in sustainable design, finding unique solutions to be environmentally responsible while remaining within budget.

EXPERIENCE

Community Campus Master Plan – Middleton, WI

Paul was an integral part of the team who worked through the first phase of this project by gathering and analyzing data and input from users and stakeholders through public listening sessions, developing specific space needs for the municipal facilities, including City Hall and the Senior Center. Additionally, the second phase entailed presenting the space needs information to the public, facilitating public input, preparing programming and concept design alternatives (minimum of three options), and providing estimated costs of design and construction of each alternative.

Madison Youth Arts Center – Madison, WI

As Project Designer, Paul worked with the Madison Youth Choir and Children's Theater of Madison to design a 65,000 sq. ft. performance center that includes rehearsal space, office, scene shots and a 300-seat theater. Designed around harmony and melody, the new space will be a fun and playful environment for the community to better serve a wide variety of youth arts programming.

Confidential Client – WI

As designer for this hands-on learning facility, Paul has led the team in creating spaces that include interactive exhibits focusing on industry specific equipment, technology and production. The project includes event spaces and community areas.



Paul will lead EUA activities
as it relates to space
needs, programming and
building design.

25

YEARS OF
EXPERIENCE



ESTIMATED LABOR HOURS

171



EDUCATION

Master of Architecture
University of Wisconsin-Milwaukee

Graduate Fellowship in Health Facility
Planning and Design
AIA and American
Hospital Association

Bachelor of Science
Biology
University of Wisconsin-Green Bay



REGISTRATIONS/CERTIFICATIONS

Architect in WI



PROFESSIONAL ASSOCIATIONS

American Institute of Architects (AIA)

CAITLIN BLUE PLA
LANDSCAPE ARCHITECT | SEH

Caitlin is a landscape architect and ecologist who strives to harmonize ecology, infrastructure and community in her design solutions. She has programmed and designed parks, streetscapes, waterfronts, zoological exhibits, trail networks, multi-family residential and corporate landscapes, and ecological restorations. The common theme that unites these projects is her focus on reintroducing elements of the natural environment like native plants and locally sourced materials to the urban landscape to create inviting and functional public spaces.

EXPERIENCE

Community Campus Master Plan – Middleton, WI

Caitlin provided QA/QC and 3D modeling support for the design of the Plan's streetscape options. The "campus" consists of four civic buildings throughout downtown Middleton. The City selected SEH to create a vision for the campus – a plan that is sustainable and resilient for the next 50-100 years. Through the innovative use of online and in-person workshops, the team has been able to gather hundreds of comments and thoughts about the future of this area.

River Point District Project – La Crosse, WI

Caitlin provided a palette of native plants that are emblematic of La Crosse's natural landscape for the redevelopment of a former 68-acre former Brownfields site at the confluence of the Mississippi, Black and La Crosse Rivers. The plant choices had to be both aesthetically appropriate and hardy enough to withstand urban conditions. The plant list was incorporated into a Master Plan document for the new development. The final design identifies strategies to reclaim and transform the strategic riverfront property into a livable, walkable neighborhood with a mix of residential and commercial buildings, and increased recreational, economic and tourism-related attractions.

Downtown Master Plan – Elm Grove, WI

Caitlin worked with the SEH team to develop a conceptual master plan which included land use classifications, as well as the layout of roads, parking areas and pedestrian walkways. The Village of Elm Grove hired SEH to help them reinvent their downtown into a year-round walkable destination through development of a downtown master plan that can guide future public and private investment downtown, building upon the community's existing character and charm.

Great River Landing Plan – Onalaska, WI

Landscape architect responsible for working with the team to develop a conceptual master plan for a new riverfront trail at Onalaska's Great River Landing. SEH worked with the City of Onalaska to redevelop its waterfront as a versatile recreational space through a master plan. For the second phase of the master plan, SEH proposed facilities such as a railroad crossing, new park shelter, boardwalk, water access, scenic overlooks and ornamental native vegetation. This process included a robust virtual public engagement process and the identification of funding mechanisms for the boardwalk.



Caitlin will be the Landscape Architect responsible for envisioning opportunities to develop open space as a public plaza and finding creative solutions to bridge the gap between connectivity of the MMC and Library.

16
YEARS OF
EXPERIENCE



ESTIMATED LABOR HOURS
103



EDUCATION
Master of Landscape Architecture
University of Minnesota-Minneapolis

Bachelor of Science
Zoology and Biological Aspects of
Conservation
University of Wisconsin-Madison



REGISTRATIONS/CERTIFICATIONS
Landscape Architect in WI

BEN WOLF PE

STRUCTURAL ENGINEER | SEH

Ben is a project engineer with significant experience and specialization in the structural engineering of buildings, industrial equipment and bridges. He has been and is actively involved in structural design and inspection, as well as field investigations and assessments of existing structures. Ben brings a history of creative problem solving for both new buildings and rehabilitation and addition projects. He understands that there are numerous ways to accomplish project goals and works closely with architects and owners to develop structural design solutions that help achieve the aesthetic and functional goals of each project. He has served as structural project engineer and design engineer on numerous public building projects throughout the states of Minnesota, Iowa and Wisconsin.

EXPERIENCE

- City Center Building Evaluation/Space Needs Assessment – Whitehall, WI
- Discovery Center-New Library and Village Hall – Osceola, WI
- Community Center – Wales, WI
- Historic City Hall Community Center – Howard Lake, MN
- Innovation Campus Infrastructure - Discovery Parkway – Wauwatosa, WI



26
YEARS OF
EXPERIENCE



ESTIMATED LABOR HOURS

24



EDUCATION

Master of Science
Engineering Mechanics
University of Missouri-Rolla

Bachelor of Science
Civil Engineering
University of Missouri-Columbia



REGISTRATIONS/CERTIFICATIONS

Professional Engineer in WI, IA, MN

JOSH WOLLER PE

TRAFFIC/PARKING STUDY | SEH

Josh is a professional engineer specializing in traffic signal design and traffic analysis. He has extensive experience working on a variety of traffic engineering projects including traffic signal design, signal investigation studies, traffic impact analyses, corridor modeling using Synchro/SimTraffic and data collection. Josh has worked with multiple government entities including city, county and state agencies.

EXPERIENCE

- West Campus Master Parking and Traffic Plan (Kimberly Clark) – Fox Crossing, WI
- Epic Systems Corporation Traffic and Parking Study – Verona, WI
- E. Main Street Traffic Study – Onalaska, WI
- Main Street Traffic Analysis – Waupaca, WI
- Traffic Impact Analysis (School District of Altoona) – Altoona, WI



15
YEARS OF
EXPERIENCE



ESTIMATED LABOR HOURS

46



EDUCATION

Bachelor of Science
Civil Engineering
University of Wisconsin-Platteville



REGISTRATIONS/CERTIFICATIONS

Professional Engineer in WI, IL, IN

KENTON BROSE PE

CIVIL ENGINEER/GREEN INFRASTRUCTURE | SEH

Kenton is a project engineer with experience overseeing design for public and private projects. He has successfully coordinated with agencies, including the Wisconsin Department of Natural Resources, Wisconsin Department of Transportation, Army Corps of Engineers, Regional Plan Districts and Utility Districts, as well as county and local municipalities. Kenton has developed construction documents for commercial, industrial and industrial land development projects, including grading, erosion control and utility design.

EXPERIENCE

- o Grandview Commons – Madison, WI*
- o West Place/Navitus Corporate Headquarters – Madison, WI*
- o Vista West Senior Living Community – Madison, WI*
- o Grand Arbor Reserve – Madison, WI*
- o Fusion and The View Apartments – Madison, WI*

**Experience prior to joining SEH*



13
YEARS OF
EXPERIENCE



ESTIMATED LABOR HOURS
28



EDUCATION
Bachelor of Science
Civil Engineering
University of Wisconsin-Madison



REGISTRATIONS/CERTIFICATIONS
Professional Engineer in WI

NICK SCHUCH

LEAD ESTIMATOR | VOGEL

Nick continually monitors the marketplace, evaluating the strengths of subcontractors and vendors, as well as the cost and availability of materials. Cost control is a continuous process from master planning and concepts through final design phases. Nick works with owners and design teams to verify that project budgets support project scope. He provides detailed cost information for alternative systems and materials being considered, so all final selections fit within your budget and aligns with your vision.

EXPERIENCE

- o McFarland Public Safety Building – McFarland, WI
- o Hildale Shopping Center Phase 3 (WS Development) – Madison, WI
- o Greywolf Industrial Building (Greywolf Partners) – Madison, WI
- o Rock County Human Services Building – Janesville, WI
- o Beloit Turner Elementary School – Beloit, WI
- o Waunakee School District 2022 Referendum – Waunakee, WI



8
YEARS OF
EXPERIENCE



ESTIMATED LABOR HOURS
24



EDUCATION
Bachelor of Science
Civil Engineering
University of Wisconsin - Platteville



REGISTRATIONS/CERTIFICATIONS
Occupational Safety & Health
Administration (OSHA) Safety
Training, 10 hour course



PROFESSIONAL ASSOCIATIONS
Associated General Contractors of
America (AGC) & AGC Wisconsin

QUALITY CONTROL

PROJECT MANAGEMENT

Nate will serve as our project manager. He will facilitate a collaborative management approach that welcomes the open exchange of ideas and expedites decisions. Nate will monitor and provide updates regarding progress, budget and schedule throughout the course of the project.

One of his first steps as project manager will be to develop a project management plan that includes the following items:

- Identify and leverage opportunities to be proactive with coordination and design tasks to the meet the schedule
- Manage each task of the project to prioritize needs and gain consensus and approval from project stakeholders
- Ensure this project helps meet long-term goals for this corridor as well as city policies and priorities
- Establish communication schedule for interactive meetings with the project management team and the City

QUALITY ASSURANCE/QUALITY CONTROL

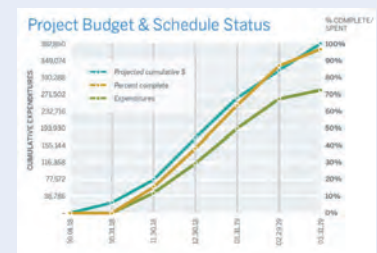
Nate will develop a Professional Services Management Journal (PSMJ) Quality Management Plan (QMP) that will provide the structure for the development of these protocols. This up-front planning mitigates risk and is effective in reducing miscommunications, errors in plans or slips in project schedules. Project elements addressed in the QMP will include:

- Outline of all meetings with Project Management Team (PMT)
- Vision/critical success factors
- Schedule and financial plan
- Project team and responsibilities
- Quality management plan
- Change management plan
- Risk management plan
- Agency coordination meetings
- Public involvement plan (PIP)

In addition to a QMP, Nate requires a robust internal QA/QC program for all design aspects of project production. SEH team members are required to review and sign off on customized QA/QC checklists during the planning process.

