

Tuesday, July 26, 2022

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/89997627450>

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

Webinar ID: 899 9762 7450

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

1. CALL TO ORDER.
2. ROLL CALL.
3. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.
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 July 12, 2022 meeting.
    - 2) Motion to approve checks in the amount of \$301,041.48
    - 3) Motion to approve an event permit application from the McFarland Family Festival to hold the McFarland Community Festival from September 22, 2022 through September 25, 2022 with the requested variance and the request to waive the event permit fee for a Community Organization per Village Ordinance 36-16 with the conditions provided from the Police Chief, Fire & Rescue Chief and Director of Public Works.
    - 4) Motion to approve a temporary Class "B" and "Class B" picnic license for the McFarland Lions Club Foundation Inc. to sell fermented malt beverages and wine at the McFarland Community Festival September 23, 2022 through September 25, 2022 with the conditions outlined in Chief Chapin's letter dated July 21, 2022.
    - 5) Motion to approve a temporary Class "B" and "Class B" picnic license for the McFarland Family Festival to sell fermented malt beverages and wine at the McFarland Community Festival September 22, 2022 with the conditions outlined in Chief Chapin's letter dated July 21, 2022.
    - 6) Motion to approve the updated organizational chart for the Communication and Technology Department to change the title from the current Production Assistant to Media Producer.

- 7) Motion to approve deeming the 2012 Dodge Charger police interceptor as surplus Village property in accordance with Village Ordinance 2-932.
- 8) Motion to approve a request to fill the vacancy for the Mechanic position within the Public Works Department.

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 [village.clerk@mcfarland.wi.us](mailto:village.clerk@mcfarland.wi.us) to be included as part of the meeting.

6. BUSINESS.

- a. Update from Dane County Executive Joe Parisi on County initiatives.
- b. Discussion and action to approve filling the vacancy for Paramedic/Firefighter and Advanced EMT/Firefighter positions within the Fire and Rescue Department.
- c. Discussion and action to approve filling the vacancy for the Fire Inspector position within the Fire and Rescue Department.
- d. Discussion and action regarding a side letter agreement with the International Association of Fire Fighters (IAFF) which establishes the ability to allow for lateral hiring of new employees into vacant positions.
- e. Community Development Authority (Trustees Brassington & Jerke)
  - 1) Discussion and action regarding the Tax Incremental Financing Agreement for Phase II of the Atwater Development located at 4719 Farwell Street, Tax Increment District #5 .
- f. Discussion and action regarding the 2023 Budget Review/Adoption Schedule and Planning Memorandum.
- g. Discussion and review of the proposed McFarland 2023-2027 Capital Improvement Plan.

7. SCHEDULE NEXT MEETING DATE.

- a. Wednesday, August 3, 2022, at 6:00 pm - Village Board Annual Retreat (Village Board returns in-person for meetings)
- b. Thursday, August 11, 2022 at 7:00 pm - Village Board Regular Meeting (Special Date due to Fall Partisan Primary)
- c. Wednesday, August 17, 2022 at 6:00 pm - Village Board Retreat #4

d. Tuesday, August 23, 2022 at 7:00 pm - Village Board Regular Meeting

## 8. ADJOURNMENT.

Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format should contact the McFarland Municipal Center at (608)838-3153, 5915 Milwaukee Street, McFarland, Wisconsin, or [village.clerk@mcfarland.wi.us](mailto:village.clerk@mcfarland.wi.us) by 2:00 p.m. at least 5 business days prior to the meeting so that any necessary arrangements can be made to accommodate each request. If the meeting or request is less than 5 business days from the meeting, requests for accommodations may still be made and reasonable efforts will be made to accommodate each request.



**VILLAGE OF**  
**McFarland**  
**SUMMARY SHEET**

**MEETING DATE:** Tuesday, July 26, 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**

*Tuesday, July 12, 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. ROLL CALL.**

Village Board members present: Village Trustee Stephanie Brassington, Village President Carolyn Clow, Village Trustee Michael Flaherty, Village Trustee TJ Jerke, Village Trustee Carrie Nelson, Village Trustee Edward Wreh

Village Board members not present: None.

Staff Present: Administrator Matt Schuenke, Clerk/Treasurer Cassandra Suettinger, Police Chief Aaron Chapin, Community and Economic Development Director Andrew Bremer, and Street/Utilities Superintendent Lee Igl.

**3. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.**

*a. Village Board, Committee, & Commission Openings.*

**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 June 22, 2022 Special Village Board meeting.*

*2) Motion to approve the minutes of the June 28, 2022 Village Board meeting.*

*3) Motion to approve checks in the amount of \$243,157.42.*

*4) Motion to approve a three-year agreement (2023-2025) with Dane County to participate in the CDBG and HOME program.*

*5) Motion to approve Resolution 2022-19: Dane County Hazard Mitigation Plan Annex*

*6) Motion to approve an event permit for Melissa A Luhrs for the Halloween Parade to be held on October 29, 2022 from 3:00 p.m. to 3:30 p.m. with the conditions provide by the Police Chief and to approve the request to waive the event permit fee for a Community Organization.*

*7) Motion to nominate Tammy Olson to the Joint Review Board for TIF 3, TIF 4, and TIF 5.*

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie

Brassington, to approve the consent agenda as presented. Motion carries 6 - 0 - 0 by acclamation.

## 5. PUBLIC APPEARANCES.

- a. *This is an opportunity for members of the public to address the Village Board. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the Board may do so using the Question and Answer feature within the Zoom online meeting platform. You may state your name, address, and provide your comments to the Board for their consideration. Members of the public who are present in person and wish to address the Board should fill out a public comment form and turn into the meeting chairperson. Members of the public may speak during public appearances or during their selected agenda item as they designate on the public comment form. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to village.clerk@mcfarland.wi.us to be included as part of the meeting.*

None.

## 6. BUSINESS.

- a. *Discussion and action regarding final design and permission to proceed to bidding for new Gateway Signs.*

The Board reviewed the updated concepts and felt E4 was the preferred choice.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to approve the preferred concept E4 and to postpone project bidding to a date to be determined based on continued project coordination with Dane County and the WisDOT. Motion carries 6 - 0 - 0 by acclamation.

- b. *Update on progress on the construction of the Public Safety Center*

Jordan Schultz, owner representative, provided an update on the Public Safety Center Project. He noted the steel is currently being installed and the project is progressing accordingly.

- c. *Discussion and action on Ordinance 2022-09: A Charter Ordinance Repealing Section 23-94 Of the McFarland Municipal Code Relating to Public Construction Projects.*

Motion by Village President Carolyn Clow, second by Village Trustee Edward Wreh, to approve Ordinance 2022-09: A Charter Ordinance Repealing Section 23-94 Of the McFarland Municipal Code Relating to Public Construction Projects. Motion carries 6 - 0 - 0 by acclamation.

- d. *Discussion and action on filling the vacancy of Village Trustee.*

President Clow reported former Trustee Chris St. Clair tendered his resignation and the Board would need to decide on how to proceed to fill the seat. She provided an overview of the options for filling it, and recommended the Board utilize the process it has historically used to appoint someone to the position.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to proceed with filling the vacancy by appointment and the process and timeline outlined in the packet . Motion carries 6 - 0 - 0 by acclamation.

e. Public Works and Utilities Committee (President Clow)

1) Discussion and action to make a recommendation to the Village Board regarding a proposal for sidewalk and general pedestrian maintenance.

Motion by Village President Carolyn Clow, second by Trustee Brassington, to approve to expend up to \$75,000 with Fahrner Asphalt for sidewalk replacement. Motion carries 6 - 0 - 0 by acclamation.

**7. REQUESTS FOR REFERRAL OF NEW ITEMS.**

a. Discussion and action to refer review of the Village's Tourist Rooming House Ordinance to the Public Safety Committee.

The Board discussed the request from Trustee Wreh to refer the Village's Tourist Rooming House Ordinance to the Public Safety Committee. The Board discussed and requested Trustee Wreh refine the request to provide a process, stakeholder feedback desired, and bring the refined scope back to the Board to refer.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to postpone a request to refer review of the Village's Tourist Rooming House Ordinance to the Public Safety Committee. Motion carries 5 - 1 - 0 by acclamation with Trustee Edward Wreh voting nay.

**8. CLOSED SESSION.**

a. Discussion and action on entering into Closed Session in accordance with Wis. Stats. 19.85(1)(c) to consider employment, promotion, compensation, or other performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically to consider a request to fill a Police Officer position within the Police Department.

Motion by Village President Carolyn Clow, second by Village Trustee Carrie Nelson, to enter into Closed Session in accordance with Wis. Stats. 19.85(1)(c) to consider employment, promotion, compensation, or other performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically to consider a request to fill a Police Officer position within the Police Department at 8:48 p.m. Motion carries 5 - 0 - 0 by acclamation at 8:47 p.m. Trustee Mike Flaherty stepped away from the table at 8:45 p.m. and was not present for the vote.

**9. RECONVENE INTO OPEN SESSION.**

Motion by President Carolyn Clow, second by Trustee Carrie Nelson to reconvene in open session at 9:38 p.m.

**10. ACTION ON ITEMS DISCUSSED IN CLOSED SESSION.**

a. Discussion and action regarding a request to fill a Police Officer position within the Police Department.

Motion by Village President Carolyn Clow, second by Village Trustee Edward Wreh, to approve a request to fill a Police Officer position within the Police Department. Motion carries 6 - 0 - 0 by acclamation.

**11. SCHEDULE NEXT MEETING DATE.**

- a. Tuesday, July 26, 2022 at 5:30 pm - Committee of the Whole meeting
- b. Tuesday, July 26, 2022 at 7:00 pm - Village Board Regular Meeting
- c. Wednesday, August 3, 2022, at 6:00 pm - Village Board Annual Retreat (Special Meeting)
- d. Thursday, August 11, 2022 at 7:00 pm - Village Board Regular Meeting (Special Date due to Fall Partisan Primary)

**12. ADJOURNMENT.**

Motion by Village Trustee Stephanie Brassington, second by Village Trustee Michael Flaherty, to adjourn at 9:43 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        | 154570         | VEHICLE MAINTENANCE     | 1   | 06/21/2022   | 337.80         | .00             | 337.80       | 07/21/2022       |
|               |                       | 154710         | VEHICLE MAINTENANCE     | 1   | 07/07/2022   | 182.55         | .00             | 182.55       | 07/21/2022       |
| Total 4:      |                       |                |                         |     |              | 520.35         | .00             | 520.35       |                  |
| 10            | ARAMARK               | 6140025944     | MAT RENTAL              | 1   | 06/24/2022   | 52.33          | .00             | 52.33        | Multiple         |
|               |                       | 6140027729     | MAT RENTAL              | 1   | 07/06/2022   | 52.33          | .00             | 52.33        | Multiple         |
|               |                       | 6140029866     | MAT RENTAL              | 1   | 07/08/2022   | 52.33          | .00             | 52.33        | 07/21/2022       |
|               |                       | 6140031677     | MAT RENTAL              | 1   | 07/15/2022   | 52.33          | .00             | 52.33        | 07/21/2022       |
|               |                       | 79576654       | MAT RENTAL              | 1   | 07/06/2022   | 156.99         | .00             | 156.99       | Multiple         |
| Total 10:     |                       |                |                         |     |              | 366.31         | .00             | 366.31       |                  |
| 30            | ALLIANT ENERGY/WP&L   | 070622         | MUNICIPAL CENTER        | 1   | 07/06/2022   | 3,743.10       | .00             | 3,743.10     | 07/15/2022       |
|               |                       | 070622         | PW FACILITY             | 2   | 07/06/2022   | 149.20         | .00             | 149.20       | 07/15/2022       |
|               |                       | 070622         | LIBRARY                 | 3   | 07/06/2022   | 3,470.74       | .00             | 3,470.74     | 07/15/2022       |
|               |                       | 070622         | WELL #4                 | 4   | 07/06/2022   | 1,872.96       | .00             | 1,872.96     | 07/15/2022       |
|               |                       | 070622         | SOCCER BUILDING         | 5   | 07/06/2022   | 15.65          | .00             | 15.65        | 07/15/2022       |
|               |                       | 070622         | TERMINAL DR - SIRENS    | 6   | 07/06/2022   | 31.34          | .00             | 31.34        | 07/15/2022       |
|               |                       | 5689845646-    | HIDDEN FARM FLOOD LI    | 1   | 07/18/2022   | 29.72          | .00             | 29.72        | 07/21/2022       |
|               |                       | 6922801707-    | PSC ELECTRICITY         | 1   | 07/20/2022   | 354.09         | .00             | 354.09       | 07/21/2022       |
| Total 30:     |                       |                |                         |     |              | 9,666.80       | .00             | 9,666.80     |                  |
| 68            | BADGER WELDING SUPP   | 3717751        | ACETYLENE & OXYGEN      | 1   | 06/30/2022   | 12.00          | .00             | 12.00        | 07/21/2022       |
| Total 68:     |                       |                |                         |     |              | 12.00          | .00             | 12.00        |                  |
| 138           | CAPITAL CITY TREE EXP | 19841          | EAB TREATMENT           | 1   | 07/06/2022   | 6,471.50       | .00             | 6,471.50     | 07/21/2022       |
| Total 138:    |                       |                |                         |     |              | 6,471.50       | .00             | 6,471.50     |                  |
| 150           | CDW GOVERNMENT INC    | BG17577        | PRINTERS                | 1   | 07/05/2022   | 2,026.23       | .00             | 2,026.23     | 07/21/2022       |
|               |                       | BK78219        | WALL PLATES             | 1   | 07/13/2022   | 10.20          | .00             | 10.20        | 07/21/2022       |
| Total 150:    |                       |                |                         |     |              | 2,036.43       | .00             | 2,036.43     |                  |
| 166           | CINTAS CORPORATION #  | 8405750381     | FIRST AID SUPPLIES - RE | 1   | 07/06/2022   | 10.86          | .00             | 10.86        | 07/21/2022       |
|               |                       | 8405750381     | FIRST AID SUPPLIES - RE | 2   | 07/06/2022   | 10.86          | .00             | 10.86        | 07/21/2022       |
|               |                       | 8405750381     | FIRST AID SUPPLIES - RE | 3   | 07/06/2022   | 10.86          | .00             | 10.86        | 07/21/2022       |
|               |                       | 8405750381     | FIRST AID SUPPLIES - RE | 4   | 07/06/2022   | 39.84          | .00             | 39.84        | 07/21/2022       |
| Total 166:    |                       |                |                         |     |              | 72.42          | .00             | 72.42        |                  |
| 172           | CITY OF MADISON TREA  | 39391          | SIGNS                   | 1   | 07/06/2022   | 257.86         | .00             | 257.86       | 07/21/2022       |
| Total 172:    |                       |                |                         |     |              | 257.86         | .00             | 257.86       |                  |
| 175           | CIVIC SYSTEMS LLC     | CVC21963       | SUPPORT & SOFTWARE      | 1   | 06/15/2022   | 1,275.00       | .00             | 1,275.00     | 07/21/2022       |
| Total 175:    |                       |                |                         |     |              | 1,275.00       | .00             | 1,275.00     |                  |
| 194           | CONCENTRA             | 103594821      | PRE-EMPLOYMENT SCR      | 1   | 07/06/2022   | 142.50         | .00             | 142.50       | 07/21/2022       |
|               |                       | 103594821      | RANDOM DRUG / ALCOH     | 2   | 07/06/2022   | 81.00          | .00             | 81.00        | 07/21/2022       |

| Vendor Number | Name                | Invoice Number | Description           | Seq | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Issue Date |
|---------------|---------------------|----------------|-----------------------|-----|--------------|----------------|-----------------|--------------|------------------|
|               |                     | 103598088      | PRE-EMPLOYMENT SCR    | 1   | 07/06/2022   | 118.00         | .00             | 118.00       | 07/21/2022       |
|               |                     | 103598088      | RANDOM DRUG / ALCOH   | 2   | 07/06/2022   | 103.00         | .00             | 103.00       | 07/21/2022       |
|               | Total 194:          |                |                       |     |              | 444.50         | .00             | 444.50       |                  |
| 247           | DANE CO TREASURER   | 154-070522     | JAIL & SURCHARGES - J | 1   | 07/05/2022   | 997.33         | .00             | 997.33       | 07/21/2022       |
|               | Total 247:          |                |                       |     |              | 997.33         | .00             | 997.33       |                  |
| 350           | FASTENAL COMPANY    | WIMAD4395      | NUTS AND BOLTS SHOP   | 1   | 02/17/2022   | 94.85-         | .00             | 94.85-       | 07/21/2022       |
|               |                     | WIMAD4395      | NUTS AND BOLTS SHOP   | 2   | 02/17/2022   | 25.86-         | .00             | 25.86-       | 07/21/2022       |
|               |                     | WIMAD4395      | NUTS AND BOLTS SHOP   | 3   | 02/17/2022   | 25.86-         | .00             | 25.86-       | 07/21/2022       |
|               |                     | WIMAD4395      | NUTS AND BOLTS SHOP   | 4   | 02/17/2022   | 25.86-         | .00             | 25.86-       | 07/21/2022       |
|               |                     | WIMAD4420      | SIGN PARTS            | 1   | 05/18/2022   | 150.47         | .00             | 150.47       | 07/21/2022       |
|               |                     | WIMAD4433      | WATER PARTS           | 1   | 07/01/2022   | 53.27          | .00             | 53.27        | 07/21/2022       |
|               | Total 350:          |                |                       |     |              | 31.31          | .00             | 31.31        |                  |
| 389           | GAUSMANN TRENCHING  | 3943           | COTTAGES/TAYLOR RD    | 1   | 07/18/2022   | 2,100.00       | .00             | 2,100.00     | 07/21/2022       |
|               | Total 389:          |                |                       |     |              | 2,100.00       | .00             | 2,100.00     |                  |
| 390           | GBR CORPORATION     | DF2484         | MC ROOF REPAIR        | 1   | 07/21/2022   | 515.50         | .00             | 515.50       | 07/21/2022       |
|               | Total 390:          |                |                       |     |              | 515.50         | .00             | 515.50       |                  |
| 408           | GRAINGER INC        | 9367003507     | CORD ADAPTOR          | 1   | 07/07/2022   | 14.20          | .00             | 14.20        | 07/21/2022       |
|               |                     | 9367020683     | HOSE WASHER           | 1   | 07/06/2022   | 440.81         | .00             | 440.81       | 07/21/2022       |
|               |                     | 9370454572     | SAFETY GLASSES        | 1   | 07/08/2022   | 37.50          | .00             | 37.50        | 07/21/2022       |
|               |                     | 9380371337     | ELEC TAPE             | 1   | 07/18/2022   | 44.08          | .00             | 44.08        | 07/21/2022       |
|               | Total 408:          |                |                       |     |              | 536.59         | .00             | 536.59       |                  |
| 452           | HYDRITE CHEMICAL    | 2593476        | WATERWORKS CHEMICA    | 1   | 07/05/2022   | 500.00         | .00             | 500.00       | 07/21/2022       |
|               |                     | 2594731        | CHEMICALS WATER       | 1   | 07/08/2022   | 811.50         | .00             | 811.50       | 07/21/2022       |
|               | Total 452:          |                |                       |     |              | 1,311.50       | .00             | 1,311.50     |                  |
| 469           | ITRON INC           | 625345         | MAINT AGREEMENT       | 1   | 07/12/2022   | 188.91         | .00             | 188.91       | 07/21/2022       |
|               |                     | 625345         | MAINT AGREEMENT       | 2   | 07/12/2022   | 188.90         | .00             | 188.90       | 07/21/2022       |
|               | Total 469:          |                |                       |     |              | 377.81         | .00             | 377.81       |                  |
| 492           | KAYSER AUTOMOTIVE G | NC6964         | NEW CHIEF'S VEHICLE   | 1   | 07/13/2022   | 57,172.50      | .00             | 57,172.50    | 07/21/2022       |
|               | Total 492:          |                |                       |     |              | 57,172.50      | .00             | 57,172.50    |                  |
| 553           | LINCOLN CONTRACTOR  | 102258         | WATER UTILITY PARTS   | 1   | 07/08/2022   | 248.99         | .00             | 248.99       | 07/21/2022       |
|               | Total 553:          |                |                       |     |              | 248.99         | .00             | 248.99       |                  |
| 581           | MADISON TRUCK EQUIP | 7-99906        | TRUCK PARTS--TRUCK 2  | 1   | 07/06/2022   | 310.67         | .00             | 310.67       | 07/21/2022       |
|               |                     | 7-99906        | TRUCK PARTS--TRUCK 2  | 2   | 07/06/2022   | 84.72          | .00             | 84.72        | 07/21/2022       |
|               |                     | 7-99906        | TRUCK PARTS--TRUCK 2  | 3   | 07/06/2022   | 84.72          | .00             | 84.72        | 07/21/2022       |
|               |                     | 7-99906        | TRUCK PARTS--TRUCK 2  | 4   | 07/06/2022   | 84.72          | .00             | 84.72        | 07/21/2022       |

| Vendor Number | Name                 | Invoice Number | Description          | Seq | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Issue Date |
|---------------|----------------------|----------------|----------------------|-----|--------------|----------------|-----------------|--------------|------------------|
| Total 581:    |                      |                |                      |     |              | 564.83         | .00             | 564.83       |                  |
| 606           | MCFARLAND FIREFIGHT  | 063022         | QUARTERLY PAYROLL P  | 1   | 06/30/2022   | 375.00         | .00             | 375.00       | 07/21/2022       |
| Total 606:    |                      |                |                      |     |              | 375.00         | .00             | 375.00       |                  |
| 621           | MCFARLANE MANUFACT   | IV75430        | TURF MOWER PARTS     | 1   | 07/08/2022   | 51.20          | .00             | 51.20        | 07/21/2022       |
|               |                      | IV75430        | TURF MOWER PARTS     | 2   | 07/08/2022   | 13.96          | .00             | 13.96        | 07/21/2022       |
|               |                      | IV75430        | TURF MOWER PARTS     | 3   | 07/08/2022   | 13.96          | .00             | 13.96        | 07/21/2022       |
|               |                      | IV75430        | TURF MOWER PARTS     | 4   | 07/08/2022   | 13.96          | .00             | 13.96        | 07/21/2022       |
| Total 621:    |                      |                |                      |     |              | 93.08          | .00             | 93.08        |                  |
| 634           | MENARDS - MONONA     | 32980          | PARK SUPPLIES        | 1   | 06/29/2022   | 15.98          | .00             | 15.98        | 07/21/2022       |
|               |                      | 33062          | PARK SUPPLIES        | 1   | 06/30/2022   | 82.33          | .00             | 82.33        | 07/21/2022       |
|               |                      | 33470          | PARK SUPPLIES        | 1   | 07/08/2022   | 326.39         | .00             | 326.39       | 07/21/2022       |
| Total 634:    |                      |                |                      |     |              | 424.70         | .00             | 424.70       |                  |
| 640           | MGE                  | 6300112994-    | STREET LIGHTS        | 1   | 07/01/2022   | 659.30         | .00             | 659.30       | 07/15/2022       |
| Total 640:    |                      |                |                      |     |              | 659.30         | .00             | 659.30       |                  |
| 765           | LEGAL SHIELD         | 0108629-071    | LEGAL SHIELD         | 1   | 07/15/2022   | 200.35         | .00             | 200.35       | 07/21/2022       |
| Total 765:    |                      |                |                      |     |              | 200.35         | .00             | 200.35       |                  |
| 802           | RENNERT'S FIRE EQUIP | 45346          | SWITCH W RELAY       | 1   | 07/12/2022   | 58.19          | .00             | 58.19        | 07/21/2022       |
|               |                      | 45349          | E1 REPAIRS           | 1   | 07/13/2022   | 1,563.09       | .00             | 1,563.09     | 07/21/2022       |
| Total 802:    |                      |                |                      |     |              | 1,621.28       | .00             | 1,621.28     |                  |
| 911           | STREICHER'S          | I1576522       | DEPARTMENT AWARDS    | 1   | 06/29/2022   | 209.96         | .00             | 209.96       | 07/21/2022       |
|               |                      | I1576522       | DETECTIVE BADGES     | 2   | 06/29/2022   | 259.98         | .00             | 259.98       | 07/21/2022       |
|               |                      | I1576522       | K9 BADGE             | 3   | 06/29/2022   | 129.99         | .00             | 129.99       | 07/21/2022       |
| Total 911:    |                      |                |                      |     |              | 599.93         | .00             | 599.93       |                  |
| 926           | AXON ENTERPRISE INC. | INUS085213     | CARTRIDGES           | 1   | 07/08/2022   | 378.50         | .00             | 378.50       | 07/21/2022       |
| Total 926:    |                      |                |                      |     |              | 378.50         | .00             | 378.50       |                  |
| 957           | TOM'S AUTO CENTER IN | 0054998        | M5 MAINTENANCE       | 1   | 07/11/2022   | 40.51          | .00             | 40.51        | 07/21/2022       |
| Total 957:    |                      |                |                      |     |              | 40.51          | .00             | 40.51        |                  |
| 958           | TOWN & COUNTRY ENGI  | 24194          | VERIDIAN/UTTERBACK R | 1   | 07/14/2022   | 227.25         | .00             | 227.25       | 07/21/2022       |
|               |                      | 24195          | 5411 BASHFORD ESCRO  | 1   | 07/14/2022   | 540.00         | .00             | 540.00       | 07/21/2022       |
|               |                      | 24196          | USH 51 DOT PROJECT S | 1   | 07/14/2022   | 217.50         | .00             | 217.50       | 07/21/2022       |
| Total 958:    |                      |                |                      |     |              | 984.75         | .00             | 984.75       |                  |
| 992           | US CELLULAR          | 0516182326     | PD PHONE             | 1   | 06/22/2022   | 782.08         | .00             | 782.08       | 07/15/2022       |
|               |                      | 0516182326     | FD/EMS PHONE         | 2   | 06/22/2022   | 339.16         | .00             | 339.16       | 07/15/2022       |
|               |                      | 0516182326     | OUTREACH PHONE       | 3   | 06/22/2022   | 115.00         | .00             | 115.00       | 07/15/2022       |
|               |                      | 0516182326     | COMMDEV PHONE        | 4   | 06/22/2022   | 4.10           | .00             | 4.10         | 07/15/2022       |

| Vendor Number | Name                 | Invoice Number | Description           | Seq | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Issue Date |
|---------------|----------------------|----------------|-----------------------|-----|--------------|----------------|-----------------|--------------|------------------|
|               |                      | 0516182326     | CABLE/COMMTECH PHO    | 5   | 06/22/2022   | 42.50          | .00             | 42.50        | 07/15/2022       |
|               |                      | 0516182326     | PW PHONE              | 6   | 06/22/2022   | 118.27         | .00             | 118.27       | 07/15/2022       |
|               |                      | 0516182326     | SEWER PHONE           | 7   | 06/22/2022   | 118.27         | .00             | 118.27       | 07/15/2022       |
|               |                      | 0516182326     | WATER PHONE           | 8   | 06/22/2022   | 118.27         | .00             | 118.27       | 07/15/2022       |
| Total 992:    |                      |                |                       |     |              | 1,637.65       | .00             | 1,637.65     |                  |
| 1005          | VANNGUARD UTILITY PA | 9515           | LOCATES SEWER         | 1   | 07/01/2022   | 190.21         | .00             | 190.21       | 07/21/2022       |
|               |                      | 9515           | LOCATES WATER         | 2   | 07/01/2022   | 190.21         | .00             | 190.21       | 07/21/2022       |
| Total 1005:   |                      |                |                       |     |              | 380.42         | .00             | 380.42       |                  |
| 1015          | VILLAGE OF MCFARLAN  | 063022         | MUNICIPAL CENTER      | 1   | 06/30/2022   | 345.54         | .00             | 345.54       | 07/15/2022       |
|               |                      | 063022         | HIGHLAND OAK PARK     | 2   | 06/30/2022   | 32.63          | .00             | 32.63        | 07/15/2022       |
|               |                      | 063022         | EGNER PARK            | 3   | 06/30/2022   | 19.28          | .00             | 19.28        | 07/15/2022       |
|               |                      | 063022         | BOCCE BALL COURT      | 4   | 06/30/2022   | 16.00          | .00             | 16.00        | 07/15/2022       |
|               |                      | 063022         | CEDAR GLADE PARK      | 5   | 06/30/2022   | 16.31          | .00             | 16.31        | 07/15/2022       |
|               |                      | 063022         | CEDAR RIDGE           | 6   | 06/30/2022   | 53.39          | .00             | 53.39        | 07/15/2022       |
|               |                      | 063022         | AUTUMN GROVE PARK     | 7   | 06/30/2022   | 34.11          | .00             | 34.11        | 07/15/2022       |
|               |                      | 063022         | WOODLAND ESTATES PA   | 8   | 06/30/2022   | 14.83          | .00             | 14.83        | 07/15/2022       |
|               |                      | 063022         | BRANDT PARK           | 9   | 06/30/2022   | 127.29         | .00             | 127.29       | 07/15/2022       |
|               |                      | 063022         | LEGION MEMORIAL PAR   | 10  | 06/30/2022   | 56.35          | .00             | 56.35        | 07/15/2022       |
|               |                      | 063022         | PED PATH - OSBORN     | 11  | 06/30/2022   | 14.83          | .00             | 14.83        | 07/15/2022       |
|               |                      | 063022         | PED PATH              | 12  | 06/30/2022   | 14.83          | .00             | 14.83        | 07/15/2022       |
|               |                      | 063022         | YAHARA RIVER PARK     | 13  | 06/30/2022   | 14.83          | .00             | 14.83        | 07/15/2022       |
|               |                      | 063022         | PED PATH - RUNNING DE | 14  | 06/30/2022   | 14.83          | .00             | 14.83        | 07/15/2022       |
|               |                      | 063022         | RIDGE VIEW            | 15  | 06/30/2022   | 14.83          | .00             | 14.83        | 07/15/2022       |
|               |                      | 063022         | LIFT #4               | 16  | 06/30/2022   | 14.83          | .00             | 14.83        | 07/15/2022       |
|               |                      | 063022         | LIFT #2               | 17  | 06/30/2022   | 14.83          | .00             | 14.83        | 07/15/2022       |
|               |                      | 063022         | LIFT #1               | 18  | 06/30/2022   | 14.83          | .00             | 14.83        | 07/15/2022       |
|               |                      | 063022         | PW GARAGE             | 19  | 06/30/2022   | 364.82         | .00             | 364.82       | 07/15/2022       |
|               |                      | 063022         | PW GARAGE             | 20  | 06/30/2022   | 413.22         | .00             | 413.22       | 07/15/2022       |
|               |                      | 063022         | OLD LIBRARY           | 21  | 06/30/2022   | 29.66          | .00             | 29.66        | 07/15/2022       |
|               |                      | 063022         | LIBRARY               | 22  | 06/30/2022   | 342.91         | .00             | 342.91       | 07/15/2022       |
|               |                      | 063022         | LIBRARY               | 23  | 06/30/2022   | 164.61         | .00             | 164.61       | 07/15/2022       |
|               |                      | 063022         | MUNICIPAL CENTER      | 24  | 06/30/2022   | 559.23         | .00             | 559.23       | 07/15/2022       |
|               |                      | 063022         | COMMUNITY GARDEN      | 25  | 06/30/2022   | 16.00          | .00             | 16.00        | 07/15/2022       |
|               |                      | 063022         | VOM 5541 HOLSCHER     | 26  | 06/30/2022   | 14.83          | .00             | 14.83        | 07/15/2022       |
|               |                      | 063022         | ROW CREAMERY RD       | 27  | 06/30/2022   | 14.83          | .00             | 14.83        | 07/15/2022       |
|               |                      | 063022         | OLD WELL HOUSE        | 28  | 06/30/2022   | 14.83          | .00             | 14.83        | 07/15/2022       |
|               |                      | 063022         | WATER TOWER - BURMA   | 29  | 06/30/2022   | 60.80          | .00             | 60.80        | 07/15/2022       |
|               |                      | 063022         | WATER TOWER - HOLSC   | 30  | 06/30/2022   | 41.52          | .00             | 41.52        | 07/15/2022       |
|               |                      | 063022         | WELL #1               | 31  | 06/30/2022   | 14.83          | .00             | 14.83        | 07/15/2022       |
|               |                      | 063022         | WELL #3               | 32  | 06/30/2022   | 14.83          | .00             | 14.83        | 07/15/2022       |
|               |                      | 063022         | PARKING LOT 43 BURMA  | 33  | 06/30/2022   | 14.83          | .00             | 14.83        | 07/15/2022       |
|               |                      | 063022         | PED PATH - DALE CURTI | 34  | 06/30/2022   | 14.83          | .00             | 14.83        | 07/15/2022       |
| Total 1015:   |                      |                |                       |     |              | 2,930.95       | .00             | 2,930.95     |                  |
| 1093          | WI STATE LABORATORY  | 716128         | FLUORIDE TEST WATER   | 1   | 06/30/2022   | 26.00          | .00             | 26.00        | 07/21/2022       |
| Total 1093:   |                      |                |                       |     |              | 26.00          | .00             | 26.00        |                  |
| 1165          | SPRANG, SARA         | SS062822       | NUTDC - AUTO MILEAGE  | 1   | 06/28/2022   | 53.82          | .00             | 53.82        | 07/21/2022       |
|               |                      | SS062822       | CMDC MILEAGE          | 2   | 06/28/2022   | 78.98          | .00             | 78.98        | 07/21/2022       |
|               |                      | SS062822       | PURCHASE LUNCH WITH   | 3   | 06/28/2022   | 17.59          | .00             | 17.59        | 07/21/2022       |
|               |                      | SS062822       | PURCHASE FOR MOTHE    | 4   | 06/28/2022   | 16.39          | .00             | 16.39        | 07/21/2022       |



| Vendor Number | Name                 | Invoice Number | Description          | Seq | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Issue Date |
|---------------|----------------------|----------------|----------------------|-----|--------------|----------------|-----------------|--------------|------------------|
| Total 1165:   |                      |                |                      |     |              | 166.78         | .00             | 166.78       |                  |
| 1245          | PROFESSIONAL PEST C  | 576904         | PW PEST CONTROL      | 1   | 07/08/2022   | 6.00           | .00             | 6.00         | 07/21/2022       |
|               |                      | 576904         | PW PEST CONTROL      | 2   | 07/08/2022   | 6.00           | .00             | 6.00         | 07/21/2022       |
|               |                      | 576904         | PW PEST CONTROL      | 3   | 07/08/2022   | 6.00           | .00             | 6.00         | 07/21/2022       |
|               |                      | 576904         | PW PEST CONTROL      | 4   | 07/08/2022   | 22.00          | .00             | 22.00        | 07/21/2022       |
|               |                      | 576905         | MC PEST CONTROL      | 1   | 07/08/2022   | 25.85          | .00             | 25.85        | 07/21/2022       |
|               |                      | 576905         | MC PEST CONTROL      | 2   | 07/08/2022   | 7.05           | .00             | 7.05         | 07/21/2022       |
|               |                      | 576905         | MC PEST CONTROL      | 3   | 07/08/2022   | 7.05           | .00             | 7.05         | 07/21/2022       |
|               |                      | 576905         | MC PEST CONTROL      | 4   | 07/08/2022   | 7.05           | .00             | 7.05         | 07/21/2022       |
| Total 1245:   |                      |                |                      |     |              | 87.00          | .00             | 87.00        |                  |
| 1256          | BOUND TREE MEDICAL,  | 84588448       | EMS - SUPPLIES       | 1   | 07/06/2022   | 112.12         | .00             | 112.12       | 07/21/2022       |
|               |                      | 84592542       | EMS - SUPPLIES       | 1   | 07/08/2022   | 1.45           | .00             | 1.45         | 07/21/2022       |
|               |                      | 84600678       | EMS - SUPPLIES       | 1   | 07/14/2022   | 13.49          | .00             | 13.49        | 07/21/2022       |
| Total 1256:   |                      |                |                      |     |              | 127.06         | .00             | 127.06       |                  |
| 1264          | BARNES INC           | 161740         | PARKS SPRING APPLICA | 1   | 06/30/2022   | 300.90         | .00             | 300.90       | 07/21/2022       |
| Total 1264:   |                      |                |                      |     |              | 300.90         | .00             | 300.90       |                  |
| 1733          | MOTOROLA SOLUTIONS   | 8281383926     | EQUIPMENT FOR PSC B  | 1   | 05/24/2022   | 900.63         | .00             | 900.63       | 07/21/2022       |
|               |                      | 8281410685     | SQUAD CABLE/JACK MAI | 1   | 07/06/2022   | 331.61         | .00             | 331.61       | 07/21/2022       |
| Total 1733:   |                      |                |                      |     |              | 1,232.24       | .00             | 1,232.24     |                  |
| 1738          | STATE OF WI TREASURE | 154-070522     | MONTHLY COURT FEES - | 1   | 07/05/2022   | 2,691.56       | .00             | 2,691.56     | 07/21/2022       |
| Total 1738:   |                      |                |                      |     |              | 2,691.56       | .00             | 2,691.56     |                  |
| 1896          | NAPA AUTO PARTS      | 845195         | VEHICLE MAINTENANCE  | 1   | 07/11/2022   | 89.44          | .00             | 89.44        | 07/21/2022       |
|               |                      | 845195         | VEHICLE MAINTENANCE  | 2   | 07/11/2022   | 24.39          | .00             | 24.39        | 07/21/2022       |
|               |                      | 845195         | VEHICLE MAINTENANCE  | 3   | 07/11/2022   | 24.39          | .00             | 24.39        | 07/21/2022       |
|               |                      | 845195         | VEHICLE MAINTENANCE  | 4   | 07/11/2022   | 24.39          | .00             | 24.39        | 07/21/2022       |
|               |                      | 845274         | VEHICLE MAINTENANCE  | 1   | 07/12/2022   | 27.58          | .00             | 27.58        | 07/21/2022       |
|               |                      | 845274         | VEHICLE MAINTENANCE  | 2   | 07/12/2022   | 7.53           | .00             | 7.53         | 07/21/2022       |
|               |                      | 845274         | VEHICLE MAINTENANCE  | 3   | 07/12/2022   | 7.53           | .00             | 7.53         | 07/21/2022       |
|               |                      | 845274         | VEHICLE MAINTENANCE  | 4   | 07/12/2022   | 7.53           | .00             | 7.53         | 07/21/2022       |
|               |                      | 845479         | SHOP TOOL            | 1   | 07/13/2022   | 2.74           | .00             | 2.74         | 07/21/2022       |
|               |                      | 845479         | SHOP TOOL            | 2   | 07/13/2022   | 2.74           | .00             | 2.74         | 07/21/2022       |
|               |                      | 845479         | SHOP TOOL            | 3   | 07/13/2022   | 2.74           | .00             | 2.74         | 07/21/2022       |
|               |                      | 845479         | SHOP TOOL            | 4   | 07/13/2022   | 10.07          | .00             | 10.07        | 07/21/2022       |
| Total 1896:   |                      |                |                      |     |              | 231.07         | .00             | 231.07       |                  |
| 1904          | HUMPHREY SERVICE PA  | 1275946        | 4 TON FLOOR JACK     | 1   | 07/05/2022   | 253.00         | .00             | 253.00       | 07/21/2022       |
|               |                      | 1275946        | 4 TON FLOOR JACK     | 2   | 07/05/2022   | 69.00          | .00             | 69.00        | 07/21/2022       |
|               |                      | 1275946        | 4 TON FLOOR JACK     | 3   | 07/05/2022   | 69.00          | .00             | 69.00        | 07/21/2022       |
|               |                      | 1275946        | 4 TON FLOOR JACK     | 4   | 07/05/2022   | 69.00          | .00             | 69.00        | 07/21/2022       |
| Total 1904:   |                      |                |                      |     |              | 460.00         | .00             | 460.00       |                  |
| 1921          | FRONTIER             | 062222         | LIBRARY PHONE        | 1   | 06/22/2022   | 72.00          | .00             | 72.00        | 07/15/2022       |