BUDGET MANAGEMENT

Our goal is to provide our services to you within the budget for the defined scope of work. To accomplish this, Nate will monitor all project activity to make sure the work delivered is what we agreed to and completed as budgeted and scheduled.



To do this, he uses the three-line curve method (earned value vs. budget over time) to regularly review project progress. This technique is one of the best and most reliable ways identify gaps in delivery and schedule.

Nate develops his project management plans with input from his clients, the internal SEH team and subconsultants. This early development and continued review throughout project production improves communication and quality management and reduces scope creep.

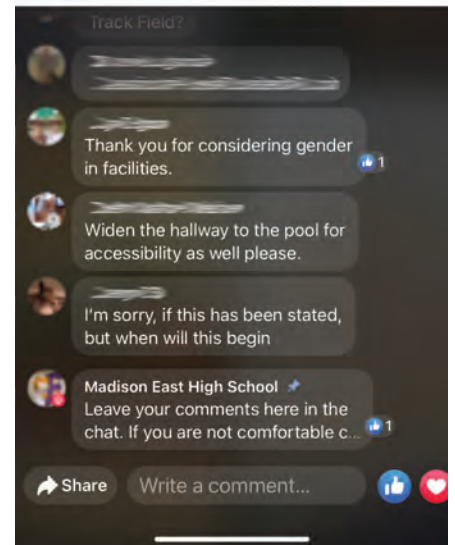
VILLAGE COMMITMENTS

The SEH, EUA and Vogel team is prepared to execute our project plan with minimal impact and little additional commitment from the Village. However, we find the most successful projects are those where the client (Village) and the planning team work hand-and-glove to deliver planning options that reflect community input.

As such, we propose a collaborative Core Team organizational structure to execute the project scope specified in Sections 4 and 5 of the RFP. In addition to the items specified in Section 4, we propose to work collaboratively on the following:

- 1 Align facilities needs with McFarland School District. The SEH/EUA/Vogel team believes the programming and design of the youth center component of the project should complement the services offered by the school district.
- 2 Develop a stakeholder inventory. A successful engagement plan often includes a detailed inventory of the various key constituencies and influencers within the community. The SEH/EUA/Vogel team has the tools and experience to build this inventory, but only your leaders have the networks to populate it with usable information.
- 3 Work with the SEH/EUA/Vogel team to create ways to engage your residents during the pandemic, particularly seniors and other high-risk populations.

The planning team has reviewed the RFP and did not find references to a traditional facilities study (e.g. study of building systems such as plumbing, electrical, HVAC, etc.). A facilities study could be considered, especially given the project involves renovating an existing facility. A facilities study could be accommodated, with some adjustment to the timeline. An additional fee would need to be negotiated.



LEAD PROCESS PROJECT SCHEDULE

2022				2023
MARCH APRIL MAY		JUNE JULY AUGUST	SEPTEMBER OCTOBER NOVEMBER	DECEMBER JANUARY FEBRUARY
TASKS	○ Data Collection and Base Mapping ○ Review and Verify Plans/Reports ○ Site and Building Assessment ○ Traffic Assessment ○ Validate Planning Objectives ○ Space Needs Assessment ○ Community Center Definition	○ Space and Site Programming ○ Sustainability Goals and Options ○ Universal Design Parameters ○ Social Infrastructure Opportunities ○ Multiple Design Options ○ High-Level Cost Estimates	○ Confirm Design Principles and Objectives ○ Community Center Operational Structure Options ○ Evaluate Design Options ○ Refine Design Options ○ Phasing and Timing ○ Cost Estimate Updates	○ Select Recommended Concept Design Alternative(s) ○ Exterior and Interior Renderings ○ Floor Plans, Site Plans, etc. ○ Community Center Operational Structure ○ Final Master Plan Document ○ Master Plan Approval
MEETINGS	May ○ Village Staff Meeting 1 ○ Village Board Meeting 1	July ○ Village Staff Meeting 2 ○ Village Board Meeting 2	September ○ Village Staff Meeting 3 ○ Village Board Meeting 3 October ○ Village Staff Meeting 4 ○ Village Board Meeting 4	December ○ Village Staff Meeting 5 ○ Village Board Meeting 5 February ○ Village Staff Meeting 6 ○ Village Board Meeting 6
ENGAGEMENT	○ Project Webpage ○ Online Community Survey 1 ○ 4 Community Engagement Sessions ○ “All Our Ideas” Online Activity	○ Project Webpage ○ Food Cart Pop-Up	○ Project Webpage ○ Online Community Survey 2 ○ 2 Community Engagement Sessions	○ Project Webpage ○ Online Community Open House
LEARN		EXPLORE	ARTICULATE	DELIVER

SUPPLEMENTAL INFORMATION

SHORT ELLIOTT HENDRICKSON INC. (SEH®)

SEH is an employee-owned engineering, architectural, environmental and planning company that helps government, industrial and commercial clients find answers to complex challenges.



Our 800-plus employee-owners share a core purpose: Building a Better World for All of Us®. This approach reflects a companywide commitment to improving the quality of life by designing safer, more sustainable infrastructure for government, and helping industrial and commercial clients achieve their business goals.

Headquartered in St. Paul, Minnesota, and with 32 offices in 10 states, you'll find evidence of our work throughout the United States.

COMMUNITY PLANNING AND PLACEMAKING

At SEH, we provide a multidisciplinary planning approach to help communities make decisions about shaping their future. We bring together planners, engineers, urban designers and graphics experts to analyze issues and develop plans that help communities visualize and achieve their short- and long-term goals.

Our community planning team works in partnership with elected and appointed officials, businesses and citizens to explore opportunities for renewing existing assets and creating new development. Our professionals are experienced facilitators trained in Context Sensitive Solutions (CSS), the Systematic Development of Informed Consent (SDIC) and the NCI Charrette System™. This experience helps us bring diverse stakeholders with divergent opinions together to find areas of mutual understanding and address community needs.

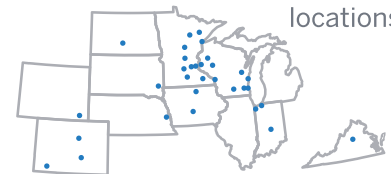
PRIMARY PLANNING AND URBAN DESIGN SERVICES PROVIDED BY SEH INCLUDE:

- Downtown revitalization
- Public engagement
- Site analysis
- Urban design
- Zoning and design standards
- Public art programming and management
- Corridor revitalization
- Multimodal planning and design
- Public realm, streetscape planning and design
- Redevelopment planning and design
- Comprehensive planning
- Design visualization
- Park and trail planning and design
- Planting design

SHORT ELLIOTT HENDRICKSON INC.



HAS GROWN TO **32**
locations



EMPLOYING



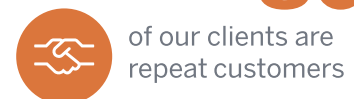
engineers, architects,
planners, scientists and
talented professionals

WHO WORK TOGETHER TO SERVE

4 market areas: mobility,
better places, clean water
and renewing infrastructure



AN IMPRESSIVE **80%**



EUA

Since its 1907 inception, EUA has actively worked to retain the core values of “doing the right thing,” treating clients and partners with respect, ensuring a quality product and delivering proactive planning and design solutions. EUA’s employees demonstrate unparalleled commitment to the markets, communities and clients they serve. The multi-faceted architectural firm specializes in several markets including Community, Learning, Living, Healthcare, Science + Technology and Workplace.

EUA believes that informed and effective design has the ability to elevate people’s potential. To make sure this happens, they bring a fierce curiosity to thoroughly understand the needs of the people who live and work in the environments they create, conduct work in a way that encourages clients to share their thoughts and ideas, and use a design philosophy that puts clients’ visions first.

MASTER PLANNING

Their diverse market expertise provides a unique design ability to master plan with a detailed eye toward the end user early in the process. By applying this in-depth knowledge early on in the visioning stage, they can establish a true working model of a large tract of land that will be feasible, marketable and relevant to the customer base it will serve. Most of the master plan projects they have developed have also become long-term architectural clients with years of implemented development projects, giving them the perspective of actually finishing the plan they started. They bring all these lessons learned to your project.



E.D. LOCKE LIBRARY | CASE STUDY



The Village of McFarland’s E.D. Locke Public Library was facing a dilemma: Given its limited site size, how can the Library accommodate patrons’ expanding service, program, facility, and technology needs? The Board of Trustees turned to EUA develop a roadmap to help guide modernization of the Library through a facility study.

EUA worked closely with the Library director, Library staff, the Library Board of Trustees and other stakeholders to develop space program priorities. Facilities options included a one-story option on an expanded footprint and a two-story option on a footprint similar to the existing structure. Existing Library program areas were resized and reprogrammed, resulting in programmed space that better reflect user and staff input.

Following the completion of the facility study, EUA provided a recommendation for next steps, including a series of community engagement sessions to help further prioritize the Library’s facilities needs.

VOGEL BROS. BUILDING CO. (VOGEL)

5TH GENERATION, FAMILY-OWNED MADISON COMPANY. SINCE 1875.

Our 145-year history of producing quality products delivered with a white-glove level of customer service is a testament to the principles first held by George C. Vogel.

From barrels, wagons and cabinets to facility repairs, renovations and multi-phased building projects, it’s always been our philosophy that quality and honesty are more important than rapid growth.

VOGEL
BROS. BUILDING CO.

**COST AND LABOR
HOURS PROPOSAL**

\$

Cost and Labor Hours Proposal

We are committed to efficiently delivering a useful and community-driven document for this Campus Plan. To complete the services outlined in the RFP, we have identified the following compensation and estimated labor hours below.

COST, ESTIMATED LABOR HOURS AND ADDITIONAL SCOPE/FEEES

PHASE/ACTIVITY	B. KOST (SEH)	N. DAY (SEH)	D. FORTNEY (SEH)	C. BLUE (SEH)	J. WOLLER (SEH)	B. WOLF (SEH)	K. BROSE (SEH)	N. BRULA (SEH)	J. MATHIS (SEH)	A. LYONS (EUA)	P. RAISLEGER (EUA)	H. TURNER- LOTH (EUA)	GRAPHICS SUPPORT (EUA)	N. SCHUCH (VOGEL)
	\$191	\$128	\$221	\$131	\$146	\$175	\$162	\$189	\$181	\$110	\$158	\$150	\$140	\$125
PROJECT MANGEMENT														
Kick-Off Meeting	2	2	2	2	2	2	2	2	2	2	2	8		2
Staff Meetings (May, July, Sept, Nov, Dec, Feb) (1 hr/mtg)*	6	6	6	6	6	6	6			6	6	6		
Village Board Meetings (May, July, Sept, Nov, Dec, Feb) (1.5 hrs/mtg)*	9	9	9	9	9	9	9			9	9	9		
LEARN														
Plan review	1	2		1							10			
Examine second floor viability						8					4			
Mechanical and electrical analysis								48	30					
Traffic and parking study		20			40						2			
Project webpage development		4								2				
Online community survey		10								20				
Engagement sessions (4)		12								24	8			
All Our Ideas online activity		1								4				
Meet with Library Board and Library staff		2	1	2						6	6	6		
EXPLORE														
Space and site programming	2	2		8						12	10			
Define sustainability goals / expectations	1										2			
Develop space program from user and industry data (Two floor plans: 1 and 2 story)											18			
Option development and design (Two indoor options, and three outdoor options)	4	1		40							30		20	
High level cost estimate	1			2										12
ARTICULATE														
Community engagement sessions (2)	2	6								20	4			
Confirm design principles and objectives	1	1								10				
Community center operational structure options		1									4			
Evaluate and refine design options		4		4							1			
Phasing and timing	1	1		2										
Cost estimate update														10
DELIVER														
Select recommended concept design alternative	2	2		2						10	4			
Interior and exterior design alternatives	2			12										
Floor plans, site plans	2			6			8				20		30	
Community center operational structure											5			
Online community open house	4	4								14				
Final Master Plan document	6	40	2	40			2			10	10		30	
Master Plan approval	2	10	2							8	8			
Total Hours	48	140	22	136	57	25	27	50	32	157	163	29	80	24
													Subtotal	\$144,000
													Expenses: Travel, reproductions, meeting supplies	\$6,000
													TOTAL PROJECT COST	\$150,000

*Additional staff or village board meetings would be additional services charged at the listed hourly rates.

Building a Better World for All of Us[®]

Sustainable buildings, sound infrastructure, safe transportation systems, clean water, renewable energy and a balanced environment. Building a Better World for All of Us communicates a company-wide commitment to act in the best interests of our clients and the world around us.

We're confident in our ability to balance these requirements.

JOIN OUR SOCIAL COMMUNITIES





Request For Proposals

McFarland Municipal Center Campus Master Plan

RFP Issuance Date: December 15, 2021

RFP Due Date: January 28, 2022

Please Submit to:

Village of McFarland – Municipal Center RFP
Attn: Village Administrator
5915 Milwaukee Street, PO Box 110
McFarland, WI 53558

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SECTION 1

Purpose

A. **Executive Summary** – The purpose of this Request for Proposals (RFP) is to receive competitive proposals from qualified Consultants who are interested in completing a Master Plan (“Plan”) to help guide future public improvements to the McFarland Municipal Center (“MMC”), E.D. Locke Public Library (“Library”), and adjoining public open spaces. The MMC is home presently to the Administration, Communications/Technology, Community Development, Fire/Rescue, Municipal Court, Senior Outreach, and Police departments. The Village is presently constructing a new 60,000 square foot Public Safety Center for the Fire/Rescue, Municipal Court, and Police Department to move to in December of 2022. Construction began for this project in October of 2021. The move will free up roughly 25,000 square feet of space within the existing MMC that needs to repurposed through this Plan.

B. **General Purpose** – The creation of this Plan is meant to provide recommendations regarding the renovation of the MMC for the inclusion of a Community Center to serve seniors, youth, and the Community at large. The development of a Community Center has long been sought after and serves as the cornerstone for the project. The Village currently provides senior services through our Senior Outreach Department as a municipal service. They will be looking to expand their service delivery capabilities through the new amenities offered within a Community Center concept similar in nature to that of a senior center. Separate from the Village is the McFarland Youth Center which is a stand alone service renting space within an existing Village facility. This Plan, like the one before it, will need to study their inclusion into the Community Center concept. Additionally, the Plan needs to account for the future space needs of other Departments set to remain in the MMC post renovation, interaction with planned improvements to expand the adjacent public library, and adjoining hardscape to support these uses as well as potential outdoor Community events. *Successful proposals will show a competitive balance towards planning for the future, architectural solutions to support space needs, and creative engineering in urban design to bring these areas together.* The work of the selected Consultant will have to be dynamic and engaging to create a plan that serves as a guide for the future that is able to be implemented upon completion.

SECTION 2

History and Background

A. **General** – The Village is located adjacent to the southeast side of the City of Madison in Dane County. The current population of McFarland is estimated at 9,331 residents. The Village is serviced by USH Highway 51 serving as the main connection point between the cities of Madison and Stoughton. The Village has 75 permanent employees supplemented by seasonal, temporary, and part-time employees when necessary. The Village's primary departments include Administration, Community & Economic 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.

B. **Prior Studies** – The Village completed its Facilities Master Plan (Exhibit A) on June 26, 2017 and within it studied the space needs for all Village Departments. Most Village services are contained within the MMC with exception for Library and Public Works services. The MMC was constructed in 2000 and the 2017 study identified challenging future space needs as well as current complications. This was combined with the fact that it was desired to add a Community Center to this facility through the construction of a second floor, a current user moving out, or combination thereof. The Village has since opted to begin construction of a new standalone Public Safety Center while also still considering the feasibility of a second floor at the MMC. The Village does still desire to study the construction of a second floor based upon the space needs of existing Departments, uses desired within a Community Center, and other compelling factors.

Additionally, in early 2022 the Library will be completing their space needs study (Exhibit B). This study looks at their spaces needs for the next several years helping to plan out their future growth of offerings within the facility. It proposes two different concepts for physical expansion to be considered. A copy of this study is provided for reference and as background.

SECTION 3

Plan Objectives

A. The Plan will meet the following objectives in order to serve as a guide for the improvements desired within:

- i. Future conceptual floor plan of the Municipal Center including:
 - a. Community Center uses that support seniors, youth, and the Community at large.
 - b. Inclusion of space needs to support remaining Departments for the next 20 years.
- ii. Surrounding hardscape improvements adjoining the public facilities in the near vicinity.
- iii. Creation of synergies between this Plan and planned improvements to the Public Library adjacent to the MMC.
- iv. Recommendation on an operating structure for the proposed Community Center.
- v. Phased Implementation Plan that incorporates a rationale method for project development.
- vi. Development of a Plan that creates multi-generational spaces within the facility that can be shared and integrated into the facility.
- vii. Culturally competent planning that takes into account diversity, equity, and inclusion when considering improvements.
- viii. A project that is highly sustainable looking to reduce the Village's impact on fossil fuels, develop our own energy, and be a responsible partner with the environment.

SECTION 4

Scope of Work

A. The selected Consultant will be able to provide master planning services specific to the future development of a Community Center within the MMC. Additionally, the selected Consultant will be able to provide architectural, civil engineering, and urban design services to the extent necessary to determine the feasibility of the proposed public development. While it is anticipated that the Plan will build off the prior 2017 study, neither the planning process nor the final deliverables need to follow these concepts in their entirety. The desired services include, but are not specifically limited to the following:

i. **Community Center**

- a. The Consultant will conduct a review of the already completed Facilities Master Plan, Comprehensive Plan, and other related planning documents as are able to be provided by the Village.
- b. The Consultant will be responsible for proposing various formats of public information sessions, workshops, and/or surveys to vision opportunities for the project. This will include engagement with the Public, Stakeholders, Elected Officials, and Staff.
- c. Providing definition as to the desired amenities within the Community Center.
- e. Further examine the role and relationship within the adjoining Library and how it impacts planned improvements of a Community Center.
- f. Evaluate and recommend an operating structure methodology, programming, and space allocation for the Community Center including its interaction with existing Village Departments or other local entities.

ii. **McFarland Municipal Center**

- a. Using industry standards, project experience, and input from the Village, the Consultant will conduct appropriate conceptual space programming for the building interior including basic information such as sizes, space requirements, workflows, activities, and special uses. This will be applied to the space needs of Administration, Communications/Technology, Community Center, Community Development, Senior Outreach, Youth Center, and other supporting uses. Previously proposed space needs for the above listed uses will need to be reevaluated within this Plan.
- b. The Consultant will facilitate meetings with the Village as needed to develop basic components and general planning of the building program including building systems, equipment, materials, and code compliance in order to support service needs.
- c. Examination of the necessity to construct a second floor of the facility by comparison of the space needs, desired amenities, and relationship to other public uses. Deliverables will include conceptual floor plans showing a single story and two-story option.
- d. The Consultant will make preliminary recommendations regarding sustainable options to consider in the construction of the Facility as prescribed by Leadership in Energy and Environmental Design (LEED) standards or other sources.
- e. The Architect will make recommendations regarding alternative materials, construction methods, or design features that offer potential cost savings while meeting desired quality standards.

iii. **Municipal Campus**

- a. Parking and traffic flow analysis to support intended facility growth and recommended expansion where applicable.

- b. Opportunities to develop open space as a public plaza with emphasis to support special events. Discovery Garden Park and Well House #1 will remain; however, all other hardscape is available for study including the use of Milwaukee Street for temporary or permanent civic uses.
- c. Finding creative solutions to bridge the gap between connectivity of the MMC and Library.