| Vendor Number | Name                | Invoice Number | Description          | Seq | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Issue Date |
|---------------|---------------------|----------------|----------------------|-----|--------------|----------------|-----------------|--------------|------------------|
| Total 1921:   |                     |                |                      |     |              | 72.00          | .00             | 72.00        |                  |
| 1948          | MCFARLAND KWIK TRIP | 070722         | RESTITUTION FROM A H | 1   | 07/07/2022   | 34.22          | .00             | 34.22        | 07/21/2022       |
| Total 1948:   |                     |                |                      |     |              | 34.22          | .00             | 34.22        |                  |
| 1976          | MURPHY DESMOND SC   | 8152429        | LAKESTONE PROPERTIE  | 1   | 07/18/2022   | 2,883.50       | .00             | 2,883.50     | 07/21/2022       |
| Total 1976:   |                     |                |                      |     |              | 2,883.50       | .00             | 2,883.50     |                  |
| 1981          | TRITECH SOFTWARE SY | 245971         | CENTRAL SQUARE ANN   | 1   | 07/22/2019   | 1,286.30       | .00             | 1,286.30     | 07/21/2022       |
|               |                     | 284860         | CENTRAL SQUARE ANN   | 1   | 07/20/2020   | 1,286.30       | .00             | 1,286.30     | 07/21/2022       |
| Total 1981:   |                     |                |                      |     |              | 2,572.60       | .00             | 2,572.60     |                  |
| 1989          | CORPORATE BUSINESS  | 31991261       | COPIER LEASE         | 1   | 07/07/2022   | 190.00         | .00             | 190.00       | 07/21/2022       |
| Total 1989:   |                     |                |                      |     |              | 190.00         | .00             | 190.00       |                  |
| 2042          | THOMSON REUTERS     | 846635228      | WEST INFORMATION CH  | 1   | 07/01/2022   | 195.26         | .00             | 195.26       | 07/21/2022       |
| Total 2042:   |                     |                |                      |     |              | 195.26         | .00             | 195.26       |                  |
| 2058          | MICROMARKETING LLC  | 892115         | AUDIO BOOKS          | 1   | 06/28/2022   | 13.00          | .00             | 13.00        | 07/21/2022       |
|               |                     | 892755         | AUDIO BOOKS          | 1   | 07/06/2022   | 138.98         | .00             | 138.98       | 07/21/2022       |
|               |                     | 892837         | AUDIO BOOKS          | 1   | 07/06/2022   | 124.97         | .00             | 124.97       | 07/21/2022       |
|               |                     | 893136         | AUDIO BOOKS          | 1   | 07/08/2022   | 39.99          | .00             | 39.99        | 07/21/2022       |
|               |                     | 893428         | AUDIOBOOKS           | 1   | 07/12/2022   | 96.98          | .00             | 96.98        | 07/21/2022       |
| Total 2058:   |                     |                |                      |     |              | 413.92         | .00             | 413.92       |                  |
| 2082          | NASSCO INC          | 6181830        | PARK SUPPLIES        | 1   | 07/13/2022   | 231.59         | .00             | 231.59       | 07/21/2022       |
|               |                     | 6181830        | PW SUPPLIES          | 2   | 07/13/2022   | 43.68          | .00             | 43.68        | 07/21/2022       |
|               |                     | 6181830        | PW SUPPLIES          | 3   | 07/13/2022   | 43.68          | .00             | 43.68        | 07/21/2022       |
|               |                     | 6181830        | PW SUPPLIES          | 4   | 07/13/2022   | 43.68          | .00             | 43.68        | 07/21/2022       |
|               |                     | 6181830        | PW SUPPLIES          | 5   | 07/13/2022   | 160.15         | .00             | 160.15       | 07/21/2022       |
|               |                     | 6182169        | CLEANING SUPPLIES    | 1   | 07/14/2022   | 121.42         | .00             | 121.42       | 07/21/2022       |
| Total 2082:   |                     |                |                      |     |              | 644.20         | .00             | 644.20       |                  |
| 2089          | MIDWEST METER INC   | 0144689        | METERS FOR CELLULAR  | 1   | 07/06/2022   | 3,224.12       | .00             | 3,224.12     | 07/21/2022       |
| Total 2089:   |                     |                |                      |     |              | 3,224.12       | .00             | 3,224.12     |                  |
| 2210          | MADISON BLOCK & STO | 271897         | MUNICIPAL CENTER MUL | 1   | 07/13/2022   | 162.00         | .00             | 162.00       | 07/21/2022       |
|               |                     | 271897         | LIBRARY MULCH        | 2   | 07/13/2022   | 162.00         | .00             | 162.00       | 07/21/2022       |
| Total 2210:   |                     |                |                      |     |              | 324.00         | .00             | 324.00       |                  |
| 2216          | ANDRES MEDICAL      | 255410         | JUNE COLLECTIONS     | 1   | 07/11/2022   | 1,459.84       | .00             | 1,459.84     | 07/21/2022       |
| Total 2216:   |                     |                |                      |     |              | 1,459.84       | .00             | 1,459.84     |                  |
| 2237          | MADISON COLLEGE     | 182237         | MADISON COLLGE AERI  | 1   | 07/06/2022   | 640.00         | .00             | 640.00       | 07/21/2022       |

| Vendor Number | Name                    | Invoice Number | Description           | Seq | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Issue Date |
|---------------|-------------------------|----------------|-----------------------|-----|--------------|----------------|-----------------|--------------|------------------|
| Total 2237:   |                         |                |                       |     |              | 640.00         | .00             | 640.00       |                  |
| 2245          | CGC, INC                | 62383          | PUBLIC SAFETY CENTER  | 1   | 07/11/2022   | 1,748.95       | .00             | 1,748.95     | 07/21/2022       |
| Total 2245:   |                         |                |                       |     |              | 1,748.95       | .00             | 1,748.95     |                  |
| 2269          | WACHTEL TREE SCIENC     | 101545         | TREE INVENTORY        | 1   | 07/06/2022   | 21,444.15      | .00             | 21,444.15    | 07/21/2022       |
| Total 2269:   |                         |                |                       |     |              | 21,444.15      | .00             | 21,444.15    |                  |
| 2277          | BRANDT, STEVE           | SB071222       | UNIFORM ALLOWANCE     | 1   | 07/12/2022   | 300.62         | .00             | 300.62       | 07/21/2022       |
| Total 2277:   |                         |                |                       |     |              | 300.62         | .00             | 300.62       |                  |
| 2301          | THE SHOP SCREEN PRIN    | 4373           | PRINTING OF ITEMS     | 1   | 06/17/2022   | 3,122.30       | .00             | 3,122.30     | 07/21/2022       |
| Total 2301:   |                         |                |                       |     |              | 3,122.30       | .00             | 3,122.30     |                  |
| 16241         | WI DEPT OF JUSTICE      | L1373T-0630    | HIRING BACKGROUND C   | 1   | 06/30/2022   | 42.00          | .00             | 42.00        | 07/21/2022       |
|               |                         | L1373T-0630    | BACKGROUND CHECKS     | 2   | 06/30/2022   | 105.00         | .00             | 105.00       | 07/21/2022       |
| Total 16241:  |                         |                |                       |     |              | 147.00         | .00             | 147.00       |                  |
| 16247         | CITY TREASURER          | 07100600-07    | STORMWATER CHARGE     | 1   | 07/08/2022   | 26.52          | .00             | 26.52        | 07/15/2022       |
| Total 16247:  |                         |                |                       |     |              | 26.52          | .00             | 26.52        |                  |
| 16257         | CORPORATE BUSINESS      | 322994         | PW COLOR COPY OVER    | 1   | 07/13/2022   | 23.25          | .00             | 23.25        | 07/15/2022       |
|               |                         | 322994         | PW COLOR COPY OVER    | 2   | 07/13/2022   | 23.25          | .00             | 23.25        | 07/15/2022       |
|               |                         | 322994         | PW COLOR COPY OVER    | 3   | 07/13/2022   | 23.24          | .00             | 23.24        | 07/15/2022       |
|               |                         | 322998         | COPIER LEASE          | 1   | 07/13/2022   | 32.87          | .00             | 32.87        | 07/15/2022       |
| Total 16257:  |                         |                |                       |     |              | 102.61         | .00             | 102.61       |                  |
| 16315         | CRAFT, ANTHONY          | AC070722       | BOARDING FOR RUDY     | 1   | 07/07/2022   | 176.40         | .00             | 176.40       | 07/21/2022       |
| Total 16315:  |                         |                |                       |     |              | 176.40         | .00             | 176.40       |                  |
| 16333         | WI DEPT OF JUSTICE - TI | 455TIME-000    | TIME ACCESS           | 1   | 07/10/2022   | 384.00         | .00             | 384.00       | 07/21/2022       |
| Total 16333:  |                         |                |                       |     |              | 384.00         | .00             | 384.00       |                  |
| 16545         | DEPT OF SAFETY AND P    | 063022         | FIRE SPRINKLER PLAN R | 1   | 06/30/2022   | 30.00          | .00             | 30.00        | 07/21/2022       |
|               |                         | 063022         | FIRE ALARM REVIEW     | 2   | 06/30/2022   | 5.00           | .00             | 5.00         | 07/21/2022       |
| Total 16545:  |                         |                |                       |     |              | 35.00          | .00             | 35.00        |                  |
| 16640         | TOP PACK DEFENSE LLC    | 8559           | NAME TAG              | 1   | 07/01/2022   | 147.00         | .00             | 147.00       | 07/21/2022       |
| Total 16640:  |                         |                |                       |     |              | 147.00         | .00             | 147.00       |                  |
| 16655         | WI DEPT OF TRANSPORT    | 395-0000267    | EXCHANGE ST PRELIMIN  | 1   | 07/01/2022   | 3.91           | .00             | 3.91         | 07/21/2022       |
| Total 16655:  |                         |                |                       |     |              | 3.91           | .00             | 3.91         |                  |
| 16747         | WISCONSIN PRINTING      | 22125          | NEWSLETTER - AUG (DC  | 1   | 07/20/2022   | 693.45         | .00             | 693.45       | 07/21/2022       |

| Vendor Number | Name                 | Invoice Number | Description           | Seq | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Issue Date |
|---------------|----------------------|----------------|-----------------------|-----|--------------|----------------|-----------------|--------------|------------------|
|               |                      | 22125          | NEWSLETTER POSTAGE    | 2   | 07/20/2022   | 105.09         | .00             | 105.09       | 07/21/2022       |
|               | Total 16747:         |                |                       |     |              | 798.54         | .00             | 798.54       |                  |
| 16890         | PIRTEK MADISON       | MA-T000063     | VEHICLE MAINTENANCE   | 1   | 07/11/2022   | 88.87          | .00             | 88.87        | 07/21/2022       |
|               |                      | MA-T000063     | VEHICLE MAINTENANCE   | 2   | 07/11/2022   | 24.24          | .00             | 24.24        | 07/21/2022       |
|               |                      | MA-T000063     | VEHICLE MAINTENANCE   | 3   | 07/11/2022   | 24.24          | .00             | 24.24        | 07/21/2022       |
|               |                      | MA-T000063     | VEHICLE MAINTENANCE   | 4   | 07/11/2022   | 24.24          | .00             | 24.24        | 07/21/2022       |
|               | Total 16890:         |                |                       |     |              | 161.59         | .00             | 161.59       |                  |
| 16921         | AVANT GARDENING & LA | 20220786       | LANDSCAPE MAINTENA    | 1   | 07/12/2022   | 472.52         | .00             | 472.52       | 07/21/2022       |
|               | Total 16921:         |                |                       |     |              | 472.52         | .00             | 472.52       |                  |
| 16922         | PARAGON DEVELOPMEN   | 15123568       | ELECTRONIC POLL BOO   | 1   | 07/18/2022   | 159.00         | .00             | 159.00       | 07/21/2022       |
|               |                      | 15123571       | ELECTRONIC POLL BOO   | 1   | 07/18/2022   | 159.00         | .00             | 159.00       | 07/21/2022       |
|               | Total 16922:         |                |                       |     |              | 318.00         | .00             | 318.00       |                  |
| 16980         | BOLDTRONICS, INC.    | 20220085       | DOOR LOCKING REPAIR   | 1   | 06/30/2022   | 85.00          | .00             | 85.00        | 07/21/2022       |
|               |                      | 20220086       | SECURITY UPGRADES     | 1   | 06/30/2022   | 85.00          | .00             | 85.00        | 07/21/2022       |
|               |                      | 20220087       | SECURITY UPGRADES     | 1   | 07/07/2022   | 2,476.50       | .00             | 2,476.50     | 07/21/2022       |
|               |                      | 20220087       | SECURITY UPGRADES     | 2   | 07/07/2022   | 990.60         | .00             | 990.60       | 07/21/2022       |
|               |                      | 20220087       | SECURITY UPGRADES     | 3   | 07/07/2022   | 990.60         | .00             | 990.60       | 07/21/2022       |
|               |                      | 20220087       | SECURITY UPGRADES     | 4   | 07/07/2022   | 495.30         | .00             | 495.30       | 07/21/2022       |
|               | Total 16980:         |                |                       |     |              | 5,123.00       | .00             | 5,123.00     |                  |
| 17050         | SHI INTERNATIONAL CO | B15455709      | COMPUTER FOR HR GE    | 1   | 06/28/2022   | 666.32         | .00             | 666.32       | 07/21/2022       |
|               | Total 17050:         |                |                       |     |              | 666.32         | .00             | 666.32       |                  |
| 17084         | AMAZON CAPITAL SERVI | 13XF-V93D-     | DISC GOLF SUPPLIES    | 1   | 07/12/2022   | 33.84          | .00             | 33.84        | 07/21/2022       |
|               |                      | 1CT7-C4YW-     | DVDS & CDS            | 1   | 07/09/2022   | 14.96          | .00             | 14.96        | 07/21/2022       |
|               |                      | 1G9J-HYN6-     | DVDS & CDS            | 1   | 07/09/2022   | 65.89          | .00             | 65.89        | 07/21/2022       |
|               |                      | 1G9J-HYN6-     | WATER UTILITY SUPPLIE | 1   | 07/10/2022   | 212.20         | .00             | 212.20       | 07/21/2022       |
|               |                      | 1HRH-HVKH      | DVDS & CDS            | 1   | 07/01/2022   | 62.88          | .00             | 62.88        | 07/21/2022       |
|               |                      | 1HRH-HVKH      | PARKS SUPPLIES        | 1   | 07/06/2022   | 80.34          | .00             | 80.34        | 07/21/2022       |
|               |                      | 1KMC-JV11-     | DVDS & CDS            | 1   | 07/14/2022   | 37.95          | .00             | 37.95        | 07/21/2022       |
|               |                      | 1LK1-PYKX-     | OFFICE SUPPLIES       | 1   | 07/20/2022   | 49.99          | .00             | 49.99        | 07/21/2022       |
|               |                      | 1M4C-XCMP      | OFFICE SUPPLIES       | 1   | 07/07/2022   | 75.98          | .00             | 75.98        | 07/21/2022       |
|               |                      | 1M9V-TTC6-     | PARKS SUPPLIES        | 1   | 07/07/2022   | 23.98          | .00             | 23.98        | 07/21/2022       |
|               |                      | 1MR9-4LFY-     | DVDS & CDS            | 1   | 07/19/2022   | 37.98          | .00             | 37.98        | 07/21/2022       |
|               |                      | 1NXH-VX79-     | DVDS & CDS            | 1   | 07/10/2022   | 29.99          | .00             | 29.99        | 07/21/2022       |
|               |                      | 1R61-DTTF-     | NEW DESK              | 1   | 07/12/2022   | 321.78         | .00             | 321.78       | 07/21/2022       |
|               |                      | 1RP7-RNGC-     | DVDS & CDS            | 1   | 07/14/2022   | 199.81         | .00             | 199.81       | 07/21/2022       |
|               |                      | 1TTC-14NJ-     | DISC GOLF             | 1   | 07/06/2022   | 139.48         | .00             | 139.48       | 07/21/2022       |
|               |                      | 1V7Y-3VNC-     | PARKS SUPPLIES        | 1   | 07/10/2022   | 59.90          | .00             | 59.90        | 07/21/2022       |
|               | Total 17084:         |                |                       |     |              | 1,446.95       | .00             | 1,446.95     |                  |
| 17092         | GENERAL ENGINEERING  | 41             | BUILDING INSPECTION S | 1   | 07/18/2022   | 7,749.61       | .00             | 7,749.61     | 07/21/2022       |
|               | Total 17092:         |                |                       |     |              | 7,749.61       | .00             | 7,749.61     |                  |
| 17140         | US BANK VOYAGER FLE  | 8694160992     | PD FUEL               | 1   | 07/01/2022   | 3,538.16       | .00             | 3,538.16     | 07/15/2022       |

| Vendor Number | Name                  | Invoice Number | Description          | Seq | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Issue Date |
|---------------|-----------------------|----------------|----------------------|-----|--------------|----------------|-----------------|--------------|------------------|
|               |                       | 8694160992     | FIRE/EMS FUEL        | 2   | 07/01/2022   | 2,271.89       | .00             | 2,271.89     | 07/15/2022       |
|               |                       | 8694160992     | PARKS FUEL           | 3   | 07/01/2022   | 823.26         | .00             | 823.26       | 07/15/2022       |
|               |                       | 8694160992     | PW FUEL              | 4   | 07/01/2022   | 131.73         | .00             | 131.73       | 07/15/2022       |
|               |                       | 8694160992     | PW FUEL              | 5   | 07/01/2022   | 263.45         | .00             | 263.45       | 07/15/2022       |
|               |                       | 8694160992     | PW FUEL              | 6   | 07/01/2022   | 263.45         | .00             | 263.45       | 07/15/2022       |
|               |                       | 8694160992     | PW FUEL              | 7   | 07/01/2022   | 131.73         | .00             | 131.73       | 07/15/2022       |
|               |                       | 8694160992     | PW FUEL              | 8   | 07/01/2022   | 395.18         | .00             | 395.18       | 07/15/2022       |
|               |                       | 8694160992     | PW FUEL              | 9   | 07/01/2022   | 1,448.98       | .00             | 1,448.98     | 07/15/2022       |
|               | Total 17140:          |                |                      |     |              | 9,267.83       | .00             | 9,267.83     |                  |
| 17141         | BADGERLAND DISPOSAL   | 0002717557     | PORTABLE RESTROOM    | 1   | 06/30/2022   | 590.00         | .00             | 590.00       | 07/21/2022       |
|               | Total 17141:          |                |                      |     |              | 590.00         | .00             | 590.00       |                  |
| 17196         | ASSOCIATED TRUST CO   | 23125          | ANNUAL FEE           | 1   | 07/11/2022   | 475.00         | .00             | 475.00       | 07/21/2022       |
|               | Total 17196:          |                |                      |     |              | 475.00         | .00             | 475.00       |                  |
| 17306         | BEACH HOUSE PROPER    | 063022         | CLOSE ESCROW ACCOU   | 1   | 06/30/2022   | 4,694.00       | .00             | 4,694.00     | 07/21/2022       |
|               | Total 17306:          |                |                      |     |              | 4,694.00       | .00             | 4,694.00     |                  |
| 17318         | TDS                   | 072222-PW      | PW TV/INTERNET/PHON  | 1   | 07/22/2022   | 348.97         | .00             | 348.97       | 07/21/2022       |
|               |                       | 072222-PW      | PW TV/INTERNET/PHON  | 2   | 07/22/2022   | 95.17          | .00             | 95.17        | 07/21/2022       |
|               |                       | 072222-PW      | PW TV/INTERNET/PHON  | 3   | 07/22/2022   | 95.17          | .00             | 95.17        | 07/21/2022       |
|               |                       | 072222-PW      | PW TV/INTERNET/PHON  | 4   | 07/22/2022   | 95.17          | .00             | 95.17        | 07/21/2022       |
|               | Total 17318:          |                |                      |     |              | 634.48         | .00             | 634.48       |                  |
| 17320         | PARKITECTURE & PLANN  | 1-22.025       | SKATE PARK PLANNING  | 1   | 07/06/2022   | 2,896.00       | .00             | 2,896.00     | 07/21/2022       |
|               |                       | 1-22.026       | LEWIS PARK LAKE ACCE | 1   | 07/06/2022   | 1,088.00       | .00             | 1,088.00     | 07/21/2022       |
|               |                       | 2-20.010A      | PICKLEBALL CONSTRUC  | 1   | 07/06/2022   | 1,179.00       | .00             | 1,179.00     | 07/21/2022       |
|               | Total 17320:          |                |                      |     |              | 5,163.00       | .00             | 5,163.00     |                  |
| 17352         | BRAY ASSOCIATES ARC   | 3488-26        | PUBLIC SAFETY CENTER | 1   | 07/13/2022   | 12,140.00      | .00             | 12,140.00    | 07/21/2022       |
|               | Total 17352:          |                |                      |     |              | 12,140.00      | .00             | 12,140.00    |                  |
| 17428         | IGL, LEE              | LI06272022     | UNIFORM ALLOW        | 1   | 06/27/2022   | 260.88         | .00             | 260.88       | 07/21/2022       |
|               | Total 17428:          |                |                      |     |              | 260.88         | .00             | 260.88       |                  |
| 17528         | HGA                   | 230308         | PUBLIC SAFETY CENTER | 1   | 07/07/2022   | 1,921.25       | .00             | 1,921.25     | 07/21/2022       |
|               | Total 17528:          |                |                      |     |              | 1,921.25       | .00             | 1,921.25     |                  |
| 17560         | LISTON, MICHAEL & JES | 020521         | SALT SAVER REBATE PR | 1   | 02/05/2021   | 200.00         | .00             | 200.00       | Multiple         |
|               | Total 17560:          |                |                      |     |              | 200.00         | .00             | 200.00       |                  |
| 17569         | MCFARLAND ACE HARD    | 005653/1       | PADLOCK FOR PFC CABI | 1   | 07/07/2022   | 13.49          | .00             | 13.49        | 07/21/2022       |
|               |                       | 005659/1       | PARK SUPPLIES        | 1   | 07/08/2022   | 4.49           | .00             | 4.49         | 07/21/2022       |
|               |                       | 005702/1       | PADLOCK              | 1   | 07/12/2022   | 23.39          | .00             | 23.39        | 07/21/2022       |
|               |                       | 005705/1       | PARK SUPPLIES        | 1   | 07/13/2022   | 75.57          | .00             | 75.57        | 07/21/2022       |
|               |                       | 005712/1       | SAW CHAIN            | 1   | 07/14/2022   | 44.98          | .00             | 44.98        | 07/21/2022       |

| Vendor Number | Name                 | Invoice Number | Description           | Seq | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Issue Date |
|---------------|----------------------|----------------|-----------------------|-----|--------------|----------------|-----------------|--------------|------------------|
|               |                      | 005718/1       | FIRE STATION FACILITY | 1   | 07/14/2022   | 13.84          | .00             | 13.84        | 07/21/2022       |
|               |                      | 005718/1       | FIRE STATION FACILITY | 2   | 07/14/2022   | 3.78           | .00             | 3.78         | 07/21/2022       |
|               |                      | 005718/1       | FIRE STATION FACILITY | 3   | 07/14/2022   | 3.78           | .00             | 3.78         | 07/21/2022       |
|               |                      | 005718/1       | FIRE STATION FACILITY | 4   | 07/14/2022   | 3.78           | .00             | 3.78         | 07/21/2022       |
|               |                      | 005724/1       | PW SHOP SUPPLIES      | 1   | 07/15/2022   | 7.99           | .00             | 7.99         | 07/21/2022       |
|               |                      | 005741/1       | PW SHOP SUPPLIES SPA  | 1   | 07/18/2022   | 3.59           | .00             | 3.59         | 07/21/2022       |
|               |                      | 005744/1       | HVAC FILTERS          | 1   | 07/18/2022   | 188.73         | .00             | 188.73       | 07/21/2022       |
|               |                      | 005752/1       | LIGHTBULBS            | 1   | 07/19/2022   | 10.78          | .00             | 10.78        | 07/21/2022       |
|               |                      | 5651/1         | PW SHOP SUPPLIES      | 1   | 07/07/2022   | 1.35           | .00             | 1.35         | 07/21/2022       |
|               |                      | 5651/1         | PW SHOP SUPPLIES      | 2   | 07/07/2022   | 1.35           | .00             | 1.35         | 07/21/2022       |
|               |                      | 5651/1         | PW SHOP SUPPLIES      | 3   | 07/07/2022   | 1.35           | .00             | 1.35         | 07/21/2022       |
|               |                      | 5651/1         | PW SHOP SUPPLIES      | 4   | 07/07/2022   | 4.94           | .00             | 4.94         | 07/21/2022       |
| Total 17569:  |                      |                |                       |     |              | 407.18         | .00             | 407.18       |                  |
| 17607         | LIBRARY IDEAS LLC    | 91113          | VOX BOOKS             | 1   | 07/06/2022   | 315.99         | .00             | 315.99       | 07/21/2022       |
|               |                      | 91526          | VOX BOOKS             | 1   | 07/20/2022   | 43.16          | .00             | 43.16        | 07/21/2022       |
| Total 17607:  |                      |                |                       |     |              | 359.15         | .00             | 359.15       |                  |
| 17661         | RACE FORWARD         | INV-03421      | 2022-2023 GARE MEMBE  | 1   | 07/06/2022   | 1,000.00       | .00             | 1,000.00     | 07/21/2022       |
| Total 17661:  |                      |                |                       |     |              | 1,000.00       | .00             | 1,000.00     |                  |
| 17677         | CHAPIN, AARON        | AC062922       | LUNCH AT TRAINING     | 1   | 06/29/2022   | 23.82          | .00             | 23.82        | 07/21/2022       |
| Total 17677:  |                      |                |                       |     |              | 23.82          | .00             | 23.82        |                  |
| 17685         | INGRAM LIBRARY SERVI | 62829627       | BOOKS                 | 1   | 06/28/2022   | 534.63         | .00             | 534.63       | 07/21/2022       |
|               |                      | 62829986       | BOOKS                 | 1   | 06/29/2022   | 554.26         | .00             | 554.26       | 07/21/2022       |
|               |                      | 62830194       | BOOKS                 | 1   | 06/30/2022   | 243.41         | .00             | 243.41       | 07/21/2022       |
|               |                      | 62830710       | BOOKS                 | 1   | 07/01/2022   | 675.82         | .00             | 675.82       | 07/21/2022       |
|               |                      | 62831336       | BOOKS                 | 1   | 07/07/2022   | 330.13         | .00             | 330.13       | 07/21/2022       |
|               |                      | 62831847       | BOOKS                 | 1   | 07/11/2022   | 244.52         | .00             | 244.52       | 07/21/2022       |
|               |                      | 62832289       | BOOKS                 | 1   | 07/12/2022   | 353.68         | .00             | 353.68       | 07/21/2022       |
|               |                      | 62832866       | BOOKS                 | 1   | 07/15/2022   | 302.79         | .00             | 302.79       | 07/21/2022       |
|               |                      | 67491112       | BOOKS                 | 1   | 06/28/2022   | 419.27         | .00             | 419.27       | 07/21/2022       |
| Total 17685:  |                      |                |                       |     |              | 3,658.51       | .00             | 3,658.51     |                  |
| 17690         | S&L UNDERGROUND, IN  | PAYAPP4-FI     | 2021 CTH MN/BROADHE   | 1   | 06/23/2022   | 13,893.96      | .00             | 13,893.96    | 07/21/2022       |
| Total 17690:  |                      |                |                       |     |              | 13,893.96      | .00             | 13,893.96    |                  |
| 17712         | HUFFMAN FACILITY DEV | 2022 06 VO     | PUBLIC SAFETY CENTER  | 1   | 07/08/2022   | 12,825.00      | .00             | 12,825.00    | 07/21/2022       |
| Total 17712:  |                      |                |                       |     |              | 12,825.00      | .00             | 12,825.00    |                  |
| 17747         | POSTAL SOURCE, INC   | 58115          | POSTAGE METER SUPPL   | 1   | 06/24/2022   | 213.95         | .00             | 213.95       | 07/21/2022       |
| Total 17747:  |                      |                |                       |     |              | 213.95         | .00             | 213.95       |                  |
| 17782         | GFC LEASING - WI     | 100747222      | COPIER LEASE          | 1   | 06/30/2022   | 181.93         | .00             | 181.93       | 07/21/2022       |
| Total 17782:  |                      |                |                       |     |              | 181.93         | .00             | 181.93       |                  |
| 17901         | HYDROCORP            | 0067840-IN     | METER REPLACEMENT P   | 1   | 07/08/2022   | 9,021.00       | .00             | 9,021.00     | 07/21/2022       |

| Vendor Number | Name                  | Invoice Number | Description           | Seq | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Issue Date |
|---------------|-----------------------|----------------|-----------------------|-----|--------------|----------------|-----------------|--------------|------------------|
| Total 17901:  |                       |                |                       |     |              | 9,021.00       | .00             | 9,021.00     |                  |
| 17904         | CLEVELAND HEARTLAB    | 17262-20220    | HEART ASSESSMENTS     | 1   | 06/27/2022   | 100.00         | .00             | 100.00       | 07/21/2022       |
| Total 17904:  |                       |                |                       |     |              | 100.00         | .00             | 100.00       |                  |
| 17908         | BADGER METER          | 80102571       | CELLULAR SERVICE UNI  | 1   | 06/30/2022   | 51.87          | .00             | 51.87        | 07/21/2022       |
|               |                       | 80102571       | CELLULAR SERVICE UNI  | 2   | 06/30/2022   | 51.87          | .00             | 51.87        | 07/21/2022       |
| Total 17908:  |                       |                |                       |     |              | 103.74         | .00             | 103.74       |                  |
| 17909         | SHORT ELLIOTT HENDRI  | 429657         | MUNICIPAL CENTER MAS  | 1   | 07/18/2022   | 12,330.00      | .00             | 12,330.00    | 07/21/2022       |
|               |                       | 429925         | GATEWAY SIGN REPLAC   | 1   | 07/20/2022   | 9,759.53       | .00             | 9,759.53     | 07/21/2022       |
| Total 17909:  |                       |                |                       |     |              | 22,089.53      | .00             | 22,089.53    |                  |
| 17945         | ACCORD REALTY TRUST   | 070822         | PURCHASE OF PROPER    | 1   | 07/08/2022   | 5,000.00       | .00             | 5,000.00     | 07/11/2022       |
| Total 17945:  |                       |                |                       |     |              | 5,000.00       | .00             | 5,000.00     |                  |
| 17946         | LANDPHIER, NATHAN & J | 070522         | REFUND LARGE CREDIT   | 1   | 07/05/2022   | 403.27         | .00             | 403.27       | 07/21/2022       |
| Total 17946:  |                       |                |                       |     |              | 403.27         | .00             | 403.27       |                  |
| 17947         | SMARTSHEET            | INV825923      | BRANDFOLDER           | 1   | 06/13/2022   | 2,500.00       | .00             | 2,500.00     | 07/21/2022       |
| Total 17947:  |                       |                |                       |     |              | 2,500.00       | .00             | 2,500.00     |                  |
| 17948         | IDEAL CRANE RENTAL, I | 443271         | SCISSOR LIFT          | 1   | 07/13/2022   | 17,900.00      | .00             | 17,900.00    | 07/21/2022       |
| Total 17948:  |                       |                |                       |     |              | 17,900.00      | .00             | 17,900.00    |                  |
| 17949         | MIDWEST GAME & FISH   | 071522         | MAGAZINE SUBSCRIPTI   | 1   | 07/15/2022   | 29.97          | .00             | 29.97        | 07/21/2022       |
| Total 17949:  |                       |                |                       |     |              | 29.97          | .00             | 29.97        |                  |
| 17950         | BRADFORD SYSTEMS C    | 38891-A        | EVIDENCE STORAGE FO   | 1   | 07/12/2022   | 13,315.34      | .00             | 13,315.34    | 07/21/2022       |
| Total 17950:  |                       |                |                       |     |              | 13,315.34      | .00             | 13,315.34    |                  |
| 17951         | DANG, BACH & JENNY P  | 071522         | REFUND OVERPAYMENT    | 1   | 07/15/2022   | 152.59         | .00             | 152.59       | 07/21/2022       |
| Total 17951:  |                       |                |                       |     |              | 152.59         | .00             | 152.59       |                  |
| 17952         | OLSKY, MARY           | 071822         | PROGRAM FEE           | 1   | 07/18/2022   | 180.00         | .00             | 180.00       | 07/21/2022       |
| Total 17952:  |                       |                |                       |     |              | 180.00         | .00             | 180.00       |                  |
| 17954         | BELCO VEHICLE SOLUTI  | 7406           | EQUIPMENT INSTALL CHI | 1   | 07/14/2022   | 3,382.06       | .00             | 3,382.06     | 07/21/2022       |
| Total 17954:  |                       |                |                       |     |              | 3,382.06       | .00             | 3,382.06     |                  |
| 17955         | LL WASH LLC           | 238            | CAR WASH ACCOUNT DE   | 1   | 07/18/2022   | 100.00         | .00             | 100.00       | 07/21/2022       |
| Total 17955:  |                       |                |                       |     |              | 100.00         | .00             | 100.00       |                  |

| Vendor<br>Number | Name | Invoice<br>Number | Description | Seq | Invoice<br>Date | Invoice<br>Amount | Discount<br>Amount | Check<br>Amount | Check<br>Issue Date |
|------------------|------|-------------------|-------------|-----|-----------------|-------------------|--------------------|-----------------|---------------------|
| Grand Totals:    |      |                   |             |     |                 | 299,844.65        | .00                | 299,844.65      |                     |

## Report Criteria:

Detail report type printed



| Pay Period<br>Date | Journal<br>Code | Check<br>Issue Date | Check<br>Number | Payee                 | Payee<br>ID | Amount |
|--------------------|-----------------|---------------------|-----------------|-----------------------|-------------|--------|
| 07/16/2022         | PC              | 07/22/2022          |                 | GAFFNEY, AUSTIN       | 391         | 672.06 |
| 07/16/2022         | CDPT            | 07/22/2022          |                 | FIRE FIGHTERS LOCAL 3 | 8           | 127.38 |
| 07/16/2022         | CDPT            | 07/22/2022          |                 | FIRE FIGHTERS LOCAL 3 | 8           | 5.00   |
| 07/16/2022         | CDPT            | 07/22/2022          |                 | WI SCTF               | 5           | 207.69 |

PAYROLL RELATED

\$1,012.13

  
**McFarland**  
**SUMMARY SHEET**

**MEETING DATE:** Tuesday, July 26, 2022

**SECTION:** Business

**DEPARTMENT:** Administration

**CONTACT:** Cassandra Suettinger, Village Clerk/Treasurer, Chris Dennis, Fire/Rescue Chief, Aaron Chapin, Police Chief, Jim Hessling, Public Works Director

**AGENDA ITEM:** Motion to approve an event permit application from the McFarland Family Festival to hold the McFarland Community Festival from September 22, 2022 through September 25, 2022 with the requested variance and the request to waive the event permit fee for a Community Organization per Village Ordinance 36-16 with the conditions provided from the Police Chief, Fire & Rescue Chief and Director of Public Works.

**PREVIOUS ACTION:**

The McFarland Family Festival has taken place in the Village for many decades. An event permit was last issued for the event and its proposed operation in 2019.

**ISSUE SUMMARY:**

The McFarland Family Festival has applied to hold the McFarland Community Festival from September 22, 2022 through September 25, 2022. The event is proposed to once again be held downtown as it was in 2019. Due to COVID-19, the Festival has taken a two-year hiatus. While the name of the event has slightly changed, the foot print and festival will largely be the same.

September 21, 2022 - Setup will begin in the downtown campus area. Beginning September 21, 2022 the McFarland Municipal Center Parking lot will have limited access and house the carnival portion.

Attached is the event permit application and full event schedule. Highlights of the event include:

1. Friends of the McFarland Library Book Sale
2. 5k run/walk on Saturday September 24, 2022. Previously the event had included a triathlon.
3. Carnival Rides - Friday September 23, 2022 - Sunday September 25, 2022
4. Kiss the Pig Public Art Unveiling - Sunday September 25, 2022.
5. Orchestra Event - Saturday September 24, 2022.
6. Beer Tent & Live Music - Friday, Saturday 4 p.m. to 10 p.m. and Sunday 11 a.m. to 3 p.m.
7. Parade - Sunday September 25, 2022

**FINANCIAL/BUDGET IMPACT:**

None.



**VILLAGE PLAN REFERENCE:**

None.

**ORDINANCE REFERENCE:**

[Chapter 36](#)

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

Recommended for approval with the conditions outlined by staff.

**ATTACHMENTS:**

1. Community Festival - Event Permit Application\_Redacted
2. PW - Community Festival September 2022
3. PD - Community Festival September 2022
4. FR - Community Festival September 2022



### Event Permit

Pursuant to Village Ordinance Chapter 11

For parades, run/walks, car shows, community events, and special events in which 200 or more attendees are anticipated at one time or that is likely to have a significant impact on neighborhood parking or the free-flow of traffic (only pertains to events that are open to the public).

☐ - Application Fee - \$100 (due with application)

| Public Property vs. Private Property                                                                                                        |                                                                                                                                                      | Notes/Instructions |
|---------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| 1. Will any portion of this event take place on public property?<br><input checked="" type="checkbox"/> - Yes <input type="checkbox"/> - No | If yes, please complete entire application.<br>If no, please complete question 1a.                                                                   |                    |
| 1a. If no, will the event involve the sale of alcohol?<br><input checked="" type="checkbox"/> - Yes <input type="checkbox"/> - No           | If yes, please complete the entire application.<br>If no, please contact Village Administration to determine if you need to complete the application |                    |

| Applicant Information                                                       |                      |
|-----------------------------------------------------------------------------|----------------------|
| Name(First, M.I., Last) of Primary Contact:<br><b>Stephanie Brassington</b> | Phone:<br>[REDACTED] |
| Address:<br>[REDACTED]                                                      |                      |
| Email Address:<br>[REDACTED]                                                |                      |

| Agency/Organization Information – (If applicable)    |                      |
|------------------------------------------------------|----------------------|
| Name:<br><b>McFarland Family Festival</b>            | Phone:<br><b>N/A</b> |
| Address:<br><b>PO Box 110, McFarland, WI 53558</b>   |                      |
| Email Address:<br><b>mcfarlandfestival@gmail.com</b> |                      |

| Event Information                                                         |                                                                                                                                                                |
|---------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Name of Event:<br><b>McFarland Community Festival</b>                     | Type of Event<br><b>Festival</b>                                                                                                                               |
| Location of Event:<br><b>McFarland Municipal Center and downtown area</b> |                                                                                                                                                                |
| Event Date(s):<br><b>September 22-25</b>                                  | Event Time(s):<br><small>September 21 7pm - 5pm (setup) September 22 4pm-10pm; September 23 4pm - 10pm September 24 7am - 10pm September 25 10am - 4pm</small> |
| Total number of anticipated attendees:<br><b>2000</b>                     | Total Number of attendees anticipated being at the event at one time: <b>500</b>                                                                               |
| Set up Start Time:<br><b>7am</b>                                          | Tear Down End Time:<br><b>4pm</b>                                                                                                                              |

| Event Questionnaire                                                                                                                                                                         | Notes/Instructions                                                                                                                                                                                                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Is this event proposed to take place on a Village street?<br><input checked="" type="checkbox"/> - Yes <input type="checkbox"/> - No                                                     | If yes, please attach map of route including all intersections and road closures.                                                                                                                                                  |
| 2. Will the event involve closure of a Village Street(s)?<br><input checked="" type="checkbox"/> - Yes <input type="checkbox"/> - No                                                        |                                                                                                                                                                                                                                    |
| 3. Does this event include a parade which will take place on any portion of a Village street?<br><input checked="" type="checkbox"/> - Yes <input type="checkbox"/> - No                    | If yes, please attach map of route. *only allowed for community organizations                                                                                                                                                      |
| 4. Is this event predicted to have 200 attendees at one time?<br><input checked="" type="checkbox"/> - Yes <input type="checkbox"/> - No                                                    | This only pertains to events open to the public, not private parties.                                                                                                                                                              |
| 5. Will there be outdoor amplified sound?<br><input checked="" type="checkbox"/> - Yes <input type="checkbox"/> - No                                                                        |                                                                                                                                                                                                                                    |
| 6. Will the event generate amplified sound after 10 p.m.<br><input type="checkbox"/> - Yes, a variance is requested as part of this application <input checked="" type="checkbox"/> - No    | All events generating noise after 10 p.m. require a variance from the Village Board.                                                                                                                                               |
| 7. Will alcohol be consumed?<br><input checked="" type="checkbox"/> - Yes <input type="checkbox"/> - No                                                                                     |                                                                                                                                                                                                                                    |
| 7a. If yes, will minors be present where alcohol is served?<br><input checked="" type="checkbox"/> - Yes, a variance is requested as part of this application <input type="checkbox"/> - No | All events that allow for the presence of minors where alcohol is served require a variance from the Village Board.                                                                                                                |
| 7b. Will alcohol be sold?<br><input checked="" type="checkbox"/> - Yes <input type="checkbox"/> - No                                                                                        | If yes, a temporary alcohol license is required. Please contact the Clerk at 608-838-3153. Form may also be accessed at: <a href="http://Mcfarland.wi.us/licensespermits">Mcfarland.wi.us/licensespermits</a>                      |
| 8. Will a Village Park be used? <input checked="" type="checkbox"/> - Yes <input type="checkbox"/> - No<br>Please identify the park: <u>Discovery Garden Park</u>                           | Reservations should be made at: <a href="http://Mcfarland.wi.us/parks_reserve">Mcfarland.wi.us/parks_reserve</a>                                                                                                                   |
| 9. Will the event involve tents, or any other activities that will require digging or turf disturbance? <input checked="" type="checkbox"/> - Yes <input type="checkbox"/> - No             | *You are required to contact digger's hotline no less than 5 days prior to the event to provide a locate.                                                                                                                          |
| 10. Has this event been previously approved in prior years by the Village?<br><input checked="" type="checkbox"/> - Yes <input type="checkbox"/> - No                                       | If yes, when: <u>6/2019</u> (month/year)                                                                                                                                                                                           |
| 10a. If yes, have any of the event details changed from the prior years?<br><input checked="" type="checkbox"/> - Yes <input type="checkbox"/> - No                                         | If yes, describe changes(attach additional sheets if necessary):<br><b>See Attachment</b>                                                                                                                                          |
| 11. Will the event include any mobile food carts?<br><input checked="" type="checkbox"/> - Yes <input type="checkbox"/> - No                                                                | If yes, a Mobile Food Establishment Permit is required for each cart. Please contact the Clerk at 608-838-3153. Form may also be accessed at: <a href="http://Mcfarland.wi.us/licensespermits">Mcfarland.wi.us/licensespermits</a> |
| 12. Will the event include any vendors?<br><input checked="" type="checkbox"/> - Yes <input type="checkbox"/> - No                                                                          | If yes, a Direct Seller Permit may be required for each vendor. Municipal Staff will contact you to obtain more information.                                                                                                       |



### Required Attachments

- - Detailed event schedule
- - Site Plan Requirement – a site plan must be attached that identifies the event layout for the event including stages, tents, equipment, fencing, alcohol sale and carding areas, etc.
- - (if applicable) If the event will take place on a Village street, include a map of all routes or activities.
- - Insurance - The applicant shall furnish a certificate to the Village demonstrating that applicant has in force and will maintain during the time the Event Permit is in effect public liability insurance of not less than \$1,000,000 per one person, \$2,000,000 per occurrence for personal injury and \$1,000,000 for property damage naming the Village as an additional insured.

### Event Details and Security Plan

As part of the application process, you will be required to meet with the McFarland Police Department to discuss details of your event and security requirements. Please provide some dates/times you would be available for a meeting:

### Event Coordinators

Village requires each event to identify event coordinators who shall serve as direct contacts for the event. These should be individuals that are not directly participating in the event activities, but rather specifically assigned to monitor and assist in coordinating the activities of the event.