B. These are the general requirements for the creation of a McFarland Municipal Center Campus Master Plan and are not intended to be an all-inclusive 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. Innovative approaches that meet the intent of the Plan Objectives and Scope of Work are welcomed, these could be presented as additional services or additional approaches in the consultant response.

SECTION 5

Deliverables

A. The selected Consultant shall complete a Master Plan that contains a summary of the planning process and those items described in the Section 4, Scope of Services. The final plan document(s) shall be user friendly, incorporating graphics and minimizing text to present a clear and concise planning document. At a minimum, the Plan will contain the following deliverables:

- i. Executive Summary.
- ii. A least two Site Plan options encompassing the MMC, Library, adjoining right of way, parking lot layout, and adjacent open spaces.
- iii. Two conceptual floor plans for the MMC as a one-story option and a two-story option.
- iv. Schematic cost estimates that forecast the improvement costs proposed within the site plan and both options desired in the floor plans. Costs for library expansion will be incorporated from their existing plan.
- v. Preparation of renderings and sketches depicting the final improvements proposed for both the site plan and floor plan options.
- vi. Phased implementation plan noting the anticipated timeline based on construction schedules.

B. 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 attachments, drawings, graphics, or tables used to create the plan. The selected Consultant shall provide the Village with two (2) hard copies of the final plan and an electronic PDF copy of the final plan. Draft deliverables may be provided in PDF format.

SECTION 6

RFP Submittal Requirements

A. Qualification Details consisting of:

- i. **Cover Letter** – Including, but not limited to a statement of understanding and approach to this project.
- ii. **Experience** – A summary of 3-5 similar or relevant projects that the applicant has executed within the last ten years. Electronic links to full copies of similar or relevant plans are encouraged. Hard copies of similar or relevant plans are not desired and can be provided electronically.
- iii. **References** – Provide three municipal client references for which the applicant has provided similar services within the last ten years. Include the name, email, and telephone number of the contact person and a description of services provided to that contact.

B. Technical Proposal consisting of:

- i. **Scope of Work** – A description of the approach to be taken toward completion of each item listed under Section 4 of this RFP, including any draft and final deliverables. 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 or from past project experiences.

C. Project Management Plan Proposal consisting of:

- i. **Key Personnel** – A list or organizational chart of personnel directly assigned to the project, along with responsibilities on this project and resumes. Clearly illustrate the responsibilities and lines of communication and authority relative to your project management team. Describe your plan to interface with the Village. The firm's Project Manager, who will be responsible for planning, coordinating, and conducting the majority of the work, including meeting attendance with the Village, must be identified and committed to the project. The Village reserves the right to approve Consultant's project manager, any requested personnel, and/or subcontractor changes during the course of the project.

- ii. **Quality Control** – Describe quality control measures and processes to ensure the project requirements are achieved within the project budget.
- iii. **Village Commitments** – Identification of those items within the Scope of Work for which the Consultant anticipates assistance by the Village. Village Staff will serve as the point of contact for public inquiries during the planning process, will attend all public meetings, will maintain a project website, and provide public outreach of planning activities through existing Village social media outlets, electronic and community newsletters.
- iv. **Project Schedule** – A proposed schedule that indicates project milestones by phases or tasks, delivery of draft and final project deliverables, and overall timeline for completion of the Plan. Identification of meetings with Village Staff, Village committees, and the public, including summary of targeted discussions and meeting outcomes.
- v. **Supplemental Information** – Any other information deemed necessary to address the requests of this RFP.

D. Cost and Labor Hours Proposal consisting of:

- i. **Cost** – Lump Sum price to complete the plan as proposed in the Consultant's base Scope of Work.
- ii. **Estimated Labor Hours** – A summary of estimated labor hours by task, or phase, that clearly identifies the project team members, their hourly rate, and the number of hours performed by each participant organized by task or phase.
- iii. **Additional Scope/Fees** – Total fee, hours per employee, and hourly rates by employees, for any additional services not identified as included in the Consultant's base Scope of Work.

E. General requirements consisting of:

- i. **Due Date** – *Responses to the RFP must be received by 4:00 PM CST on Friday, January 28, 2022.* Proposals received late, for any reason, shall not be accepted.
- ii. **Format & Location** – Prospective consultants shall provide one (1) electronic PDF copy. RFP submittals shall be emailed to Village Administrator at matt.schuenke@mcfarland.wi.us, subject: Municipal Center RFP. Alternatively, consultants may submit an electronic PDF copy via a USB flash drive to the Village of McFarland-Municipal Center RFP, Attn: Village Administrator, 5915 Milwaukee Street, PO Box 110, McFarland, WI 53558.
- iii. **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

- A. The following criteria will be used to evaluate each proposal submitted:
- i. **Key Personnel (15 points)** – Experience and qualifications relevant to key personnel and their associated project roles and estimated labor hours.
 - ii. **Project Experience (15 points)** – Level of experience completing similar projects with local government entities of similar size, structure, and complexity.
 - iii. **Scope of Work (25 points)** – Level of responsiveness and technical approaches to the scope of work outlined within the RFP. Demonstration of knowledge and innovative approaches particular to the desired Scope of Work and Plan Objectives.
 - iv. **Cost Effectiveness (25 points)** – Ability to meet budget/value as related to proposed and additional costs. Hourly rates of key personnel. Estimated total labor hours.
 - v. **Project Schedule (10 points)** – Ability to be responsive in meeting schedule required to complete the plan and deliverables. Quality, clarity and creativity of proposed planning process and public engagement.
 - vi. **Quality of Submittal (10 points)** – Quality, clarity and completeness of submittal package, including identification of draft and final deliverables. Consultants shall not submit verbatim sections of this RFP as their proposal.

SECTION 8

Method & Timeline of Selection

A. The Village President; Administrator; Community and Economic Development Director; and Senior Outreach Director will conduct the evaluation of proposals submitted. This will comprise the RFP Evaluation Team. They will make a recommendation to the Village Board for action. The following method and timeline will be utilized in order to select the desired proposal:

- i. **December 15, 2021** – RFP Issuance Date.
- ii. **January 28, 2022** – RFP Due Date.
- iii. **January 31-February 11, 2022** – 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 or virtual interview.
- iv. **February 14-18, 2022** – During this week, the Evaluation Team may host interviews of perspective consultants in order to make a selection. Please identify in your proposal if there are any dates to avoid scheduling an interview should your proposal be selected for further consideration.
- v. **February 25, 2022** – The Evaluation Team will make its recommendation to the Village Board for their consideration to award a proposal.
- vi. **February 28, 2022** – The Village Board will take final action to consider acceptance of the recommended proposal and enter into a contract for this purpose.
- vii. **April 1, 2022** – Estimated project commencement date.
- viii. **March 31, 2023** – 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 (Exhibit C) 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 will not discriminate against individuals due to sex, race, religion, creed, color, national origin, age, disability, sexual orientation, ancestry, marital status, arrest or conviction record, military service, or any other characteristics protected by law. This applies to all Consultants submitting proposals to this project and their sub-consultants.

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.

SECTION 10 RFP Exhibits

Exhibit A: 2017 Facilities Master Plan

Exhibit B: 2022 Library Space Needs Study (Final Draft)

Exhibit C: Standard Contract Template

McFarland
SUMMARY SHEET

MEETING DATE: Monday, February 28, 2022

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and action regarding Ordinance #2022-02: an ordinance amending various provisions of the McFarland Municipal Code related to Village committee organizations and functions and making certain clerical corrections.

PREVIOUS ACTION:

The draft ordinance was first presented to the Committee at the meeting held on January 10, 2022 following several review sessions the previous year. It was reviewed also on January 24th and February 14th as well.

A companion ordinance is proposed to address certain aspects of the Landmarks Commission within the Zoning Code. The Plan Commission held a public hearing on these revisions at their meeting on February 21, 2022 (no comments were received). They will consider a recommendation on this ordinance at their meeting on March 21, 2022 likely for consideration by the board on March 28, 2022.

ISSUE SUMMARY:

Enclosed within your packet is the final draft of Ordinance #2022-04 regarding the boards, commissions, and committees restructuring project. The highlighted changes within the packet are the final revisions since our last meeting meant to better address the staggering of terms in the listed groups. This issue was raised at the last meeting in relation to the Plan Commission (Section 21) where the terms were not truly staggered based on how the language was written.

There were other areas identified within Section 15-18, 20, and 23 similar to Section 21 that needed clarification to properly define the extent of terms within those groups. Section 61(c) was created as a non-code provision to address the appointment process in Section 21 for the Plan Commission and how that is to be administered in 2022. These are all just final language clean ups that help to clarify how appointment terms are established including their start/stop to make these listed appointments truly staggered.

The remainder of the ordinance is presented as it has been over the last several meetings of the Committee of the Whole following its substantial development over many months now. The effective date for the ordinance is altered to May 1st as intended for implementation.

FINANCIAL/BUDGET IMPACT:

None.



VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended Action:

Motion, second to make a recommendation to the Village Board to approve Ordinance #2022-02, an ordinance amending various provisions of the McFarland Municipal Code related to Village Committee organization and functions and making certain clerical corrections.

ATTACHMENTS:

1. 2022-02 BCC Restructuring 02252022 mgs

ORDINANCE 2022-02

AN ORDINANCE AMENDING VARIOUS PROVISIONS OF THE MCFARLAND MUNICIPAL CODE RELATING TO VILLAGE COMMITTEE ORGANIZATION AND FUNCTIONS AND MAKING CERTAIN CLERICAL CORRECTIONS.

Purpose: To amend the Municipal Code to restructure Village standing committees, update the designated functions of various boards, commissions and committees and make other revisions for clarity, conciseness or administrative efficiency.

Sponsor: Carolyn A. Clow, Village President

Recommended Referral: None

Public Hearing: Not Required

WHEREAS, the Village Board has reviewed the existing organizational structure along with the assigned functions of the various Village subordinate boards, commissions and committees and determined that revisions to that structure are appropriate; and

WHEREAS, the Village Board has determined that the proposed amendments contained herein will promote the public interest by providing more effective and efficient review of various Village activities and functions, improving the operations of Village government and simplifying and clarifying various ordinances;

NOW, THEREFORE, the Village Board of McFarland, Wisconsin, does ordain as follows:

Section 1. Section 2-155 of the McFarland Municipal Code is amended to read as follows:

Sec. 2-155. - Regular meetings.