Identify Event coordinators (identify 1 for every 50 expected attendees) – attach additional sheets if necessary.

| Name                  | Location at Event<br>(Ex: Race Start, supply tent) | Time On-site<br>(ex: 10 a.m. to 2 p.m.)             | Cell Phone |
|-----------------------|----------------------------------------------------|-----------------------------------------------------|------------|
| Stephanie Brassington | HQ is Conference Room A, Municipal Center          | at least one board member will be onsite 7am - 10pm |            |
| Heidi Cox             |                                                    |                                                     |            |
| Leah Herro            |                                                    |                                                     |            |
| Mona Nelson           |                                                    |                                                     |            |
| Lori Kofarnus         |                                                    |                                                     |            |

### Indemnification Agreement

In consideration for the issuance of the Event Permit, the undersigned, both individually and the agency or organization applying for the Event Permit, shall indemnify, defend and hold harmless the Village of McFarland and its officers, officials, agents, and employees against all loss or expense (including liability costs and reasonable attorney's fees) by reason of any claim or suit, or of liability imposed by law upon the Village or its officers, officials, agents or employees, for damages because of injury, including death at any time resulting therefrom, sustained by any person or persons, or on account of damages to property, including loss of use thereof, arising from, in connection with, caused by or resulting from the Event. The undersigned represents that he or she has authority to enter into this agreement on behalf of the agency or organization applying for this permit.

Applicant Signature:

*Stephanie Brassington*

Date:

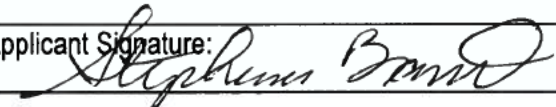
*7/15/22*

**Certification Section**

PLEASE READ CAREFULLY BEFORE SIGNING

I understand the application and event requirements and agree to the following:

- ☒ - I agree to adhere to all applicable, federal, state and municipal laws and understand the violation of such laws will be subject to applicable fines and penalties, and failure to do so is ground for revocation of the event permit.
- ☒ - I understand that my event permit may be revoked at any time, if the Chief of Police, Fire/EMS Chief, Public Works Director, or designee, in their sole discretion, determine that health or general welfare to the public is endangered.
- ☒ - I agree to return the site to the condition that existed before the event within twenty-four (24) hours or the expiration of my parks reservation.
- ☒ - I agree to abide by all including any additional conditions imposed by the Village, and understand failure to adhere to conditions will result in revocation of the event permit.

Applicant Signature: Date: 7/15/22**FOR VILLAGE USE ONLY**☐ - Approved    ☐ - Denied    Police Chief: \_\_\_\_\_ Date: \_\_\_\_\_Application Received: \_\_\_\_\_ 45-day application requirement met?: ☐ - Yes    ☐ - NoPublic Safety Committee Date: \_\_\_\_\_ ☐ - Approved    ☐ - Denied    ☐ - Not applicableVillage Board Meeting Date: \_\_\_\_\_ ☐ - Approved    ☐ - Denied**Detailed Security Plan Requirements – Appendix A**

\*\*Police Department to provide criteria regarding security plan requirements. This would include number of event coordinators required per number of attendees, security requirements when alcohol is served, etc.

**Detailed Emergency Management Expectations and Requirements – Appendix B**

- Actions to be taken in the event of a fire, hazardous condition, or similar emergency requiring building or tent evacuation.
  - Have an individual call 911, not all facilities that have a fire alarm notify the 911 center. The 911 operator will have several questions but know the Fire & Rescue Department will be notified while questions are being obtained.
  - If amplified music is playing, have the music stop and if possible calmly announce the need to evacuate to the nearest exit.
  - Individuals will need to be designated in assisting in evacuating individuals to the nearest exit. Keep in mind most individuals will attempt to exit the same way they accessed the area. The exit will most likely not be able to handle the number of individuals exiting and have people near the exits to allow them to exit quickly while ushering individuals to the exit.
  - Designate an area of event-goers to an assembly area that is away from the building, fire department vehicle access. We want to allow access for fire trucks and firefighters to address the situation.
  - In the event, an individual is unwilling to exit do not put individuals at risk in attempting to remove the individual. Notify the initial arriving first responders.
- Actions to be taken in the event of a medical emergency.
  - Call 911 to report the incident. The 911 operator will have several questions but know the Fire & Rescue Department will be notified while questions are being obtained.
  - Identify individuals that can assist in getting responders from the entrance of the area to the individual that is in need of medical care. Note more than one vehicle will often respond and maybe several depending on the situation. Having adequate staff to remain in locations to direct additional vehicles responding is preferred.

Additions to 2022 festival:

- September 24<sup>th</sup> 10:30 am UW Med Flight helicopter landing and show and tell.
- September 24<sup>th</sup> - 5K Run/Walk
- September 22<sup>nd</sup> Farm to Table Dinner
- September 24<sup>th</sup> – Optimists Bingo Time TBD, Community Room.



## 2022 Community Festival Schedule

|              | Thursday                                                   | Friday                                                         | Saturday                                                                             | Sunday                                                             |
|--------------|------------------------------------------------------------|----------------------------------------------------------------|--------------------------------------------------------------------------------------|--------------------------------------------------------------------|
| <b>7am</b>   |                                                            |                                                                | 7:00 – 12:00 pm 5K run/walk (Kids Tent) Kids fun-run starts at 8am 5k Starts at 8:30 |                                                                    |
| <b>9:00</b>  | 9:00-4:00 Friends of McFarland Library Book Sale (Library) | 9:00-4:00 Friends of the McFarland Library Book Sale (Library) | 9:00-4:00 Friends of the McFarland Library Book Sale                                 |                                                                    |
| <b>10:00</b> |                                                            |                                                                | 10:30 UW Med Flight Helicopter show and tell                                         |                                                                    |
| <b>11:00</b> |                                                            |                                                                | 11:00-10:00 Carnival Rides                                                           | 11:00-4:00 Carnival Rides<br><br>11:00 Beer Tent opens (main Tent) |
| <b>12:00</b> |                                                            |                                                                | 12:00 Beer Tent opens (Main Tent)<br><br>12:00-5:00 Kids Games (Kids Tent)           | 12:00-1:00 Parade                                                  |
| <b>1:00</b>  | Volunteer Orientation                                      |                                                                |                                                                                      | 1:30pm – 3pm Boy Scouts (Kids Tent) Rain Gutter Rigatta            |
| <b>1:30</b>  |                                                            |                                                                |                                                                                      | 50/50 Raffle winners<br>Kiss the pig<br>Public Art unveiling       |
|              |                                                            |                                                                |                                                                                      |                                                                    |
| <b>2:00</b>  |                                                            |                                                                | 2:00- 5:00 DB Orchestra                                                              |                                                                    |
|              |                                                            |                                                                |                                                                                      |                                                                    |
| <b>3:00</b>  |                                                            |                                                                |                                                                                      | Festival Closing Ceremony                                          |

|                |                                   |                                                                   |                                                         |                 |
|----------------|-----------------------------------|-------------------------------------------------------------------|---------------------------------------------------------|-----------------|
|                |                                   |                                                                   |                                                         |                 |
| <b>4:00</b>    |                                   | Beer Tent opens<br>4:00-10:00 Carnival<br>Rides start             |                                                         | Festival Closes |
| <b>5:00</b>    | 5:00-7:00 Farm to<br>Table Dinner | 5:00-7:30 1KBK<br>Celebration with<br>Wendy and DB<br>(Kids Tent) |                                                         |                 |
| <b>7:00</b>    |                                   | 7:00 – 10:00 Band –<br>The Trailer<br>Kings (Main Tent)           | 7:00 – 10:00 Band –<br>Union Road                       |                 |
| <b>10:00</b>   |                                   | Festival closes                                                   | Festival closes                                         |                 |
| <b>All Day</b> |                                   |                                                                   | Community Garden<br>Open House<br>(Community<br>Garden) |                 |
|                |                                   |                                                                   |                                                         |                 |

# Parade Route





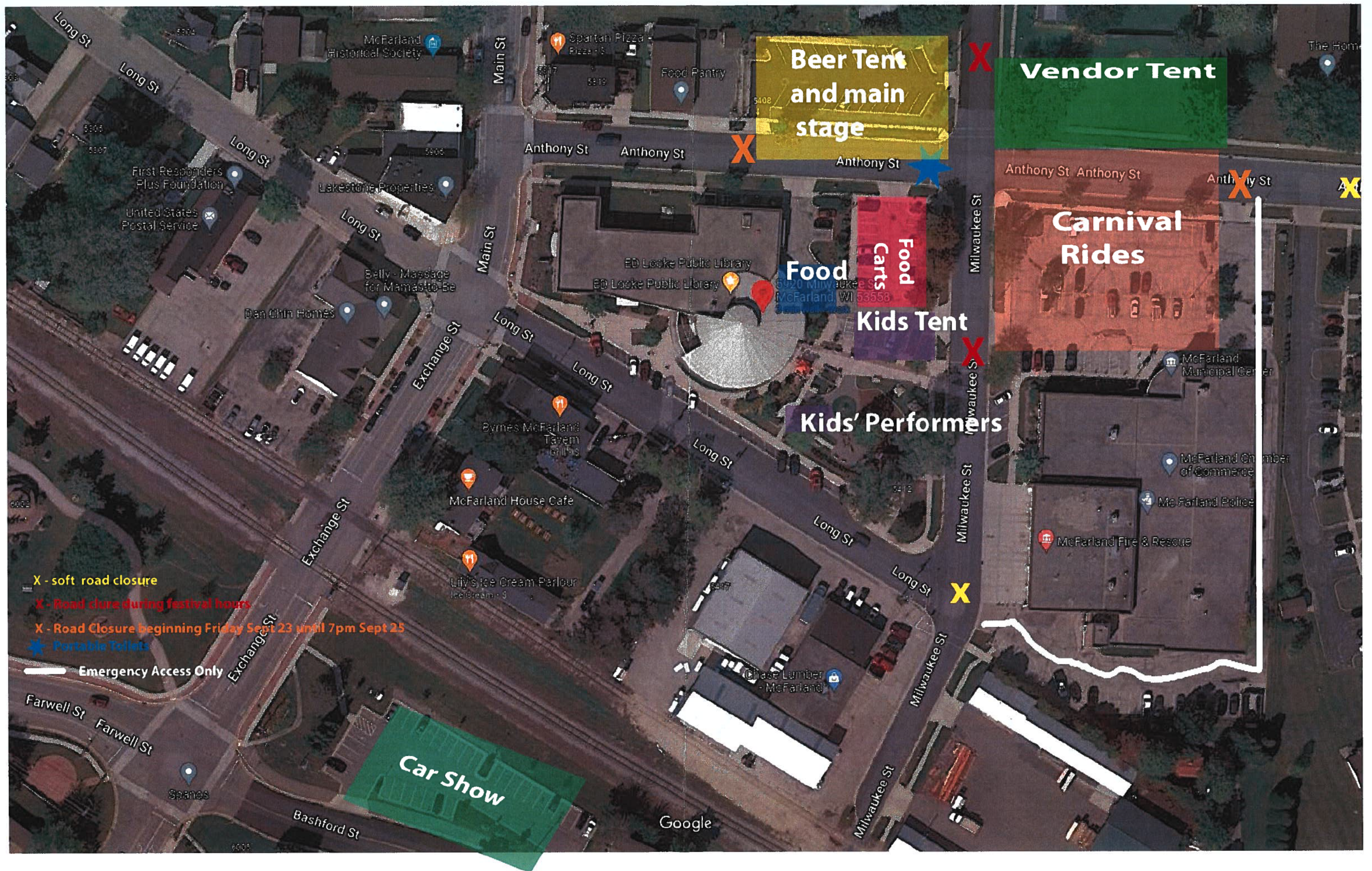
Start Milwaukee St. and Long St.  
 Turn right on Broadhead St.  
 Turn right on Holscher Road  
 Turn right on Elvehjem Rd.  
 Take the Grandview Trail to  
 Marsh Woods Dr.  
 Turn right on Lewis Lane  
 Turn right on Lani Lane  
 Turn left on Johnson St.  
 Turn Left on Bashford St.  
 Turn right onto Exchange St.  
 Turn right onto Anthony St.

5K Route

Google









July 19, 2022

RE: McFarland Community Festival, September 22-25, 2022

The Public Works Department has the following conditions for the above referenced event.

- Any restroom or porta potty cleanup/upkeep including supplies during the event will be the responsibility of the permittee
- No tent staking or objects are to be set on the playground surfacing at Discovery Park at the library
- No vehicles are allowed on grassy areas during the event. All loading and unloading activities must be performed from the street and not from or on the grass.
- Diggers Hotline MUST be notified at least 3 business days before any groundwork commences
- If any fencing and/or T-posts are needed, they will be supplied and delivered by public works. Installation and tear down of the temporary fencing is to be performed by the permittee
- Barricades for the parade or the event will be supplied by Public Works

I wish them well with their event.

Regards,

A handwritten signature in blue ink, appearing to read 'Jim Hessling', is positioned above the printed name and title.

Jim Hessling  
Director of Public Works

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# McFarland

VILLAGE OF

## Police Department

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5915 Milwaukee St, McFarland, WI 53558 | 608.838.3151 | [www.mcfarland.wi.us/police](http://www.mcfarland.wi.us/police)

Aaron P. Chapin | Chief of Police

**DATE:** July 21, 2022

**TO:** McFarland Village Board / Public Safety Committee

**FROM:** Aaron P Chapin, Chief of Police

**REFERENCE:** Recommendation of Approval

I have reviewed the request submitted by the Board of the McFarland Family Festival for a special event permit for the dates of September 22<sup>nd</sup> through September 25<sup>th</sup> as well as their requests for a variance for minors to be allowed to be present where alcohol is sold for the McFarland Community Festival event. This event also has a secondary permit requested by the Lion's Club for a temporary Class B alcohol license to operate a beer tent during the festival.

I recommend approval of these requests, with the following conditions:

- Organizers will enclose the beer tent area with fencing so as to clearly separate the area of sale and consumption.
- Because minors will be allowed to be in the area, wrist-banding will be conducted to identify individuals who are of the legal drinking age who wish to purchase or consume alcohol in the beer tent.
- Organizers will ensure a carding location inside the beer tent where the wristbands will be applied by volunteers so as to prevent alcohol service to underage individuals.
- They will comply with all applicable code relating to necessary egress/exits.
- Event staff will hire two private security personnel to staff the beer tent while it is in operation. The security officer function will be to card those wishing to purchase/consume alcohol, as well as to maintain security and order.
- Organizers will be prepared to assign their own event staff to the carding function should the security personnel become involved in the management of an incident and are unable to continue carding.
- Organizers, in addition to hired security, will provide at minimum one staff member for every 50 attendees to the function of assisting patrons, providing security and ensuring minors do not consume alcohol. These individuals will wear a brightly colored shirt that clearly identifies them as event staff, with wording printed on the front and back indicating such.
- Amplified music will cease no later than 10pm.
- Alcohol service will cease no later than 9:45pm, with a last call announced no later than 9:30pm.
- Beer tent will be vacated by patrons no later than 11:00 pm.
- Organizers will also have two McFarland Police Department Officers assigned to patrol the festival site for the purpose of crowd management and emergency response from 6:00 pm until 11:00 pm on Friday and Saturday evening.
- Organizers will work with Village staff, and comply with any subsequent staff requirements regarding other issues or details that arise between now and the event date, including plans for mitigation of fire, severe weather, medical emergency, security concerns, etc.

**Respectfully,**

A handwritten signature in black ink, appearing to read 'APCh', with a horizontal line extending to the right.

Aaron P Chapin  
Chief of Police



July 22, 2022

Re: Event Permit Review – McFarland Community Festival

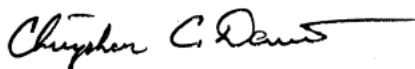
I have reviewed the submitted event application by Stephanie Brassington, McFarland Community Festival, for the McFarland Community Festival event to occur from September 22 through 25, 2022.

The application is substantially complete and complies with the EMS and fire requirements. The event has been held previously without significant concerns occurring. The organizers are not stating any substantial changes in the event from previous events. We do require the following items:

- Fire & Rescue Department will provide an inspection of tents for compliance with ordinances and international fire before the start of the event.
- Milwaukee Street must remain passable for emergency vehicles if required throughout the event.
- Maintain emergency vehicle access from the Municipal Center's east drive around Anothny Street throughout the event.

I recommend approval of the permit with the above conditions.

Sincerely,



Christopher C. Dennis, Chief  
Fire & Rescue Department  
Village of McFarland

  
**McFarland**  
**SUMMARY SHEET**

**MEETING DATE:** Tuesday, July 26, 2022

**SECTION:** Business

**DEPARTMENT:** Administration

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

**AGENDA ITEM:** Motion to approve a temporary Class "B" and "Class B" picnic license for the McFarland Lions Club Foundation Inc. to sell fermented malt beverages and wine at the McFarland Community Festival September 23, 2022 through September 25, 2022 with the conditions outlined in Chief Chapin's letter dated July 21, 2022.

**PREVIOUS ACTION:**

**ISSUE SUMMARY:**

As part of the 2022 Community Festival, the McFarland Lions Club will be pulling the Temporary licensing to serve fermented malt beverage and wine. Chief Chapin has provided uniform standards for the Community Festival and those who will be responsible for the sale of alcohol within the beer tent.

**FINANCIAL/BUDGET IMPACT:**

None.

**VILLAGE PLAN REFERENCE:**

None.

**ORDINANCE REFERENCE:**

[Village Ordinance 11-49 & 11-50 Temporary Class B Licenses](#)

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

Recommended for approval with the conditions outlined in Chief Chapin's letter dated July 21, 2022.

**ATTACHMENTS:**

1. Mcf Lion - Temp Class B - 07.15.2022\_Redacted
2. PD - Community Festival September 2022

#16232

**Application for Temporary Class "B" / "Class B" Retailer's License**

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$10.00

Application Date: 05/20/2022

☐ Town ☒ Village ☐ City of McFarland

County of Dane

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 09/23/2022 and ending 09/25/2022 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

**1. Organization** (check appropriate box) →☒ Bona fide Club☐ Church☐ Lodge/Society☐ Veteran's Organization☐ Fair Association or Agricultural Society☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name McFarland Lions Club Foundation Inc.

(b) Address PO Box 364 McFarland, WI 53558

(Street)

☐ Town☒ Village☐ City

(c) Date organized 12/04/2018

(d) If corporation, give date of incorporation 01/01/2019

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☒

(f) Names and addresses of all officers:

President James Klubertanz, [REDACTED]

Vice President Michael Carmody, [REDACTED]

Secretary Bruce Voight, [REDACTED]

Treasurer Ruth Oetzman, [REDACTED]

(g) Name and address of manager or person in charge of affair: Bruce Voight

**2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:**

(a) Street number 5400 Anthony Street

(b) Lot \_\_\_\_\_ Block \_\_\_\_\_

(c) Do premises occupy all or part of building? No, will occupy outdoor McFarland Community Festival tent

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: \_\_\_\_\_

**3. Name of Event**

(a) List name of the event McFarland Community Festival

(b) Dates of event 09/23/2022 → 9/25/22

**DECLARATION**

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer Bruce Voight 5/20/22

(Signature / Date)

McFarland Lions Club

(Name of Organization)

Date Filed with Clerk \_\_\_\_\_

Date Reported to Council or Board \_\_\_\_\_

Date Granted by Council \_\_\_\_\_

License No. \_\_\_\_\_

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# McFarland

VILLAGE OF

## Police Department

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5915 Milwaukee St, McFarland, WI 53558 | 608.838.3151 | [www.mcfarland.wi.us/police](http://www.mcfarland.wi.us/police)

Aaron P. Chapin | Chief of Police

**DATE:** July 21, 2022

**TO:** McFarland Village Board / Public Safety Committee

**FROM:** Aaron P Chapin, Chief of Police

**REFERENCE:** Recommendation of Approval

I have reviewed the request submitted by the Board of the McFarland Family Festival for a special event permit for the dates of September 22<sup>nd</sup> through September 25<sup>th</sup> as well as their requests for a variance for minors to be allowed to be present where alcohol is sold for the McFarland Community Festival event. This event also has a secondary permit requested by the Lion's Club for a temporary Class B alcohol license to operate a beer tent during the festival.

I recommend approval of these requests, with the following conditions:

- Organizers will enclose the beer tent area with fencing so as to clearly separate the area of sale and consumption.
- Because minors will be allowed to be in the area, wrist-banding will be conducted to identify individuals who are of the legal drinking age who wish to purchase or consume alcohol in the beer tent.
- Organizers will ensure a carding location inside the beer tent where the wristbands will be applied by volunteers so as to prevent alcohol service to underage individuals.
- They will comply with all applicable code relating to necessary egress/exits.
- Event staff will hire two private security personnel to staff the beer tent while it is in operation. The security officer function will be to card those wishing to purchase/consume alcohol, as well as to maintain security and order.
- Organizers will be prepared to assign their own event staff to the carding function should the security personnel become involved in the management of an incident and are unable to continue carding.
- Organizers, in addition to hired security, will provide at minimum one staff member for every 50 attendees to the function of assisting patrons, providing security and ensuring minors do not consume alcohol. These individuals will wear a brightly colored shirt that clearly identifies them as event staff, with wording printed on the front and back indicating such.
- Amplified music will cease no later than 10pm.
- Alcohol service will cease no later than 9:45pm, with a last call announced no later than 9:30pm.
- Beer tent will be vacated by patrons no later than 11:00 pm.
- Organizers will also have two McFarland Police Department Officers assigned to patrol the festival site for the purpose of crowd management and emergency response from 6:00 pm until 11:00 pm on Friday and Saturday evening.
- Organizers will work with Village staff, and comply with any subsequent staff requirements regarding other issues or details that arise between now and the event date, including plans for mitigation of fire, severe weather, medical emergency, security concerns, etc.

**Respectfully,**

A handwritten signature in black ink, appearing to read 'APCh', with a horizontal line extending to the right.

Aaron P Chapin  
Chief of Police



  
**McFarland**  
**SUMMARY SHEET**

**MEETING DATE:** Tuesday, July 26, 2022

**SECTION:** Business

**DEPARTMENT:** Administration

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

**AGENDA ITEM:** Motion to approve a temporary Class "B" and "Class B" picnic license for the McFarland Family Festival to sell fermented malt beverages and wine at the McFarland Community Festival September 22, 2022 with the conditions outlined in Chief Chapin's letter dated July 21, 2022.

**PREVIOUS ACTION:**

**ISSUE SUMMARY:**

As noted in the previous item, the McFarland Lions Club has pulled the temporary alcohol beverage license to run the beer tent from Friday September 23rd through Sunday September 25th. In addition to this, the McFarland Family Festival will be holding a farm to table event and serving alcohol on Thursday evening. The event will take place in the beer of the Festival and be subject to the conditions from Chief Chapin outlined in his letter.

**FINANCIAL/BUDGET IMPACT:**

Permit Revenue.

**VILLAGE PLAN REFERENCE:**

N/A

**ORDINANCE REFERENCE:**

[Village Code of Ordinances 11-49 & 11-50 regarding Temporary Alcohol Licensing](#)

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

Recommended for approval with the conditions outlined in Chief Chapin's letter dated July 21, 2022.

**ATTACHMENTS:**

1. Community Festival - Temp Class B\_Redacted
2. PD - Community Festival September 2022

## Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ \_\_\_\_\_

Application Date: 07/18/2022

☐ Town ☒ Village ☐ City of McFarland

County of Dane

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 09/22/2022 and ending 09/22/2022 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

### 1. Organization (check appropriate box) →

☐ Bona fide Club

☐ Church

☐ Lodge/Society

☐ Veteran's Organization

☒ Fair Association or Agricultural Society

☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name McFarland Family Festival, Inc

(b) Address PO Box 110, McFarland WI 53558

(Street)

☐ Town

☒ Village

☐ City

(c) Date organized 02/27/2004

(d) If corporation, give date of incorporation 02/27/2004

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☒

(f) Names and addresses of all officers:

President Stephanie Brassington

Vice President Leah Herro

Secretary Heidi Cox

Treasurer Don Peterson

(g) Name and address of manager or person in charge of affair: Heidi Cox

### 2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 5408 Anthony St. McFarland WI 53558

(b) Lot \_\_\_\_\_

Block \_\_\_\_\_

(c) Do premises occupy all or part of building? \_\_\_\_\_

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: The event will be in a tent that is on the parking lot located at this address.

### 3. Name of Event

(a) List name of the event \_\_\_\_\_

(b) Dates of event \_\_\_\_\_

### DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer

Heidi Cox  
(Signature / Date)

McF Family Festival  
(Name of Organization)

Date Filed with Clerk \_\_\_\_\_

Date Reported to Council or Board \_\_\_\_\_

Date Granted by Council \_\_\_\_\_

License No. \_\_\_\_\_

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# McFarland

VILLAGE OF

## *Police Department*

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5915 Milwaukee St, McFarland, WI 53558 | 608.838.3151 | [www.mcfarland.wi.us/police](http://www.mcfarland.wi.us/police)

Aaron P. Chapin | Chief of Police

**DATE:** July 21, 2022

**TO:** McFarland Village Board / Public Safety Committee

**FROM:** Aaron P Chapin, Chief of Police

**REFERENCE:** Recommendation of Approval

I have reviewed the request submitted by the Board of the McFarland Family Festival for a special event permit for the dates of September 22<sup>nd</sup> through September 25<sup>th</sup> as well as their requests for a variance for minors to be allowed to be present where alcohol is sold for the McFarland Community Festival event. This event also has a secondary permit requested by the Lion's Club for a temporary Class B alcohol license to operate a beer tent during the festival.

I recommend approval of these requests, with the following conditions:

- Organizers will enclose the beer tent area with fencing so as to clearly separate the area of sale and consumption.
- Because minors will be allowed to be in the area, wrist-banding will be conducted to identify individuals who are of the legal drinking age who wish to purchase or consume alcohol in the beer tent.
- Organizers will ensure a carding location inside the beer tent where the wristbands will be applied by volunteers so as to prevent alcohol service to underage individuals.
- They will comply with all applicable code relating to necessary egress/exits.
- Event staff will hire two private security personnel to staff the beer tent while it is in operation. The security officer function will be to card those wishing to purchase/consume alcohol, as well as to maintain security and order.
- Organizers will be prepared to assign their own event staff to the carding function should the security personnel become involved in the management of an incident and are unable to continue carding.
- Organizers, in addition to hired security, will provide at minimum one staff member for every 50 attendees to the function of assisting patrons, providing security and ensuring minors do not consume alcohol. These individuals will wear a brightly colored shirt that clearly identifies them as event staff, with wording printed on the front and back indicating such.
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- Alcohol service will cease no later than 9:45pm, with a last call announced no later than 9:30pm.
- Beer tent will be vacated by patrons no later than 11:00 pm.
- Organizers will also have two McFarland Police Department Officers assigned to patrol the festival site for the purpose of crowd management and emergency response from 6:00 pm until 11:00 pm on Friday and Saturday evening.
- Organizers will work with Village staff, and comply with any subsequent staff requirements regarding other issues or details that arise between now and the event date, including plans for mitigation of fire, severe weather, medical emergency, security concerns, etc.

**Respectfully,**

A handwritten signature in black ink, appearing to read 'APCh', with a horizontal line extending to the right.

Aaron P Chapin  
Chief of Police

  
**VILLAGE OF**  
**McFarland**  
**SUMMARY SHEET**

**MEETING DATE:** Tuesday, July 26, 2022

**SECTION:** Consent Agenda

**DEPARTMENT:** Administration

**CONTACT:** Cassandra Suettinger, Village Clerk/Treasurer

**AGENDA ITEM:** Motion to approve the updated organizational chart for the Communication and Technology Department to change the title from the current Production Assistant to Media Producer.

**PREVIOUS ACTION:**

**ISSUE SUMMARY:**

In finishing up revisions and review of Village job descriptions, titles, and classifications of Village positions in concert with the 2021 Compensation, Classification and Future Staffing Plan, revision is proposed to the title of the Production Assistant within the Communication & Technology Department to re-title the position Media Producer. The new title is aligned with the work the position does and the responsibility for media content creation it holds.

**FINANCIAL/BUDGET IMPACT:**

None.

**VILLAGE PLAN REFERENCE:**

Personnel Policy Manula - Chapter 3 - Village Board is responsibility for changes and updates to the Village's organizational charts.

**ORDINANCE REFERENCE:**

None.

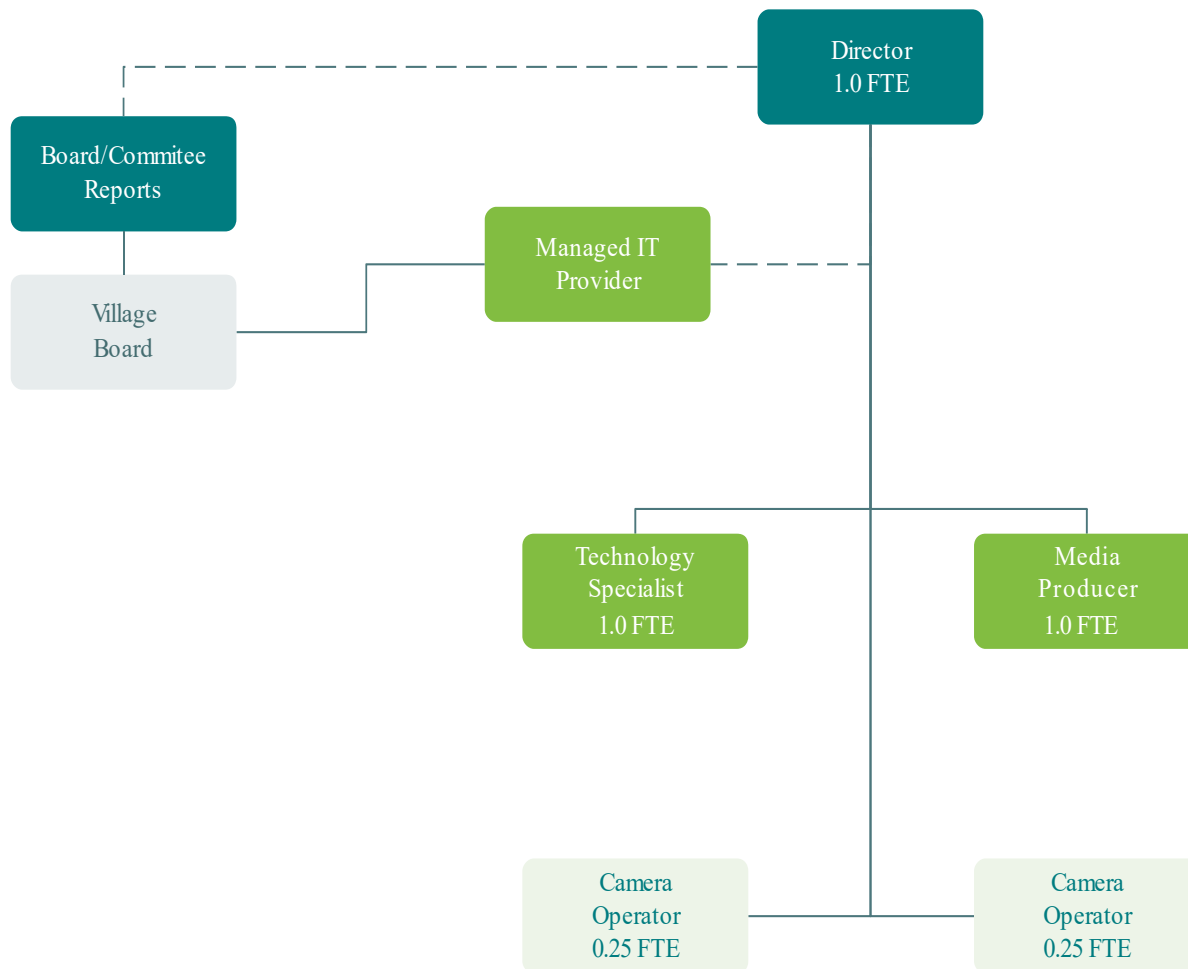
**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

Recommended for approval.

**ATTACHMENTS:**

1. Comm Tech Organizational Chart 07.21.2022





July 21, 2022

  
**VILLAGE OF**  
**McFarland**  
**SUMMARY SHEET**

**MEETING DATE:** Tuesday, July 26, 2022

**SECTION:** Consent Agenda

**DEPARTMENT:** Police

**CONTACT:** Aaron Chapin, Police Chief

**AGENDA ITEM:** Motion to approve deeming the 2012 Dodge Charger police interceptor as surplus Village property in accordance with Village Ordinance 2-932.

**PREVIOUS ACTION:**

**ISSUE SUMMARY:**

The new Police Chief vehicle has arrived and has been put in service. As is required by ordinance, the Police Department is requesting permission to deem the old vehicle as surplus and sell it.

**FINANCIAL/BUDGET IMPACT:**

Additional Revenue. The estimated retail value is around \$10,000.

**VILLAGE PLAN REFERENCE:**

None.

**ORDINANCE REFERENCE:**

[Village Ordinance 2-933 Disposal of surplus Village property](#)

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

Recommended for approval.

**ATTACHMENTS:**

None

  
**VILLAGE OF**  
**McFarland**  
**SUMMARY SHEET**

**MEETING DATE:** Tuesday, July 26, 2022

**SECTION:** Business

**DEPARTMENT:** Public Works

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

**AGENDA ITEM:** Motion to approve a request to fill the vacancy for the Mechanic position within the Public Works Department.

**PREVIOUS ACTION:**

None.

**ISSUE SUMMARY:**

There is currently a vacancy within the Public Works Department for a Mechanic position following the impending departure of the incumbent from this position. The Public Works Department is requesting authorization from the Village Board to fill the vacancy as is required by policy. Included within your packet is the Job Description for the position. Recruitment for the position will begin as soon as possible.

**FINANCIAL/BUDGET IMPACT:**

The position is within Grade 7 of the new Compensation and Classification Study. The range for this grade is \$55,228 to \$69,986.

**VILLAGE PLAN REFERENCE:**

None.

**ORDINANCE REFERENCE:**

None.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

This item is included on the consent agenda for approval.

**ATTACHMENTS:**

1. Mechanic job descriptions- 07.21.2022

| JOB OVERVIEW      |                                                                                                                                         |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| Job Title         | Mechanic                                                                                                                                |
| Department        | Public Works                                                                                                                            |
| Grade             | 7                                                                                                                                       |
| Employment Status | <input checked="" type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Limited Term Employment (LTE) |
| FLSA Status       | <input type="checkbox"/> Exempt <input checked="" type="checkbox"/> 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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                   |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>This position provides performance of semi-skilled, skilled, and administrative work in maintaining the vehicles and mechanical equipment of the Public Works Department and various other Village departments. The work includes preventative maintenance, servicing, and repair of a wide variety of motor vehicles, construction equipment, and small engine equipment. Work also involves performing routine maintenance of building mechanical systems including HVAC, electrical, and plumbing. On occasion, the position is also required to perform the same tasks assigned to a Public Works Crewperson, including snow plowing.</p> |                                                                                                                                                                                                                   |
| SUPERVISION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                   |
| Received                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Performs under the direct supervision of the Streets & Utilities Superintendent and Public Works Director, but exercises a good deal of independent judgement in determining how to service and repair equipment. |
| Exercised                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | None.                                                                                                                                                                                                             |

| ESSENTIAL JOB FUNCTIONS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <ul style="list-style-type: none"> <li>Tests, diagnoses, services and repairs vehicles and mechanical equipment including but not limited to large dump trucks, back hoes, skid loaders, loaders, pickup trucks, fire trucks, ambulances, police squads, mowers, tractors, portable and stationary generators, plows, wings, sanders, string trimmers, chain saws, etc.</li> <li>Determines the most cost-effective means of maintenance, repair, or replacement and reports to Supervisor.</li> <li>Performs preventive maintenance for all vehicles and mechanical equipment following a prescribed maintenance schedule.</li> <li>Repairs tires, brakes, engines, electrical, fuel, hydraulic, transmission, ignition, air, exhaust, axle assemblies, suspension, air conditioning and related systems.</li> <li>Performs light body repair, touch up and related work.</li> <li>Provides emergency field assistance to disabled equipment as needed.</li> </ul> |  |

- Purchases equipment, parts, and supplies used for vehicle and mechanical system maintenance within prescribed guidelines.
- Coordinates parts inventory under the direction of Supervisor.
- Follows shop procedures and budget data for the maintenance and repair of vehicles and mechanical systems set by the Supervisor.
- Assists in the preparation of bid specifications for vehicles and mechanical equipment.
- Designs and modifies Public Works equipment with the guidance of Supervisor.
- Coordinates DOT pre trip/post trip vehicle inspections, including follow up repairs, documentation and related tasks under supervision.
- Maintains records, prepares reports and other specialized maintenance records for vehicles and other related equipment.
- Assists in the preparation of budgets.
- Operates a wide variety of diagnostic tools, all basic hand tools, electrically powered tools, pneumatic tools, lifts and related equipment in a safe manner.
- Performs cutting, welding and fabrication to snow removal equipment, turf maintenance equipment and all other Village owned facilities and equipment.
- Performs routine servicing and maintenance of building mechanical systems, including HVAC, fire protection, plumbing and electrical systems.
- Performs the duties and responsibilities of a Public Works Crewperson, to include but not limited to, utility work, tree trimming, street maintenance, snow removal, parks maintenance sign work and all related Public Works functions.
- 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 GED equivalency and completion of a full-time training program in automotive or diesel mechanics.
- Three to five years of related experience in the maintenance and repair of cars, trucks, construction equipment, and small engine.
- 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 for the position may be considered.

#### KNOWLEDGE, ABILITY, AND SKILL

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

##### Knowledge of

- Practices, methods, materials, and tools used in the repair and maintenance of a variety of automotive and mechanical equipment.
- Operating principles of gasoline and diesel engines, transmissions, hydraulics, generators, pneumatics, pumps and valves.
- Price trends, grades or quality of materials and equipment.
- Occupational hazards and standard safety precautions common to vehicle maintenance activities.

|                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                   | <ul style="list-style-type: none"> <li>Principles and methods of cutting, welding and fabrication of mild steel, aluminum and stainless steel.</li> <li>Basic servicing methods and procedures for the plumbing, heating, air conditioning, and electrical systems of modern buildings.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Ability to</b> | <ul style="list-style-type: none"> <li>Maintain effective preventative maintenance programs, policies, and procedures.</li> <li>Diagnose, locate, and correct defects in complex automotive and mechanical equipment.</li> <li>Perform skilled work in maintaining and repairing gas and diesel powered vehicles and equipment.</li> <li>Perform heavy manual tasks for extended periods of time.</li> <li>Interpret and work from charts, technical manuals, and diagrams.</li> <li>Operate and care for power and hand tools and specialized equipment used in automotive and mechanical repair work.</li> <li>Operate a variety of motorized vehicles for mechanical testing or work purposes.</li> <li>Maintain accurate and detailed records of maintenance work.</li> <li>Establish and maintain effective working relationships with those contacted in the course of work.</li> <li>Maintain a valid Wisconsin driver's license, CDL (Commercial Driver's License) B with air brakes.</li> <li>Establish and maintain effective working relationships with elected officials, supervisors, coworkers, retirees, contractors, vendors, and the general public.</li> <li>Maintain and / or gain educational expertise on automotive maintenance and certification (i.e., air conditioning certification).</li> </ul> |
| <b>Skill in</b>   | <ul style="list-style-type: none"> <li>Oral and written communications.</li> <li>Trouble shooting and problem solving.</li> <li>The safe operation of assigned vehicles, equipment, and power tools.</li> <li>Performing preventative maintenance and basic repairs on equipment, infrastructure, buildings and facilities.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

### NECESSARY SPECIAL REQUIREMENTS

- Must possess or be able to obtain a valid Wisconsin drivers' license with applicable Commercial Driver's License endorsements.
- Able to respond to emergency call outs within 30 minutes in all weather conditions.

### 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.

- The employee is regularly required to use hands and fingers to handle, feel or operate tools, equipment, and controls.
- The employee is frequently required to stand, talk, walk, sit, climb or balance, stoop, kneel, crouch or crawl, bend, and smell.
- The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds.



- Specific vision abilities required by this job include, close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.
- The employee regularly works in a normal shop setting and under uncontrolled field conditions.
- The employee is occasionally exposed to wet and slippery surfaces, humid conditions, smoke, electrical currents, and vibrations.
- The employee is regularly exposed to fumes, airborne particles, heavy machinery, odors, oils, grease, various fluids, abrasives, contaminants, and noise.
- The use of Personal Protective Equipment is required.
- Some overtime required, including periodic weekend work. Subject to 24-hour emergency call-in and may be required to work extended periods at a time, in all weather conditions.

### 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:** Tuesday, July 26, 2022

**SECTION:** Business

**DEPARTMENT:** Administration

**CONTACT:** Chris Dennis, Fire/Rescue Chief, Cassandra Suettinger, Village Clerk/Treasurer, Matt Schuenke, Village Administrator

**AGENDA ITEM:** Discussion and action to approve filling the vacancy for Paramedic/Firefighter and Advanced EMT/Firefighter positions within the Fire and Rescue Department.

**PREVIOUS ACTION:**

On April 25, 2022 the Village Board approve the filling of 3 vacancies for the Paramedic Lieutenant position in the Village and 1 Firefighter/Paramedic position.

**ISSUE SUMMARY:**

Early this Spring, the Village Board approved a proposal to transition to paramedic service within the Village and also adding an extra level of supervision in the department with the addition of three lieutenant positions within the Department. As a result of the changes, the position of Fire Inspection was left vacant at that time.