Regular meetings of the Village Board shall be held on the second Tuesday and fourth Tuesday of each month at 7:00 p.m. If such second or fourth Tuesday is a legal holiday, the meeting shall be held on the following secular day at the same time and place, or at such other date and time as the Village Board shall designate. When the Village Board designates a date and time for the regular Village Board meeting, notice thereof shall be posted at the McFarland Municipal Center and in the official Village newspaper prior to such re-scheduled meeting date. All meetings of the Village Board shall be held at the McFarland Municipal Center, unless specified otherwise in the minutes of the preceding meeting or by written notice posted at the regular meeting place at least three hours prior to any meeting. In any event, all regular Village Board meetings shall be held within the boundaries of the Village.

Section 2. Section 2-163(a)(1) of the McFarland Municipal Code is amended to read as follows:

(a) *Agenda.*

(1) The conduct of business at all regular or special meetings shall be according to the agenda prepared and properly posted by the Village Clerk-Treasurer. The Clerk-Treasurer may establish reasonable policies for the submission of materials for inclusion on the agenda in order to afford Board members a reasonable period of time to review such materials in advance of the Board meeting.

Section 3. Section 2-163(b) of the McFarland Municipal Code is amended to read as follows:

(b) *Index number.* Prior to action thereon, the Village Clerk-Treasurer shall assign to each ordinance and resolution a chronological index number which shall be maintained by the Village Clerk-Treasurer.

Section 4. Section 2-163(c) of the McFarland Municipal Code is amended to read as follows:

(c) *Order of business.* Generally, the following order of business may be observed in the conduct of all regular Village Board meetings.

- (1) Call to order.
- (2) Roll call.
- (3) Public Announcements, Communications and Proclamations
- (4) Consent agenda.
- (5) Public appearances.
- (6) Public hearings (if needed).
- (7) Business.
- (8) Closed Session (if needed).
- (9) Reconvene into Open Session (if needed).
- (10) Action on items discussed in Closed Session (if needed).
- (11) Adjournment.

Section 5. Section 2-163(d) of the McFarland Municipal Code is amended to read as follows:

(d) *Order to be followed.* No business shall be taken up out of order unless authorized by the Village President or by majority vote of the Village Board and in the absence of any debate whatsoever.

Section 6. Section 2-164(a)(2) of the McFarland Municipal Code is amended to read as follows:

(2) The sponsor of an ordinance may be the Village President, one or more Village Trustees, the Village Administrator, a department head or a board, committee or commission. The Village Attorney may sponsor ordinances when changes in state law make it necessary or desirable for the Village to act rapidly.

Section 7. Section 2-183 of the McFarland Municipal Code is repealed and recreated to read as follows:

Sec. 2-183. - Composition.

(a) Commissions and Boards. The composition of each statutorily authorized Village authority, board, committee and commission shall be as set forth in Article IV.

(b) Standing Committees. Except as provided in sub. (c), each standing committee shall be comprised of seven (7) members, two (2) of whom shall be Village Trustees and five (5) shall be citizen members.

(c) Personnel and Finance Committees. The Personnel Committee and Finance Committee shall each be comprised solely of three (3) Village Trustees.

Section 8. Section 2-184 of the McFarland Municipal Code is amended to read as follows:

Sec. 2-184. - Residency required for service on statutorily authorized boards, committees, commissions, and standing committees.

No person not a resident of the Village shall be appointed in a voting capacity to any Village board, commission, or committee other than the Library Board. Any member of such board, commission, or committee who moves from the Village shall be removed from such body, but may be appointed to serve in a non-voting capacity.

Section 9. Section 2-185 of the McFarland Municipal Code is repealed and recreated to read as follows:

Sec. 2-185. - Appointments and Term.

(a) *Appointment Authority.* All members of Village boards, commissions and committees shall be appointed by the Village President, subject to confirmation by the Village Board.

(b) *Time of Appointments.* Appointments to each board, commission and committee shall be made at the annual meeting of the Village Board in April, or as soon thereafter as practicable, and at such other times as vacancies may occur.

(c) *Term of Office.* Each Village Board member appointed to a standing committee shall serve for a term of 1 year commencing on the third Tuesday in April in the year of appointment. Citizen members of standing committees shall serve a term of 2 years commencing on the Third Tuesday in April in the year of appointment. Notwithstanding the foregoing, for standing committee appointments made after May 1, 2021, the Village President shall designate 2 citizen members for appointment to initial terms of 1 year if necessary to establish staggered terms for citizen members of the committee. All members of standing committees shall continue to serve until their successors are appointed and confirmed.

Section 10. Section 2-186 of the McFarland Municipal Code is amended to read as follows:

Sec. 2-186. - President to designate chairpersons.

The Village President shall appoint the chairperson of the statutorily authorized authorities, boards, committees and commissions, in accordance with the procedures set forth in the appropriate ordinances and statutes, except that the members of the Board of Review, Community Development Authority, Ethics Board, Library Board, and Police and Fire Commission shall select their own chairperson and such other officers as deemed necessary. At the time of appointment, the Village President shall designate from among the Trustees appointed to each standing committee a chairperson and vice-chairperson for the committee.

Section 11. Section 2-187 of the McFarland Municipal Code is repealed and recreated to read as follows:

Sec. 2-187. - Membership.

- (a) All Village Trustees shall serve on at least one standing committee.
- (b) The Village President and Village Administrator shall be *ex officio* non-voting members of each standing committee but shall not be counted in determining a quorum.
- (c) The Village President may be appointed to serve as chairperson, vice-chairperson or as a member of a specific committee as one of the Trustee members.
- (d) No person other than a Village Trustee shall serve on more than one (1) Village board, commission, or committee at the same time except when serving in an *ex officio* capacity.

Section 12. Section 2-188 of the McFarland Municipal Code is amended to read as follows:

Sec. 2-188. - Attendance.

The Village Clerk-Treasurer, or designee, shall maintain a record of the attendance of the members at meetings of all appointed boards, commissions and committees. Any member who will be absent from a meeting shall give prior notice of the absence to the chairperson. Failure to attend regularly scheduled meetings four times in any year, commencing from the annual organizational meeting, shall be deemed to be an event by which the member or chairperson vacates the position to which the member was appointed. The Village Clerk-Treasurer shall provide written notice of such vacancy to the former member, the appropriate chairperson, and the Village President. This section shall not apply to *ex officio* members.

Section 13. Section 2-189 of the McFarland Municipal Code is amended to read as follows:

Sec. 2-189. - Powers and duties.

- (a) Statutorily authorized boards, commissions and committees shall have the powers and duties assigned by ordinance or statute as described or prescribed in Article IV of this Chapter.
- (b) Standing committees shall have the powers and duties as described in Article V of this Chapter. Standing committees have no authority to perform any executive or administrative Village function other than as specifically authorized by ordinance or policy adopted by the Village Board.
- (c) No board, commission or committee shall assume responsibility for the administration of any Village department except for the Library Board.
- (d) In case of ambiguity or apparent conflict between any provision of this Code granting authority to any standing committee and any grant of authority to a Village officer or employee, the latter shall prevail.

Section 14. Section 2-192 of the McFarland Municipal Code is repealed and recreated to read as follows:

Sec. 2-192. Minutes and Reports.

The recorder of each board, commission and committee shall file a copy of the meeting minutes of such body with the Village Clerk-Treasurer prior to the next regularly scheduled meeting of such body. The meeting minutes shall include the date, time, and place of the meeting and the members attending; report on all agenda items; and provide all necessary historical background to familiarize the Village Board with the issue. Approved minutes are deemed to be the product of the entire board, commission and committee, whether any item therein is approved unanimously or not.

Section 15. Section 2-233 of the McFarland Municipal Code is amended to read as follows:

Sec. 2-233. - Composition.

A Board of Zoning Appeals shall be appointed and governed by the state zoning enabling law as contained in Wis. Stats. § 62.23, the Village Zoning Code and ordinances and this Section. The laws of the state or Village and local ordinances shall prevail in that order. The Board of Zoning Appeals shall consist of five non-Village-Trustee citizen members, and two non-Village-Trustee alternate members, appointed by the Village President subject to confirmation by the Village Board, for ~~a three-year staggered terms~~ of office commencing on the third Tuesday of April in the year of appointment and until their successors are appointed and qualified. The members shall be removable by the Village Board for cause upon written charges and upon public hearing. The Village President shall designate one of the members as chairperson. The Village President shall annually designate one of the alternate members as first alternate and the other as second alternate. The first alternate shall act, with full power, only when a member of the Board of Zoning Appeals refuses to vote because of conflict of interest or when a member is absent. The second alternate shall so act only when the first alternate so refuses or is absent or when more than one member of the Board of Zoning Appeals so refuses or is absent. The above provisions, with regard to removal and the filling of vacancies, shall apply to such alternates.

Section 16. Section 2-247(d) of the McFarland Municipal Code is amended to read as follows:

(d)The terms of non-Village-Trustees shall be staggered four years commencing on the third Tuesday in April in the year of appointment and until their successors are appointed and qualified.

Section 17. Section 2-271(b) of the McFarland Municipal Code is amended to read as follows:

(b)Terms of office for non-trustee members shall be three years commencing on the third Tuesday in April in the year of appointment and until their successors are appointed and qualified. The term of the Village public official or public employee member shall ~~be appointed for staggered three years or the duration of~~terminate at the time of termination of his or her ~~their~~ employment.

Section 18. Section 2-283 of the McFarland Municipal Code is amended to read as follows:

Sec. 2-283. - Composition.

A Landmarks Commission is hereby created, consisting of five members. Of the membership, one shall be a Village Trustee and four shall be citizen members. Each member shall have, to the ~~highest~~ extent practicable, a known interest in historic preservation. The Village President shall appoint the commissioners subject to confirmation by the Village Board for terms commencing on the third Tuesday in April of the year of appointment. The term of office of the Trustee member shall continue during his or her current term of office as Village Trustee. forfor the term of each non-trustee member shall be three years and continue thereafter until a successor is appointed and qualified.