The Fire & Rescue Department conducted a recruitment process for the Paramedic Lieutenant position and the Firefighter/Paramedic position. Neither recruitment was successful, and on July 25th the Police and Fire Commission will approve terminating the eligibility list for both processes. Also, since the initial approval in the Spring, the Fire & Rescue Department has had an additional resignation of an advanced EMT/FF in the Department. Currently, the department has 5 vacancies for full-time staff within the department.

At this point, there is an urgent need to fill positions within the department. Unfortunately, current challenging labor market conditions continue to present challenges to recruiting and especially within Fire & Rescue. This is not an issue that is specific to the Village. Countrywide, statewide, and nationwide Fire & Rescue Departments are recruiting similar difficulties and challenges. In lieu of this, the Fire & Rescue Department would like to forgo hiring any lieutenants at this time and focus on stabilizing staffing.

The request before the Board is to provide the Fire & Rescue Chief with authorization to fill up to 4 individuals into either the position of Paramedic/Firefighter or EMT/Firefighter. We would advertise up to 4 vacancies for each position, but this would provide the Chief with the discretion to fill any combination of the two positions, up to 4 employees. The goal would be to hire 4 Paramedic/FF candidates. The Village has created a more robust recruitment strategy and is hopeful the new process will be more successful. Additionally, staff believes the ability to hire lateral transfers will also help attract candidates(see item 6.d.). However, with that hope comes



the reality that based on our recent experience and the challenge the current labor market provides, we need to be flexible and creative with staffing strategies. With those challenges, staff is proposing to also recruit for the Advanced EMT/FF level position. The goal would be to find good Advanced EMT/FF candidates and provide them with a path to become paramedics. The department is already undertaking this process to transition the two current advanced EMT/FF's within the department, so this would align with the process the department is already undertaking.

Once staffing is stabilized, the Village could further review the inclusion of the Lieutenant position within the department.

**FINANCIAL/BUDGET IMPACT:**

Positions are all within budget for 2022.

**VILLAGE PLAN REFERENCE:**

Personnel Policy Chapter 3 - the Village Board is responsible for approving the filling of vacancies.

**ORDINANCE REFERENCE:**

N/A

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

*Motion to approve the filling of vacancies for Paramedic/Firefighter and Advanced EMT/Firefighter positions within the Fire & Rescue Department and provide approval to fill up to four vacancies amongst the two position types.*

**ATTACHMENTS:**

1. Job Description - Paramedic-FF - 07.21.2022
2. Job Description - EMT-Firefighter - 07.21.2022

| JOB OVERVIEW      |                                                                                                                                         |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| Job Title         | Firefighter/Paramedic                                                                                                                   |
| Department        | Fire & Rescue                                                                                                                           |
| Grade             | Not applicable, wages determined by contract                                                                                            |
| Employment Status | <input checked="" type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Limited Term Employment (LTE) |
| FLSA Status       | <input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Non-exempt                                                          |
| Represented       | IAFF                                                                                                                                    |

### 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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>This position is responsible for protecting lives through knowledge and application of emergency medicine, fire control, extinguishment, and prevention on emergency incidents. The Firefighter/Paramedic often acts as the Ambulance Crew Chief or Driver of the ambulance, operator or firefighter of an engine or aerial ladder. Additionally, the Firefighter/Paramedic assists in providing training to the members of the Fire &amp; Rescue Department and provides community education through CPR, first aid and fire prevention training programs. The Firefighter/Paramedic is also responsible for clerical assistance and/or the custodial care and minor maintenance of the Fire &amp; Rescue Department as assigned by the Fire &amp; Rescue Chief.</p> |                                                                                                                                                                                                                                  |
| SUPERVISION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                  |
| Received                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | The Firefighter/Paramedic works under the direction of the Administrative Captain and the Fire & Rescue Chief during non-emergency, and the incident commander of an emergency incident or designee during emergency operations. |
| Exercised                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Ambulance crew when acting as Ambulance Crew Chief.                                                                                                                                                                              |

| ESSENTIAL JOB FUNCTIONS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <ul style="list-style-type: none"> <li>Performs as a member of a medical team to bring medical care to the citizens of the service area and neighboring communities following department approved protocols. Responds to fire alarms, fire, hazardous materials, natural disasters, motor vehicle crashes and other such all-hazards emergency scenes as an EMT or Firefighter to provide EMS services, control, extinguish, mitigation, and prevention of emergency incidents and standby for other emergency incidents</li> <li>Ensures emergency vehicles and equipment are ready to respond to emergencies with daily, weekly and monthly checks.</li> <li>Performs routine maintenance of department vehicles, equipment, and grounds.</li> <li>Prepares written reports and maintains records per department policies and State standards/statutes.</li> <li>Participates in scheduled training exercises and classroom lectures.</li> </ul> |  |

- Performs duties as a licensed EMT, firefighter, and apparatus operator according to criteria and standards set forth by the department.
- Conducts demonstrations, station tours, and public speeches on emergency medical services, CPR, first-aid, and other subjects to the public, when assigned.
- Assists Fire Inspector or conducts fire prevention and acceptance inspections, when assigned.
- Assists with clerical support functions including Department record keeping, screening calls and visitors, developing and maintaining Department Recruitment Programs, and assisting Department Officers with training, health/safety, inventory, equipment and training.
- Performs department cleaning duties, empties trash and recycling, cleans and sanitizes restrooms and supply replenishment.
- Inventories, and order supplies, equipment, and products.
- Performs minor facility maintenance of facility and equipment.
- Promotes and maintains responsive community relations.
- Follows safe work practices.

### OTHER JOB FUNCTIONS

- Performs related duties as assigned.

### REQUIREMENTS OF WORK

- High school diploma or equivalent required.
- Minimum of one year of experience in Fire & EMS field.
- 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 for the position may also be considered.

### KNOWLEDGE, ABILITY, AND SKILL

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

|                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|---------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Knowledge of</b> | <ul style="list-style-type: none"> <li>• All department apparatus, equipment, tools and radios.</li> <li>• Principles, practices, methods, techniques and department protocols of emergency medical care up to the EMT Paramedic scope of practice, hazardous materials response to the operations level, fire prevention control and extinguishment to the Firefighter II level, surface water rescue, and operation of engines and aerial ladder vehicles.</li> <li>• Equipment, materials, and supplies used in building cleaning and light maintenance.</li> <li>• Methods and techniques used in building cleaning and light maintenance.</li> <li>• Word processing, data entry, desktop publishing, filing, photocopying, and distributing mail.</li> <li>• Standard occupational safety measures used in the assigned fields of work.</li> <li>• The cultural context of interactions with individuals of diverse backgrounds that includes sex, race, religion, creed, color, national origin, age, disability, sexual orientation, ancestry, marital status, arrest or conviction record, military service, or any other legally protected status.</li> </ul> |
| <b>Ability to</b>   | <ul style="list-style-type: none"> <li>• Ability to communicate clearly and concisely, both orally and in writing.</li> <li>• Respond to emergency situations.</li> <li>• Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals while adhering to Department protocols.</li> <li>• Interpret and apply Federal, State and local policies, protocols, laws and regulations.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

|                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|-----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                 | <ul style="list-style-type: none"> <li>• Carry out assigned tasks with a minimum level of direction and supervision and complete a daily work schedule.</li> <li>• Maintain confidentiality of sensitive records and materials.<br/>Maintain public trust of department and individual.</li> <li>• Drive and operate all department apparatus and equipment.</li> <li>• Establish and maintain effective working relationships with the public, other fire and/or EMS departments and other local agencies, fellow employees, supervisors, and volunteers.</li> <li>• Attend evening meetings and trainings.</li> <li>• Legible writing, reasonable writing/documentation skills and the ability to use computer programs such as ESO, Microsoft Office, Image Trend, and Firehouse.</li> </ul> |
| <b>Skill in</b> | <ul style="list-style-type: none"> <li>• The operation of Fire &amp; Rescue vehicles, equipment including but not limited to chainsaws, hydraulic rescue tools, power tools, ventilation fans, defibrillators, automated CPR compressor, medical equipment.</li> <li>• Acting effectively in emergency and stressful situations.</li> <li>• Trouble shooting and problem solving.</li> <li>• Public relations.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                       |

### NECESSARY SPECIAL REQUIREMENTS

- Maintain a valid State of Wisconsin regular driver's license or equivalent.
- Maintain a valid State of Wisconsin EMT-Paramedic License or higher; or nationally registered at the EMT-Paramedic level or higher and ability to obtain and maintain a State of Wisconsin EMT-Paramedic License or higher.
- Maintain, or have the ability to obtain during the probationary period, a valid State of Wisconsin Firefighter I certification.
- Maintain, or have the ability to obtain during the probationary period, a valid Wisconsin Firefighter II certification.
- Maintain Health Care Provider Level CPR training through the American Heart Association (or equivalent).

### 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.

- In some of the Firefighter/Paramedic duties, it shall be understood that the Firefighter/Paramedic must be able to perform the functions while wearing turnout gear and any other applicable personal protective equipment deemed necessary by the incident commander or crew leader.
- Some work is performed in an office setting, hand-eye coordination is necessary to operate computers and various pieces of office equipment.
- 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, equipment, or and reach with hands and arms.
- The employee must exert and/or lift in excess of 100 pounds occasionally, and/or in excess of 50 pounds of force frequently.
- Specific vision abilities required by this job include, close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.
- The employee regularly works outside in all weather conditions.



- The employee must be able to enter a building under adverse fire conditions which might include an atmosphere with poisonous gases, high ambient temperatures, poor visibility due to smoke, and other conditions.
- Maintain physical condition appropriate to the performance of assigned duties and responsibility. Including ability to wear and use respirators such as a N95 mask while performing medical care and self-contained breathing apparatus while performing firefighting activities.
- The employee is exposed to life-threatening situations.
- The employee is occasionally exposed to odors, bloodborne/airborne pathogens, toxic conditions, dust, poor ventilation, vibrations, risk of electrical shock and moderate noise.

## 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.

| JOB OVERVIEW      |                                                                                                                                         |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| Job Title         | EMT/Firefighter                                                                                                                         |
| Department        | Fire & Rescue                                                                                                                           |
| Grade             | Not applicable, wages set by contract                                                                                                   |
| Employment Status | <input checked="" type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Limited Term Employment (LTE) |
| FLSA Status       | <input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Non-exempt                                                          |
| Represented by    | IAFF                                                                                                                                    |

### 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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                            |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>This position is responsible for protecting lives through knowledge and application of emergency medicine, fire control, extinguishment, and prevention on emergency incidents. The EMT/Firefighter often acts as the Ambulance Crew Chief or Driver of the ambulance, operator or firefighter of an engine or aerial ladder. Additionally, the EMT/Firefighter assists in providing training to the members of the Fire &amp; Rescue Department and provides community education through CPR, first aid and fire prevention training programs. The EMT/Firefighter is also responsible for clerical assistance and/or the custodial care and minor maintenance of the Fire &amp; Rescue Department as assigned by the Fire &amp; Rescue Chief.</p> |                                                                                                                                                                                                                            |
| SUPERVISION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                            |
| Received                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | The EMT/Firefighter works under the direction of the Administrative Captain and the Fire & Rescue Chief during non-emergency, and the incident commander of an emergency incident or designee during emergency operations. |
| Exercised                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Ambulance crew when acting as Ambulance Crew Chief.                                                                                                                                                                        |

| ESSENTIAL JOB FUNCTIONS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <ul style="list-style-type: none"> <li>Performs as a member of a medical team to bring medical care to the citizens of the service area and neighboring communities following department approved protocols. Responds to fire alarms, fire, hazardous materials, natural disasters, motor vehicle crashes and other such all-hazards emergency scenes as an EMT or Firefighter to provide EMS services, control, extinguish, mitigation, and prevention of emergency incidents and standby for other emergency incidents.</li> <li>Ensures emergency vehicles and equipment are ready to respond to emergencies with daily, weekly and monthly checks.</li> <li>Performs routine maintenance of department vehicles, equipment, and grounds.</li> <li>Prepares written reports and maintains records per department policies and State standards/statutes.</li> <li>Participates in scheduled training exercises and classroom lectures.</li> </ul> |  |

- Performs duties as a licensed EMT, firefighter, and apparatus operator according to criteria and standards set forth by the department.
- Conducts demonstrations, station tours, and public speeches on emergency medical services, CPR, first-aid, and other subjects to the public, when assigned.
- Assists Fire Inspector or conducts fire prevention and acceptance inspections, when assigned.
- Assists with clerical support functions including Department record keeping, screening calls and visitors, developing and maintaining Department Recruitment Programs, and assisting Department Officers with training, health/safety, inventory, equipment and training.
- Performs department cleaning duties, empties trash and recycling, cleans and sanitizes restrooms and supply replenishment.
- Inventories, and order supplies, equipment, and products.
- Performs minor facility maintenance of facility and equipment.
- Promotes and maintains responsive community relations.
- Follows safe work practices.

### OTHER JOB FUNCTIONS

- Performs related duties as assigned.

### REQUIREMENTS OF WORK

- High school diploma or equivalent required.
- Minimum of one year of experience in Fire & EMS field.
- 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 for the position may also be considered.

### KNOWLEDGE, ABILITY, AND SKILL

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

#### Knowledge of

- All department apparatus, equipment, tools and radios.
- Principles, practices, methods, techniques and department protocols of emergency medical care up to the Advanced EMT scope of practice, hazardous materials response to the operations level, fire prevention control and extinguishment to the Firefighter II level, surface water rescue, and operation of engines and aerial ladder vehicles.
- Equipment, materials, and supplies used in building cleaning and light maintenance.
- Methods and techniques used in building cleaning and light maintenance.
- Word processing, data entry, desktop publishing, filing, photocopying, and distributing mail.
- Standard occupational safety measures used in the assigned fields of work.
- The cultural context of interactions with individuals of diverse backgrounds that includes sex, race, religion, creed, color, national origin, age, disability, sexual orientation, ancestry, marital status, arrest or conviction record, military service, or any other legally protected status.

|                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Ability to</b> | <ul style="list-style-type: none"> <li>• Ability to communicate clearly and concisely, both orally and in writing.</li> <li>• Respond to emergency situations.</li> <li>• Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals while adhering to Department protocols.</li> <li>• Interpret and apply Federal, State and local policies, protocols, laws and regulations.</li> <li>• Carry out assigned tasks with a minimum level of direction and supervision and complete a daily work schedule.</li> <li>• Maintain confidentiality of sensitive records and materials.</li> <li>• Maintain public trust of department and individual.</li> <li>• Drive and operate all department apparatus and equipment.</li> <li>• Establish and maintain effective working relationships with the public, other fire and/or EMS departments and other local agencies, fellow employees, supervisors, and volunteers.</li> <li>• Attend evening meetings and trainings.</li> <li>• Legible writing, reasonable writing/documentation skills and the ability to use computer programs such as ESO, Microsoft Office, Image Trend, and Firehouse.</li> </ul> |
| <b>Skill in</b>   | <ul style="list-style-type: none"> <li>• The operation of Fire &amp; Rescue vehicles, equipment including but not limited to chainsaws, hydraulic rescue tools, power tools, ventilation fans, defibrillators, automated CPR compressor, and medical equipment.</li> <li>• Acting effectively in emergency and stressful situations.</li> <li>• Trouble shooting and problem solving.</li> <li>• Public relations.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

### NECESSARY SPECIAL REQUIREMENTS

- Maintain a valid State of Wisconsin regular driver's license or equivalent.
- Maintain a valid State of Wisconsin AEMT License or higher; or nationally registered at the Advanced EMT level or higher and the ability to obtain and maintain a State of Wisconsin AEMT License or higher.
- Maintain, or have the ability to obtain during the probationary period, a valid State of Wisconsin Firefighter I certification.
- Maintain, or have the ability to obtain during the probationary period, a Wisconsin Firefighter II certification.
- Maintain Health Care Provider Level CPR training through the American Heart Association (or equivalent).

### 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.

- In some of the EMT/Firefighter duties, it shall be understood that the EMT/Firefighter must be able to perform the functions while wearing turnout gear and any other applicable personal protective equipment deemed necessary by the incident commander or crew leader.
- Some work is performed in an office setting, hand-eye coordination is necessary to operate computers and various pieces of office equipment.
- 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, equipment, or and reach with hands and arms.

- The employee must exert and/or lift in excess of 100 pounds occasionally, and/or in excess of 50 pounds of force frequently.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.
- The employee regularly works outside in all weather conditions.
- The employee must be able to enter a building under adverse fire conditions which might include an atmosphere with poisonous gases, high ambient temperatures, poor visibility due to smoke, and other conditions.
- Maintain physical condition appropriate to the performance of assigned duties and responsibility. Including ability to wear and use respirators such as a N95 mask while performing medical care and self-contained breathing apparatus while performing firefighting activities.
- The employee is exposed to life-threatening situations.
- The employee is occasionally exposed to odors, bloodborne/airborne pathogens, toxic conditions, dust, poor ventilation, vibrations, risk of electrical shock and moderate noise.

### 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.

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**VILLAGE OF**  
**McFarland**  
**SUMMARY SHEET**

**MEETING DATE:** Tuesday, July 26, 2022

**SECTION:** Business

**DEPARTMENT:** Administration

**CONTACT:** Chris Dennis, Fire/Rescue Chief, Cassandra Suettinger, Village Clerk/Treasurer, Matt Schuenke, Village Administrator

**AGENDA ITEM:** Discussion and action to approve filling the vacancy for the Fire Inspector position within the Fire and Rescue Department.

**PREVIOUS ACTION:**

On April 25, 2022 the Village Board approve the filling of 3 vacancies for the Paramedic Lieutenant position in the Village and 1 Firefighter/Paramedic position and left the Fire Inspector position vacant.

**ISSUE SUMMARY:**

The Fire Inspector position became vacant earlier this year and the initial proposal approved in the Spring was to leave this position vacant in order to fill Lieutenant positions with the Department. Through a combination of the Lieutenant positions, the department would work on fulfilling these duties with other career staff. As noted in the previous item, on July 25, 2022, the PFC Commission will terminate the Lieutenant position recruitment as it was unsuccessful. In addition to the failed recruitment, the department has experienced another vacancy within the department. As a result of the failed recruitment and additional vacancy, the Fire Inspector duties can no longer be absorbed by other staff and staff are requesting approval to recruit and fill this vacancy.

**FINANCIAL/BUDGET IMPACT:**

Filling the vacancy is within 2022 budgeted funds for staffing.

**VILLAGE PLAN REFERENCE:**

Personnel Policy Chapter 3 - the Village Board is responsible for approving the filling of vacancies.

**ORDINANCE REFERENCE:**

None.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

*Motion to approve filling the vacancy for the Fire Inspector position within the Fire and Rescue Department.*

**ATTACHMENTS:**

1. Job Description - Fire Inspector - 07.21.2022



| JOB OVERVIEW      |                                                                                                                                         |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| Job Title         | Fire Inspector                                                                                                                          |
| Department        | Fire & Rescue                                                                                                                           |
| Grade             | 7                                                                                                                                       |
| Employment Status | <input checked="" type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Limited Term Employment (LTE) |
| FLSA Status       | <input type="checkbox"/> Exempt <input checked="" type="checkbox"/> 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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                               |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>This position provides assistance for the Fire &amp; Rescue Chief in directing and administering the activities of the Fire Department that deal with Fire Inspections, Prevention, and Public Education. The position is also responsible for planning, coordinating, and conducting a comprehensive program of fire inspections of commercial, industrial, and multi-family structures including plan review and occupancy inspections. The position also assumes the role of firefighter when there is a call and performs the duties of an emergency medical technician (EMT) as needed for primary and secondary ambulance coverage. The appointment of this position is approved by the McFarland Police and Fire Commission (PFC).</p> |                                                                                                                                                                                                                                               |
| SUPERVISION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                               |
| Received                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Performs under the direction and supervision of the Fire & Rescue Chief and designated officers, but exercises considerable independent judgment in establishing work priorities and interpreting/applying fire codes to specific situations. |
| Exercised                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | None.                                                                                                                                                                                                                                         |

| ESSENTIAL JOB FUNCTIONS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <ul style="list-style-type: none"> <li>Schedules, oversees and/or conducts inspections of existing structures, construction and remodeling projects for compliance with fire codes. Resolves compliance problems with building owners within scope of knowledge and authority.</li> <li>Schedules, oversees, and/or conducts the inspection of hydrants, sprinkling systems, and elements of fire detection, prevention, or protection systems.</li> <li>Reviews and approves sprinkler system construction plan, and fire detection plans for compliance with applicable state and local fire codes and calculates water flow and pressure requirements for buildings.</li> <li>Coordinates with building inspection officials for fire related code review and approval of occupancy permits.</li> </ul> |  |

- Responds to complaints regarding fire code violations and fire hazards and issues warnings and citations for fire code violations.
- Maintains data and records regarding fire inspection or prevention activities; prepares a variety of reports regarding fire inspection or prevention as required.
- Recommends and develops proposed fire prevention policies, procedures and codes.
- Performs as a member of a medical team to bring medical care to the citizens of the service area and neighboring communities following department approved protocols. Responds to fire alarms, fire, hazardous materials, natural disasters, motor vehicle crashes and other such all-hazards emergency scenes as an EMT or Firefighter to provide EMS services, control, extinguish, mitigation, and prevention of emergency incidents and standby for other emergency incidents.
- Performs routine maintenance of department vehicles, equipment, and grounds.
- Provides public education in fire prevention, including giving talks, demonstrations, and presentations before community groups, schools, and other organizations or institutions.
- Conducts demonstrations, station tours, and public speeches on emergency medical services, CPR, first-aid, and other subjects to the public, when assigned.
- Prepares pre-plan documents detailing the information needed to fight fires in major commercial and industrial buildings.
- Assists in other department administrative activities as assigned.
- Instructs classes in assigned subject areas.
- Assists in developing plans for special assignments such as emergency preparedness, hazardous communications, training programs, firefighting, hazardous materials, or emergency aid activities.
- Performs all the duties and responsibilities of a Firefighter and an EMT.
- Performs all the duties and responsibilities of an engine and/or an aerial operator.
- 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

- High school diploma or equivalent required.
- Previous experience as a fire inspector, firefighter, and EMT.
- 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 for the position may also be considered.

### KNOWLEDGE, ABILITY, AND SKILL

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

#### Knowledge of

- Principles, practices, methods and techniques of fire prevention and safety.
- Knowledge of ESO and Firehouse software and code prevention management tools.
- All department apparatus, equipment, tools and radios.
- Principles, practices, methods, techniques and department protocols of emergency medical care up to the EMT Paramedic scope of practice, hazardous materials response to the operations level, fire prevention control and extinguishment to the Firefighter II level, surface water rescue, and operation of engines and aerial ladder vehicles.
- Code review of construction plans for fire detection and sprinkler systems.

|                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                   | <ul style="list-style-type: none"> <li>• Equipment, materials, and supplies used in building cleaning and light maintenance.</li> <li>• Methods and techniques used in building cleaning and light maintenance.</li> <li>• Word processing, data entry, desktop publishing, filing, photocopying, and distributing mail</li> <li>• Standard occupational safety measures used in the assigned fields of work.</li> <li>• The cultural context of interactions with individuals of diverse backgrounds that includes sex, race, religion, creed, color, national origin, age, disability, sexual orientation, ancestry, marital status, arrest or conviction record, military service, or any other legally protected status.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Ability to</b> | <ul style="list-style-type: none"> <li>• Principles, practices, methods and techniques of fire prevention and safety.</li> <li>• Ability to communicate clearly and concisely, both orally and in writing.</li> <li>• Respond to emergency situations.</li> <li>• Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals while adhering to Department protocols.</li> <li>• Interpret and apply Federal, State and local policies, protocols, laws and regulations.</li> <li>• Carry out assigned tasks with a minimum level of direction and supervision and complete a daily work schedule.</li> <li>• Maintain confidentiality of sensitive records and materials.<br/>Maintain public trust of department and individual.</li> <li>• Drive and operate all department apparatus and equipment.</li> <li>• Establish and maintain effective working relationships with the public, other fire and/or EMS departments and other local agencies, fellow employees, supervisors, and volunteers.</li> <li>• Attend evening meetings and trainings.</li> <li>• Legible writing, reasonable writing/documentation skills and the ability to use computer programs such as ESO, Microsoft Office, Image Trend, and Firehouse.</li> </ul> |
| <b>Skill in</b>   | <ul style="list-style-type: none"> <li>• Fire prevention inspection and plan review.</li> <li>• Community Risk Reduction.</li> <li>• The operation of Fire &amp; Rescue vehicles, equipment including but not limited to chainsaws, hydraulic rescue tools, power tools, ventilation fans, defibrillators, automated CPR compressor, and medical equipment.</li> <li>• Acting effectively in emergency and stressful situations.</li> <li>• Trouble shooting and problem solving.</li> <li>• Public relations.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

### NECESSARY SPECIAL REQUIREMENTS

- Maintain a valid State of Wisconsin regular driver's license or equivalent.
- Maintain a valid State of Wisconsin EMT License or higher; or nationally registered at the EMT level or higher and the ability to obtain and maintain a State of Wisconsin EMT License or higher.
- Maintain a valid State of Wisconsin Firefighter I certification.
- Ability to obtain Wisconsin Firefighter II certification, during probationary period.
- Ability to obtain Wisconsin Driver Operator certification for Pumper and Aerial, during probationary period.
- Maintain Health Care Provider Level CPR training through the American Heart Association (or equivalent).

## 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.

- In some of the Fire Inspector duties, it shall be understood that the Fire Inspector must be able to perform the functions while wearing turnout gear and any other applicable personal protective equipment deemed necessary by the incident commander or crew leader.
- Some work is performed in an office setting, hand-eye coordination is necessary to operate computers and various pieces of office equipment.
- 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, equipment, or and reach with hands and arms.
- The employee must exert and/or lift in excess of 100 pounds occasionally, and/or in excess of 50 pounds of force frequently.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.
- The employee regularly works outside in all weather conditions.
- The employee must be able to enter a building under adverse fire conditions which might include an atmosphere with poisonous gases, high ambient temperatures, poor visibility due to smoke, and other conditions.
- Maintain physical condition appropriate to the performance of assigned duties and responsibility. Including ability to wear and use respirators such as a N95 mask while performing medical care and self-contained breathing apparatus will performing firefighting activities.
- The employee is exposed to life-threatening situations, including the dangers of smoke, fire and explosion, moving mechanical parts, risk of electrical shock, vibration, and high noise levels.
- The employee may work in high or precarious places.
- The employee is occasionally exposed to odors, bloodborne/airborne pathogens, toxic conditions, dust, poor ventilation, vibrations, risk of electrical shock and moderate noise.
- May require attendance at evening meetings and weekend work occasionally required; subject to 24-hour emergency call-in.

### 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:** Tuesday, July 26, 2022

**SECTION:** Business

**DEPARTMENT:** Fire/EMS

**CONTACT:** Matt Schuenke, Village Administrator, Chris Dennis, Fire/Rescue Chief

**AGENDA ITEM:** Discussion and action regarding a side letter agreement with the International Association of Fire Fighters (IAFF) which establishes the ability to allow for lateral hiring of new employees into vacant positions.

**PREVIOUS ACTION:**

The Village Board approved the contract with the Union at its meeting on December 13, 2021.

The Village Board approved the last side letter agreement regarding the paramedic transition at its meeting on April 25, 2022.

**ISSUE SUMMARY:**

Earlier this year the Village Board approved a side letter agreement with the Union representing our EMTs that established a process to transition the Department to a paramedic level of service as well as create additional layers of supervision. The recruitment for those positions is now complete and as noted in previous agenda items, did not yield any candidates hired. Staff has been reviewing the recruitment and attempting to identify different approaches to improve the process as we go back out into the market a second time.

One such area where we think we can attract at least some attention is allowing the ability for lateral transfers. This is a situation where an individual has so many years of experience within his present employer and is able to be hired by our agency at the same level of pay and vacation benefits. Currently, individuals for these positions are required to start at the bottom of the pay and vacation scale which for those with experience is not attractive. Making this change will allow the Department to advertise the position with a range based on the scale in the contract versus a single starting number. That will provide flexibility for candidates considering application to the Department.

This presently is not allowed under our current agreement within this bargaining unit. However, it is allowed in our agreement with the represented Police Officers and also is applied to non-represented employees as well so there is comparability in the concept. The side letter is needed to confirm agreement with the Union that this is acceptable to move forward and in future years will be built into the base agreement going forward.

**FINANCIAL/BUDGET IMPACT:**



Naturally if we hire people with more experience above the starting wage rate, it will cost more. How much more will be the question and it is difficult to determine exactly where people will fall when they apply. Our experience with represented Officers and non-represented Employees is that it is typically a step or two higher than the starting rate based on their experience and we do not typically see individuals with significant longevity that come in at the back end of the range. While its possible, it does not happen very often. Regardless, the costs to attract and retain highly qualified individuals for these positions can be managed and funding is available to make the hire(s) as well as adjust the budget in future years as applicable.

**VILLAGE PLAN REFERENCE:**

[McFarland Fire/EMT Local 311 Labor Agreement](#) - January 1, 2021 through December 31, 2023

**ORDINANCE REFERENCE:**

None.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

*Recommended Action:*

Motion, second to approve a side letter agreement with the International Association of Fire Fighters (IAFF) which establishes the ability to allow for lateral hiring of new employees into vacant positions subject to final approval by the Village Administrator upon recommendation of the Fire and Rescue Chief and Village Labor Attorney.

We are working on the final draft with the Union. We are hopeful this will be finalized with them by the meeting on Tuesday night, but if not Staff can further finalize terms if needed.

**ATTACHMENTS:**

1. VOM-311 Side Letter Agreement Lateral Transfers 07212022 mgs

**SIDE LETTER OF AGREEMENT**

**BETWEEN**

**VILLAGE OF MCFARLAND**

**AND**

**INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS, AFL-CIO  
LOCAL 311  
FIRE/EMT UNIT**

THIS SIDE LETTER OF AGREEMENT (hereinafter “the Agreement”) is entered into by and between Village of McFarland (hereinafter “the Village”) and the International Association of Fire Fighters (IAFF), Local 311, AFL-CIO (hereinafter “the Union”).

WHEREAS, the Village and the Union are parties to a Collective Bargaining Agreement; and

WHEREAS, the Village and the Union realize that it is in both parties’ interests to modify the Collective Bargaining Agreement for purposes of allowing for lateral hiring of new employees as a means of improving the Village’s competitive positioning when recruiting new hires and thereafter retaining lateral employees; and

WHEREAS, the parties desire, through this Agreement, to establish the applicable terms and conditions surrounding the Village’s lateral hiring of new employees.

NOW, THEREFORE, in consideration of the terms and conditions contained herein, the parties hereto agree as follows, effective on full and final ratification of this side letter:

1. Lateral Hiring

The Village may consider the hiring of highly qualified applicants to vacant positions (*e.g.*, applicants who have prior experience in the fire and rescue services). Initial compensation and vacation for any such applicant hired by the Village may be at a higher step than the Start Rate, as determined in the Village’s sole discretion, but the initial vacation and compensation step shall not exceed the applicant’s actual prior years of full-time employment within fire and rescue services.



2. Seniority. New employees that are lateral hires will still follow the terms of seniority within the bargaining unit as prescribed by Article 5 of the Collective Bargaining Agreement for 2021-2023 dated December 13, 2021. Higher years of service outside of the Department necessitating a lateral hire will not change the applicability of seniority within the Department.
3. General Terms and Incorporation. This Agreement contains the complete agreement and understanding between the parties hereto in reference to all of the matters herein agreed upon and no representations, promises, agreements or understandings, written or oral, not herein contained shall be of force or effect. This Side Letter shall become the status quo and is to be fully incorporated into the parties' successor Collective Bargaining Agreement unless modified by the parties during future bargaining. Nothing in this side letter shall prejudice either party, including any matters pertaining to whether the modifications to the collective bargaining agreement or existing language constitutes mandatory subjects of bargaining. Modifications of the existing contract language covered in this Side Letter Agreement shall be determinative. For matters not covered in this Side Letter Agreement, the existing contract language shall be determinative.

IN WITNESS WHEREOF, the parties hereto execute and enact this Agreement on the dates indicated below.

**IAFF, LOCAL 311**

**VILLAGE OF MCFARLAND**

\_\_\_\_\_

\_\_\_\_\_

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

APPROVED BY THE VILLAGE BOARD ON \_\_\_\_\_, 2022

  
**VILLAGE OF**  
**McFarland**  
**SUMMARY SHEET**

**MEETING DATE:** Tuesday, July 26, 2022

**SECTION:** Business

**DEPARTMENT:** Community Development

**CONTACT:** Andrew Bremer, Comm & Eco Dev Director

**AGENDA ITEM:** Discussion and action regarding the Tax Incremental Financing Agreement for Phase II of the Atwater Development located at 4719 Farwell Street, Tax Increment District #5 .

**PREVIOUS ACTION:**

- July 22, 2019. Village Board approval of Ordinance 2019-13, rezoning the property from C-G Commercial General to Planned Development Infill District - General Plan Approved and Phase I Detailed Plan Approved.
- October 30, 2019. Village Board approval of a Real Estate Acquisition and Development Agreement for Phase I of the Atwater project.
- May 11, 2022. The CDA recommended approval of the Tax Increment Financing Development Incentives Application.
- May 17, 2022. The Plan Commission held a public hearing on the Atwater Phase II PDI-Detailed Plan.
- May 24, 2022. The Village Board motioned to approve a Tax Increment Financing Development Incentives Application from Lakestone Holdings LLC, for Phase II of the Atwater Development located at 4719 Farwell Street in the amount of \$305,000 as a Developer Pay-Go Incentive with a minimum fair market assessment guarantee as of January 1, 2024 of \$1,932,480, conditioned on final approval of a Development Agreement by the Village Board.
- July 13, 2022. The CDA unanimously recommended approval of the Tax Incremental Financing Agreement.
- July 19, 2022. The Plan Commission conditionally approved the Phase II PDI-Detailed Plan.

**ISSUE SUMMARY:**

**Summary of Request**

Lakestone Properties (Brett Riemen and Brian Spanos) have received preliminary approval of a Tax Increment Financing Development Incentives Application in the amount of \$305,000 (Pay-Go) in support of the development of Atwater Phase II development at 4719 Farwell Street, subject to approval of a Development Agreement. The development project consists of the construction of an approximate 12,078 square foot multi-tenant commercial building. The building will consist of 4 to 6 businesses with targeted businesses consisting of food & drink, general retail, and medical. The total estimated construction budget for the project is



\$3,589,300, with an estimated assessment value of \$1,932,480 upon project completion (January 1, 2024 assessment). The packet includes the following:

1. Tax Increment Financing Agreement Between The Village of McFarland and Lakestone Holdings, LLC, as prepared by the Village Attorney. Note, the TIF incentive is provided via a Municipal Revenue Obligation (MRO), with payments subject to Village Board appropriation each year under the terms of the Agreement. The MRO does not count as part of the Village's debt capacity limit. Further noting, the Developer's requested a few minor amendments to the Agreement after the July 13 CDA meeting based on review with their attorney. The copy of the development agreement within the packet includes redline amendments to the Agreement recommended by the CDA. These suggested revisions have been prepared by the Village Attorney, to address the Developer's attorney's concerns, and are recommended for approval.
2. Exhibit A of the Agreement: Lakestones approved TIF Development Incentive Application and Plan Commission Application (Phase II PDI-Detailed Plan). The latter application includes the site plan drawings and renderings for the development project presented at the July 19, 2022 Plan Commission packet. The Plan Commission conditionally approved the Phase II PDI-Detailed Plan pending some modifications to the site plans. Prior to recording the Agreement, Exhibit A of the Agreement will be updated to include the final plan set drawings as approved by the Plan Commission.

### **Existing Property Conditions**

The property consists of Lot 1 of CSM 15246 and is 1.210 acres in size with a 2021 fair market assessed value of \$228,788. The lot is currently vacant as the prior commercial building was razed when the Atwater Phase 1 building was constructed on the adjacent Lot 2. Lot 2 of CSM 15246 consists of a mixed-use 3-story apartment building, Atwater Phase I (4721 Farwell Street). The Phase 1 property has a 2021 fair market assessed value of \$4,651,299, which exceeds the minimum fair market value of \$4,605,000 required under the existing development agreement with the Village. On July 22, 2019, the Village Board approved Ordinance 2019-13, rezoning Lot 1 and 2 of CSM 15246 from C-G Commercial General to Planned Development Infill District - General Plan Approved and Phase I Detailed Plan Approved. The Applicants are seeking approval of the Phase II Detailed Plan by the Plan Commission.

### **Tentative Project Schedule**

Requests for TIF development incentives are reviewed and considered by the CDA and Village Board using a two-step process. The initial step is to review and provide preliminary approval of the TIF application regarding the general amount and terms of any TIF development incentives. If the initial application is approved, the Applicant proceeds to step two where the Village Attorney will draft a development agreement for review by the CDA and approval by the Village Board (final approval). The following outlines a tentative schedule for various permits/project approvals pending CDA/PC/VB review and approvals:

- May 11, CDA review and recommendation regarding the TIF Development Incentives Application
- May 17, Plan Commission public hearing on the Phase II Detailed Plan



- May 24, Village Board action on the TIF Development Incentives Application
- June 21, Plan Commission action on the Phase II Detailed Plan (postponed)
- July 13, CDA review and recommendation regarding the TIF Development Agreement
- July 19, Plan Commission action on the Phase II Detailed Plan
- July 26, Village Board action on the TIF Development Agreement
- August, obtain building permits
- August or September, commencement of building construction
- May 2023, completion of building construction

#### **FINANCIAL/BUDGET IMPACT:**

The packet includes the C&ED Director's review of the development incentives application to the Village's TIF Development Incentives Policy Manual. All of the policy manual criteria appear to be met. In regards to addressing the "but for" requirements for TIF incentives, the Applicant has indicated the need for TIF assistance to overcome higher site and building construction costs, bank financing limitations, and expected market rents. In addition, the Applicant has identified \$3,589,300 in total project costs, 75% of which will be financed through a commercial loan of \$2,691,975, 16.5% through developer equity of \$592,325, leaving a TIF Gap of \$305,000 (8.5% of the Total Project Costs). Village Staff also retained the services of Attorney Daniel Lipman to complete a confidential financial background review of the developer which concluded that the developer appears to have both reasonable financial resources and real estate experience to successfully complete the proposed development.

The packet includes a TIF proforma for the project (Atwater Phase II TIF Proforma\_5.5.2022) which includes the following assumptions:

- A \$305,000 TIF incentive payable through a Developer Pay Go Payment. This is the least riskiest form of incentives for the Village as there are no upfront costs to the Village.
- A minimum of \$1,932,480 fair market assessment guarantee upon completion (1.1.2024 assessment). Note, given the project's anticipated August-September construction schedule, the proforma assumes a partial increase in the assessment as of 1.1.2023, with the majority of the value increase occurring in 2023, 1.1.2024 assessment.
- No property value inflation or deflation over the life of the TID.
- No increases or decreases in tax rate over the life of the TID.
- Based on these assumptions the Phase II project would generate \$689,029 in tax increment over the life of the TID.
- The TID payments (Column L), assume returning 90% of the tax increment collected starting in year 2024 and continuing until year 2035, or until the requested amount of TIF incentives of \$305,000 is met. Under this scenario, the payment period for the TIF incentive is 12 years; however, this could be more or less depending on the actual annual assessment and tax rate.

The packet includes a second TIF proforma (McFarland TID 5 Proforma\_Atwater Phase



II\_6.28.2022) which includes the actual expenditures and revenues for TID #5 since inception with the addition of the \$305,000 pay-go developer incentive for Phase II. Expenditures and revenues for year 2021 are unaudited. Year 2020 was the first year the TID was eligible to collect increment and increment payments have accelerated in recent years, including a 2022 collection of \$201,753, due to redevelopment activities in the TID, including but not limited to Atwater Phase 1. While the TID fund balance is projected to continue in the red through year 2029, annual cash flow projections for the TID are projecting in a positive direction. Assuming no other capital expenditures, which is unlikely given the number of years left in the TID and the desire to complete more redevelopment projects, the TID is currently projected to have a surplus of \$2.5M when it closes in year 2045.

The packet includes a final TIF proforma (Atwater Phase I & II TIF Proforma\_5.5.2022) which includes the TID's overall contribution to the redevelopment of the mixed-use Atwater Phase 1 (4721 Farwell) and Phase II (4719 Farwell) development, including the Village's original land acquisition debt service costs. The total estimated TID investment in the property is \$1.93M, or approximately 18.8% of the estimated \$10.3M in total construction costs for Phase 1 & II.

Based on the assumptions, Phase I & II are anticipated to increase the value of the property by over \$5.85M, generate an estimated \$2.56M of tax increment over the life of the TID, with an estimated net increment of \$630K.

#### **VILLAGE PLAN REFERENCE:**

##### **2020 Strategic Plan**

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

##### **2017 TIF District #5 Project Plan**

The property is identified as a potential mixed-use redevelopment site within the TID Project Plan.

##### **2017 Comprehensive Plan**

The property is identified as Mixed Use/Flex Commercial on the Future Land Use Map of the Village's Comprehensive Plan. Figure 4.1 provides a General Description of Land Uses allowed including *"a carefully designed blend or option of commercial services, retail, office, business park, multiple family residential, and/or institutional land uses, including mixed use sites and/or buildings. Compared to the Neighborhood future land use category, Mixed Use/Flex Commercial areas typically are denser, include some non-residential component, and do not typically include single family housing."* All uses served by public sewer and water systems.