Section 19. Section 2-284 of the McFarland Municipal Code is amended to read as follows:

Sec. 2-284. – Powers and Duties.

In addition to any other duties prescribed in Chapter 62, Article II, Division 6, the Landmarks Commission is responsible for the following functions:

- (a) cooperating with the State Historic Preservation Officer and the State Historic Preservation Review Board in promoting the inclusion of properties designated as historic structures, sites or districts in the National Register of Historic Places.
- (b) facilitating continuing citizen education about the historical heritage of the Village and the structures and sites designated as historic.
- (c) working with Village staff to research, seek and, when authorized by the Village Board, apply for alternative funding sources such as grants, donations, and bequests as applicable for the purpose of historic preservation in the Village.
- (d) recommending that the Village Board designate historic structures, historic sites, and Historic Districts within the Village limits, based on the criteria of Section 62-394. In performing these functions, the commission may engage the assistance of qualified professionals.
- (e) reviewing and determining applications for certificates of appropriateness under Section 62-395 and approving demolition of historic structures when appropriate pursuant to Section 62-397.
- (f) reviewing and recommending policies, programs and municipal purchases related to historic preservation.

Section 20. Section 2-296 of the McFarland Municipal Code is amended to read as follows:

Sec. 2-296. ~~– Appointment~~Term of Office.

The Library Board members other than any Village Trustee and the Superintendent of the McFarland School District or representative, shall be appointed for a staggered term of three years commencing on the third Tuesday in April of the year of appointment and until a successor is appointed and qualified. Vacancies shall be filled for unexpired terms in the same manner as regular appointments are made. Any Village Trustee shall be annually appointed by a two-thirds vote at the organizational meeting of the Village Board for a term concurrent with his or her current term of office as Village Trustee. The Superintendent of the McFarland School District or representative shall serve an indefinite term until such representative's successor is appointed and qualified.

Section 21. Section 2-311 of the McFarland Municipal Code is amended to read as follows:

Sec. 2-311. ~~Appointment~~Term of Office.

(a) Village Trustee member. The Village Trustee members shall be annually appointed by a two-thirds vote at the organizational meeting of the Village Board ~~for terms concurrent with their current terms of office as Village Trustees.~~

(b) Citizen members. The citizen members shall be appointed by the Village President, subject to Village Board approval, at the organizational meeting, ~~for terms of three years commencing on the third Tuesday in April of the year of appointment and until a successor is appointed and qualified. the terms set forth herein. Upon an initial appointment, a citizen member shall serve a one-year term. If the citizen member is reappointed, the second term shall be for a term of no less than one nor more than three years, so that no more than two reappointed citizen members' terms shall expire in any one year. Thereafter, for any subsequent term, the citizen members shall serve staggered three-year terms.~~

Section 22. Sec. 2-313. – Powers and Duties.

The Village Plan Commission shall be responsible for the following functions:

(a) The Village Comprehensive Plan.

- (1) The Plan Commission shall make, adopt and, as it deems necessary, amend, extend or add to the Village Comprehensive Plan, including any neighborhood, corridor, or district sub-area plans adopted as a component to such plan. The Comprehensive Plan shall be a guide to the physical, social and economic development of the Village including areas outside of its boundaries which, in the Plan Commission's judgment, bear relation to the development of the Village. The Village Comprehensive Plan, with the accompanying maps, plats and descriptive and explanatory matter, shall show the Plan Commission's recommendations for such development, and shall include all elements required under Wis. Stats. § 66.1001.
- (2) The adoption of the Plan or any part, amendment or addition thereto, shall be by resolution carried by the affirmative votes of not less than a majority of all the members of the Plan Commission following all procedural requirements of Wis. Stats. § 66.1001(4). The resolution shall refer to maps and other descriptive matters that relate to one or more elements of a comprehensive plan. The vote of the Commission shall be recorded in its official minutes. The Comprehensive Plan, and any amendment thereto, shall be effective only upon enactment of an ordinance by a majority vote of the members-elect of the Village Board adopting the recommended plan or amendment.

- (3) The Plan Commission shall periodically review the Comprehensive Plan, including any neighborhood, corridor, or district sub-area plans as it deems appropriate. The Plan Commission shall update the Comprehensive Plan every 10 years as directed by the Village Board. Any person may apply to the Plan Commission for an amendment to the Comprehensive Plan at any other time provided, however, that any proposed amendment substantially similar to a proposal previously rejected by the Plan Commission or Village Board shall not be resubmitted for a period of 12 months following the previous vote. Applications shall be made on a form provided by the Community Development Department and shall be accompanied by the fee established by the Village Board from time to time and provided in Appendix A to this Code.
- (b) Matters referred to Plan Commission. The Village Board shall refer to the Plan Commission, for its consideration and report before final action is taken by the Village Board, public body or officer, the following matters:
 - (1) The location and architectural design of any public building;
 - (2) The location of any statue or other memorial;
 - (3) The location, acceptance, extension, alteration, vacation, abandonment, change of use, sale, acquisition of land for or lease of land for any street, alley or other public way, park, playground, airport, area for parking vehicles, or other memorial or public grounds;
 - (4) The location, extension, abandonment or authorization for any public utility whether publicly or privately owned;
 - (5) All plats, including condominium plats, in the Village or within the territory over which the Village is given platting jurisdiction by Wis. Stats. Ch. 236;
 - (6) The location, character and extent or acquisition, leasing or sale of lands for public or semi-public housing, slum clearance, relief of congestion, or vacation camps for children; and
 - (7) The amendment or repeal of any land use ordinance or any other ordinance adopted pursuant to §§61.35 and 62.23, Wis. Stats.
 - (8) The temporary zoning of lands contained within a petition for annexation to the Village.
 - (9) Amendments to the Village's Urban Service Area.

(c) Miscellaneous powers.

(1) The Plan Commission shall:

- a. oversee community development block grants;
- b. consider and report to the Village Board all matters referred to it pertaining to planning and development of land within the Village and within 1½ miles of the limits of the Village;
- c. review and recommend approval, rejection or conditional approval of all plats or replats of any lands within, or within 1½ miles of, the limits of the Village.
- d. review and approve, reject or conditionally approve all applications for conditional use permits and site design permits under Chapter 62 of this Code.

(2) The Plan Commission may:

- a. make reports and recommendations relating to the plan and development of the Village to public officials and agencies, civic, educational, professional and other organizations and citizens.
- b. recommend to the Village Board, programs for public improvements and the financing thereof.
- c. in the performance of its functions, enter upon any land, make examinations and surveys, and place and maintain necessary monuments and markers thereon.
- d. exercise such powers as may be necessary to enable it to perform its functions and promote municipal planning in cooperation with the Village Board to the extent allowed by law.

Section 23. Section 2-324(b) of the McFarland Municipal Code is amended to read as follows:

(b) The Police and Fire Commission shall consist of five citizen members, appointed by the Village President and subject to confirmation by the Village Board, who shall serve staggered five-year terms. The term of office of each member shall commence on the third Tuesday of April in the year of appointment, and continue until a successor is appointed and qualified.

Section 24. Article V of Chapter 2 of the McFarland Municipal Code shall be consolidated as a single division and all division designations shall be deleted.

Section 25. Section 2-347 of the McFarland Municipal Code is amended to read as follows:

Sec. 2-347. - Established.

The following is a list of standing committees of the Village:

- (1) Finance Committee.
- (2) Parks and Recreation Committee.
- (3) Sustainability & Natural Resources Committee
- (4) Personnel Committee.
- (5) Public Safety Committee.
- (6) Public Works & Utilities Committee.
- (7) Senior Outreach Services Committee.
- (8) Diversity, Equity, and Inclusion Committee.

Section 26. Section 2-358 of the McFarland Municipal Code is repealed.

Section 27. Section 2-359 of the McFarland Municipal Code is repealed.

Section 28. Section 2-374 of the McFarland Municipal Code is repealed and recreated to read as follows:

Sec. 2-374. –Finance Committee.

The Finance Committee is responsible for the following functions:

- (a) advising the Village Board on the development and amendment of general ordinances, policies and procedures;
- (b) monitoring and making recommendations regarding fee schedules and opportunities to finance public services or improvements through special assessments, special charges, impact fees and other revenue sources; and
- (c) reviewing and making recommendations on public depositories, insurance services and other related services.

Section 29. Section 2-385 of the McFarland Municipal Code is repealed and recreated to read as follows:

Sec. 2-385. – Parks & Recreation Committee.

The Parks & Recreation Committee is responsible for the following functions:

- (a) developing both short-term plans and long-term master plans to help chart long term growth of public improvements within the parks system and recommending capital improvement plans for park improvements, facilities, and other amenities for adoption by the Village Board;
- (b) establishing and reviewing various fee schedules for park and recreational activities and services;
- (c) developing policies affecting operations and service delivery including rules and regulations necessary for the effective management of the parks system;
- (d) reviewing of design plans and specifications for public park and recreational facility construction and making recommendations to the Village Board regarding the solicitation of bids and awarding of contracts for such projects;
- (e) reviewing and making recommendations to the Village Board on property acquisitions that may benefit the park system and making recommendations to the Plan Commission on new public parkland dedications and their proposed improvements when required within new developments;
- (f) Evaluating and making recommendations regarding the delivery of park and recreation services;
- (g) reviewing, planning, and making recommendations on community recreation programming and amenities;
- (h) working with Village staff to research and apply for alternate funding sources such as grants, donations, and bequests to finance park and recreational programs and facilities;
- (i) reviewing and facilitating the filing of yearly reports submitted to Federal, State, and other regulatory agencies as needed.
- (j) developing plans and strategies to generate volunteerism for restoring natural areas and acting as a lead volunteer during restoration workdays.

Section 30. Section 2-398 of the McFarland Municipal Code is created to read as follows:

Sec. 2-398 – Sustainability & Natural Resources Committee.