Figure 4.1 also describes Typical Implementing Zoning Districts to include the PD or PD-I districts. Page 58 of Volume II, notes that McFarland is particularly interested in attracting and retaining the following types of businesses: *A wider variety of retailers, restaurants, and services, including one or more coffee shops, bakeries, delis, cafes, brewpubs, wine and cheese shops, specialty grocery, jewelry, clothing/shoes, specialty retail/gifts, toys, health care/wellness, dry cleaners, florists, galleries (art/book store), family-oriented entertainment, and lesson space (sports/dance/music).*

The project also supports the following plan policies, objectives, and initiatives:



- Actively promoting infill development and redevelopment where opportunities present themselves, particularly for underutilized properties along Terminal and Triangle Drive, Highway 51, Farwell Street, and the downtown area.
- Encourage employment, retail, service, and recreational uses in areas that conveniently serve Village neighborhoods and the greater McFarland community that includes Dunn and the Madison subdivisions that border the Village.
- Proactively work to retain and grow existing businesses.
- Expand the local tax base and good paying jobs through business park development and redevelopment.
- Continued private reinvestment in the downtown and Farwell Street areas. This is further illustrated on Map 7, McFarland's "Main Street" Vision.

**ORDINANCE REFERENCE:**

Sec. 62-66, PD-I Planned Development Infill District

Sec. 62-67, PD Planned Development District

Sec. 62-310, Site/Design Review

TID #5 Design Guidelines

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

Motion, and second, to approve the Tax Incremental Financing Agreement for Phase II of the Atwater Development located at 4719 Farwell Street, Tax Increment District #5.

**ATTACHMENTS:**

1. 4719 Farwell Street\_Lakestone II Development Agreement (7-21-22 Compare draft from 7-7-22)
2. 4719 Farwell\_Atwater Phase II\_TIF App\_04.11.22
3. 4719 Farwell Street\_Atwater Phase II PD-I Detailed Plan\_04.05.22 (rev. 07.19.22)
4. 4719 Farwell\_Atwater Phase II\_TIF Policy Evaluation\_05.05.2022
5. Atwater Phase II TIF Proforma\_5.5.2022
6. McFarland TID 5 Proforma\_Atwater Phase II\_6.28.2022
7. Atwater Phase I and II TIF Proforma\_5.5.2022

## TAX INCREMENTAL FINANCING AGREEMENT

Between  
The Village of McFarland  
And  
Lakestone Holdings, LLC

This Agreement is entered into effective the \_\_\_\_ day of July, 2022, by and between the Village of McFarland, a Wisconsin municipal corporation (the "Village") and Lakestone Holdings, LLC, a Wisconsin limited liability company ("Lakestone").

WHEREAS, Lakestone is the owner of property in the Village located at 4719 Farwell Street which is legally described as Lot 1, Certified Survey Map No. 15246 recorded in the office of the Register of Deeds for Dane County in Vol. 108 of Certified Survey Maps, Pages 272-274 as Document No. 5528819 (the "Property") which it intends to redevelop by constructing a new 12,078 ft<sup>2</sup> multi-tenant commercial building; and

WHEREAS, the Property is located within the boundaries of Tax Incremental District No. 5, Village of McFarland ("TID #5"), which was created to encourage redevelopment within the Village; and

WHEREAS, the Property was identified as Mixed-Use/Flex Commercial in the Village's Comprehensive Plan (Master Plan), adopted August 28, 2017 and was also identified as a redevelopment site in the TID #5 Project Plan adopted December 11, 2017; and

WHEREAS, Lakestone has requested, and the Village has agreed to provide Tax Incremental Financing ("TIF") assistance in exchange for Lakestone meeting certain development and valuation requirements as set forth in this Agreement;

NOW, THEREFORE, for and in consideration of the covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby mutually acknowledged, the undersigned agree as follows:

### ARTICLE I LAKESTONE OBLIGATIONS

A. Required Construction. Lakestone shall construct, or cause to be constructed, on the Property, a new approximately 12,078 ft<sup>2</sup> multi-tenant commercial building, along with related site improvements. All improvements shall be completed in accordance with all approved building plans, site plans and other applicable governmental approvals and regulations and in substantial conformity to the representations in Lakestone's application attached hereto as **Exhibit A**. The improvements shall be substantially completed on or before ~~May 31~~November 30, 2023.



B. Guarantee of Tax Increment.

- (1) *Required Value.* Lakestone and Holdings shall assure that the Project Site shall have a taxable fair market value as of January 1, 2024, as determined under Wis. Stats. §70.32(1), of not less than One Million Nine Hundred Thirty-two Thousand Dollars (\$1,932,000.00), including land and building values (the “Guaranteed Value”), and that such valuation will be achieved on or before the January 1, 2024 assessment date (the “Valuation Date”). Time is of the essence with regard to the achievement of the Guaranteed Value.
- (2) *Payment of Tax Deficiency.* Lakestone shall maintain the fair market value of the Property at or above the Guaranteed Value for each year after the Valuation Date during the remaining life of TID No. 5. For any year in which the fair market value of the Property falls below the Guaranteed Value on the applicable assessment date, Lakestone shall pay to Village a sum (“Deficiency Payment”) which is the difference between the general property taxes, if any, actually generated by the Property in that year and the amount of general property taxes that would have been generated by the Property if the Guaranteed Value had been achieved. For avoidance of doubt, the Deficiency Payment required by this subsection, when added to the real property taxes actually received by the Village in a given year, shall equal the real property taxes the Village would have received if the Guaranteed Value had been maintained. Deficiency Payments shall be calculated in each year for which the taxable fair market value is less than the Guaranteed Value, and shall be payable on or before January 31 next following the year in which the valuation shortfall occurred, with credit against such Deficiency Payments given for any amounts previously paid in real property taxes in excess of the minimum required and not previously credited against prior Deficiency Payments. Deficiency Payments will be refunded to Lakestone to the extent future payments of general property taxes exceed the minimum required (and are not credited against Deficiency Payments) provided, however, that no such refund shall be given after the expiration of the TIF expenditure period for TID #5 as specified in §66.1105(6)(am)1 of the Wisconsin Statutes, unless such additional refunds would qualify as project costs under the Tax Increment Law and be payable with tax increments.
- (3) *Personal Guaranty.* The parties acknowledge that the Village is relying on the professional ability and personal investment of Lakestone and Lakestone's principals, Brian Spanos and Brett Riemen in entering into this Agreement and that such personal involvement is part of the consideration for this Agreement. Brian Spanos and Brett Riemen (the "Guarantors") agree to guaranty to the Village the prompt payment and performance of all obligations of Lakestone under this Agreement. Concurrently with the execution of this Agreement, the Guarantors shall fully execute and provide to the Village documentation of such guarantees in the form attached hereto as **Exhibit B**.

C. Insurance. Lakestone shall keep the Property, including all structures thereon, adequately insured against loss or damage occasioned by fire, extended coverage perils (to specifically

include coverage for hazards as the Village may reasonably require, consistent with prevailing practice for similar industrial buildings in Wisconsin) for the remaining term of TID #5. If any improvements constructed on the Property are substantially damaged or destroyed by fire, wind, storm or any other casualty during the term of TID #5, Lakestone shall promptly rebuild or repair the same to maintain the assessed value of the improvements for real estate tax purposes as most recently determined prior to the damage or destruction. Lakestone shall provide the Village with a certificate of insurance from its insurance carrier evidencing the required coverage not later than thirty (30) days after the initial effective date thereof and upon each renewal.

D. Indemnification. Lakestone and its successors and assigns shall indemnify, save harmless and defend the Village and its officers, agents, attorneys, consultants and employees of and from any and all liability as well as from lawsuits, actions, claims, demands, losses, costs, damages and expenses of every kind and description, including attorneys costs and fees, for claims of any character including liability and expenses in connection with the loss of life, personal injury or damage to property or any of them because of injuries or damages received or sustained by any persons or property on account of or arising out of the approval or construction of the Project occasioned wholly or in part from any act or omission on Lakestone's part or on the part of Lakestone's agents, contractors, subcontractors, invitees or employees, at any time, except to the extent caused by the Village's negligence.

## ARTICLE II TAX INCREMENTAL FINANCING

A. Tax Incremental Financing. Provided that Lakestone has ~~strictly materially~~ complied with the requirements of Article I, and subject to Section B of this Article, the Village shall provide tax incremental financing in the form of a development incentive grant to defray a portion of the site development and business start-up costs incurred by Lakestone in the amount of Three Hundred Five Thousand Dollars (\$305,000), provided, however, that completion of the required construction later than 12/31/23, or failure to achieve the guarantee value by that date, shall not be deemed material compliance. The grant shall be disbursed pursuant to the terms of a Municipal Revenue Obligation as provided in this Article and in substantially the form of **Exhibit C**.

B. Value Covenant. Prior to the issuance of the Municipal Revenue Obligation, Lakestone shall provide to the Village a covenant, in recordable form approved by the Village Attorney, under which Lakestone agrees that so long as the Municipal Revenue Obligation remains outstanding, Lakestone, for itself, its successors and assigns as owners of the Property, agrees that it shall:

- (1) Not sell, transfer or convey any lands within the Property to any party who, or whose intended use, would render such property exempt from property taxation without first obtaining the consent of the Village to such transfer.
- (2) Pay all real estate and personal property taxes levied in connection with the Property owned by it prior to delinquency.

- (3) Not cause a reduction in the real property taxes paid with respect to that portion of the Property owned by it through willful destruction of any improvements or portions thereof.
- (4) Not apply for any deferral of real property taxes on any of the Property owned by it below the Guaranteed Value.
- (5) Make Deficiency Payments in lieu of taxes to the extent required by Section I.B.(2).

C Terms of Municipal Revenue Obligation. The Municipal Revenue Obligation to be provided pursuant to Section II.A shall be subject to the following terms and conditions:

- (1) *Source of Funds.* Principal payments on the Municipal Revenue Obligation shall be made annually on each “Payment Date” (as defined below) in an amount of the lesser of (i) 90% of the tax increment (as defined in the Tax Increment Law) attributable to the Property received by the Village during the year in which the payment is due (said 90% hereinafter referred to as the “Available Tax Increment”) or (ii) the unpaid principal balance of remaining on the Municipal Revenue Obligation. For avoidance of doubt, 10% of the tax increment generated from the Property each tax year, and 100% of the tax increment generated from other parcels within TID #5, shall not be subject to this Agreement and may be used by the Village for any purpose allowed under the Tax Increment Law in its sole discretion.
- (2) *Interest.* The interest rate on the Municipal Revenue Obligation shall be 0%.
- (3) *Termination.* The Village’s obligation to make payments under the Municipal Revenue Obligation shall terminate upon (i) termination of this Agreement in accordance with the terms hereof or as allowed by applicable law, (ii) termination of TID #5 as provided by Wis. Stats. §66.1105(7)(am)3, or (iii) payment of the full principal balance payable under the Municipal Revenue Obligation as provided in this section with or without early termination and closure of TID #5 at the discretion of the Village, whichever occurs earliest. The Village retains the right, in its sole discretion, to terminate and close the TID #5 early; however, the Village shall not terminate and close TID #5 early unless the Village’s obligations to make payments under the Municipal Revenue Obligation have been satisfied.
- (4) *Project Costs.* The Municipal Revenue Obligation shall be a project cost of TID #5. For avoidance of doubt, in no case shall the term of the Municipal Revenue Obligation, or the Village’s obligation to make payments thereunder, extend beyond the final payment date on which the Village may lawfully make payment on the Municipal Revenue Obligation as project costs under Section 66.1105 of the Wisconsin Statutes. After the termination of the Village’s obligations under par. (3) the Village shall have no obligation and incur no liability to make any payments thereunder or hereunder regardless of the amount previously paid.

- (5) *Suspension of Payments.* The Village shall have no obligation to make payment on the Municipal Revenue Obligation in any year in which Lakestone is in default of the terms of this Agreement on the Payment Date. The Village shall have no obligation to make payments on the Municipal Revenue Obligation in any year if there exists any delinquency in payment of real or personal property taxes with respect to the Property.
- (5) *Payment Dates.* For purposes of this Agreement and the Municipal Revenue Obligation, a “Payment Date” shall mean September 1 of each year commencing with the year following the issuance of the Municipal Revenue Obligation. Notwithstanding anything to the contrary in this Agreement or the Municipal Revenue Obligation, the Village’s obligation to make payments to Lakestone hereunder shall be contingent upon and subject to annual appropriation for such payment by the Village Board.
- (6) *Conditions on Payment Obligations.* Once issued, the Municipal Revenue Obligation is intended to help provide improvements to the Property owned and operated by Lakestone and is payable only from the Available Tax Increment herein defined. To the extent that on any Payment Date the Village has not received Available Tax Increment for the prior tax year, the Village shall not be required to make a payment to Lakestone for that year; the Village’s nonpayment to Lakestone shall not constitute a default under this Agreement or the Municipal Revenue Obligation; and the Village shall have no obligation under this Agreement or the Municipal Revenue Obligation to subsequently pay the deficiency to Lakestone. Notwithstanding the preceding sentence, if the Village did not receive the Available Tax Increment for any year because of the failure of Dane County to timely remit the proper amount of the tax increment to the Village, the Village shall pay the deficiency to Lakestone promptly upon remittance by Dane County.
- (7) *Limited Revenue Obligation.* The Municipal Revenue Obligation shall not be payable from or constitute a charge upon any funds of the Village, and the Village shall not be subject to any liability thereon or be deemed to have obligated itself to pay thereon from any funds except the Available Tax Increment described in this Agreement, and then only to the extent and in the manner herein specified. The Municipal Revenue Obligation is a special, limited revenue obligation and not a general obligation of the Village and is payable by the Village only from the source and subject to the qualifications stated or referenced herein. Neither the full faith and credit nor the taxing powers of the Village are pledged to the payment of the principal of the Municipal Revenue Obligation and no property or other asset of the Village, except the above-referenced revenues, is or shall be a source of payment of the Village’s obligations hereunder and thereunder.
- (8) *Negotiation and Transfer.* The Municipal Revenue Obligation is nonnegotiable and are nontransferable without the written approval of the Village.

- (9) *Prepayment Option.* The Village may prepay all or any part of its obligations under the Municipal Revenue Obligation at any time without penalty or premium.

### **ARTICLE III TIF LAW COMPLIANCE**

A. Use of Funds. Lakestone shall use the funds received in payment of the Municipal Revenue Obligation solely to pay for, or to reimburse itself for, payments made for development and marketing of the Property. In no event shall Lakestone use any funds received in payment of any Municipal Revenue Obligation to pay any portion of its general property taxes on the Property or any other property, or any portion thereof, or any personal property thereon, or to reimburse itself for any such taxes paid.

### **ARTICLE IV GENERAL PROVISIONS**

A. Entire Agreement. This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and no modification shall be binding unless in writing and signed by all parties. The terms of this Agreement shall supersede any conflicting provisions of the Purchase Agreement.

B. No Waiver by Delay. Either party shall have a right to institute such actions or proceedings as it may deem desirable for effectuating the purposes of this Agreement. Any delay by either party in instituting or prosecuting any such actions or proceedings or otherwise asserting its rights under this Agreement shall not operate as a waiver of such rights or deprive it of or limit such rights in any way (it being the intent of this provision that neither party shall feel compelled to institute legal action so as to avoid the risk of being deprived of or limited in the exercise of the remedy provided in this section because of waiver, laches, or otherwise at a time when it may still hope otherwise to resolve the problems created by the default informally); nor shall any waiver made by a party with respect to any specific default by the other party under this section be considered or treated as the waiver of the rights of the non-defaulting party with respect to any other defaults by the defaulting party under this section or with respect to the particular default except to the extent specifically waived in writing.

C. Severability. Except as otherwise provided in the succeeding sentence, every term and provision of this Agreement is intended to be severable, and if any term or provision of this Agreement is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the legality or validity of the remainder of this Agreement. The preceding sentence shall be of no force or effect if the consequence of enforcing the remainder of this Agreement without such illegal or invalid term or provision would be to cause any party to lose the benefit of its economic bargain.

D. Headings. Headings of sections are for convenience of reference only, and shall not be construed as a part of this Agreement.

E. Successors and Assigns. This Agreement shall be binding upon and shall inure to the benefits of the parties hereto, and their respective successors, and assigns. Neither party may assign this Agreement without the prior written consent of the other party.

F. Governing Law and Venue. This Agreement shall be governed by and construed, in all respects, by the internal laws of the State of Wisconsin.

G. Counterparts/Facsimile/Electronic Transmission. This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which shall constitute one instrument and the signature of any party to any counterpart shall be deemed the signature to and may be appended to any other counterpart. Signatures transmitted by facsimile or electronic transmission shall be deemed to be original signatures.

H. Notices. Any notice required or permitted to be given under this Agreement shall be in writing and shall be deemed to be an adequate and sufficient notice if given in writing and delivery is made either by (i) personal delivery, in which case the notice shall be deemed received the date of such personal delivery or refusal of receipt, (ii) nationally recognized overnight air courier service, next day delivery, prepaid, in which case the notice shall be deemed to have been received one (1) business day following delivery to such nationally recognized overnight air courier service or refusal of receipt, or (iii), email, provided that delivery thereof is acknowledged by the receiving party. Notice shall be sent to the following addresses and/or email addresses, as applicable:

IF TO LAKESTONE:

Lakestone Holdings, LLC  
Attn: Brian Spanos  
5910 Main Street, Suite 1  
McFarland, WI 53558-8946  
Email: [brian@thespanoscompany.com](mailto:brian@thespanoscompany.com)

with copies to:

Reinhart Boerner Van Deuren s.c.  
22 East Mifflin Street, Suite 700  
Madison, WI 53703  
Attn: Nathan J. Wautier  
Email: [nwautier@reinhartlaw.com](mailto:nwautier@reinhartlaw.com)

IF TO THE VILLAGE:

Village of McFarland  
5915 Milwaukee Street  
McFarland, WI 53558  
Attn: Village Administrator  
Email: [Matt.Schuenke@mcfarland.wi.us](mailto:Matt.Schuenke@mcfarland.wi.us)

with copies to:

Reuter, Whitish and Evans, S.C.  
44 East Mifflin St., Suite 306  
Madison, WI 53703  
Attn: Allen D. Reuter  
Email: [areuter@rwelaw.net](mailto:areuter@rwelaw.net)

or to such additional or other persons, at such other address or addresses as may be designated by notice from Lakestone or the Village, as the case may be, to the other party. Any notice to be delivered pursuant to this Agreement may be delivered by either Lakestone or its counsel or the Village or its counsel and the delivery of notice by counsel instead of the applicable Lakestone or

the Village is expressly permitted and agreed to by the parties to this Agreement and each party's counsel shall be deemed a permitted and authorized agent of such party for purposes of delivering notices until the time that the Lakestone or the Village notifies the other party in writing that their counsel does not have authority to deliver notices of this Agreement on its behalf, respectively.

I. Construction. This Agreement shall not be construed more strictly for or against either party merely by virtue of the fact that the same has been prepared by that party or its counsel, it being recognized both of the parties hereto have contributed substantially and materially to the preparation of this Agreement. All words herein which are expressed in the neuter gender shall be deemed to include the masculine, feminine and neuter genders and any word herein which is expressed in the singular or plural shall be deemed, whenever appropriate in the context, to include the plural and the singular.

J. Recording. Either party may record this Agreement or a memorandum providing reasonable notice of the existence of this Agreement.

K. Developer Independence. This Agreement is not intended to create any partnership or joint venture between the parties hereto, or render any party liable for any of the debts or obligations of any other party.

L. Development Approvals. Except as provided by law, or as expressly provided in this Agreement, no vested rights shall inure to the Developer by virtue of this Agreement. Nor does the Village warrant that the Developer is entitled to any other approvals required for private development solely or partially as a result of this Agreement.

M. Immunities Preserved. Nothing contained in this Agreement constitutes a waiver of the Village's sovereign immunity or police powers under applicable law.

N. Jurisdiction and Venue. Personal jurisdiction and venue for any civil action commenced by any party arising out of this Agreement shall be deemed to be proper only if such action is commenced in circuit court for Dane County unless such court lacks jurisdiction. The Developer hereby consents to personal jurisdiction in Dane County. The Developer also expressly waives the right to bring such action in, or to remove such action to, any other court whether state or federal, unless the circuit court for Dane County lacks jurisdiction.

O. Termination. This Agreement shall continue in effect until the termination of TID #5 unless earlier terminated by mutual agreement of the parties, except that the indemnification provisions contained in Section I.D. shall continue in effect as to any liability based on facts or circumstances arising prior to termination.

In witness whereof, the parties have executed this Agreement on the date first written above.



**LAKESTONE HOLDINGS, LLC**

By: \_\_\_\_\_  
Brian Spanos, Member

By: \_\_\_\_\_  
Brett Riemen, Member

**VILLAGE OF McFARLAND**

By: \_\_\_\_\_  
Carolyn A. Clow, Village President

By: \_\_\_\_\_  
Cassandra Suettinger, Clerk/Treasurer

**EXHIBIT A**

**DEVELOPMENT PROPOSAL**

**(To be Inserted Prior to Recording – Tax Increment Finance Developer Incentives  
Application & Approved Planned Development Infill District Detailed Plan for Phase II)**

**EXHIBIT B**  
**UNLIMITED GUARANTY AGREEMENT**

**FOR GOOD AND VALUABLE CONSIDERATION**, the receipt and sufficiency of which are hereby acknowledged by each of the undersigned, and to enable Lakestone Holdings, LLC, a Wisconsin limited liability company ("Debtor") to obtain tax incremental financing (TIF) from the Village of McFarland, a Wisconsin municipal corporation (the "Village") in the amount of \$305,000 as provided for in a Development Agreement by and between the Village of McFarland ("Village") and Debtor ("Developer") dated \_\_\_\_\_, 2022 (the "Agreement") the undersigned, individually as well as jointly and severally, hereby unconditionally and irrevocably guarantee the full and prompt payment to the Village of any and all indebtedness, liabilities, payments and obligations of every nature and kind of Debtor to the Village arising under the Agreement, which may hereafter be owing or due thereunder and the undersigned also agrees to pay in addition thereto, all costs, expenses and reasonable attorneys' fees at any time paid or incurred by the Village in endeavoring to collect said indebtedness, liabilities and obligations, and in and about enforcing this instrument (collectively, the "Indebtedness").

The undersigned warrant to the Village that each of them is presently able to pay personal debts as they become due and that the making of this Guaranty or the payment of any debt encompassed by this Guaranty shall not cause the undersigned to become insolvent or impair any ability to pay any debt which each of them have incurred, intends to incur or reasonably believe will incur as it becomes due. The undersigned agree that their liability under this Guaranty shall not be extinguished unless and until both (a) all of the Indebtedness hereby guaranteed has been paid in full by actual payment, and (b) the preference period applicable to the payment of such indebtedness has expired without any bankruptcy or fraudulent transfer proceeding being brought by or against any of the undersigned or Debtor, and no collateral given for this Guaranty shall be required to be released until both of such conditions have been met. If the Village is required to refund any payments as a result of any insolvency, bankruptcy or fraudulent transfer proceeding, the undersigned's obligations evidenced by this Guaranty shall continue in effect and the undersigned shall be obligated to repay the Village for any such payment so voided or nullified.

The undersigned each agree that his liability hereunder shall in no way be affected or impaired, nor shall it be discharged, in whole or in part, by any of the following occurrence:

(1) the death, incompetency, insolvency, bankruptcy, liquidation, dissolution or withdrawal of Debtor or of any guarantor; or (2) any extension of the time of the payment of any Indebtedness; or (3) acceptance by the Village of part payment of any amount due; or (4) full or partial release or substitution by the Village of Debtor or of any other guarantor; or (5) release by the Village of any guarantors and/or the acceptance of additional guarantors; or (6) unenforceability of any document or instrument executed by the Village or the Debtor. The liability of the Guarantors hereunder shall be a continuing liability and shall not be affected by (nor shall anything herein contained be deemed to be a limitation upon) the amount of credit which may be extended to

Debtor, the number of transactions with Debtor, repayments by Debtor to the Village, or the allocation by the Village of repayments by Debtor, it being the understanding of the Guarantors that their liability shall continue hereunder so long as there are any unsatisfied obligations from Debtor to the Village pursuant to the Agreement or any amendment thereof. The discharge of Debtor's obligations to repay any Indebtedness, which discharge is a result of any bankruptcy proceeding filed by or against Debtor, shall not diminish, release or impair the obligations of the undersigned under this Guaranty Agreement.

This Guaranty is a guaranty of payment and performance and not of collectability. It is expressly agreed by the undersigned that it shall not be necessary for the Village to proceed first against the Debtor (or to liquidate or foreclose upon any collateral) before proceeding to enforce this guaranty or as a condition to payment or performance by Guarantors hereon.

The undersigned agree that all indebtedness, liability or liabilities now or at any time or times hereafter owing by Debtor, other than obligations incurred in the ordinary course of Debtor's business, to either of the undersigned are hereby subordinated to the obligations guaranteed hereunder, and any payment of indebtedness of the Debtor to any of the undersigned, if the Village so requests, at any time an event of default shall exist and be continuing under the terms of the Agreement, shall be received by the undersigned as trustee for the Village on account of the obligations guaranteed hereunder. In the event a right of action and claim has arisen under this Loan Guaranty Agreement, in case of the pendency of any receivership, insolvency, liquidation, bankruptcy, reorganization, arrangement, adjustment, composition or other judicial proceeding relative to any of the undersigned or the property of any of the undersigned, the Village shall be entitled and empowered, by intervention in such proceedings or otherwise: (a) to file and prove a claim for the whole amount of the Indebtedness guaranteed and to file such other papers or documents as may be necessary or advisable in order to have the claims of the Village (including any claim for the reasonable compensation, expenses, disbursements and advances of the Village and the Village's agents and counsel) allowed in such judicial proceeding; and (b) to collect and receive any monies or other property payable or deliverable on any such claims.

The undersigned waive demand, notice of dishonor, presentment for payment, diligence in collection, acceptance of this guaranty and notice of any adverse change in the financial condition of Debtor or any guarantor or of any other fact that might materially increase the risk of the guarantor hereon. This guaranty shall be binding upon the undersigned and upon their heirs, legal representatives, successors and assigns, and shall inure to the benefit of the Village, its successors and assigns. The validity and construction of this guaranty shall be governed by the laws of the State of Wisconsin. If any provision of this Guaranty shall be declared invalid, unenforceable, or illegal, that part will not affect the validity, enforceability or legality of any other provision contained herein.

This Guaranty constitutes a separate and independent contract with and obligation to the Village, and the undersigned recognize and intend that this Guaranty be a separate source of repayment of the Indebtedness hereby guaranteed. Therefore, to induce the Village to make the provide TIF assistance to the Debtor and with the knowledge and intention that the Village rely

upon these presents in so doing, the undersigned agrees that recourse may be obtained against the undersigned for the repayment of all or any outstanding portion of said indebtedness prior to, concurrently with or after any action, proceeding, settlement or other means by which the Village may from time to time elect to recover said indebtedness. In particular, this Guaranty shall survive as an independent contractual obligation any action or event which relieves Debtor from further liability, the undersigned hereby recognizing and agreeing that their liability hereunder is not conditioned in any manner upon the existence of such liability of Debtor, and for such purposes the undersigned, while not waiving their rights of subrogation as such, hereby waives any defense to their obligations hereunder which is based upon the impairment of their ability to obtain any redress against Debtor through indemnification, subrogation, reimbursement, contribution or otherwise including, without limitation, any defense that such subrogation or similar rights were abrogated by any acts or omissions of the Village (excepting only such defenses which assert that the Village intentionally abrogated the undersigned's subrogation or similar rights for no legitimate purpose other than to deprive the undersigned of such rights; it being understood and agreed that abrogation of such rights of the undersigned solely as a result of the operation of law resulting from the Village's legitimate actions may not be the subject of any such defense). Upon payment in full of the obligations of Debtor to the Village guaranteed hereunder, the Village shall, upon the request of the undersigned, assign to the undersigned all of its rights against Debtor and all evidence of such rights.

Guarantors acknowledge that they are owners of the Debtor, and as a result thereof, Guarantors will benefit from the TIF assistance provided under the Agreement, and full and adequate consideration has been received by Guarantors in exchange for this Guaranty Agreement.

With respect to the undersigned Wisconsin married residents, each of the undersigned represent that this obligation is incurred in the interest of his marriage or family.

Executed and delivered at McFarland, Wisconsin, this \_\_\_\_ day of \_\_\_\_\_ 2022.

GUARANTORS:

\_\_\_\_\_  
Brian Spanos

\_\_\_\_\_  
Brett Riemen

**EXHIBIT C**  
**MUNICIPAL REVENUE OBLIGATION**

VILLAGE OF MCFARLAND  
TAX INCREMENT DISTRICT NO. 5

THIS TAX INCREMENT MUNICIPAL REVENUE OBLIGATION (the “Municipal Revenue Obligation”) is issued this \_\_\_\_ day of \_\_\_\_\_, 2024 by the Village of McFarland, a Wisconsin municipal corporation located in Dane County, Wisconsin (the “Village”) to Lakestone Holdings, LLC, a Wisconsin limited liability company, its successors and assigns (“Developer”).

W I T N E S S E T H

A. The Village and Developer have entered into a development agreement dated July \_\_\_\_ 2022 (the “Development Agreement”).

B. The Municipal Revenue Obligation is issued by the Village pursuant to the Development Agreement.

C. Terms that are capitalized in this Municipal Revenue Obligation that are not defined in this Municipal Revenue Obligation and that are defined in the Development Agreement shall have the meanings assigned to such terms by the Development Agreement.

A G R E E M E N T

1. General. The Village hereby promises to pay to Developer, subject to annual appropriations and all of the other terms and conditions of this Municipal Revenue Obligation, the principal amount of Three Hundred Five Thousand Dollars (\$305,000.00), in payments described in Section 3, below.

2. Interest. No interest shall be payable on this Municipal Revenue Obligation.

3. Payments. Payments of principal shall be due in annual installments in the amount of the Available Tax Increment (as defined in the Development Agreement) received by the Village for taxes levied in the prior year. Payments shall be made beginning on September 1 2025 and continuing on each September 1 thereafter until the Expiration Date. As used in this Municipal Revenue Obligation, the term “Expiration Date” means the earlier of:

- (a) the statutory end of TID #5; or
- (b) the date on which all principal due hereunder has been paid in full; or
- (c) The early termination of TID #5 as permitted under the Development Agreement;
- (d) Termination of this Municipal Revenue Obligation as provided in the Development Agreement; or

(e) Termination of the Development Agreement as a result of a default by Developer thereunder.

Each September 1 payment date described in this Section 3 is referred to as a “Payment Date” (collectively the “Payment Dates”). Prepayment of the amounts evidenced by this Municipal Revenue Obligation may be made in full or in part at any time without penalty. After the Expiration Date, the Village shall have no further obligation to make any payments whatsoever on this Municipal Revenue Obligation.

4. Nature of Obligation. The principal payments to be made on the Payment Dates shall be payable solely from the Available Tax Increment (as defined in the Development Agreement) (a) accrued during the calendar year or years preceding the applicable Payment Date, and (b) actually received by the Village by such Payment Date. The Municipal Revenue Obligation shall be a special and limited obligation of the Village and not a general obligation. On each Payment Date, the Village shall apply appropriated Available Tax Increment received from the Property for the previous year’s taxes to payments due under this Municipal Revenue Obligation.

THIS MUNICIPAL REVENUE OBLIGATION SHALL NOT BE PAYABLE FROM OR CONSTITUTE A CHARGE UPON ANY FUNDS OF THE VILLAGE, AND THE VILLAGE SHALL NOT BE SUBJECT TO ANY LIABILITY HEREON OR BE DEEMED TO HAVE OBLIGATED ITSELF TO PAY HEREON FROM ANY FUNDS, EXCEPT THE AVAILABLE TAX INCREMENT, AND THEN ONLY TO THE EXTENT AND IN THE MANNER HEREIN SPECIFIED.

THE MUNICIPAL REVENUE OBLIGATION IS A SPECIAL, LIMITED REVENUE OBLIGATION AND NOT A GENERAL OBLIGATION OF THE VILLAGE AND IS PAYABLE BY THE VILLAGE ONLY FROM THE SOURCE AND SUBJECT TO THE QUALIFICATIONS STATED OR REFERENCED HEREIN. NEITHER THE FULL FAITH AND CREDIT NOR THE TAXING POWERS OF THE VILLAGE ARE PLEDGED TO THE PAYMENT OF THE PRINCIPAL OF THE MUNICIPAL REVENUE OBLIGATION AND NO PROPERTY OR OTHER ASSET OF THE VILLAGE, EXCEPT THE ABOVE-REFERENCED REVENUES, IS OR SHALL BE A SOURCE OF PAYMENT OF THE VILLAGE’S OBLIGATIONS HEREUNDER.

5. Subject to Appropriations. The Village’s obligation to make payments on this Municipal Revenue Obligation shall be conditioned on (a) the Village Board’s determination to appropriate Available Tax Increment to make such payments, (b) there not being an event of default on the part of the Developer under the Development Agreement, and (c) there being no delinquency in the payment of any taxes or special assessments levied against the Property or any personal property thereon, to the extent such personal property is owned by Developer or an affiliate of Developer.

6. Transfer of Municipal Revenue Obligation. This Municipal Revenue Obligation may not be transferred without the written approval of the Village. In order to transfer or assign this Municipal Revenue Obligation, the transferee or assignee shall surrender the same to the



Village either in exchange for a new Municipal Revenue Obligation or for transfer of this Municipal Revenue Obligation on the registration records for this Municipal Revenue Obligation maintained by the Village. Any transferee or assignee shall take this Municipal Revenue Obligation subject to the foregoing conditions and subject to all of the provisions of the Development Agreement.

7. Miscellaneous. This Municipal Revenue Obligation is subject to the Tax Increment Law and to the Development Agreement, the terms of which are incorporated herein.

VILLAGE:

VILLAGE OF MCFARLAND, WISCONSIN

By: \_\_\_\_\_  
Cassandra Suettinger, Clerk/Treasurer

Date: \_\_\_\_\_, 2024

**TAX INCREMENT FINANCING  
DEVELOPMENT INCENTIVES  
APPLICATION**



Application ID: 2022 (Year) - 01 (#) to be completed by Village Community Development Director upon submittal

Please complete and submit the following information to the Village Community Development Director for a more detailed review of the feasibility of your request for Tax Incremental Financing (TIF) Development Incentives. The application is comprised of five sections: (A) Applicant Information, (B) Property Information, (C) Project/Business Information, (D) TIF Request, (E) Budget/Financing Strategy, and (F) Applicant Certification and Acknowledgement. Where there is not enough room for responses provided, please use an attachment. Where questions do not apply, mark NA (not applicable). Applicants are encouraged and may be required to submit additional information such as site plans, environmental studies, market studies, business plans, business or personal financial statements, or financial commitment letters to be included for review and consideration.

**A. APPLICANT INFORMATION**

Project Name: Atwater - Phase II

Applicant: Lakestone Properties

Mailing Address: 5910 Main St, Suite 1, McFarland WI 53558

Primary Contact: Brian Spanos

Telephone: 608-838-1900

Email: brian@lakestoneproperties.com

Fax: \_\_\_\_\_

Legal Entity: ☐ Individual(s)

☐ Joint Tenants

☐ Tenants in Common

☐ Corporation

☒ LLC

☐ Partnership

☐ Other: \_\_\_\_\_

If not a Wisconsin corporation/partnership/LLC, state where organized: \_\_\_\_\_

Will new entity be created for ownership? ☐ No ☒ Yes

Is any owner, member, stockholder, partner, officer or director of any previously identified entities, or any member of the immediate family of any such person, an employee or elected official of the Village of McFarland?

☒ No ☐ Yes, If yes, give the name and relationship of the employee: \_\_\_\_\_

Provide the names of consultants (e.g. attorneys, engineers, planners, architects, contractors, etc.) authorized to act on behalf of the applicant.

| Name        | Title/Company            | Email                       | Phone #      |
|-------------|--------------------------|-----------------------------|--------------|
| Ryan Quam   | Quam Engineering         | rquam@quamengineering.com   | 608-838-7750 |
| Dan Bertler | Supreme Structures       | Dan@supremestructures.com   | 608-442-6420 |
| Nick Badra  | Sketchworks Architecture | nbadura@sketchworksarch.com | 608-836-7570 |

## B. PROPERTY INFORMATION

Parcel(s) Address: 4719 Farwell St

Parcel(s) Tax Number: 154/0610-032-7010-1

As the Applicant, are you the current owner of this parcel(s)? ☐ No ☒ Yes

If no, current owner is: \_\_\_\_\_

If no, do you have an agreed upon option to purchase the property? ☐ No ☐ Yes (provide documentation and note the expiration date here: \_\_\_\_\_)

Total Lot Size: 52,707 square feet

Parcel Contains Existing Buildings? ☒ No ☐ Yes

If yes, indicate Total Building Size \_\_\_\_\_ sq.ft.

Most recent property assessment (PA):

\$ 223,800 Land \$ 0 Improvements \$ 223,800 Total

Existing Uses: Vacant

Existing Zoning: PD

Existing Uses, Adjacent Parcels: Commerical N Multifamily S Multifamily E Commerical W

Existing Zoning, Adjacent Parcels: \_\_\_\_\_ N \_\_\_\_\_ S \_\_\_\_\_ E \_\_\_\_\_ W

Will a zoning change be requested? ☒ No ☐ Yes

If yes, indicate new zoning \_\_\_\_\_

Identify other approvals, permits, or licenses your project may need (e.g. County, State or Federal permits).

Existing Mortgage Holder: One Community Bank

Contact Person & Phone Number: Dan Carey 608-838-5040

Does the property have any existing tax delinquencies, zoning or building violations? ☒ No ☐ Yes

If yes, explain: \_\_\_\_\_

### C. PROJECT/BUSINESS INFORMATION

The proposed project is: ☐ An Improvement to Existing Business ☒ A New Business(s)  
☐ Business Relocation ☐ Residential Development ☐ Other

Project Description. Include any plans or illustrations prepared for the project, if available. At a minimum, a concept plan shall be submitted with the application.

See attached

Will the project incorporate any “sustainability” or “green design” concepts? Describe.

See attached

Current annual revenue: \$ N/A Estimated annual revenue: \$ \_\_\_\_\_

Current annual expenses: \$ N/A Estimated annual expenses: \$ \_\_\_\_\_

Business Plan and/or Marketing Plan attached? ☒ No ☐ Yes

Balance Sheets and Profit and Loss Statements for the past two years attached? ☒ No ☐ Yes

Describe the project schedule.

Final Plan/Specification Preparation Date: See attached

Preliminary Construction Start Date: See attached

Preliminary Construction Completion Date: See attached

Date Occupied or Opened: See attached

Number of principal buildings and estimated square footage: 1 building 12,078 square feet

Estimated equalized assessed valuation after project completion (EAV)

\$ See attached Land      \$ See attached Improvements      \$ See attached Total

Estimate the incremental property taxes to be generated by the project (attach any independent appraisals).

Pre-improvements:      \$ See attached PA      x      \_\_\_\_\_ Mill Rate =      \$ \_\_\_\_\_ Total (A)

Post-improvements:      \$ See attached PA      x      \_\_\_\_\_ Mill Rate =      \$ \_\_\_\_\_ Total (B)

Additional increment (B-A) = \$ See attached

Will the proposed project result in the relocation of economic activity/businesses from another location within the Village?      ☒ No      ☐ Yes

If yes, discuss the nature of any anticipated relocations and the impact the relocation would have on the neighborhood where such activity is currently located.

Will the proposed project result in the relocation of economic activity from an adjacent community?

☒ No      ☐ Yes

If yes, discuss the nature of any anticipated relocations and the impact the relocation would have on the community where such activity is currently located.

Identify any proposed tenants of the project. Have leases been negotiated or signed?      ☐ No      ☒ Yes

Some of the leases are being negotiated

Who will own and operate the developed property? Lakestone Properties

Do similar businesses/uses already exist in McFarland?

☐ No      ☒ Yes, If yes, indicate There are other single story retail buildings in McFarland

Describe any differences in your proposed business/uses to existing businesses/uses

Current and Created Jobs by Annual Wage Range (Full Time ≥ 30 hrs/week).

\$0-\$19,000

\_\_\_\_\_ Full Time (current) \_\_\_\_\_ Part Time (current) \_\_\_\_\_ FT (created) \_\_\_\_\_ PT (created)

\$20,000-\$39,000

\_\_\_\_\_ Full Time (current) \_\_\_\_\_ Part Time (current) \_\_\_\_\_ FT (created) \_\_\_\_\_ PT (created)

\$40,000-\$59,000

\_\_\_\_\_ Full Time (current) \_\_\_\_\_ Part Time (current) \_\_\_\_\_ FT (created) \_\_\_\_\_ PT (created)

\$60,000+

\_\_\_\_\_ Full Time (current) \_\_\_\_\_ Part Time (current) \_\_\_\_\_ FT (created) \_\_\_\_\_ PT (created)

Average per hour wage rate of all employees (not including benefits) \$\_\_\_\_\_

Approximately what percentage of employees do you expect will be hired from the McFarland area (i.e. 53558 zip code)\_\_\_\_\_.

Will the proposed business offer its employees a benefit package including health care and retirement benefits?

☐ No ☐ Yes

Discuss neighborhood impact/support for the project. Has the applicant discussed the project with neighboring property owners? ☐ No ☐ Yes

The neighbors were aware when the GDP for Atwater I and II were approved and were in support

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Discuss any history of community involvement by the applicant or business within the Village.

See attached

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Has any portion of the project already been started or completed? ☐ No ☒ Yes

If yes, describe the portions of the project completed, the work remaining, and why public financing is necessary to complete the project.

The majority of the site utilities, retention ponds, grading, site lighting have been completed.