The Sustainability & Natural Resources Committee shall be responsible for the following functions:

- (a) reviewing and submitting annually to the Wisconsin Department of Natural Resources the Village's Green Tier Legacy Community Annual Report and advising on the implementation of recommended Green Tier strategies.
- (b) advising on the adoption, maintenance, and implementation of the Village's Sustainability Plan.
- (c) reviewing and recommending policies, programs, and municipal purchases related to protection of ecologically sensitive areas and sustainability initiatives.
- (d) advising on maintaining a healthy and diverse urban forestry program while fulfilling the requirements as a certified Tree City, USA including the following:
 - (1) advising the Village Board in matters relating to trees and shrubs located within street rights-of-way, parks, cemeteries, and other public properties, and nuisance vegetation located on private properties within the Village.
 - (2) preparing and maintaining an inventory of trees located on public lands within the Village.
 - (3) preparing and recommending a plan for the planting, care and maintenance of public trees to the Village Board.
 - (4) making recommendations to the Village Board regarding the selection of the Village Forester and the hiring and retaining of urban forestry contractors to assist with Village tree management activities.
 - (5) cooperating, when possible, with neighboring communities in order to procure urban forestry supplies and services more cost-effectively.
 - (6) encouraging and providing public education regarding tree care and urban forestry issues within the Village.
 - (7) conducting annual Village Arbor Day observances and ceremonies.
 - (8) advising the Plan Commission and Village Board on urban forestry issues related to new development.

- (e) advising on acquisition, management, enhancement, and public use of natural and conservancy areas.
- (f) planning and overseeing improvements related to lakes, rivers, wetland, burial mounds and conservation areas.
- (g) promoting volunteerism for restoring natural areas and participating in restoration workdays.
- (h) working with staff to research, seek and, when authorized by the Village Board, apply for alternate funding sources such as grants, donations, and bequests as applicable to sustainability, urban forestry and conservation matters.
- (i) developing both short-term and long-term management plans to help guide the ecological restoration of natural and conservancy areas.
- (j) performing those functions identified in Chapter 59 of this Code.

Section 31. Section 2-407 of the McFarland Municipal Code is amended to read as follows:

Sec. 2-407. Personnel Committee.

The Personnel Committee is responsible for the following functions:

- (a) advising the Village Board on the development of, and revisions to, personnel policies;
- (b) making recommendations regarding changes in the Village's organizational structure;
- (c) making recommendations regarding the classification of employees and compensation, including fringe benefits offered to Village employees;
- (d) making recommendations regarding employment position descriptions.

Section 32. Section 2-418 of the McFarland Municipal Code is amended to read as follows:

Sec. 2-418. Public Safety Committee.

The Public Safety Committee is responsible for the following functions:

- (a) advising the Village Board on public safety-related policies related to the Police Department, Fire & Rescue Department, and Emergency Management;
- (b) advising the Village Board on ordinances and policy revisions related to licensing, permitting, public offenses and nuisances and matters of public safety;

- (c) making recommendations on alcohol license issuance and renewal, including conducting operator license hearings as required by policy; and
- (d) making recommendations on fees and charges for emergency and protective services.

Section 33. Section 2-429, 2-430 and 2-431 of the McFarland Municipal Code are repealed.

Section 34. Section 2-432 of the McFarland Municipal Code is repealed and recreated to read as follows:

Sec. 2-432. Public Works & Utilities Committee.

The Public Works & Utilities Committee is responsible for the following functions:

- (a) preparing and recommending an annual budget to the Village Board reflecting needed expenditures and anticipated revenues for all Village utilities;
- (b) recommending adjustments to sewer and stormwater rates and filing water rate modification requests with the Wisconsin Public Service Commission when authorized to do so by the Village Board.
- (c) preparing and recommending to the Village Board a capital improvement plan for public improvements, facilities, vehicles and equipment.
- (d) preparing and maintaining a 10-year plan for road paving and utility capital improvements and replacements.
- (e) developing policies for efficient operations and services delivery by the Public Works and Utilities departments, and evaluating the quality the service provided.
- (f) reviewing plans and specifications intended for public construction.
- (g) recommending to the Village Board the solicitation of bids for public construction projects and the award of contracts for such work.
- (h) advising the Village Board on policies and programs involving the maintenance and construction of Village facilities, streets and sidewalks, solid waste management and recycling, and the maintenance and acquisition of public works vehicles and equipment.
- (i) reviewing the Village's official map on an annual basis and recommending appropriate changes to the Village Board.
- (j) advising the Village Board on transportation matters, including local roads, highways, and pedestrian and bicycle corridors.

(k) reviewing and making recommendations to the Village Board and Plan Commission on land development and redevelopment proposals to the extent they affect public utilities or other public facilities.

(l) reviewing and facilitating the filing of required state, federal or other regulatory reports relating to public utilities and other facilities.

(m) performing such other functions as provided in this Code or as requested by the Village Board relating to public works and utilities.

(n) advising the Village Board on matters relating to the collection and disposition of solid waste and recyclable materials and the acquisition, maintenance and disposition of public works or utility vehicles and equipment.

Section 35. Sections 2-433 and 2-434 of the McFarland Municipal Code are repealed.

Section 36. Section 2-435 of the McFarland Municipal Code is renumbered to Section 47-2.

Section 37. Section 4-436 of the McFarland Municipal Code is repealed.

Section 38. Section 2-437 of the McFarland Municipal Code is renumbered to Section 47-1 and amended to read as follows:

Sec. 47-1. - Management, operation and control.

(a) Management. The management, operation, and control of the public water system, sewer system, and storm water system for the Village shall be vested in the Village Board. All records, minutes and all written proceedings thereof shall be kept by the Village Clerk-Treasurer.

(b) Construction authority. Public Works & Utilities Committee shall oversee the progress of construction projects authorized by the Village Board for water and sewer facilities and shall advise the Village Board with respect to such projects.

Section 39. Section 2-448 of the McFarland Municipal Code is repealed.

Section 40. Section 2-459 of the McFarland Municipal Code is repealed and recreated to read as follows:

Sec. 2-459. Senior Outreach Committee.

The Senior Outreach Committee is responsible for the following functions:

(a) developing policies affecting operations related to senior services provided both within and without the Village;

- (b) planning for the growth and expansion of existing senior services;
- (c) reviewing senior service programs provided and making recommendations on new opportunities;
- (d) advocacy for seniors within the community at the local, county, and state levels;
- (e) capital improvement planning for amenities to be made available to seniors in the community.

Section 41. Sections 2-461 and 2-462 of the McFarland Municipal Code are repealed.

Section 42. Section 2-461 is recreated to read as follows:

Sec. 2-461 Diversity, Equity, and Inclusion Committee.

The Diversity, Equity, and Inclusion Committee is responsible for the following functions:

- (a) making recommendations to the Village Board on diversity, equity, and inclusion planning, auditing, and related projects;
- (b) serving as a resource, recommending goals, and advising the Village Board on existing and/or proposed ordinances, programs, actions, mission statements, vision statements, long-term Village-wide goals/objectives, and other best practices that promote diversity, equity, and inclusion within the community;
- (c) serving as a resource to Village departments and staff on the development of racially and culturally inclusive structures, programs, and training with equity-sensitive leadership through the Village;
- (d) promoting the Village's efforts to involve residents from underrepresented communities on Village boards, commissions, and committees as well as seeking employment with the Village;
- (e) promoting the Committee to the public in order to help implement outreach and engagement strategies recommended for diversity, equity, and inclusion and assisting in informational opportunities, presentations, open houses, and other public initiatives providing information about the Committee to the public.
- (f) making recommendations to the Village Board for widespread and ongoing diverse public involvement and assisting the Village Board by advising on methods by which the public can better participate in the decision-making process.
- (g) Holding joint meetings with the Village Board at least annually to align goals and objectives.

Section 43. Section 8-906 of the McFarland Municipal Code is amended to read as follows:

Sec. 8-906. - Appeals.

Village Board. The Village Board shall hear and decide appeals where it is alleged that there is error in any order, decision or determination made by the Director of Public Works or designee in administering this Article. The Village Board shall also use the rules, procedures, duties, and powers authorized by statute in hearing and deciding appeals. The Village Board may consider recommendations on appeals made by the Plan Commission or the Public Works & Utilities Committee.

Section 44. Section 47-51(a)(3) of the McFarland Municipal Code is amended to read as follows:

(3) Paragraphs (1) and (2) shall not apply where either an exception has been granted by the Village Board under Section 8-52, or in the case of a Subdivision or Certified Survey Map, a variance has been granted by the Village Board under Section 56-206. In granting any exception or variance, the Village Board may impose conditions, including requirements for future connection to the public water system.

Section 45. Section 47-51(b) of the McFarland Municipal Code is amended to read as follows:

(b) Such connection shall be made no later than 12 months after the installation of the public water main adjoining such parcel. Upon a failure to do so, the Public Works & Utilities Committee may cause such connection to be made and bill the property owner for all such costs. If such costs are not paid within 30 days, such costs shall constitute a special tax lien against the property in the manner provided for by law, except that the owner may, within 30 days after the completion of the work, file a written option with the Public Works & Utilities Committee stating that the owner cannot pay such amount in one sum and ask that the sum be levied in five or less equal installments. The amount shall be so collected with interest at a rate not to exceed 15 percent per annum from the date of completion for the work, all as determined by the Public Works & Utilities Committee. The unpaid balance shall constitute a special tax lien, all pursuant to Wis. Stats. §281.45, as amended.

Section 46. Section 47-77(hm) of the McFarland Municipal Code is created to read as follows:

(hm) *Committee.* The Village Public Works & Utilities Committee.

Section 47. Section 47-78(a)(2) of the McFarland Municipal Code is amended to read as follows:

(2) If it appears that the service applied for will not provide adequate service for the contemplated use, the Committee may reject the application. If the Committee approves the application, it shall issue a connection permit consistent with the application. No service shall be provided or application approved without prior payment of all applicable fees.

Section 48. Section 47-78(b) of the McFarland Municipal Code is amended to read as follows:

(b) The applicant shall install the building sewer in accordance with sewer utility and District specifications and any conditions imposed upon issuance of the permit. No building sewer may be connected to a community sewer unless the community sewer is adequately sized to transport the additional flow. The size and kind of pipe for the building sewer shall be subject to the approval of the Director of Public Works, but in no case shall a pipe of less than four-inch diameter be used. The slope of the building sewer shall be no less than one-eighth-inch per foot. Such sewers shall be backfilled in the manner for water laterals as set forth in this Code. Prior to connection, each building sewer shall be inspected and approved by the Village Plumbing Inspector. All applications for disposal of industrial waste shall be on forms provided by the District and shall be approved by the Director of the District prior to connection to any community sewer.