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**E. PROJECT BUDGET AND FINANCIAL STRATEGY**

| Project Costs                                  | Amount (\$)        | Source(s) of Financing |
|------------------------------------------------|--------------------|------------------------|
| Property Acquisition                           |                    | Equity/TIF/Loan        |
| Environmental testing/remediation              |                    | Equity/TIF/Loan        |
| Demolition                                     |                    | Equity/TIF/Loan        |
| Construction of new building(s)                | \$2,889,090        | Equity/TIF/Loan        |
| Site Improvements                              | \$224,000          | Equity/TIF/Loan        |
| Renovation of existing structures              |                    | Equity/TIF/Loan        |
| Cost of installation of machinery/equipment    |                    | Equity/TIF/Loan        |
| Architectural/Engineering fees                 | \$60,000           | Equity/TIF/Loan        |
| Legal & other professional fees                |                    | Equity/TIF/Loan        |
| Permit fees                                    |                    | Equity/TIF/Loan        |
| Financing fees                                 |                    | Equity/TIF/Loan        |
| Developer fees                                 | \$233,709          | Equity/TIF/Loan        |
| Other (please specify) Soft Costs, Contingency | \$182,500          | Equity/TIF/Loan        |
| <b>Total Project Costs</b>                     | <b>\$3,589,299</b> | <b>Equity/TIF/Loan</b> |

Budget source: ☒ Developer ☒ Arch/Eng ☒ Contractor ☐ Other \_\_\_\_\_

| Sources of Financing       | Amount (\$)        | Percent of Total Costs |
|----------------------------|--------------------|------------------------|
| TIF                        | \$305,000          | 8.5 %                  |
| Equity                     | \$529,325          | 16.5 %                 |
| Loans                      | \$2,691,974        | 75 %                   |
| Grants                     |                    | %                      |
| Other (please specify)     |                    | %                      |
| <b>Total Project Costs</b> | <b>\$3,589,299</b> | <b>100.0 %</b>         |

Lender for Project if in addition to the Village: One Community Bank

Officer Dan Carey Phone 608-838-5040 Email \_\_\_\_\_

Preapproved: ☒ No ☐ Yes, attach a Letter of Commitment from the Lender indicating that the applicant has sufficient financial resources to obtain the private financing for the project.

Grant Sources: \_\_\_\_\_ Grant Amount: \_\_\_\_\_

Grant Officer: \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Application Status: \_\_\_\_\_

Date of Grant Announcement: \_\_\_\_\_



**F. APPLICANT CERTIFICATION AND ACKNOWLEDGEMENT**

I acknowledge being informed that the Village of McFarland (Village) will, upon request by a member of the public or in the course of reporting its activities to the public, disclose the names of individuals requesting Tax Incremental Financing (TIF), the amount of TIF requested, state/federal programs used, if any, and the development impact of the TIF requested (e.g. jobs created, tax base impact and total project investment). I have been assured by the Village, and I understand, that other financial information provided by me in connection with this application or with assistance from the Village, if any is given (including, but not necessarily limited to business and personal financial statements, business operating statements, data on historical and projected future sales or other aspects of business performance, and business plans) will, to the extent permissible by law, and except for use in collection proceedings, if any, be treated as confidential. This will confirm that I have relied upon such assurance by the Village in providing financial information to the Village, and that, but for such assurances, such information would not be provided.

I certify that the information contained in this application is, to the best of my knowledge, true and correct. I agree to notify the Village, in writing, of any changes that materially affect the accuracy of this statement. I authorize the Village or its agents to verify the information provided in this application and to obtain additional information concerning the applicant(s) financial condition.

I certify through signing the TIF application that the final form and amount of financing the Village offers may differ from that requested. The form and amount of financing shall be finalized through the execution of a development agreement.

I certify that financial, insurance, and project assurances will be required as part of the final development agreement to be negotiated with the Village upon preliminary approval of this application. These may include, but are not limited to, assessment guarantees, letters of credit, personal or corporate guarantees, minimum payment agreements, lien waivers for contractors, consent of mortgagee or other loan security instrument. All terms and obligations of the Village and the applicant shall be finalized through the execution of a development agreement.

I certify, by signing and submitting this application, that additional costs, above the amount of the application fee, incurred by the Village for outside professional review or expertise of this application, and any development agreement resulting from this application, will be the responsibility of the applicant. I further certify, that denial of the application or failure to reach agreement with the Village on a development agreement shall not entitle the applicant to a refund of the application fee or any amounts of the escrow used in the review of the application.

Applicant Brett Riemen Title Member  
Signature *Brett Riemen* Date 4/11/2022

Return To:

Village of McFarland  
Attn: Village Community Development Director  
5915 Milwaukee Street  
McFarland, WI 53558  
P: 608-838-3153

## **TIF Application – Lakestone Properties – Atwater Phase II**

**April 11, 2022**

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### **Project Description**

- The project site currently consists of a vacant parcel and the development proposes to construct a commercial building consisting of 12,078 square feet. The multitenant building will be home to approximately 4 to 6 businesses.

### **Sustainability / Green Design**

- Building envelope will be designed to be compliant with the 2015 International Energy Conservation Code and current Wisconsin State Energy Code
- LED lighting throughout
- High efficiency heating and cooling units
- Project is located on an infill lot in an established neighborhood
- Project is located on a bike route
- Project is located within walking distance of shopping and restaurants
- Windows will be Energy Star or have a U value of less than 0.30
- Recycled content carpet pad used
- GreenGaurd or equivalent certified low formaldehyde insulation used
- Low V.O.C. paints and primers used

### **Project Schedule**

- Construction to commence in August or September of 2022 with the building being completed by April or May 2023

### **Estimated Incremental Property Taxes**

- Pre-Improvements
  - Value = \$223,800
  - Taxes = \$4,251
- Post-Improvements
  - Total Value = \$1,932,480
  - Total Taxes (Estimated) = \$36,717

### **Proposed tenants of the project**

- Marketing towards restaurant and traditional retail businesses
  - Ex – food & drink, general retail, medical

## **Community Involvement**

- Lakestone has been a long-time business member of the McFarland community and has contributed to the Chamber of Commerce, McFarland Education Foundation, McFarland Athletics, and many more local groups and charities.

## **TIF Request**

- Below are factors that played a role in the need for TIF financing for this project.
  - Costs of construction
    - Costs associated with a single-story retail building have risen dramatically over the last 18 months. Hard costs for this same building 18 months ago were \$2,318,976 (\$192 per square foot) and today the costs are \$2,889,090 (\$239 per square foot). A difference of \$570,114
  - Bank financing
    - Due to the speculative nature of this building (multi-tenant retail buildings are more risky than other commercial real estate projects), the bank will only lend on 75% loan to value instead of the typical 80% loan to value on other commercial projects. This change requires more equity for the project.
  - Market rents in McFarland compared other communities
    - McFarland retail rents are lagging behind some of the other communities in Dane County. Rent plays a big factor in the financial feasibility of the project. See below for the market rents for new retail buildings by community.
      - McFarland (Atwater) - \$18 - \$22 per square foot
      - Sun Prairie - \$22 - \$32
      - Middleton - \$25 - \$35
      - Waunakee - \$28 - \$38
      - Monona - \$25 - \$30
  - Based on the factors above, the overall return has resulted in a non-performing project that needs tax incremental financing assistance.
- The TIF request (Gap) is \$305,000
- Some of the public benefits of this project include;
  - Development of an infill site
  - Increased real estate tax revenue
  - A project consistent with the goals and objectives of the Village
  - A location for new and existing businesses to grow in the Village

| <b>Estimated Costs of Development</b> |                                                                                                               |          |                    |
|---------------------------------------|---------------------------------------------------------------------------------------------------------------|----------|--------------------|
| Cost of Construction                  | 12078                                                                                                         | 215 / SF | \$2,596,770        |
| Tenant Improvements                   | Additional tenant improvements                                                                                |          | \$292,320          |
| Land / Site                           | Infrastructure that was completed in Phase I - Retention ponds, site utilities, parking lot lighting, grading |          | \$224,000          |
| Soft Costs                            | Architectural, Engineering, Builders Insurance, etc                                                           |          | \$172,500          |
| Contingency                           |                                                                                                               |          | \$70,000           |
| Development Fee                       | 9% of hard costs                                                                                              |          | \$233,709          |
| Impact Fees                           |                                                                                                               |          |                    |
| <b>Total Investment</b>               |                                                                                                               |          | <b>\$3,589,299</b> |

| <b>5-Year Property Analysis</b> |                    |                                      |              |
|---------------------------------|--------------------|--------------------------------------|--------------|
| <b>Property Profile</b>         |                    |                                      |              |
| Property Name                   | Atwater - Phase II | Size of Property (ft. <sup>2</sup> ) | 12,078       |
| Location                        | McFarland          | Total Cost                           | \$ 3,589,299 |
| Property Type                   | Multifamily        | Projected Cap. Rate at Asking Price  |              |
| Size of Property (# Units)      | 6                  | Price per Unit at Asking Price       | \$ 598,217   |

| <b>Investment Summary</b>         |                   |                                     |            |
|-----------------------------------|-------------------|-------------------------------------|------------|
| Proposed Purchase Price           | \$ 3,589,299      | Purchase Price per ft. <sup>2</sup> | \$ 297.18  |
| Proposed Cash Down Payment (%)    | 25.0%             | Expenses, % of Future GOI, Year 1   | 4.4%       |
| Proposed Down Payment             | \$ 897,325        | Expenses, per unit, Year 1          | \$ 1,667   |
| Rehab Costs                       | \$ -              | Gross Rent Multiplier, Future Rents | 15.9       |
| Other Startup Costs               | \$ -              |                                     |            |
| Initial Reserves                  |                   | <b>Before-Tax Results</b>           |            |
| TIF Contribution                  | \$ 305,000        | Income Earned over 5 years          | \$ 238,640 |
| Post-Closing Rebate to Buyer      | \$ -              | Avg. Cash-on-Cash Return            | 8.1%       |
| Total Initial Investment          | <b>\$ 592,325</b> | Internal Rate of Return (IRR)       | 13.1%      |
| Debt Coverage Ratio - Year 2      | 1.25              |                                     |            |
| Debt Coverage Ratio - Year 1      | 1.24              | <b>After-Tax Results</b>            |            |
| Cap. Rate at Purchase (projected) | 6.02%             | Income Earned over 5 years          | \$269,670  |
| Proposed Cap. Rate at Sale        | 7.50%             | Avg. Cash-on-Cash Return            | 9.1%       |
| Purchase Price per Unit           | \$ 598,217        | IRR                                 | 0.0%       |

| Assumptions                             |    |           |                                            |                           |
|-----------------------------------------|----|-----------|--------------------------------------------|---------------------------|
| Estimated Closing/Acquisition Costs     | \$ | -         | Owner Managed? (Y or N)                    | N                         |
| Vacancy Rate, Year 1                    |    | 10.0%     | Residential Property? (Y or N)             | Y                         |
| Vacancy Rate, Year 3                    |    | 10.0%     | Owner's Ordinary Income Tax Bracket        | 35%                       |
| Rent Income Escalator, per year         |    | 1.5%      | Capital Gains Tax Rate                     | 20%                       |
| Other Income Escalator, with vacancy    |    | 1.0%      | Tax Rate on Straight Line Recapture        | 25%                       |
| Other Income Escalator, without vacancy |    | 1.0%      | Expenses of Sale                           | 4.0%                      |
| Expense Escalator, per year             |    | 2.0%      | Property Tax Rate, % of Assessed Value/Yr. | 1.00%                     |
| Management Fee, % of Effective Income   |    | 6.0%      |                                            |                           |
|                                         |    |           |                                            |                           |
| Mortgage Data                           |    | 1st       | 2nd                                        | Assessed/Appraised Values |
| LTV                                     |    | 75.0%     | 0%                                         | Present Assessment        |
| Amount -                                | \$ | 2,691,974 | \$                                         | -                         |
| Interest Rate                           |    | 4.250%    | 10.0%                                      | Future Assessment         |
| Amortization Period                     |    | 25        | 10                                         |                           |
| Points + Fees Paid to Acquire Loan, %   |    | 0.0%      | 0.0%                                       | Land                      |
| Points + Fees Paid to Acquire Loan      |    | 0         | 0                                          |                           |
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# Cash Flow Analysis Worksheet

Property Name Atwater - Phase II  
 Prepared For \_\_\_\_\_  
 Prepared By \_\_\_\_\_  
 Date Prepared 11-Apr-22

Internal Rate of Return 13.1%

Purchase Price \$3,589,299  
 + Acquisition costs \_\_\_\_\_  
 + Loan Points \_\_\_\_\_  
 + Rehab Costs \_\_\_\_\_  
 - Mortgages \$2,691,974  
 - Closing Credits to Buyer \$305,000  
 = Initial Investment \$592,325

| Mortgage Data       |              |              |
|---------------------|--------------|--------------|
|                     | 1st Mortgage | 2nd Mortgage |
| Amount              | 2,691,974    |              |
| Interest Rate       | 4.25%        | 10.0%        |
| Amortization Period | 25           | 10           |
| Loan Term           | 25           | 10           |
| Payments/Year       | 12           | 12           |
| Periodic Payment    | 14,583       | -            |
| Annual Debt Service | 175,001      | -            |
| Points/Acq. Fees    |              |              |

| Cost Recovery Data |              |                   |
|--------------------|--------------|-------------------|
|                    | Improvements | Personal Property |
| Value              | 3,230,369    | 107,679           |
| C. R. Method       | SL           | SL                |
| Useful Life        | 27.5         | 7                 |

## 5 year Proforma - Commercial Building

| Year :                                  | 1        | 2        | 3        | 4        | 5       |
|-----------------------------------------|----------|----------|----------|----------|---------|
| 1 Potential Rental Income               | 251,386  | 255,157  | 258,984  | 262,869  | 266,812 |
| 2 +Other Income affected by vacancy     |          |          |          |          |         |
| 3 Vacancy & Credit Losses               | 25,139   | 25,516   | 25,898   | 26,287   | 26,681  |
| 4 =Effective Rental Income              | 226,247  | 229,641  | 233,086  | 236,582  | 240,131 |
| 5 +Other Income not affected by vacancy |          |          |          |          |         |
| 6 =Gross Operating Income               | 226,247  | 229,641  | 233,086  | 236,582  | 240,131 |
| 7 -Operating Expenses                   | 10,000   | 10,200   | 10,404   | 10,612   | 10,824  |
| 8 =NET OPERATING INCOME                 | 216,247  | 219,441  | 222,682  | 225,970  | 229,306 |
| 9 -Interest - 1st Mortgage              | 113,215  | 110,537  | 107,743  | 104,828  | 101,787 |
| 10 -Interest - 2nd Mortgage             |          |          |          |          |         |
| 11 -Cost Recovery - Improvements        | 117,456  | 117,456  | 117,456  | 117,456  | 117,456 |
| 12 -Cost Recovery - Personal Property   | 15,383   | 15,383   | 15,383   | 15,383   | 15,383  |
| 15 =Real Estate Taxable Income          | (29,806) | (23,935) | (17,900) | (11,697) | (5,320) |
| 16 Tax Liability (Savings) at 35.0%     | (10,432) | (8,377)  | (6,265)  | (4,094)  | (1,862) |

## Cash Flow

|                                  |         |         |         |         |         |
|----------------------------------|---------|---------|---------|---------|---------|
| 17 NET OPERATING INCOME (Line 8) | 216,247 | 219,441 | 222,682 | 225,970 | 229,306 |
| 18 -Annual Debt Service          | 175,001 | 175,001 | 175,001 | 175,001 | 175,001 |
| 19 -Reserves for Replacements    |         |         |         |         |         |
| 21 =CASH FLOW BEFORE TAXES       | 41,246  | 44,440  | 47,680  | 50,969  | 54,305  |
| Cash on Cash Return              | 7.0%    | 7.5%    | 8.0%    | 8.6%    | 9.2%    |

| <b>Hard Cost - Detail</b>      | <b>Estimate</b>    | <b>Actuals</b> |
|--------------------------------|--------------------|----------------|
| Land Acquisition               | \$1                |                |
| Additional Tenant Improvements | \$292,320          |                |
| Infrastructure                 | \$224,000          |                |
| Construction                   | \$2,596,770        |                |
| <b>Total Hard Cost</b>         | <b>\$3,113,091</b> |                |

| <b>Soft Cost - Detail</b> | <b>Estimate</b>  | <b>Actuals</b> |
|---------------------------|------------------|----------------|
| Architect Fee             | \$45,000         |                |
| Zoning                    | \$0              |                |
| Permits                   | \$15,000         |                |
| Construction Overhead     | \$20,000         |                |
| Construction Interest     | \$29,000         |                |
| Loan Fees                 | \$7,500          |                |
| Appraisal                 | \$2,500          |                |
| Legal                     | \$10,000         |                |
| Taxes - Carry             | \$4,500          |                |
| Builder's Risk            | \$7,500          |                |
| Closing Costs             | \$5,000          |                |
| Marketing                 | \$1,500          |                |
| Engineering               | \$15,000         |                |
| Soil Testing              | \$0              |                |
| Contingency               | \$0              |                |
| Signage - Monument        | \$10,000         |                |
| Impact Fees               | \$0              |                |
| <b>Total Soft Cost</b>    | <b>\$172,500</b> |                |

| <b>Other Costs - Detail</b> |                  |
|-----------------------------|------------------|
| Contingency                 | \$70,000         |
| Developer Fee               | \$233,709        |
| <b>Total Other Cost</b>     | <b>\$303,709</b> |

**Total** **\$3,589,300**

## Sources & Uses of Funds

|                    |    |              |
|--------------------|----|--------------|
| Loan               | \$ | 2,691,974.48 |
| Equity             | \$ | 592,324.83   |
| Total Sources      | \$ | 3,284,299.30 |
| Less : Uses (Cost) | \$ | 3,589,299.30 |
| Gap                | \$ | (305,000.00) |

# VILLAGE OF **McFarland** *Community & Economic Development*

## Plan Commission Application – 2022

**~Application must be completed in full~**

|                   |                               |                   |                               |
|-------------------|-------------------------------|-------------------|-------------------------------|
| Applicant - Owner | Lakestone Holdings LLC        | Applicant's Agent |                               |
|                   | 5910 Main St #1               | Name              | Brian Spanos                  |
| Address           | McFarland, WI 53558           | Address           | 5910 Main St #1 McFarland WI  |
| Email             | Brian@lakestoneproperties.com | Email             | Brian@lakestoneproperties.com |
| Phone #           | 608-219-5247                  | Phone #           | 608-219-5247                  |
| Fax #             |                               | Fax #             |                               |

**Parcel No(s).** 154/0610-0327010-1

**Type of Proposal – Please check boxes below that apply**

| Requires Public Hearing<br>(Class One)                    | FEES     | Requires Public Hearing<br>(Class Two)             | FEES     | Public Hearing<br>Not required                              | FEES      |
|-----------------------------------------------------------|----------|----------------------------------------------------|----------|-------------------------------------------------------------|-----------|
| <input type="checkbox"/> Preliminary Plat                 | \$500+AF | <input type="checkbox"/> Conditional Use           | \$425+F  | <input type="checkbox"/> Annexation                         | At cost   |
| <input type="checkbox"/> Preliminary Plat (reapplication) | \$500+BF | <input checked="" type="checkbox"/> Rezoning (map) | \$475+F  | <input type="checkbox"/> Dev. Agreement Including Addendums | \$400 F   |
| <input type="checkbox"/> Certified Survey Map             | \$300+FG | <input type="checkbox"/> Zoning Amendment (text)   | \$475 +F | <input type="checkbox"/> Final Plat                         | \$500 +CF |
| <input type="checkbox"/> Condominium                      | \$300+EF | <input type="checkbox"/> USA/MMSD Annexation       | At cost  | <input type="checkbox"/> Final Plat (reapplication)         | \$400 +DF |
| <input type="checkbox"/> Comprehensive Plan Amendment     | \$500+F  |                                                    |          | <input checked="" type="checkbox"/> Site/Design Review      | \$400 + F |

+ = Plus publication and notification charges

A = Plus \$50.00 per lot

B = Any preliminary plat which has previously been reviewed/revised within the last 36 months

C = Plus \$50.00 for each lot within the final plat

D = Any final plat which has been previously reviewed or/ revised within the last 36 months

E = Plus \$40.00 for each unit shown

F = Plus actual legal, engineering and financial consulting costs incurred by the Village

G = Plus \$25.00 per lot for two or more lots.

**Escrow Deposits**  
(covers costs for outside consultants;  
e.g., engineers, attorneys, etc.)

|                                                                                |          |
|--------------------------------------------------------------------------------|----------|
| <input type="checkbox"/> R-E, R-3 & PD (up to 50 acres)                        | \$5,000  |
| <input type="checkbox"/> R-E, R-3 & PD (greater than 50 acres)                 | \$10,000 |
| <input type="checkbox"/> Site/Design Review (less than 2,000 sq. ft.)          | \$1,000  |
| <input checked="" type="checkbox"/> Site/Design Review (2,000 sq. ft. or more) | \$2,000  |
| <input type="checkbox"/> All Plats including condominiums                      | \$5,000  |

**Nature of the development proposal: Must provide address of proposed development, legal description, current zoning and description of proposal/request. (Attach additional paper if needed)**

4719 Farwell St. McFarland WI (see attached intro letter)

**PLEASE READ AND SIGN AT THE BOTTOM ON THE REVERSE SIDE**

Has this specific proposal been previously discussed or acted upon by the Plan Commission?

☒ YES ☐ NO (If "yes" state the nature and the date(s) of the previous application.)

**Submittal Requirements:** One (1) hard copy 8 ½ x 11, except site plan sheets which should be 11 x 17, and one (1) electronic (pdf) copy. A completed in full application can be submitted to the Community Development Department (5915 Milwaukee Street, McFarland, WI 53558, [community.development@mcfarland.wi.us](mailto:community.development@mcfarland.wi.us)), with fees included with submittal **by \*NOON of the deadline day**, according to the schedule below.

## Village of McFarland Plan Commission 2022 Schedule

The Village of McFarland Plan Commission normally conducts meetings on the third Monday of each month, unless otherwise noted below at 7:00 p.m. at the McFarland Municipal Center in the Community Room. To ensure adequate time for staff review, and publication of legal notices; potential agenda item materials are required to be submitted per the schedule listed below.

**\*Submittal Deadline Noon on:**

**For Scheduled 2022 Meeting date of:**

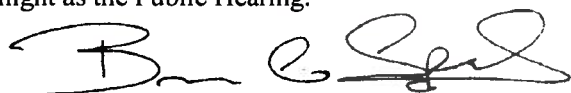
|                        |                                  |
|------------------------|----------------------------------|
| December 7 (2021)----- | Tuesday, January 18              |
| January 11-----        | February 21                      |
| February 8-----        | March 21                         |
| March 8-----           | April 18                         |
| April 5-----           | May 16                           |
| May 10-----            | June 20                          |
| June 7-----            | July 18                          |
| July 5-----            | August 15                        |
| August 9-----          | September 19                     |
| September 6-----       | October 17                       |
| October 11-----        | November 21                      |
| November 8-----        | December 19 (Pending)            |
| December 6-----        | Tuesday, Jan. 17, 2023 (Pending) |

Note, applications requiring a public hearing will be scheduled for a hearing according to the schedule above, with action considered at the next scheduled Plan Commission meeting following the public hearing. Applicants are encouraged to contact the Community & Economic Development Director for a pre-application meeting to review the project and submittal requirements prior to submitting an official application.

**Acknowledgements:**

- I understand failure to provide required materials/information/fees by the submittal deadline can result in this application being withdrawn for consideration by the Plan Commission. Materials submitted for review after the submittal deadline date, or incomplete submittals, may be held over until the next scheduled meeting.
- I understand any fees not paid for (i.e. legal notices, mailings, consultant review costs, etc.) will require any permits to be withheld until all payments are made in full. In addition, all application fees are non-refundable.
- I understand Plan Commission applications requiring a Public Hearing will not be acted on the same night as the Public Hearing.

X



Signature of Applicant/Agent

04/05/2022

Date





5910 MAIN ST. MCFARLAND, WI 53558  
P: 608-838-1800  
F: 608-531-2800  
[WWW.LAKESTONEPROPERTIES.COM](http://WWW.LAKESTONEPROPERTIES.COM)

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April 5, 2022

Village of McFarland  
Department of Planning  
5915 Milwaukee Street  
McFarland, WI 53558

**RE: Atwater Phase II**

Dear Commission Members, Planning and Development Staff:

Lakestone Properties is excited to submit the application for Phase II of the Atwater development. The Mixed-Use Phase I building was completed in January of 2021 and has a positive impact on the Farwell corridor. The apartments leased up very quickly and the two commercial spaces recently leased up as well.

Phase II will have approximately 12,000 square feet of commercial space and we are currently working with three tenants that would be new to the McFarland community.

The architecture of the building will be similar to Phase I but will differentiate itself with a commercial design. Storefront windows, flat roof, outdoor patios, and attractive building lines will be a nice compliment to the mixed-use building.

We are hoping to start construction this August with tenants opening up for business by April of 2023.

**Project Information:**

|                    |                     |
|--------------------|---------------------|
| Address:           | 4719 Farwell Street |
| Zoning:            | Planned Development |
| Lot Size:          | 1.2 acres           |
| Proposed Use:      | Commercial Space    |
| Parking Counts:    | 54 stalls           |
| Total Square Feet: | 12,078              |

**Project Team:**

**Owner**

Lakestone Holdings LLC  
Lakestone Properties & Management LLC  
Brett Riemen & Brian Spanos  
5910 Main Street, Suite 1  
McFarland, WI 53558  
608-838-1800

**Architect**

Sketchworks Architecture, LLC  
Nick Badura  
2501 Parmenter Street, Suite 100B  
Middleton, WI 53592  
608-836-7570

**Civil Engineer & Landscape Architect:**

Quam Engineering, LLC  
Ryan Quam  
4604 Siggelkow Road, Suite A  
McFarland, WI 53558  
608-838-7750

Please feel free to contact us with any questions.

Sincerely,

By: Lakestone Properties & Management LLC

By:   
\_\_\_\_\_

Brett Riemen, CCIM  
Partner

By:   
\_\_\_\_\_

Brian Spanos  
Partner

# Site and Design Plans

## Check List

Date received: \_\_\_\_\_

Subject property address: 4719 Farwell St  
McFarland, WI 53558

Landowner's name: Lakestone Holdings LLC

Landowner's address: 5910 Main St #1  
McFarland, WI 53558/

Landowner's phone/fax: 608-219-5247

Landowner's email: Brian@lakestoneproperties.com

|                    |                |
|--------------------|----------------|
| Agent's name:      | _____          |
| Agent's address:   | _____<br>_____ |
| Agent's phone/fax: | _____          |
| Agent's email:     | _____          |

- Intro Letter A. Title Block that indicates name and address of the current property owner.
- Intro Letter B. Name and signature of the designer.
- A-1 C. Date of original plan and latest date of revised plan.
- Quam C-1 D. North arrow and graphic scale. Said scale shall not be smaller than 1 inch equals 100 ft.
- Intro Letter E. Existing zoning PD Proposed rezoning yes <sup>x</sup> no
- Quam C-1 F. All property lines, and existing and proposed right-of-way lines with bearings and dimensions clearly labeled.
- Quam C-2 G. All required building setback lines.
- Quam C-2 H. The location of all access points and connections to public streets, off-street parking, and loading areas on the subject property including a summary of the number of parking stalls, accessible parking stalls, and labels indicating the dimension of such areas.
- Quam C-2 I. All existing and proposed building structures and paved areas, including walks, drives, decks, patios, balconies, fences, retaining walls, utility poles, exterior utility and mechanical equipment, and any accessory structures.
- N/A J. Existing and proposed site and building signage.
- A-1/A-8 K. Color exterior façade elevations of all proposed buildings including descriptions of materials and colors.
- N/A L. The location of all outdoor storage areas; including proposed screening materials and colors.\_
- Quam C-3 M. The location of existing and proposed drainage facilities including stormwater and erosion control plan.
- Quam C-2 N. The location and type of any permanently protected green space areas.
- N/A O. The location and elevation of any wetlands or floodplains.

Quam C-3 P. Grading Plan including existing & proposed topography shown at a contour interval of not more than two (2) ft.

Quam C-2 & 5 Q. In the legend, data for the subject property:

- (1) Lot area
- (2) Building area
- (3) Paved area
- (4) Total impervious area
- (5) Landscaping points provided and required for building foundations, gross floor area, street frontage, and paved area.
- (5) Building height
- (6) Existing zoning, proposed zoning
- (7) Number of parking stalls provided and required.

Quam C-5 R. Landscaping Plans including proposed species, quantity and planting size. Refer to Appendix B of the Village's Zoning Code for more information.

Quam C-4 S. Hydrant locations and Fire Department Connection.

Quam C-6 T. Lighting Plans including photometrics and description of fixture types, heights and orientation.

Quam C-4 U. Utility plans, including the location of existing and proposed overhead or underground site utilities, including piping and meter sizes and associate appurtenances.

Quam C-2 V. Existing or proposed easements.

General Comments W. A legal description of the subject property.

General Comments: Lot 1 of CSM 15246

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**Note: In addition to Site and Design Permit approval, a building permit from the Village Building Inspector is required prior to the start of construction of any building, fence, or sign.**

## **Planned Development District – Infill**

Statement of Owners Intent

Detailed Plan for Phase 2 Development

04-05-2022

Project:

Atwater Phase II

4719 Farwell Street Development

Developer:

Lakestone Properties & Management, LLC

Brian Spanos & Brett Riemen

## **Statement of Owners Intent**

It is the intent of the developer to develop the property currently addressed as 4719 Farwell into a commercial development. The purpose of this submittal is to seek the following approvals:

1. Detailed Plan for Phase 2 Development

## **Legal Description**

Legal description is as follow:

Lot 1 of CSM 15246

## **Existing Site**

The Existing Site Plan is included as sheet C-1. Site features are as follows:

1. Lot 1 is 1.210 total acres
2. Currently zoned PD - Planned Development
3. The site is a vacant lot that was previously an office building. (building was removed in 2020).
4. The site is relatively flat with a downward sloping grade of approximately 4 feet from the southeast corner of the site to the northwest corner. All but one of the stormwater ponds have been installed during the construction of Phase I.
5. Lot 1 of CSM 15246 abuts commercial properties to the west and across Farwell Street north of the development. There are existing multifamily buildings along the western and southern edge.

## **Description of General Plan the Development**

The General Plan proposes one building, associated drive aisles, parking, and stormwater management ponds as shown on sheet C-2. The building and site layout are described as follows:

1. Commercial Building
  - a. One story commercial building with approximately 12,078 S.F. of leasable space.
2. Approximately 54 parking stalls.

### 3. Site layout

- a. The building has been placed up near Farwell Street to make a strong connection to the street to promote visibility and to activate the street with the commercial spaces.
- b. A possible patio space has been placed between the buildings and Farwell St. This space will contain outdoor seating for the retail tenants.
- c. Approximately 54 parking stalls will be constructed for the retail tenants.
- d. The tenant space furthest to the east will have a drive-through option.
- e. Multiple ponds are located to meet the runoff control, sediment control, and infiltration requirements for all proposed impervious surfaces.
- f. The single story building has a 22.9% floor area ratio.
- g. Impervious surface percentage 74.3% of the total lot area.

### 4. Schedule

- a. Construction to start late Summer of 2022 with tenant occupancy by Spring of 2023.

## **Description of Detailed Plan for Lot 1**

A single-story commercial building including the following details:

1. The Site Plan is included as sheet C-1 with features as follows:
  - a. 12,078-14,266 S.F. of commercial space (with two possible mezzanines)
  - b. 54 surface stalls
2. The grading plans are included on sheet C-3 with features as follows:
  - a. The commercial spaces have accessible entrances from the parking lot side of the building as well as from the north side of the building along Farwell Street.
3. Building elevation drawings are shown on sheets A1-A8. Exterior materials are high quality, low maintenance materials and comply with the design guidelines in TIF #5.

- a. Exterior materials consist of aluminum storefronts, brick veneer, and composite lap siding and trim.
- 4. The Landscape Plan is included on sheet C-5 and meets the Village of McFarland requirements.
- 5. The Site Lighting Plan is included on sheet C-6 and fixture cut sheets have been included. Site lighting is cut-off downlight to minimize night sky light pollution. The cut-off fixture allows for the control of light to or site and prevents light spill over to adjacent properties.
- 6. The Utility Plan is included as sheet C-4.
  - a. The 6" sanitary sewer lateral will connect to the existing 8" sanitary sewer under Farwell Street.
  - b. The 6" water service lateral will connect to the 6' stub on phase one of this development.
  - c. The Inlets, catch basins, and bioretention ponds will collect from all impervious surfaces with overflows being connected to the storm sewer under Farwell Street.

## **Planned Development Infill District Standards and Responses**

Section 62-66(d) lists the standards that shall apply in the review of all general and details plans proposed for the Planned Development Infill District (PD-I). The standards and this submittal responses are as follows:

- 1. *Maximum impervious surface ratio: seven-tenths nonresidential and mixed use. **The impervious surface ratio is .74***
- 2. *Maximum floor area ratio: 0.70. **The floor area ratio is below .70 at 0.23***
- 3. Additional standards
  - a. *Screening and requirements for buffer yards shall be included as part of plan reviews. Such screening shall shield neighboring properties from any adverse external effects of the proposed development. Screening and buffer yards shall also be used to shield the proposed development from the*



*negative impacts of adjacent uses, such as streets, industrial uses, etc. Special emphasis shall be placed on screening the intrusion of automobile headlights on neighboring properties from parking areas and driveways. **Buffer yards and landscape screening have been provided along the southern property line to provide separation from the multifamily unit to the south including landscape screening along the parking edge. It should also be noted the multifamily units sit higher in elevation than the parking area providing additional protection from headlights.***

- b. Pedestrian circulation should be carefully planned so as to prevent pedestrian use of vehicular ways and parking spaces. In all cases, pedestrian access shall be provided by public walkways. **Appropriate pedestrian circulation has been provided by providing direct pedestrian routes from the public sidewalk to the buildings. Having one driveway also limits the vehicular interaction between pedestrians and vehicles.***
- c. The useable open space required for residential development projects and mixed use residential project shall be designed for use of each individual dwelling unit or shall be located and designed to be of utility to every dwelling unit proposed. This required usable open space shall be designed to maximize privacy and usability to the residence. **No residential uses for this Phase however we will be providing outdoor patios for the commercial tenants.***
- d. Special emphasis shall be placed on trash collection points. Trash containers shall be screened and so designed so as to be conveniently accessible to their users and collectors. **There is a trash enclosure located in the south portion of the commercial parking lot.***
- e. Within the PD-I District, mixed land uses may be proposed. However, they must be found to be compatible based on the site and building designed proposed. Compatibility will also be judged on the basis of how the proposed project fits within the context of the neighborhood and abutting properties. The basic intent of this Chapter and Village Comprehensive Plan must be adhered to. **The Comprehensive Plan has designated***

**this site as Mixed Use-Flex Commercial. This proposal complies with that designation. This site is surrounded by commercial and residential development. This commercial proposal is ideally compatible.**

- f. Snow removal areas and procedures must be described in the plans. **Snow can be placed on the perimeter of the site and if weather conditions dictate it can be trucked off site.***
- g. All site lighting shall be controlled so as not to extend a direct light source onto abutting properties. Cutoff type luminaries shall be used and all lighting sheds shall be indicated on the plans. **Cutoff fixtures are being used. Lighting Plan is on sheet C-6, which shows the light sheds being controlled on site.***
- h. The physical attributes of the site shall be respected with particular concern for preservation of natural features, tree growth and open space. **The site has been designed to work with the natural topography of the site, for site drainage, ground water, and the building relationship to the street.***
- 4. Exceptions to standards. Exceptions to these standards may be recommended by the Village Plan Commission subject to final approval given by the Village Board.*

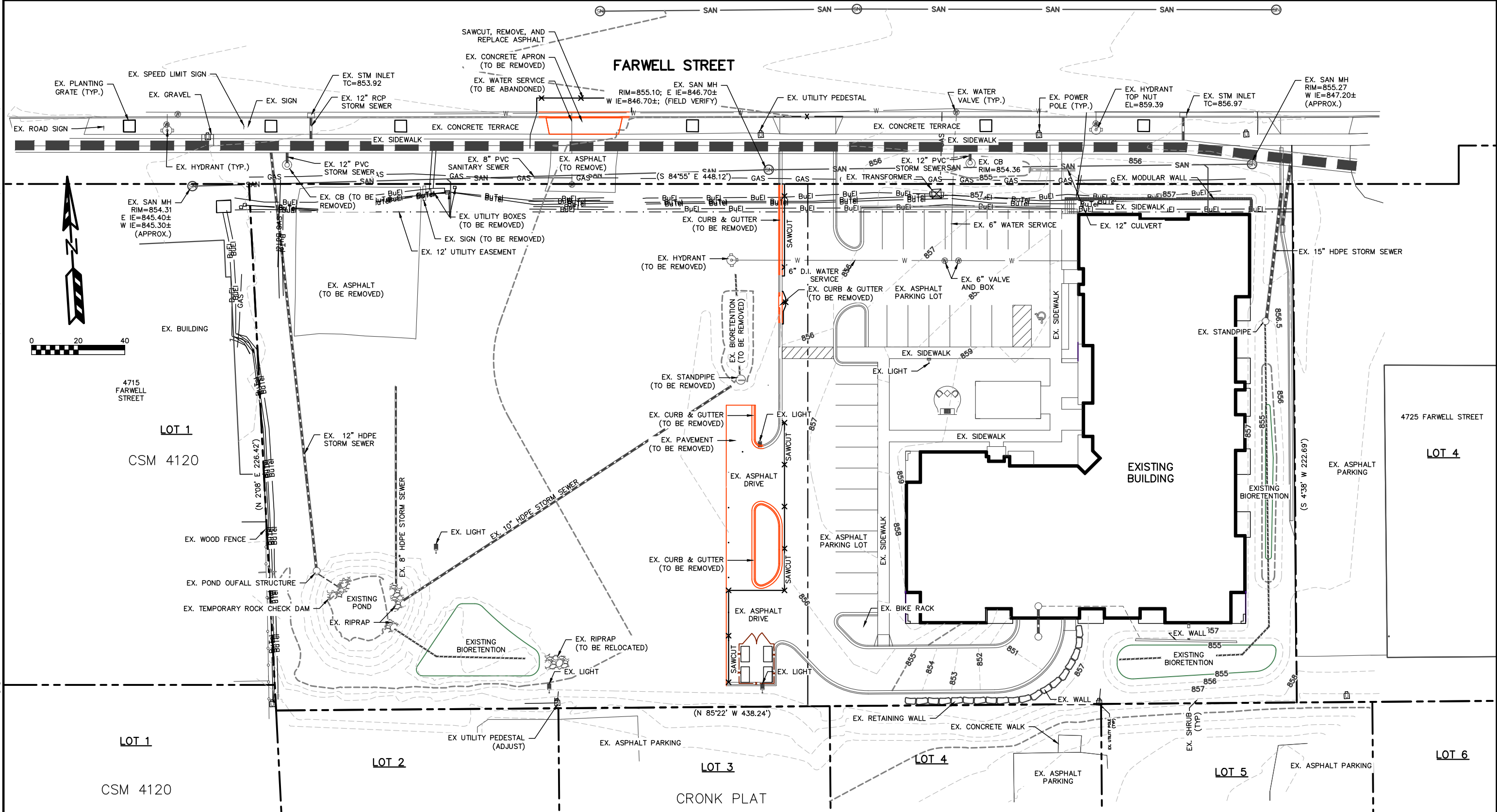
## **Planned Development District Standards and responses**

- 1. Standards. The following standards shall apply in the review of all general or detailed plans proposed for the Planned Development District (PD).*
  - a. The uses proposed in the PD shall be in general conformance with the Village Comprehensive Plan. **See 3(e) above***
  - b. The establishment, maintenance or operation of the uses proposed in the PD shall not substantially impair or diminish the use, value and enjoyment of other properties within the neighborhood. **The proposed development will not impair or diminish the use, value and enjoyment of other properties. On***

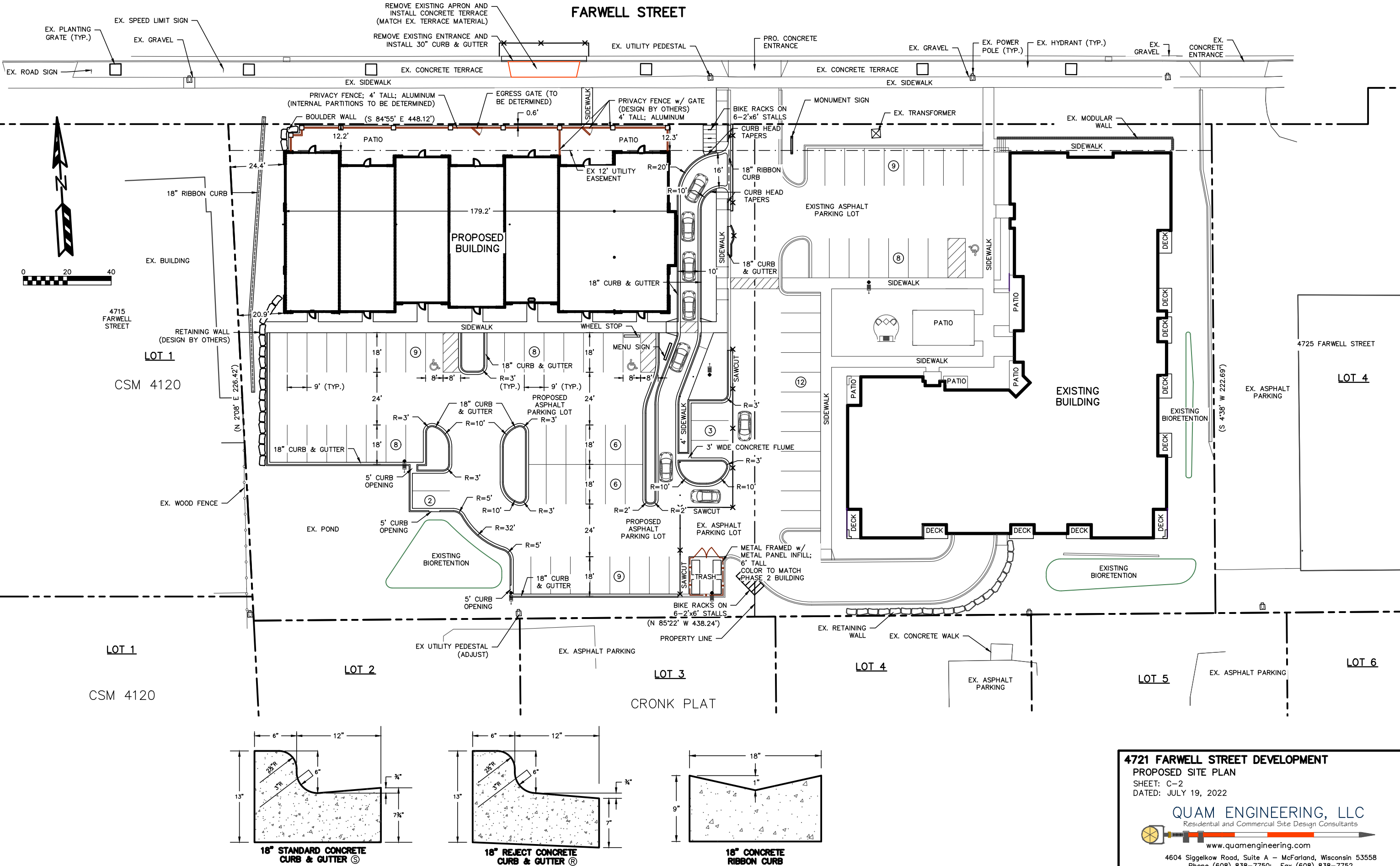
**the contrary, this project will enhance the character of the neighborhood and bring additional opportunities for retail, employment and enjoyment.**

- c. *Traffic circulation into and within the PD shall be design to minimize traffic congestion and traffic hazards, provide for the accessibility of all uses and buildings and also for the safe and convenient movements of both vehicles and pedestrians. **See 3 (b) above***
- d. *The planned development shall incorporate environmental design considerations, including the preservation of topography, trees and ground cover, streams and natural bodies of waters, and other significant natural features and control erosion and runoff in accord with the Village Erosion Control and Stormwater Management Ordinances. **See 3 (h) above. Erosion Control and Stormwater Management will comply with Village standards.***
- e. *The PD shall provide for convenient and harmonious groups of buildings, structures and uses; and building shall be spaced and sited to ensure adequate safety, light, ventilation and privacy. **The site and buildings have been carefully designed to provide a cohesive, enjoyable, and safe development.***
- f. *The following provisions shall apply:*
  - i. *In a PD for residential use, adequate open space and recreation areas shall be provided in appropriate locations, and all public and common open spaces shall be designed and located to provide safe and convenient access to residents. **See 3 ( c ) above***
  - ii. *PDD housing impacts on community resources in the same manner as other new developments, which are characterized by division of land into lots. In particular, the additional population density places demand on Village parks, and recreation areas. Accordingly, each dwelling unit newly established shall be required to dedicate land or provide fees in lieu of land, in accordance with the procedures set forth in Section 62-64. **N/A***
- g. *The PD will not adversely affect the ability of public agencies to provide school or other municipal services. **This proposal will not adversely affect municipal services and schools.***

- h. The width of street right-of-way, width paving, width and location of street or other paving, outdoor lighting, location of sewer and water lines, provision for stormwater drainage or other similar environmental engineering considerations shall be based on a determination of the appropriate standards necessary to implement the specific function in the specific situation; provided, however, that in no case shall standards be less than those necessary to ensure the public safety and welfare as determined by the Village. **The construction will meet Village standards.***
- i. The proponents of a PDD application provide evidence satisfactory to the Village Board of its economic feasibility of available adequate financing and that it would not adversely affect the economic prosperity of the Village or the values of surrounding properties. **The developer will be going through the TIF application process.***
- j. The proponents of a PD shall submit a reasonable schedule for the implementation of the development to the satisfaction of the Village Board, including suitable provisions for assurance that each Phase could be brought to completion in a manner that would not result in an adverse effect upon the community as a result of termination at that point. **The project is scheduled to start construction late Summer of 2022 with tenant occupancy in Spring of 2023.***



**WESTERN LOT AREAS**  
TOTAL LOT AREA 52,731 SQFT  
BUILDING AREA 12,078 SQFT  
PAVED AREA 27,113 SQFT  
IMPERVIOUS AREA 39,201 SQFT



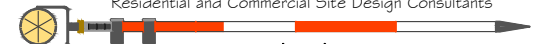
**4721 FARWELL STREET DEVELOPMENT**

PROPOSED SITE PLAN

SHEET: C-2

DATED: JULY 19, 2022

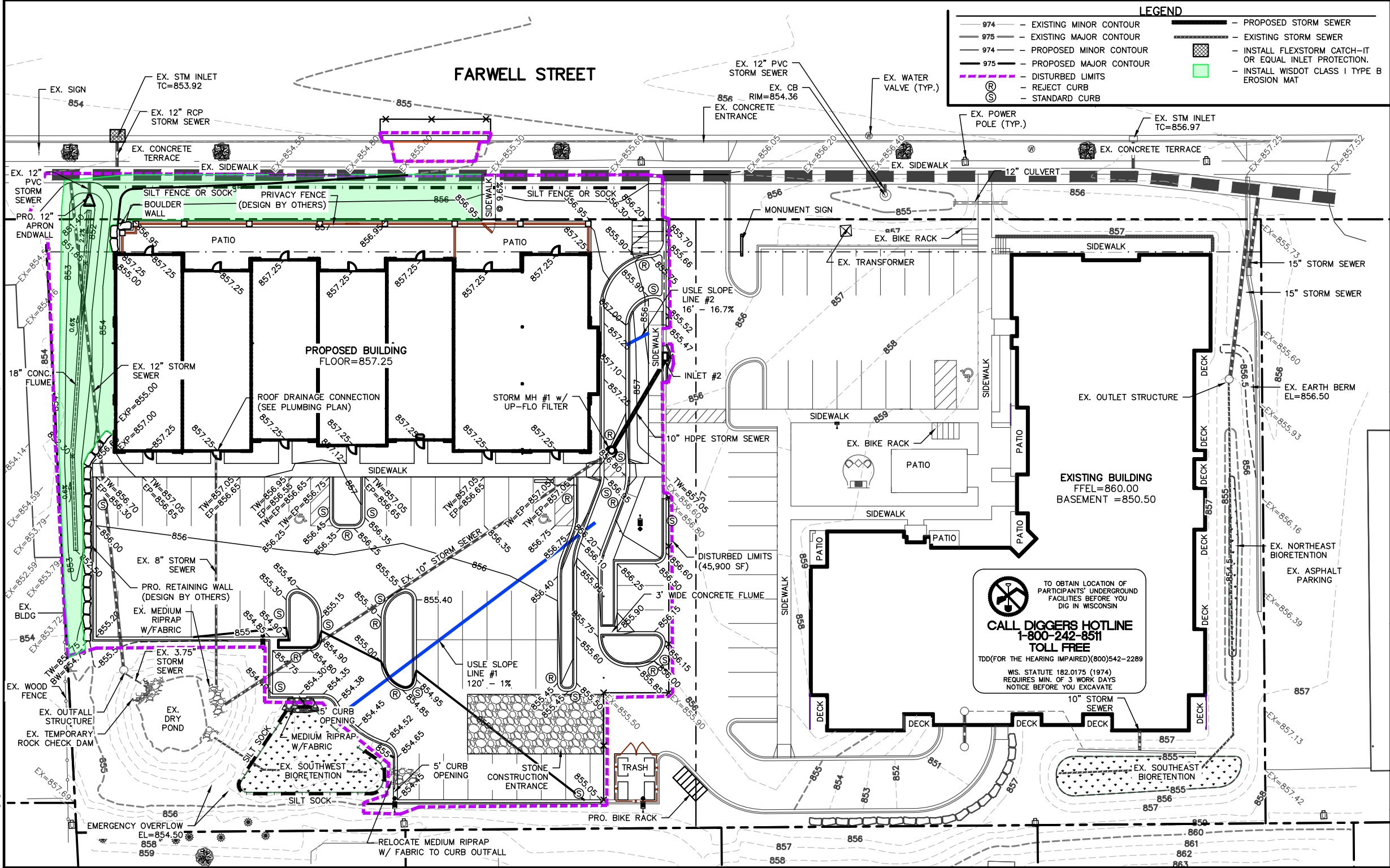
**QUAM ENGINEERING, LLC**  
Residential and Commercial Site Design Consultants



www.quamengineering.com

4604 Siggekow Road, Suite A - McFarland, Wisconsin 53558  
Phone (608) 838-7750; Fax (608) 838-7752



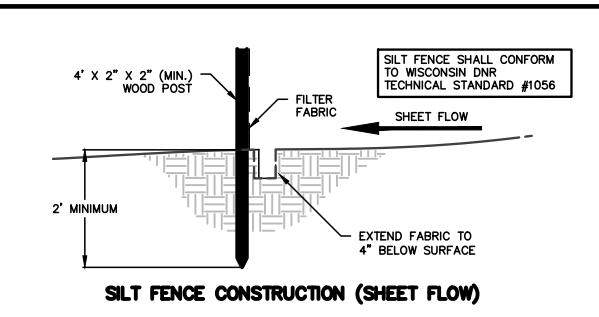
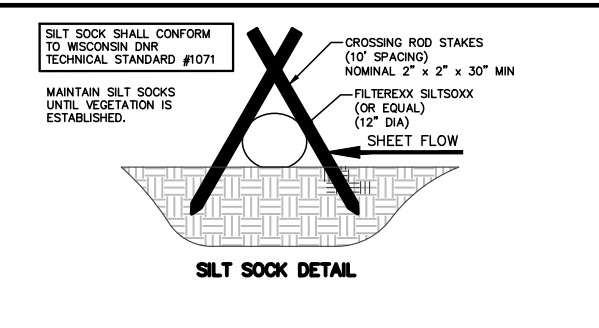
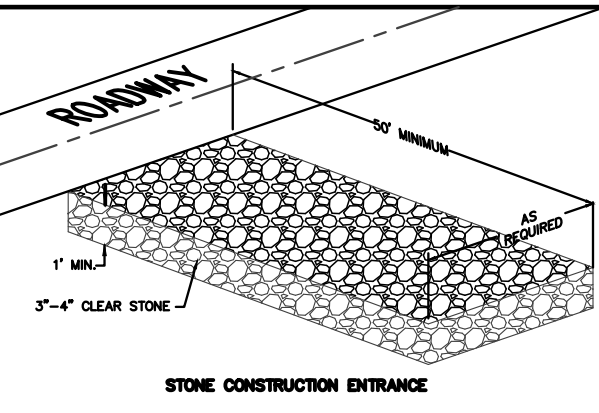


**EROSION NOTES:**  
THE STONE CONSTRUCTION ENTRANCE SHALL BE INSTALLED PRIOR TO ANY CONSTRUCTION. THE TRACKING PAD IS TO BE MAINTAINED BY THE CONTRACTOR IN A CONDITION, WHICH WILL PREVENT THE TRACK OF MUD OR DRY SEDIMENT ONTO THE ADJACENT PUBLIC STREETS. SEDIMENT REACHING THE PUBLIC ROAD SHALL BE REMOVED BY STREET CLEANING (NOT HYDRAULIC FLUSHING) BEFORE THE END OF EACH WORKDAY.  
EROSION CONTROL DEVICES SHALL BE INSTALLED PRIOR TO GRADING OPERATIONS AND SHALL BE PROPERLY MAINTAINED FOR MAXIMUM EFFECTIVENESS UNTIL VEGETATION IS ESTABLISHED. ALL EROSION CONTROL MEASURES AND STRUCTURES SERVING THE SITE MUST BE INSPECTED AT LEAST WEEKLY OR WITHIN 24 HOURS OF A 0.5 INCH RAIN EVENT. ALL MAINTENANCE WILL FOLLOW AN INSPECTION WITHIN 24 HOURS.  
CUT AND FILL SLOPES SHALL BE NO GREATER THAN 3:1.  
EROSION CONTROL IS THE RESPONSIBILITY OF THE CONTRACTOR UNTIL ACCEPTANCE OF THIS PROJECT. EROSION CONTROL MEASURES AS SHOWN SHALL BE THE MINIMUM PRECAUTIONS THAT WILL BE ALLOWED. THE CONTRACTOR SHALL BE RESPONSIBLE FOR RECOGNIZING AND CORRECTING ALL EROSION CONTROL PROBLEMS THAT ARE A RESULT OF CONSTRUCTION ACTIVITIES. ADDITIONAL EROSION CONTROL MEASURES, AS REQUESTED IN WRITING BY THE STATE OR LOCAL INSPECTORS, OR THE DEVELOPER'S ENGINEER, SHALL BE INSTALLED WITHIN 24 HOURS.

**TIME SCHEDULE:**  
AUGUST 15 - 31, 2022  
SEPTEMBER 1, 2022 - JUNE 1, 2023  
SEPTEMBER 15, 2022  
INSTALL INITIAL EROSION CONTROL DEVICES AND ROUGH GRADE SITE.  
CONSTRUCT BUILDING & PARKING LOT AND RESTORE PERVIOUS DISTURBED AREAS.  
APPLY TEMPORARY MULCH, WOODCHIPS, OR TARPS TO PERVIOUS DISTURBED AREAS.

**RESTORATION NOTES:**  
ALL PERVIOUS DISTURBED AREAS SHALL RECEIVE A MINIMUM OF FOUR (4) INCHES OF TOPSOIL, SEED AND MULCH. ALL PERVIOUS DISTURBED AREAS SHALL RECEIVE FERTILIZER EXCEPT NATIVE PLANTING AREAS. RESTORATION WILL OCCUR AS SOON AFTER THE DISTURBANCE AS PRACTICAL. SEED MIXTURE 40 SHALL BE USED ON ALL OTHER DISTURBED AREAS. MIXTURES SHALL BE IN ACCORDANCE WITH SECTION 630 OF D.O.T. SPECIFICATIONS. AN EQUAL AMOUNT OF ANNUAL RYEGRASS SHALL BE ADDED TO THE MIX.  
SEED MIXTURES SHALL BE APPLIED AT THE RATE OF FOUR (4) POUNDS PER 1,000 SQUARE FEET. FERTILIZER SHALL BE APPLIED AT THE RATE OF FOUR (4) POUNDS PER 1,000 SQUARE FEET. MULCH SHALL CONSIST OF HAY OR STRAW APPLIED AT THE RATE OF 2 TONS PER ACRE.  
FERTILIZER SHALL MEET THE MINIMUM REQUIREMENTS THAT FOLLOW: NITROGEN, NOT LESS THAN 16%; PHOSPHORIC ACID, NOT LESS THAN 8%; POTASH, NOT LESS THAN 8%.

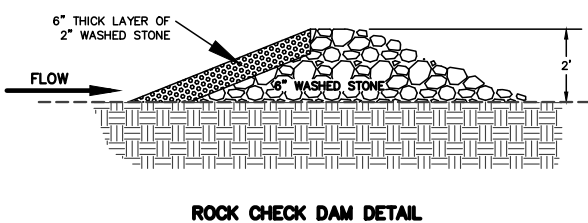
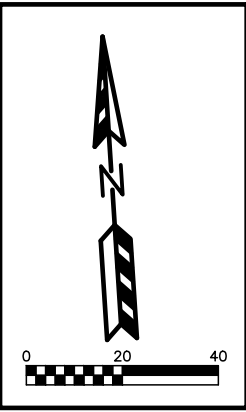
**OWNER:**  
LAKESTONE PROPERTIES & MANAGEMENT, LLC  
ATTN: BRIAN SPANOS  
5910 MAIN STREET, SUITE 1  
MCFARLAND, WI 53558  
**ENGINEER:**  
QUAM ENGINEERING, LLC  
ATTN: RYAN QUAM  
4604 SIGELKOW ROAD, SUITE A  
MCFARLAND, WI 53558

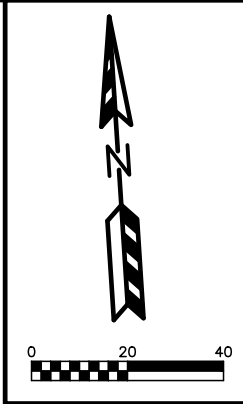
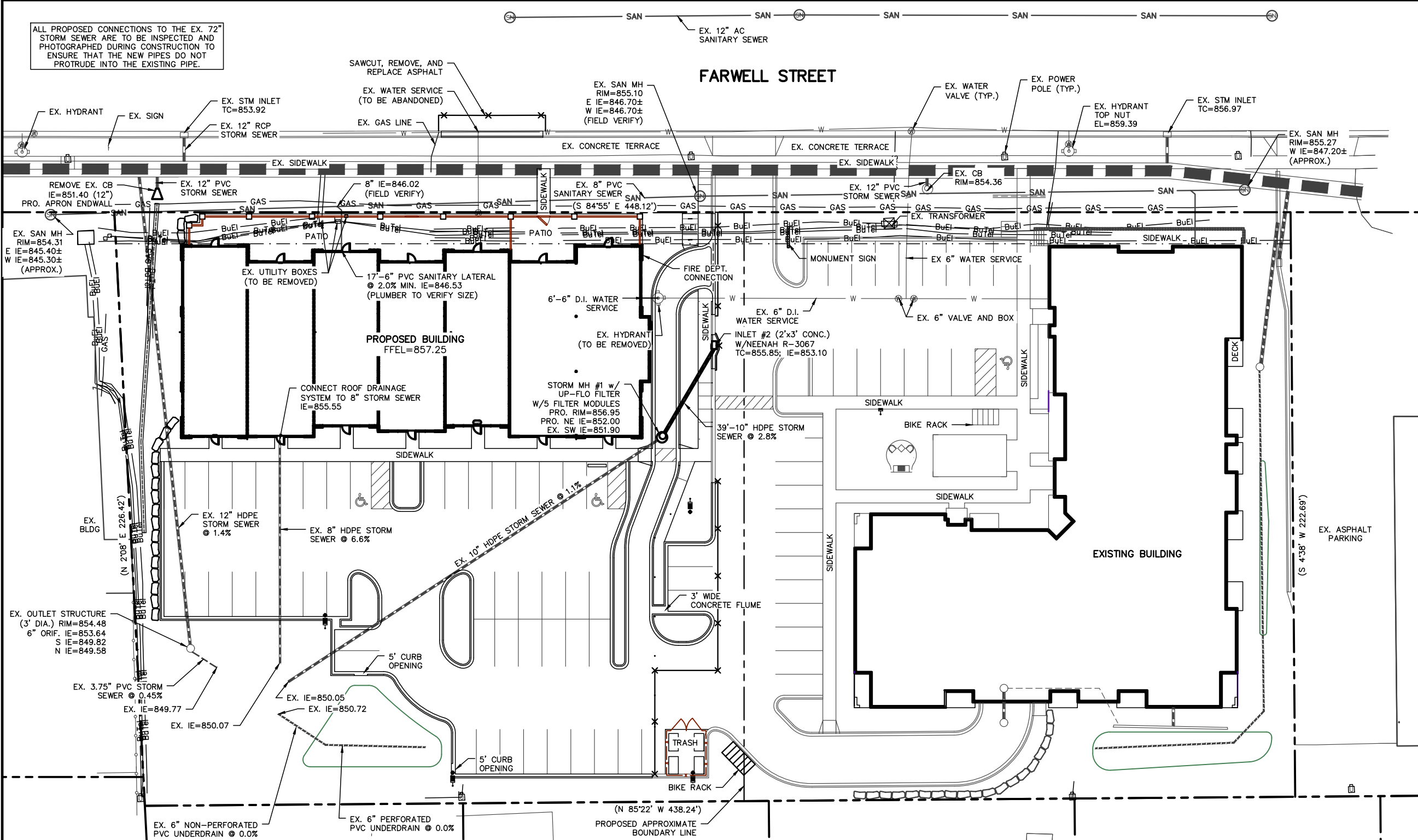


**4721 FARWELL STREET DEVELOPMENT**  
GRADING & EROSION CONTROL PLAN  
SHEET: C-3  
DATED: JULY 19, 2022  
**QUAM ENGINEERING, LLC**  
Residential and Commercial Site Design Consultants  
www.quamengineering.com  
4604 Sigelkow Road, Suite A - McFarland, Wisconsin 53558  
Phone (608) 838-7750; Fax (608) 838-7752

PER DNR PRESCRIPTIVE COMPLIANCE, SLOPES STEEPER THAN 5:1 MUST HAVE THE INDICATED EROSION MATTING (PER DNR TECH STANDARD 1052) AND SLOPE INTERRUPTION DEVICES (PER DNR TECH STANDARD 1071) INSTALLED. THE AREA SHALL BE STABILIZED IMMEDIATELY AFTER REACHING PROPOSED GRADE OR IF THE AREA REMAINS INACTIVE FOR 14 DAYS. SOIL EXPOSURE SHALL BE LIMITED TO 30 CALENDAR DAYS.

**CALL DIGGERS HOTLINE**  
1-800-242-8511  
TOLL FREE  
TDD(FOR THE HEARING IMPAIRED)(800)542-2289  
WIS. STATUTE 182.0175 (1974)  
REQUIRES MIN. OF 3 WORK DAYS  
NOTICE BEFORE YOU EXCAVATE





**UTILITY NOTES:**

- CONTACT VILLAGE PRIOR TO CONNECTING PROPOSED UTILITIES INTO EXISTING UTILITIES. ALL CONNECTIONS SHALL BE PHOTOGRPAHED AND NEW STORM PIPES SHALL NOT EXTRUDE INTO EXISTING STORM PIPES.
- ALL SANITARY SEWER, STORM SEWER AND WATER MAIN CONSTRUCTION SHALL BE IN COMPLIANCE WITH THE MOST CURRENT EDITION OF VILLAGE OF MCFARLAND STANDARD SPECIFICATIONS FOR PUBLIC WORKS IMPROVEMENTS AND WISCONSIN DSPS STANDARDS.
- THE LENGTHS OF ALL UTILITIES ARE TO CENTER OF STRUCTURES OR FITTINGS AND MAY VARY SLIGHTLY FROM THE PLAN. LENGTHS SHALL BE VERIFIED IN THE FIELD DURING CONSTRUCTION.
- MAINTAIN AN 8 FOOT MINIMUM HORIZONTAL SEPARATION DISTANCE BETWEEN PUBLIC SANITARY SEWER, WATER MAIN AND STORM SEWER. PROVIDE 18" MINIMUM VERTICAL SEPARATION WHERE SEWER CROSSES OVER WATER MAIN AND PROVIDE 12" MINIMUM VERTICAL SEPARATION WHERE WATER MAIN CROSSES OVER SEWER.
- ANY UTILITIES WHICH ARE DAMAGED BY THE CONTRACTOR SHALL BE REPAIRED TO THE OWNER'S SATISFACTION AT THE CONTRACTOR'S EXPENSE.
- ALL UNDERGROUND EXTERIOR NON-METALLIC SEWERS/MAINS AND WATER SERVICES/MAINS MUST BE PROVIDED WITH TRACER WIRE OR OTHER METHODS IN ORDER TO BE LOCATED IN ACCORDANCE WITH 182.0715(2r) OF STATE STATUTES.
- THE CONTRACTOR SHALL VERIFY EXISTING SANITARY SEWER LATERAL INVERT PRIOR TO BUILDING CONSTRUCTION AND SHALL REPORT DISCREPANCIES PRIOR TO COMMENCING WORK TO THE ENGINEER OR BUILDING CONTRACTOR. THE CONTRACTOR SHALL CONTACT THE VILLAGE OF COTTAGE GROVE PRIOR TO CONNECTING TO THE WATER SERVICE.
- BUILDING LATERALS SHALL BE CONSTRUCTED IN ACCORDANCE WITH LOCAL AND STATE PLUMBING CODES. SITE UTILITY CONTRACTOR SHALL STUB LATERAL TO 5 FEET OUTSIDE BUILDING. SEE INTERIOR PLUMBING PLANS FOR CONTINUATION OF PIPING INTO BUILDING BY BUILDING PLUMBING CONTRACTOR IN ACCORDANCE WITH STANDARD SPECIFICATIONS FOR SEWER AND WATER CONSTRUCTION WISCONSIN, LATEST EDITION.
- GENERAL CONTRACTOR SHALL COORDINATE WITH LOCAL GAS, TELEPHONE, AND ELECTRICAL UTILITIES FOR EXACT LOCATION SIZE AND DEPTH OF NEW SERVICE.
- SANITARY SEWER SHALL BE PVC ASTM D3034, SDR 35 UNLESS INDICATED OTHERWISE.
- WATER SERVICE SHALL BE DUCTILE IRON UNLESS INDICATED OTHERWISE.
- ALL EXISTING WATER LATERALS AND UNNECESSARY WYES TO THE SITE ARE TO BE ABANDONED WITH CAPS AT THE MAIN.



TO OBTAIN LOCATION OF PARTICIPANTS' UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN

**CALL DIGGERS HOTLINE**  
**1-800-242-8511**  
**TOLL FREE**

TDD(FOR THE HEARING IMPAIRED)(800)542-2289

WS. STATUTE 182.0715 (1974)  
REQUIRES MIN. OF 3 WORK DAYS  
NOTICE BEFORE YOU EXCAVATE

**4721 FARWELL STREET DEVELOPMENT**

UTILITY PLAN  
SHEET: C-4  
DATED: JULY 19, 2022

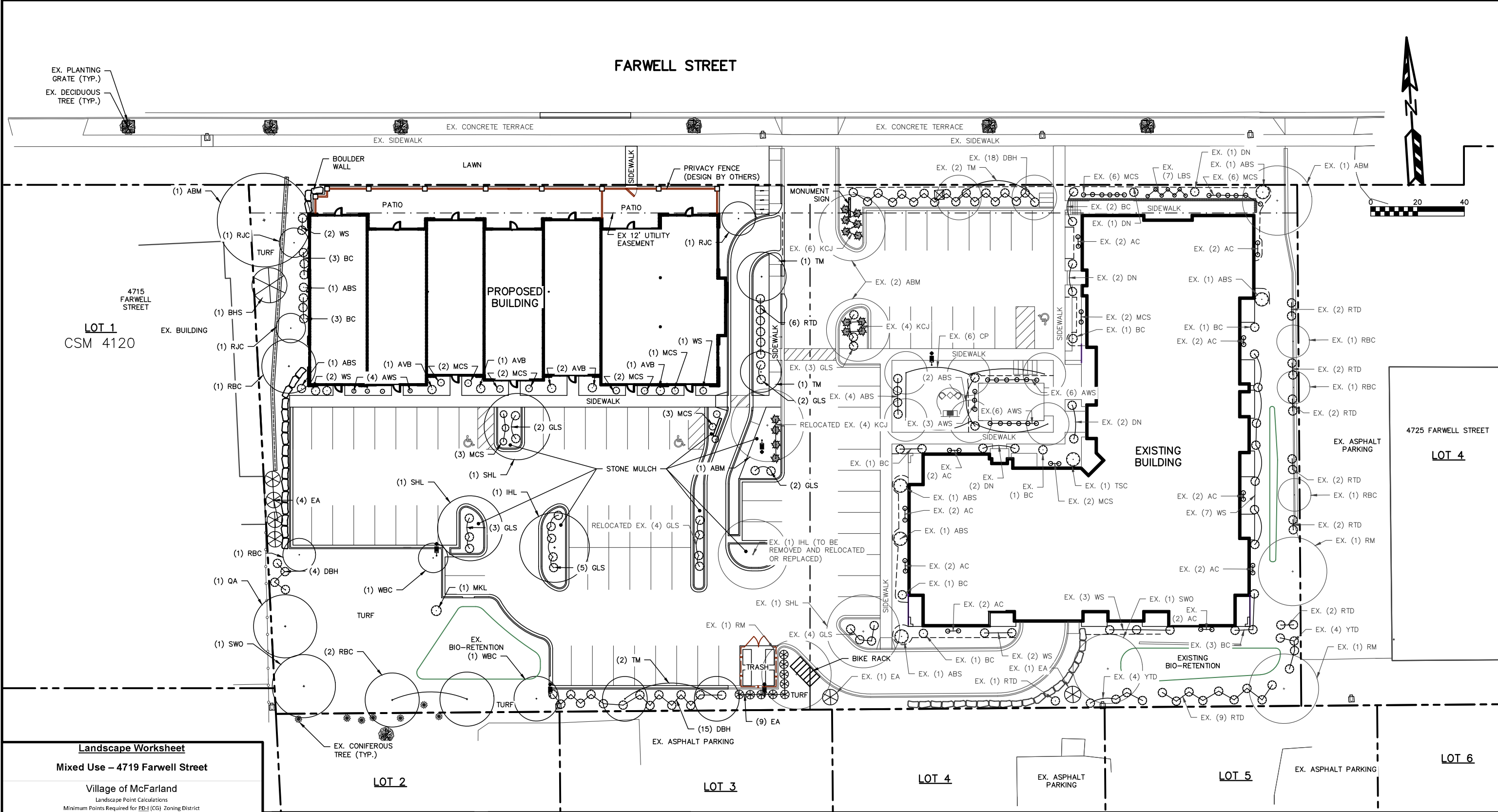


**QUAM ENGINEERING, LLC**  
Residential and Commercial Site Design Consultants

www.quamengineering.com

4604 Siggelkow Road, Suite A - McFarland, Wisconsin 53558  
Phone (608) 838-7750; Fax (608) 838-7752





| Landscape Worksheet                                   |                  |                       |                 |
|-------------------------------------------------------|------------------|-----------------------|-----------------|
| Mixed Use - 4719 Farwell Street                       |                  |                       |                 |
| Village of McFarland                                  |                  |                       |                 |
| Landscape Point Calculations                          |                  |                       |                 |
| Minimum Points Required for PD-1 (CG) Zoning District |                  |                       |                 |
|                                                       | Site Measurement | Points Calculation    | Points Required |
| Building Foundation                                   | 536              | 40 Per 100 ft.        | 214             |
| G.F.A.                                                | 12,078           | 10 Per 1,000 ft.      | 121             |
| Street Frontage                                       | 240              | 50 Per 100 ft.        | 120             |
| Paved Area                                            | 27,113           | 80 Per 10,000 sq. ft. | 217             |
| 672 Total Points Required                             |                  |                       |                 |
| Total Landscape Points Supplied: 772                  |                  |                       |                 |

| PLANT LIST-1                       |      |        |                                |             |
|------------------------------------|------|--------|--------------------------------|-------------|
| KEY                                | QUAN | SIZE   | COMMON NAME                    | ROOT POINTS |
| Large Deciduous Trees (40 Points)  |      |        |                                |             |
| ABM                                | 2    | 2"     | Aulm Black Maple               | BB 80       |
| QA                                 | 1    | 2"     | Quaking Aspen                  | BB 40       |
| SWO                                | 1    | 2"     | Swamp White Oak                | BB 40       |
| Medium Deciduous Trees (25 Points) |      |        |                                |             |
| HL                                 | 1    | 2"     | Imperial Honey Locust          | BB 25       |
| RBC                                | 4    | 10"    | River Birch Clump              | BB 100      |
| SHL                                | 2    | 2"     | Skyline Honey Locust           | BB 50       |
| TM                                 | 4    | 2"     | Tatarian Maple                 | BB 100      |
| WBC                                | 2    | 10"    | White Birch Clump              | BB 50       |
| Small Deciduous Trees (15 Points)  |      |        |                                |             |
| RJC                                | 3    | 1 1/2" | Red Jade Crab                  | BB 45       |
| Tall deciduous shrubs (5 Points)   |      |        |                                |             |
| ABS                                | 2    | 5"     | Autumn Brilliance Serviceberry | BB 10       |
| AVB                                | 5    | 3"     | Arrowwood Viburnum             | Pot 25      |
| PLANT LIST-2                       |      |        |                                |             |
| KEY                                | QUAN | SIZE   | COMMON NAME                    | ROOT POINTS |
| Medium deciduous shrubs (3 Points) |      |        |                                |             |
| AW                                 | 4    | 18"    | AW Spirea                      | Pot 12      |
| BC                                 | 6    | 24"    | Black Chokeberry               | Pot 18      |
| DBH                                | 19   | 24"    | Dwarf Bush Honeysuckle         | Pot 57      |
| RTD                                | 6    | 24"    | Red Twig Dogwood               | Pot 18      |
| WS                                 | 5    | 24"    | White Snowberry                | Pot 15      |
| Low deciduous shrubs (1 Points)    |      |        |                                |             |
| GLS                                | 12   | 18"    | Gro Low Sumac                  | Pot 12      |
| MCS                                | 13   | 18"    | Magic Carpet Spirea            | Pot 13      |
| Large evergreen trees (30 Points)  |      |        |                                |             |
| BHS                                | 1    | 5'     | Black Hills Spruce             | BB 30       |
| Medium evergreen shrub (5 Points)  |      |        |                                |             |
| EA                                 | 4    | 4'     | Emerald Arborvitae             | BB 20       |
| Low evergreen shrub (3 Points)     |      |        |                                |             |
| KCJ                                | 4    | 4'     | Kelley Compact Juniper         | Con 12      |
| Total Landscape Points:            |      |        |                                |             |
| 772                                |      |        |                                |             |

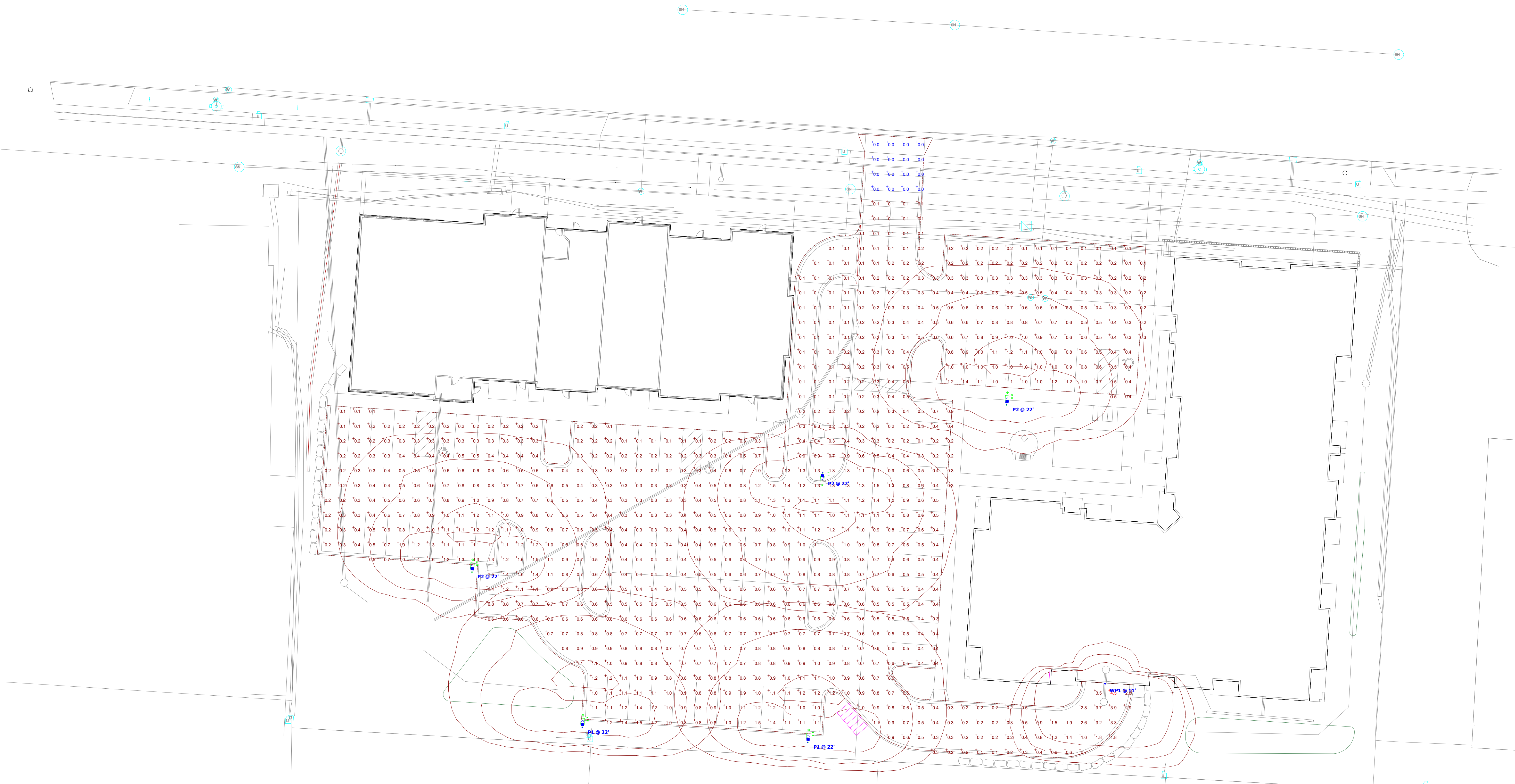
- NOTES:
- 1) Designated lawn areas to be seeded (Madison Parks seed mix), fertilized, and mulched with straw mat.
  - 2) Designated turf areas to be seeded (No-mow seed mix), fertilized, and mulched with straw mat.
  - 3) Drainage swales and lawns with slopes steeper than 3:1 shall be mulched with erosion control fabric (installed per manufacturer's specifications).
  - 4) Foundation planting beds to be mulched with shredded hardwood bark mulch spread to a depth of 3".
  - 5) Designated parking lot islands to be mulched with #2 washed stone mulch spread to a depth of 3" over weed barrier fabric.
  - 6) Individual trees and shrub groupings in lawn areas to receive shredded hardwood bark mulch plant rings (4' diameter) spread to a depth of 3".
  - 7) Designated planting beds to be separated from lawn areas with 5" black vinyl edge.
  - 8) Planters to be 5' x 5' x 4' High fiberglass or masonry.
  - 9) Owner will be responsible for landscape maintenance after completion.