Section 49. Sections 47-79 through 47-160 of the McFarland Municipal Code are amended to replace the term “Public Utilities Committee” with the term “Committee” wherever it appears.

Section 50. Sections 47-241 through 47-272 of the McFarland Municipal Code are amended to replace the term “Public Utilities Committee” with the term “Public Works & Utilities Committee” wherever it appears.

Section 51. Section 47-372(d) of the McFarland Municipal Code is amended to read as follows:

(d) Drops/origination points. Video service providers and cable operators shall apply and maintain upstream capacity from all current origination points (also known as "live drops") and shall provide sufficient capacity for carriage of a television signal from each of these origination points at all times. These origination points are all located in the Village of McFarland as follows:

- (1) McFarland Municipal Center, 5920 Milwaukee Street;
- (2) E.D. Locke Public Library, 5920 Milwaukee Street;
- (3) McFarland High School, 5101 Farwell Street;
- (4) Indian Mound Middle School, 6330 Exchange Street;
- (5) Madison Curling Club, 4802 Marsh Road. PEG channel designations.

Section 52. Section 56-119(b) of the McFarland Municipal Code is amended to read as follows:

(b) Deposit required. Following the approval of the Final Plat by the Village Board and prior to the signing of the plat by the Village President and Village Clerk-Treasurer, the subdivider shall deposit sufficient money in the Village Clerk-Treasurer's office to cover the cost of completing the plantings in conformity with the tree and shrub planting plan. The Village Forester will then cause the completion of the plantings during the next season, either spring or fall, following acceptance of the plat's required improvements by the Village. The amount of such deposit shall be established by the Village Forester based on anticipated actual costs of furnishing and installing said plantings. All said money deposited in the Village Clerk-Treasurer's office shall be kept in a separate account to be used solely for the purposes set forth in this Section.

Section 53. Section 59-19(c) of the McFarland Municipal Code is repealed and recreated to read as follows:

(c) Jurisdiction of the Sustainability & Natural Resources Committee.

(1) The Sustainability & Natural Resources Committee shall, subject to the supervision and control of the Village Board and except as herein provided, oversee and direct the maintenance and management of all public trees upon Village-owned property and all other trees which may in any way affect public property or the public welfare, including the planting, care, maintenance, protection, and removal thereof. The Committee shall have the authority to make such rules and regulations, as it may deem applicable for carrying out the purpose of this Article.

(2) The Committee shall also be responsible for those functions listed in Section 2-398 of this Code.

Section 54. Section 59-20 (intro.) of the McFarland Municipal Code is amended to read as follows:

The following words, terms and phrases, when used in this Chapter, shall have the meanings ascribed to them in this Section, except where the context clearly indicates a different meaning:

Section 55. Section 59-20(bm) of the McFarland Municipal Code is created to read as follows:

(bm) *Committee.* The Village Sustainability & Natural Resources Committee.

Section 56. Section 59-23(a) of the McFarland Municipal Code is amended to read as follows:

(a) Insects and pathogens. The Village Board has determined that there are many trees growing on public and private premises within the Village, the loss of which would substantially depreciate the value of public and private property, impair the use and enjoyment of public and private premises and erode the tax base of the Village, and that the health and life of such trees is threatened by fatal insect infestation and diseases. The Village Board hereby declares its intention to control and prevent the spread of pests and specifically declares oak wilt and the insect vectors of this and other such diseases to be public nuisances. The Committee shall investigate new diseases and nuisances as they come into existence and take actions authorized in this section for such diseases and nuisances.

Section 57. Sections 59-25(b) of the McFarland Municipal Code is amended to read as follows:

(b) Tree planting program. The Village shall require a diversification of tree species. The Sustainability & Natural Resources Committee shall designate the types of trees to be planted in the planting of public trees. On newly opened streets, the Committee may designate the size, type, or types of trees or shrubs and the manner in which they shall be planted, using the Village of McFarland Landscaping Standards. Developers shall provide a copy of the planting plan to the Village Forester identifying the species to be planted.

Section 58. Section 59-25(c)(1)a. of the McFarland Municipal Code is amended to read as follows:

a. All new street trees must be selected from a list of approved trees compiled by the Committee and described within Section 59-35. New trees must be single stemmed with a minimum trunk diameter of one and one-half inches measured at six inches above ground level.

Section 59. Sections 59-29 through 59-59 of the McFarland Municipal Code are amended to replace the term “Natural Resources Committee” with the term “Committee” wherever it appears.

Section 60. *Effective Date.* Except as provided in Section 61(d), tThis Ordinance shall take effect on May 1, April 19, 2022.

Section 61. *Non-Code Provisions.*

(a) In any case where a standing committee is comprised of more than 5 citizen members on the date of enactment of this Ordinance, hereof, the Village President may, subject to Section 2-185(a), appoint any incumbent member of such committee to one standing committee having comparable functions and duties notwithstanding the limitation contained in Section 2-183(b) as amended by this Ordinance. Such members may be reappointed, but no new members may be appointed to the same committee until a sufficient number of citizen members on the committee have resigned, declined reappointment, or otherwise vacated their seats such that the new appointment will not cause the committee membership to exceed the size authorized by Section 2-183(b). This Section does not authorize appointments to the Personnel or Finance Committees.

(b) The provisions of Section 2-187(d) shall not apply to any member of a board, commission or committee serving on the effective date of this Ordinance until after the expiration or of his or her current terms on, or resignation from, all but one of such boards, commissions or committees.

(c) Notwithstanding the provisions of Section 2-311(b), as amended by Section 21 of this Ordinance, of the appointments made to the Plan Commission in 2022 only, two citizen members shall be appointed for 2-year terms and two for 3-year terms.

(d) All provisions of this Ordinance relating to the membership of, or the qualifications of any appointee to serve on, a board, commission or committee shall take effect on April 19, 2022. The term of office for appointments made at the 2022 annual meeting shall commence on May 1, 2022.

The foregoing Ordinance was duly adopted at a regular meeting of the McFarland Village Board on the 28th day of February, 2022.

APPROVED:

Carolyn A. Clow, Village President

ATTEST:

Cassandra Suettinger
Village Clerk-Treasurer

ORDINANCE 2022 –02	
MOTION	SECOND
ACTION	DATE
Adopted	
Referred	
Tabled	
Withdrawn	
Defeated	
Published	
INDIVIDUAL VOTING RECORD	
Clow -	Wreh -
Brassington -	Flaherty -
Nelson -	St. Clair -
Rupert -	
VOTING RESULTS	
Motion Carried	
Motion Defeated:	

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Monday, February 28, 2022

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and action to approve the meeting schedule for boards, commissions, and committees.

PREVIOUS ACTION:

Current versus proposed schedule was reviewed at the Committee of the Whole on December 13, 2021.

Based on feedback received from the previous meeting and via Village Staff, a revised schedule was put forth again for review by the Committee of the Whole on January 24, 2022.

ISSUE SUMMARY:

Part of the code change that is to be considered in the previous agenda item is related to our meeting schedule, specifically establishing the Village Board meetings on the second and fourth Tuesday of each month versus Mondays. As such there were other changes needed to remaining boards, commissions, and committees to balance the schedule from month to month. We have been discussing these changes as part of the restructuring process and generally accepted the enclosed draft. There are a number of assumptions applied on how this schedule was prepared. These are summarized as follows:

- Village Board meetings on the second and fourth Tuesday of each month. Plan Commission on the Third Tuesday of each month. These are considered anchors and included within the ordinance up for adoption.
- Red labeled groups flow to the first meeting of the month, and blue labeled groups flow to the second meeting of the month. We have an odd number, but about half flow to one meeting versus the other.
- Each Department will, in theory, be responsible for only one meeting per week to manage. Sustainability and Natural Resources Committee is an exception to this, but its work likely falls on two Departments from meeting to meeting.
- Staggered so that Staff would only have to attend one Village Board meeting per month. Might be times where they have to come to both in a month, and other times none but the schedule anticipates attendance at a minimum of one per month.
- Agendas and packets would be released on Thursday.
- Thursday nights going forward would remain open nights with no regularly scheduled meetings. This hopefully creates the expectation for a free night for all involved but can be used for special meetings or groups that do not need to meet on a regular basis.



The full schedule as included within the packet is submitted for approval for the Village Board to confirm its implementation. We will begin to adjust our processes for utilization beginning in May and start to prep other members through the appointment process as well. We will also include this in handbook currently being reviewed by the Committee of the Whole.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended action:

Motion, second to approve the meeting schedule for boards, commissions, and committees to be effective as of May 1, 2022.

ATTACHMENTS:

1. Proposed Schedule 02152022 mgs FINAL

August 2022

Release
Agenda/Packet

August 2022						
Su	Mo	Tu	We	Th	Fr	Sa
7	1	2	3	4	5	6
14	8	9	10	11	12	13
21	15	16	17	18	19	20
28	22	23	24	25	26	27

September 2022						
Su	Mo	Tu	We	Th	Fr	Sa
4	5	6	7	1	2	3
11	12	13	14	8	9	10
18	19	20	21	15	16	17
25	26	27	28	22	23	24

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	Aug 1 Library Board Public Safety Committee	2 Parks and Recreation Committee	3	4	5	6
7	8 Sustainability and Natural Resources Committee	9 Village Board	10 Community Development Authority	11	12	13
14	15 DEI Committee	16 Plan Commission	17 Senior Outreach Committee	18	19	20
21	22 Public Works and Utilities Committee	23 Village Board	24	25	26	27
28	✗ Cannot plan on the fifth day of each month.	✗	✗			

Groups Meeting as Needed Going Forward:

- Board of Review
- Board of Zoning Appeals
- Ethics Board
- Finance Committee
- Landmarks Committee
- SD/VB Joint Planning Committee
- Personnel Committee
- Police and Fire Commission