**s.p.s.**  
Paul Skidmore, Landscape Architect LLC  
Paul Skidmore, ASLA  
Landscape Architect  
13Red Maple Trail (608) 826-0032  
Madison, WI 53717 (608) 335-1529 (c)  
paulskidmore@tds.net

**4721 FARWELL STREET DEVELOPMENT**  
LANDSCAPE PLAN  
SHEET: C-5  
DATED: JULY 19, 2022  
**QUAM ENGINEERING, LLC**  
Residential and Commercial Site Design Consultants  
www.quamengineering.com  
4604 Siggekow Road, Suite A - McFarland, Wisconsin 53558

| Schedule                                                                         |       |                                                                                   |          |                                                             |                              |                                                                                                                         |              |                 |                   |         |
|----------------------------------------------------------------------------------|-------|-----------------------------------------------------------------------------------|----------|-------------------------------------------------------------|------------------------------|-------------------------------------------------------------------------------------------------------------------------|--------------|-----------------|-------------------|---------|
| Symbol                                                                           | Label | Image                                                                             | Quantity | Manufacturer                                                | Catalog Number               | Description                                                                                                             | Number Lamps | Lumens Per Lamp | Light Loss Factor | Wattage |
|  | P1    |   | 2        | COOPER LIGHTING SOLUTIONS - LUMARK (FORMERLY EATON)         | PRV-CL1-D-UNV-14-BZ-7030-HSS | PREVALE AREA AND ROADWAY LUMINAIRE (1) 70 CR, 3000K LED AND TYPE IV OPTIC WITH HOUSE SIDE SHIELD, BRONZE PAINTED FINISH | 1            | 6320            | 0.9               | 52      |
|  | P2    |  | 3        | COOPER LIGHTING SOLUTIONS - LUMARK (FORMERLY EATON)         | PRV-CL1-D-UNV-14-BZ-7030     | PREVALE AREA AND ROADWAY LUMINAIRE (1) 70 CR, 3000K LED AND TYPE IV OPTIC, BRONZE PAINTED FINISH                        | 1            | 6959            | 0.9               | 52      |
|  | WP1   |  | 1        | COOPER LIGHTING SOLUTIONS - PROGRAM-ESSION (FORMERLY EATON) | OWC-AF-01-LED-E1-T4W-8030    | GALLEON WALL LUMINAIRE (1) 80 CR, 3000K, 1050MA LIGHTSQUARE WITH 16 LENS EACH AND TYPE IV WIDE OPTICS                   | 16           | 322             | 0.9               | 99      |
|                                                                                  |       |   |          |                                                             |                              |                                                                                                                         |              |                 |                   |         |
|                                                                                  |       | Max: 385cd                                                                        |          |                                                             |                              |                                                                                                                         |              |                 |                   |         |
|                                                                                  |       | Max: 3870cd                                                                       |          |                                                             |                              |                                                                                                                         |              |                 |                   |         |
|                                                                                  |       | Max: 4133cd                                                                       |          |                                                             |                              |                                                                                                                         |              |                 |                   |         |

| Statistics  |        |        |        |        |         |         |
|-------------|--------|--------|--------|--------|---------|---------|
| Description | Symbol | Avg    | Max    | Min    | Max/Min | Avg/Min |
| PARKING     | +      | 0.6 fc | 4.5 fc | 0.0 fc | N/A     | N/A     |



Plan View  
Scale - 1" = 20ft

C-6



6909 SEYBOLD RD.  
MADISON, WI 53719  
608.705.1480

THE ATWATER  
4719 FARWELL STREET  
MCFARLAND, WI 53558

Designer  
KYLE MCGRAW  
Date  
04/04/2022  
Scale  
1" = 20'  
Drawing No.  
E - 100  
Summary

1 of 1

Page 126 of 176



D

C

B

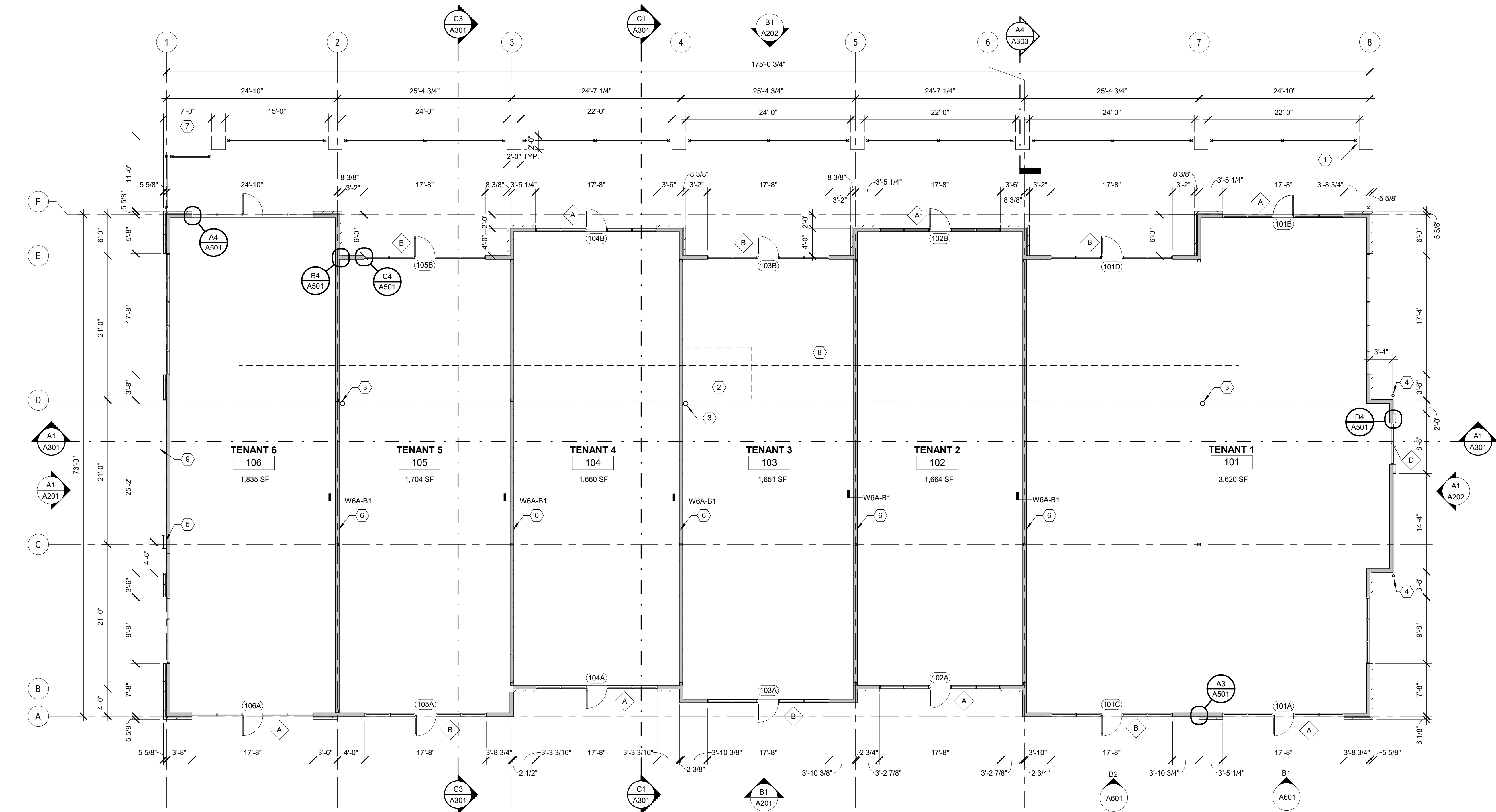
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1

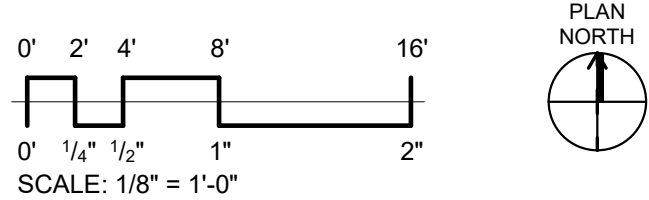
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3

4



**A1 FLOOR PLAN**  
1/8" = 1'-0"



**PARTITION TYPE NOTES:**

- A. SEE 2009 UNDERWRITER'S LABORATORY DIRECTORY FOR ADDITIONAL INFORMATION ON WALL RATING SPECIFICS AND ALLOWABLE MATERIALS.
  - B. PROVIDE TREATED WOOD AT ALL LOCATIONS WHERE WOOD IS IN CONTACT WITH CONCRETE AND/OR MASONRY.
  - C. PROVIDE MOISTURE RESISTANT GYPSUM BOARD AT ALL WET AREAS INCLUDING KITCHENS, BATHROOMS, AND RESTROOMS.
  - D. ALL GYPSUM SHALL EXTEND TO BOTTOM OF ROOF DECK OR FULL HEIGHT OF PARTITION UNLESS NOTED OTHERWISE.
- GENERAL PLAN NOTES:**
- A. MECHANICAL, ELECTRICAL, PLUMBING AND FIRE PROTECTION IMPROVEMENTS TO BE DESIGN BUILD, UNLESS NOTED OTHERWISE. DESIGNED AS REQUIRED BY CURRENT BUILDING CODES. MEP DESIGN BUILD CONTRACTOR(S) RESPONSIBLE FOR ENSURING CODE COMPLIANT CONSTRUCTION OF NEW SYSTEMS IN TENANT SPACES.
  - B. PROVIDE SOUND INSULATION IN ALL DEMISING WALLS AND INTERIOR WALLS, UNLESS NOTED OTHERWISE.
  - C. PROVIDE ADA APPROVED THRESHOLDS AT ALL NEW FLOOR TRANSITIONS AND DOORWAYS.
  - D. EXTERIOR DIMENSIONS ARE FROM GRIDLINE TO GRIDLINE, OR TO EDGE OF FOUNDATION WALL UNLESS NOTED OTHERWISE. PLEASE CONTACT ARCHITECT WITH ANY DISCREPANCIES.
  - E. INTERIOR DIMENSIONS FOR NEW CONSTRUCTION ARE TO FACE OF FRAME OR COLUMN CENTERLINE UNLESS NOTED OTHERWISE. ALL DIMENSIONS FROM EXISTING WALLS ARE FROM FINISH FACE UNLESS NOTED OTHERWISE.
  - F. ALL DOORS WITH A CLOSE PROXIMITY OF A PERPENDICULAR WALL SHALL HAVE A TYPICAL DIMENSION OF 6" FROM FACE OF FRAME TO DOOR OPENING UNLESS NOTED OTHERWISE.
  - G. FIRE EXTINGUISHER CABINETS SHALL BE RATED TO MEET THE ASSOCIATED WALL FIRE RATING.
  - H. SUBMIT ALL FINISHES TO THE ARCHITECT FOR APPROVAL.

**# KEYNOTES:**

- 1 PATIO WALL- BRICK PIERS WITH 4'-0" HIGH ALUMINUM FENCINGS. FINAL FENCE SELECTION TBD. SEE DETAILS FOR BRICK PIER INFORMATION.
- 2 APPROXIMATE AREA OF BUILDING MECHANICALS INCLUDING SPRINKLER RISER AND BUILDING ELECTRICAL PANEL
- 3 ROOF DRAIN, REFER TO ROOF PLAN
- 4 4" CONCRETE FILLED STELL BOLLARD WITH PLASTIC SLEEVE
- 5 EXTERIOR LADDER, MODIFY WALL OVERHANG DETAIL AT TOP OF WALL TO ALLOW FOR LADDER TO PASS-THRU. LADDER TO HAVE LOCKABLE GUARD PANEL
- 6 TENANT DEMISING WALL SHOWN FOR REFERENCE. FINAL LOCATION TBD BASED ON FINAL TENANT SELECTION. TENANT IS RESPONSIBLE FOR GAINING SEPARATE PLAN REVIEW APPROVAL FOR THEIR TENANT IMPROVEMENT.
- 7 APPROXIMATE AREA OF BUILDING MECHANICALS INCLUDING SPRINKLER RISER AND BUILDING ELECTRICAL PANEL
- 8 SANITARY AND WATER LINES TO RUN ACROSS BUILDING IN APPROX. LOCATION SHOWN
- 9 WATER AND GAS METER APPROX. LOCATION



**ATWATER - PHASE II**

RETAIL SHELL BUILDING  
4719 FARWELL ST  
MCFARLAND, WI 53558

**Project Status**

2022.06.29 FOR CONSTRUCTION

PROJ. #: 22046-01

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ARCHITECTURE 2022

**FLOOR PLAN**

**A101**

**FOR CONSTRUCTION**

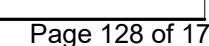


**Sketchworks**  
architecture w

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**DC ENGINEERING**  
*Careful listening. Dynamic solutions.*





| EXTERIOR MATERIAL SCHEDULE |                     |                         |                                         |                                      |        |       |                                                                                  |
|----------------------------|---------------------|-------------------------|-----------------------------------------|--------------------------------------|--------|-------|----------------------------------------------------------------------------------|
| #                          | DESCRIPTION         | MANUFACTURER            | TYPE/STYLE                              | COLOR                                | HEIGHT | WIDTH | COMMENTS                                                                         |
| 1                          | BRICK VENEER        | BELDEN                  | MODULAR-BLEND                           | 481-483 VELOUR AND DUTCH GRAY VELOUR |        |       | 481-483 70%, DUTCH GRAY VELOUR 30%                                               |
| 2                          | CEMENT BOARD SIDING | JAMES HARDIE            | VERTICAL BOARD AND BATTEN SIDING-SMOOTH | MONTEREY TAUPE                       |        |       |                                                                                  |
| 3                          | CEMENT BOARD SIDING | JAMES HARDIE            | VERTICAL BOARD AND BATTEN SIDING-SMOOTH | NIGHT GRAY                           |        |       |                                                                                  |
| 4                          | TRIM                | JAMES HARDIE            | 5/4" SMOOTH                             | ARTIC WHITE                          |        |       |                                                                                  |
| 5                          | ALUMINUM AWNING     | TBD                     | SOLID DECK WITH INTEGRATED DRAINAGE     | CLEAR ANODIZED                       |        |       | BY CANOPY SUPPLIER, PROVIDE ANGLED TIE-BACKS TO BUILDING AS SHOWN                |
| 6                          | FABRIC AWNING       | TBD                     | TBD                                     | CHARCOAL GREY                        |        |       | BY CANOPY SUPPLIER.                                                              |
| 7                          | ALUMINUM STOREFRONT | KAWNEER-BASIS OF DESIGN | -                                       | BLACK                                |        |       |                                                                                  |
| 8                          | ALUMINUM STOREFRONT | KAWNEER-BASIS OF DESIGN | -                                       | BLACK                                |        |       |                                                                                  |
| 9                          | SIGNAGE             | -                       | -                                       | -                                    |        |       | PROVIDE ELECTRICAL CONNECTION AS REQUIRED BY TENANT SIGN CONTRACTOR AND BLOCKING |



**B1** NORTH ELEVATION  
1/8" = 1'-0"



**A1** EAST ELEVATION  
1/8" = 1'-0"

EXAMPLE IMAGE ONLY  
FINAL SELECTION TBD- COLOR TO MATCH RETAIL BUILDING



DUMPSTER ENCLSOURE- METAL FRAME AND PANEL

## ATWATER - PHASE II

## RETAIL SHELL BUILDING

**4719 FARWELL ST  
MCFARLAND, WI 53558**

## Project Status

|   |            |                  |
|---|------------|------------------|
|   | 2022.06.29 | FOR CONSTRUCTION |
| 1 | 2022.07.12 | ADDENDUM 1       |
| 2 | 2022.07.14 | ADDENDUM 2       |

|          |          |
|----------|----------|
| PROJ. #: | 22046-01 |
|----------|----------|

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ARCHITECTURE 2022

## EXTERIOR ELEVATIONS

## A202

# FOR CONSTRUCTION





B1 3D VIEW 1



A1 3D VIEW 2

MATERIAL SAMPLE IMAGE



- ATWATER PHASE 1 BUILDING
- MATERIAL #1  
BLEND OF TWO BRICK COLORS
- MATERIAL #3 SIDING  
NIGHT GRAY
- MATERIAL #4 TRIM  
ARCTIC WHITE
- MATERIAL #2 SIDING  
MONTEREY TAUPE

ATWATER - PHASE II

RETAIL SHELL BUILDING

4719 FARWELL ST  
MCFARLAND, WI 53558

Project Status

2022.06.29 FOR CONSTRUCTION

PROJ. #: 22046-01

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ARCHITECTURE 2022

3D Views

A900

FOR CONSTRUCTION





# TAX INCREMENT FINANCING DEVELOPMENT INCENTIVES POLICY MANUAL

## 1. PURPOSE

The attached policies, and associated application, have been adopted by the Village of McFarland for the purpose of guiding decisions related to requests for development incentives within Village tax increment financing (TIF) districts.

## 2. DISCLAIMER

The authority to make decisions regarding the use of TIF funds is vested solely in the Village Board of the Village of McFarland. This policy manual and associated application have been prepared by the Village to provide both Village Officials and applicants a consistent process and set of criteria for reviewing requests for TIF assistance. The actual amount of TIF assistance provided to a project will be determined at the discretion of the Village Board on the basis of need, risk, project characteristics, applicant qualifications and the degree to which the project meets the public objectives of the Village described in Section 3 General Objectives and Section 6 Evaluation Criteria. The Village Board reserves the right to amend or adjust these policies, and recommend any project the Village Board deems to be in the best interests of the Village of McFarland.

The Village Board also reserves the right to reject any and all applications, even those which satisfy all of the attached criteria for the use of TIF for any reason whatsoever, without regard for the viability of the project. The Village will provide the applicant with reasons for rejecting the application. Examples why a project may be rejected include but are not limited to: the Village's own capacity to fund the project, the scale of the project is too small, the project results in minimal public benefits, failure to meet one or more evaluation criteria, other existing Village, County or State funding programs are available for the proposed project, the project results in a tax exempt property, etc.

## 3. GENERAL OBJECTIVES FOR THE USE OF TAX INCREMENT FINANCING – DEVELOPMENT INCENTIVES

The overall objective of the program is to stimulate redevelopment of commercial, industrial, multi-family (4+ units) residential, and mixed-use properties within the boundaries of Village TIF districts. While TIF is an important and useful economic development tool, it is essential that it be used appropriately to accomplish the Village's economic development goals and objectives. A fundamental principle of tax increment financing is that it is designed to encourage development that would not otherwise occur, or would only occur to a lesser extent, "but for" the assistance provided through tax increment financing. It is the policy of the Village Board to consider the judicious use of TIF incentives for those projects that demonstrate a substantial and significant public benefit by:

The general objectives of the use of TIF funds are highlighted below

- ✓ Eliminating blight, unhealthy, or unsafe conditions
- ✓ Strengthening the employment and economic base of the Village
- ✓ Increasing property values and tax revenues
- ✓ Fostering rehabilitation and conservation activities
- ✓ Installing, constructing, or reconstructing community amenities or utilities
- ✓ Implementing plans and development strategies adopted by the Village
- ✓ Implementing high-quality site and building designs and materials

## 4. ELIGIBLE COSTS

The primary uses of TIF funding are highlighted below

Allowable uses of TIF development incentives include, but are not limited to:

- ✓ Land acquisition and surveying
- ✓ Construction costs of new building and utility improvements (interior or exterior)
- ✓ Environmental audits or remediation
- ✓ Demolition of buildings and site grading to bring sites to shovel ready status
- ✓ Rehabilitation of existing structures and utilities (interior or exterior)
- ✓ Site improvements (parking, landscaping, lighting, stormwater, signage, etc.)
- ✓ Planning, legal, engineering, architectural, financing, permit costs and reasonable developer fees

## 5. METHODS OF FINANCING & PROJECT COMPLETION ASSURANCES

Applications for TIF assistance require the applicant to indicate the type of financing method they are requesting from the Village from the list of options below. The list is ordered sequentially based on the Village's preferred methods of providing TIF assistance. Applicants seeking more advantageous financing terms (e.g. Tax Increment Loan at Project Start) should be aware that the Village reserves the right to both specify which form of financing the Village will offer based on the merits of the project AND to lower the amount of TIF assistance (i.e. as the Village incurs more risk the Village reserves the right to reduce the amount of assistance below the amount requested). The Village may also consider the use of a combination of financing methods.

- Pay-As-You-Go (Developer Financed Loan): Under a pay-as-you-go incentive the applicant finances the upfront costs related to the construction project and the Village agrees to make an annual payment back to the applicant starting with the first year the Village receives taxes from the improved property (i.e. two years after project completion). The terms of the annual payment are subject to the development agreement negotiated and signed by both parties. The terms are typically represented as a percentage of the annual tax increment collected over a set period of years (e.g. 90% of the actual tax increment collect over 10 years or until the total requested financing amount has been reached).
- Traditional Loan. The Village may provide financing in the form of a loan at project start (e.g. after completion of the development agreement and within 60 days of receiving all necessary building permits). The terms of the loan (i.e. interest rate, amortization schedule, collateral) will be negotiated as part of the development agreement. The Village may also consider the use of no-interest loans or loans with forgivable payments (e.g. waiving a final payment) to provide an additional incentive to the applicant based on the merits of the proposed project. The use of future tax increments generated from the project to pay back the loan from the Village is not applicable. Examples of this type of financing are usually part of a community façade improvement revolving loan program.
- Tax Increment Loan at Occupancy. The Village may provide financing in the form of a loan at occupancy. Under this form of financing the Village provides a cash payment at the time (e.g. within 60 days) the proposed applicant completes the project (i.e. receives a building occupancy permit from the Village). The Village reserves the right to withhold a percentage of the TIF assistance until all landscaping has been installed on the property in accordance with approved site plans. The loan is paid back through future tax increments generated from the project.
- Tax Increment Loan at Project Start. The Village may provide financing in the form of a loan at the start of a project. Under this form of financing the Village provides a cash payment at the time the project starts (e.g. after completion of the development agreement and within 60 days of receiving all necessary building permits). The Village reserves the right to stagger payments to the applicant from the time of obtaining building permits to the time of receiving a building occupancy permit based on meeting predetermined construction milestones. The Village reserves the right to withhold a percentage of the TIF assistance until all landscaping has been installed on the property in accordance with approved site plans. The loan is paid back through future tax increments generated from the project.

Applicants are advised that the Village will require certain financial and project completion guarantees. These may include, but are not limited to, assessment guarantees, letters of credit, personal or corporate guarantees, minimum payment agreements, lien waivers for contractors, consent of mortgagee or other loan security instruments. In addition, the Village reserves the right to require an applicant to provide copies of paid invoices demonstrating actual costs incurred and to adjust accordingly any assistance provided by the Village in proportion to the ratio of estimated to actual project costs. **All terms and obligations of the Village and the applicant shall be finalized through the execution of a development agreement.**



## 6. EVALUATION CRITERIA – DEVELOPMENT INCENTIVE QUALIFICATIONS

The following criteria and qualifications will be used by the Village to evaluate requests for development incentives. All terms and obligations of the Village and the applicant shall be finalized through the execution of a development agreement.

- ✓ Location Criteria: The proposed project must be within the boundaries of a Village TIF district at the time of approval of a development agreement.
- ✓ Ownership Criteria: The applicant must be the owner of the property or have a written agreed option to purchase the property from the current owner at the time of approval of a development agreement. Proof of property ownership will be required prior to receiving financial assistance from the Village.
- ✓ “But For” Criteria: The applicant must demonstrate to the Village’s satisfaction that “but for” the TIF assistance, the project is not feasible on the proposed site, or would occur to a lesser extent, and that the public benefits described in Section 3 General Objectives would not be achieved. Refer to Applicant's submittal for responses.
- ✓ Financial Capability Criteria: Each TIF application must include evidence that the applicant possesses the financial ability to complete and operate the project and will be liable for, or contribute equity of at least 15% of the total cost of the project. Proof of equity and private commercial lending commitment will be required prior to receiving financial assistance from the Village. Applicant Equity of Phase II project costs = 16.5%
- ✓ Maximum Assistance Criteria<sup>1</sup>: The total amount of TIF assistance in support of a project is based on the form of incentives requested as described below and the overall value of the project to the community. For applicants requesting a combination of financing (e.g. pay-go and tax increment loan at occupancy) the maximum amount of assistance shall not exceed 30% of the estimated total project costs, with the final percentage within each form of financing determined by the Village Board. The Village at its discretion may include in the total percentage of project costs other costs incurred by the Village in support of bringing the subject property to shovel ready status (e.g. prior land acquisition costs, environmental remediation costs, public works costs, etc.).
  - ✓ For Pay-As-You-Go (Developer Financed) Agreements the maximum amount of assistance is capped at 30% of the estimated total project costs. TIF share of Phase II project costs = 8.5%
  - For Traditional Loan Agreements the maximum amount of assistance is capped at 20% of the estimated total project costs.
  - For Tax Increment Loan at Occupancy Agreements the maximum amount of assistance is capped at 20% of the estimated total project costs.
  - For Tax Increment Loan at Project Start Agreements the maximum amount of assistance is capped at 10% of the estimated total project costs.
- ✓ Payback Period Criteria<sup>1</sup>: All requests for TIF assistance will be required to demonstrate that the tax increment estimated to be generated by the project will be sufficient to payback any TIF assistance provided by the Village (including applicable interest expenses) in support of the project according to the following terms:
  - For Pay-As-You-Go (Developer Financed) Agreements. Payments to the Developer shall commence with the first year in which the Village receives tax increment from the completed project and continue no longer then the year in which the applicable TID terminates, or until the maximum amount of assistance is reached, whichever comes first. In addition, the annual amount of tax increment applied toward retirement of the developer loan shall not exceed 90% of the actual annual amount of tax increment collected from the project, unless a higher percentage is granted by the Village Board.

Estimated Payback Period is 10 years based on \$1,932,480 assessment guarantee as of 01.01.2024

<sup>1</sup> At the Village’s discretion, the maximum amount of assistance and/or the payback period criteria may be modified for projects that demonstrate substantial merit (e.g. completion of LEED Certified Buildings, projects which lead to at least 50% of all jobs created with annual salaries (not including benefits) at or exceeding the median household income for the Village as reported by the U.S. Census, etc.).

- For Traditional Loan Agreements. Within 12 years starting with the year the loan is obtained and no longer then the year in which the applicable TID terminates. Interest shall be charged based on current general obligation loan interest rates from the Wisconsin Board of Commissioners of Public Lands, for the applicable loan term, at the time of Village disbursement of funds, plus 0.15%.
- For Tax Increment Loan at Occupancy Agreements. Within 12 years starting with the year the loan is obtained and no longer then the year in which the applicable TID terminates.
- For Tax Increment Loan at Project Start Agreements. Within 7 years starting with the year the loan is obtained and no longer then the year in which the applicable TID Expenditure Period ends.
- ✓ Financial/Project Assurances Criteria: The applicant must agree to provide financial and project completion guarantees to the Village. These may include, but are not limited to, assessment guarantees, letters of credit, personal or corporate guarantees, minimum payment agreements, lien waivers for contractors, consent of mortgagee or other loan security instrument. Applicant is proposing a \$1,932,480 assessment guarantee, 62.1% of the total site and building costs and 53.8% of the total project costs.
- ✓ Technical & Operational Capability Criteria: The applicant must provide evidence satisfactory to the Village that the applicant possesses the technical ability to complete the project or has obtained construction cost estimates from professional businesses capable of performing the work. Applicants must demonstrate that they have the ability to operate the proposed use. The Village may require applicants to submit copies of contracts with design professionals and construction contractor prior to receiving financial assistance from the Village. Applicant has completed several infill redevelopment projects within the Village including Atwater Phase I and Farwell Place Phase I
- ✓ Insurance Criteria: Applicants shall furnish to the Village certificates of insurance for all insurance policies required under the development agreement prior to receiving financial assistance from the Village. To be included in DA
- ✓ Adherence to Local Land Use Plans Criteria: The project is consistent with the Village of McFarland Comprehensive Land Use Plan, Village Building or Zoning Ordinances, or any other applicable plans and ordinances adopted by the Village which includes the subject property. Use and general site design are consistent with the PD-I General Plan approved by the Village, Ord. 2019-13
- ✓ Adherence to TIF Project Plan Criteria: All requests for TIF assistance must clearly comply with the requirements of the Wisconsin TIF Statutes and the Village's adopted TID Project Plan applicable to the subject property.
- ✓ Creation of Tax Increment Criteria: The project will not result in a tax exempt property, aside from any remnant portions of a parcel which are specifically dedicated to the Village for public use. Applicants will be required to return any TIF assistance provided to the Village if during the terms of the development agreement the property becomes exempt from property taxes.
- ✓ Applicant in Good Standing Criteria: The applicant does not have a history of delinquent property tax payments or own any property within the Village with known zoning or building code violations.
- ✓ Absence of Conflict of Interest Criteria: The applicant is not a member of the Village Board or a Village Committee, or any other official, employee, or agent of the Village who is authorized to exercise policy decision-making functions or responsibilities in connection with the application.
- ✓ Application Criteria: A completed application, fee, and escrow have been filed with the Village Community Development Director.

| Village of McFarland TID #5 ATWATER PHASE II PROFORMA |                               |                                                           |                     |                                     |                         |                           |                   |                                     |                               |                    |                              |                                   |                                   |                 |
|-------------------------------------------------------|-------------------------------|-----------------------------------------------------------|---------------------|-------------------------------------|-------------------------|---------------------------|-------------------|-------------------------------------|-------------------------------|--------------------|------------------------------|-----------------------------------|-----------------------------------|-----------------|
| A                                                     | B                             | C                                                         | D                   | E                                   | F                       | G                         | H                 | I                                   | J                             | K                  | L                            | M                                 | N                                 | O               |
| IMPROV.<br>DURING<br>YEAR                             | BEGINNING<br>OF YEAR<br>VALUE | EST. GROWTH<br>IN VALUE FROM<br>NEW DEVELOP. <sup>1</sup> | CUMULATIVE<br>VALUE | INFLATION<br>INCREMENT <sup>2</sup> | END<br>OF YEAR<br>VALUE | TAX<br>INCREMENT<br>VALUE | TAX VALUE<br>YEAR | TAX<br>RATE <sup>3</sup><br>\$1,000 | TAX<br>INCREMENT<br>COLLECTED | COLLECTION<br>YEAR | TID<br>PAYMENTS <sup>4</sup> | ANNUAL<br>CASH FLOW<br>TO THE TID | CUMULATIVE<br>PRJ FUND<br>BALANCE | PAYMENT<br>YEAR |
| 2022                                                  | \$228,788                     | \$500,000                                                 | \$728,788           | \$0                                 | \$728,788               | \$500,000                 | 2023              | \$18.99                             | \$9,497                       | 2024               | \$8,547                      | \$950                             | \$950                             | 2024            |
| 2023                                                  | \$728,788                     | \$1,203,692                                               | \$1,932,480         | \$0                                 | \$1,932,480             | \$1,703,692               | 2024              | \$18.99                             | \$32,359                      | 2025               | \$29,123                     | \$3,236                           | \$4,186                           | 2025            |
| 2024                                                  | \$1,932,480                   | \$0                                                       | \$1,932,480         | \$0                                 | \$1,932,480             | \$1,703,692               | 2025              | \$18.99                             | \$32,359                      | 2026               | \$29,123                     | \$3,236                           | \$7,421                           | 2026            |
| 2025                                                  | \$1,932,480                   | \$0                                                       | \$1,932,480         | \$0                                 | \$1,932,480             | \$1,703,692               | 2026              | \$18.99                             | \$32,359                      | 2027               | \$29,123                     | \$3,236                           | \$10,657                          | 2027            |
| 2026                                                  | \$1,932,480                   | \$0                                                       | \$1,932,480         | \$0                                 | \$1,932,480             | \$1,703,692               | 2027              | \$18.99                             | \$32,359                      | 2028               | \$29,123                     | \$3,236                           | \$13,893                          | 2028            |
| 2027                                                  | \$1,932,480                   | \$0                                                       | \$1,932,480         | \$0                                 | \$1,932,480             | \$1,703,692               | 2028              | \$18.99                             | \$32,359                      | 2029               | \$29,123                     | \$3,236                           | \$17,129                          | 2029            |
| 2028                                                  | \$1,932,480                   | \$0                                                       | \$1,932,480         | \$0                                 | \$1,932,480             | \$1,703,692               | 2029              | \$18.99                             | \$32,359                      | 2030               | \$29,123                     | \$3,236                           | \$20,365                          | 2030            |
| 2029                                                  | \$1,932,480                   | \$0                                                       | \$1,932,480         | \$0                                 | \$1,932,480             | \$1,703,692               | 2030              | \$18.99                             | \$32,359                      | 2031               | \$29,123                     | \$3,236                           | \$23,601                          | 2031            |
| 2030                                                  | \$1,932,480                   | \$0                                                       | \$1,932,480         | \$0                                 | \$1,932,480             | \$1,703,692               | 2031              | \$18.99                             | \$32,359                      | 2032               | \$29,123                     | \$3,236                           | \$26,837                          | 2032            |
| 2031                                                  | \$1,932,480                   | \$0                                                       | \$1,932,480         | \$0                                 | \$1,932,480             | \$1,703,692               | 2032              | \$18.99                             | \$32,359                      | 2033               | \$29,123                     | \$3,236                           | \$30,072                          | 2033            |
| 2032                                                  | \$1,932,480                   | \$0                                                       | \$1,932,480         | \$0                                 | \$1,932,480             | \$1,703,692               | 2033              | \$18.99                             | \$32,359                      | 2034               | \$29,123                     | \$3,236                           | \$33,308                          | 2034            |
| 2033                                                  | \$1,932,480                   | \$0                                                       | \$1,932,480         | \$0                                 | \$1,932,480             | \$1,703,692               | 2034              | \$18.99                             | \$32,359                      | 2035               | \$5,225                      | \$27,134                          | \$60,442                          | 2035            |
| 2034                                                  | \$1,932,480                   | \$0                                                       | \$1,932,480         | \$0                                 | \$1,932,480             | \$1,703,692               | 2035              | \$18.99                             | \$32,359                      | 2036               | \$0                          | \$32,359                          | \$92,801                          | 2036            |
| 2035                                                  | \$1,932,480                   | \$0                                                       | \$1,932,480         | \$0                                 | \$1,932,480             | \$1,703,692               | 2036              | \$18.99                             | \$32,359                      | 2037               | \$0                          | \$32,359                          | \$125,160                         | 2037            |
| 2036                                                  | \$1,932,480                   | \$0                                                       | \$1,932,480         | \$0                                 | \$1,932,480             | \$1,703,692               | 2037              | \$18.99                             | \$32,359                      | 2038               | \$0                          | \$32,359                          | \$157,518                         | 2038            |
| 2037                                                  | \$1,932,480                   | \$0                                                       | \$1,932,480         | \$0                                 | \$1,932,480             | \$1,703,692               | 2038              | \$18.99                             | \$32,359                      | 2039               | \$0                          | \$32,359                          | \$189,877                         | 2039            |
| 2038                                                  | \$1,932,480                   | \$0                                                       | \$1,932,480         | \$0                                 | \$1,932,480             | \$1,703,692               | 2039              | \$18.99                             | \$32,359                      | 2040               | \$0                          | \$32,359                          | \$222,236                         | 2040            |
| 2039                                                  | \$1,932,480                   | \$0                                                       | \$1,932,480         | \$0                                 | \$1,932,480             | \$1,703,692               | 2040              | \$18.99                             | \$32,359                      | 2041               | \$0                          | \$32,359                          | \$254,594                         | 2041            |
| 2040                                                  | \$1,932,480                   | \$0                                                       | \$1,932,480         | \$0                                 | \$1,932,480             | \$1,703,692               | 2041              | \$18.99                             | \$32,359                      | 2042               | \$0                          | \$32,359                          | \$286,953                         | 2042            |
| 2041                                                  | \$1,932,480                   | \$0                                                       | \$1,932,480         | \$0                                 | \$1,932,480             | \$1,703,692               | 2042              | \$18.99                             | \$32,359                      | 2043               | \$0                          | \$32,359                          | \$319,312                         | 2043            |
| 2042                                                  | \$1,932,480                   | \$0                                                       | \$1,932,480         | \$0                                 | \$1,932,480             | \$1,703,692               | 2043              | \$18.99                             | \$32,359                      | 2044               | \$0                          | \$32,359                          | \$351,670                         | 2044            |
| 2043                                                  | \$0                           | \$0                                                       | \$0                 | \$0                                 | \$0                     | \$1,703,692               | 2044              | \$18.99                             | \$32,359                      | 2045               | \$0                          | \$32,359                          | \$384,029                         | 2045            |
| Totals                                                |                               | \$1,703,692                                               |                     | \$0                                 |                         |                           |                   |                                     | \$689,029                     |                    | \$305,000                    |                                   |                                   |                 |

ASSUMPTIONS

- 1. 2022 = \$500,000 of the total \$1,932,480 for Atwater Phase 2, 2023 remainder of value
- 2. No inflation or deflation of property values over life of TID
- 3. No increase or decrease in tax rate over life of TID
- 4. Return 90% of annual tax increment up to \$305,000

TID DATES

Creation Date: 12-11-2017  
Expenditure Period: 12-11-2039  
Termination Period: 12-11-2044  
Last Collection Year: 2045  
\$ 384,029 Net Increment  
\$ 2.26 Return on Investment

| Village of McFarland TID #5 PROFORMA WITH ATWATER PHASE II (draft 06.28.22) |                                              |                                        |                            |                                        |                                       |                            |                               |                             |                  |                                        |                              |                                |                               |                     |                        |
|-----------------------------------------------------------------------------|----------------------------------------------|----------------------------------------|----------------------------|----------------------------------------|---------------------------------------|----------------------------|-------------------------------|-----------------------------|------------------|----------------------------------------|------------------------------|--------------------------------|-------------------------------|---------------------|------------------------|
| L                                                                           | M                                            | N                                      | O                          | P                                      | Q                                     | R                          | S                             | T                           | V                | U                                      | Y                            | V                              | W                             | X                   | Y                      |
| PAYMENT<br>YEAR                                                             | CAPITAL<br>EXPENDITURE<br>COSTS <sup>1</sup> | ANNUAL<br>DEBT<br>SERVICE <sup>2</sup> | INTEREST<br>ON<br>ADVANCES | ADMIN &<br>OTHER<br>COSTS <sup>3</sup> | TRANSFER<br>TO<br>TID #3 <sup>4</sup> | TOTAL<br>USES<br>TID FUNDS | TAX<br>INCREMENT<br>COLLECTED | DEBT<br>ISSUED /<br>PREMIUM | WEDC<br>GRANT    | SUBSIDY<br>FROM<br>TID #3 <sup>5</sup> | OTHER<br>INCOME <sup>6</sup> | INVESTM<br>INCOME <sup>7</sup> | TOTAL<br>SOURCES<br>TID FUNDS | ANNUAL<br>CASH FLOW | TID<br>FUND<br>BALANCE |
| 2017                                                                        | \$0                                          | \$0                                    | \$0                        | \$0                                    | \$0                                   | \$0                        | \$0                           | \$0                         | \$0              | \$0                                    | \$0                          | \$0                            | \$0                           | \$0                 | \$0                    |
| 2018                                                                        | \$1,056,783                                  | \$3,500                                | \$0                        | \$26,762                               | \$0                                   | \$1,087,045                | \$0                           | \$930,000                   | \$0              | \$0                                    | \$20,283                     | \$0                            | \$950,283                     | (\$136,762)         | (\$136,762)            |
| 2019                                                                        | \$0                                          | \$995,707                              | \$0                        | \$52,135                               | \$0                                   | \$1,047,842                | \$0                           | \$997,672                   | \$0              | \$0                                    | \$39,297                     | \$0                            | \$1,036,969                   | (\$10,873)          | (\$147,635)            |
| 2020                                                                        | \$600,000                                    | \$32,510                               | \$0                        | \$26,868                               | \$0                                   | \$659,378                  | \$17,708                      | \$0                         | \$250,222        | \$0                                    | \$0                          | \$0                            | \$267,930                     | (\$391,448)         | (\$539,083)            |
| 2021                                                                        | \$0                                          | \$27,655                               | \$0                        | \$41,705                               | \$0                                   | \$69,360                   | \$45,936                      | \$0                         | \$0              | \$0                                    | \$0                          | \$0                            | \$45,936                      | (\$23,424)          | (\$562,507)            |
| 2022                                                                        | \$25,000                                     | \$76,655                               | \$0                        | \$48,500                               | \$43,750                              | \$193,905                  | \$201,753                     | \$0                         | \$0              | \$25,000                               | \$0                          | \$0                            | \$226,753                     | \$32,848            | (\$529,659)            |
| 2023                                                                        | \$0                                          | \$75,605                               | \$0                        | \$48,500                               | \$43,750                              | \$167,855                  | \$225,072                     | \$0                         | \$0              | \$0                                    | \$0                          | \$0                            | \$225,072                     | \$57,217            | (\$472,442)            |
| 2024                                                                        | \$8,547                                      | \$74,505                               | \$0                        | \$48,500                               | \$43,750                              | \$175,302                  | \$234,569                     | \$0                         | \$0              | \$0                                    | \$0                          | \$0                            | \$234,569                     | \$59,267            | (\$413,175)            |
| 2025                                                                        | \$29,123                                     | \$73,355                               | \$0                        | \$48,500                               | \$43,750                              | \$194,728                  | \$261,776                     | \$0                         | \$0              | \$0                                    | \$0                          | \$0                            | \$261,776                     | \$67,048            | (\$346,127)            |
| 2026                                                                        | \$29,123                                     | \$73,518                               | \$0                        | \$48,500                               | \$43,750                              | \$194,890                  | \$261,776                     | \$0                         | \$0              | \$0                                    | \$0                          | \$0                            | \$261,776                     | \$66,886            | (\$279,241)            |
| 2027                                                                        | \$29,123                                     | \$73,518                               | \$0                        | \$48,500                               | \$131,250                             | \$282,390                  | \$261,776                     | \$0                         | \$0              | \$0                                    | \$0                          | \$0                            | \$261,776                     | (\$20,614)          | (\$299,855)            |
| 2028                                                                        | \$29,123                                     | \$73,518                               | \$0                        | \$48,500                               | \$0                                   | \$151,140                  | \$261,776                     | \$0                         | \$0              | \$0                                    | \$0                          | \$0                            | \$261,776                     | \$110,636           | (\$189,219)            |
| 2029                                                                        | \$29,123                                     | \$73,518                               | \$0                        | \$48,500                               | \$0                                   | \$151,140                  | \$261,776                     | \$0                         | \$0              | \$0                                    | \$0                          | \$0                            | \$261,776                     | \$110,636           | (\$78,583)             |
| 2030                                                                        | \$29,123                                     | \$73,518                               | \$0                        | \$48,500                               | \$0                                   | \$151,140                  | \$261,776                     | \$0                         | \$0              | \$0                                    | \$0                          | \$0                            | \$261,776                     | \$110,636           | \$32,053               |
| 2031                                                                        | \$29,123                                     | \$74,222                               | \$0                        | \$48,500                               | \$0                                   | \$151,845                  | \$261,776                     | \$0                         | \$0              | \$0                                    | \$0                          | \$0                            | \$261,776                     | \$109,931           | \$141,984              |
| 2032                                                                        | \$29,123                                     | \$74,222                               | \$0                        | \$48,500                               | \$0                                   | \$151,845                  | \$261,776                     | \$0                         | \$0              | \$0                                    | \$0                          | \$0                            | \$261,776                     | \$109,931           | \$251,915              |
| 2033                                                                        | \$29,123                                     | \$74,222                               | \$0                        | \$48,500                               | \$0                                   | \$151,845                  | \$261,776                     | \$0                         | \$0              | \$0                                    | \$0                          | \$0                            | \$261,776                     | \$109,931           | \$361,847              |
| 2034                                                                        | \$29,123                                     | \$74,222                               | \$0                        | \$48,500                               | \$0                                   | \$151,845                  | \$261,776                     | \$0                         | \$0              | \$0                                    | \$0                          | \$0                            | \$261,776                     | \$109,931           | \$471,778              |
| 2035                                                                        | \$5,225                                      | \$74,222                               | \$0                        | \$48,500                               | \$0                                   | \$127,947                  | \$261,776                     | \$0                         | \$0              | \$0                                    | \$0                          | \$0                            | \$261,776                     | \$133,829           | \$605,608              |
| 2036                                                                        | \$0                                          | \$73,203                               | \$0                        | \$48,500                               | \$0                                   | \$121,703                  | \$261,776                     | \$0                         | \$0              | \$0                                    | \$0                          | \$0                            | \$261,776                     | \$140,074           | \$745,681              |
| 2037                                                                        | \$0                                          | \$73,203                               | \$0                        | \$48,500                               | \$0                                   | \$121,703                  | \$261,776                     | \$0                         | \$0              | \$0                                    | \$0                          | \$0                            | \$261,776                     | \$140,074           | \$885,755              |
| 2038                                                                        | \$0                                          | \$73,203                               | \$0                        | \$48,500                               | \$0                                   | \$121,703                  | \$261,776                     | \$0                         | \$0              | \$0                                    | \$0                          | \$0                            | \$261,776                     | \$140,074           | \$1,025,829            |
| 2039                                                                        | \$0                                          | \$0                                    | \$0                        | \$48,500                               | \$0                                   | \$48,500                   | \$261,776                     | \$0                         | \$0              | \$0                                    | \$0                          | \$0                            | \$261,776                     | \$213,276           | \$1,239,105            |
| 2040                                                                        | \$0                                          | \$0                                    | \$0                        | \$48,500                               | \$0                                   | \$48,500                   | \$261,776                     | \$0                         | \$0              | \$0                                    | \$0                          | \$0                            | \$261,776                     | \$213,276           | \$1,452,381            |
| 2041                                                                        | \$0                                          | \$0                                    | \$0                        | \$48,500                               | \$0                                   | \$48,500                   | \$261,776                     | \$0                         | \$0              | \$0                                    | \$0                          | \$0                            | \$261,776                     | \$213,276           | \$1,665,657            |
| 2042                                                                        | \$0                                          | \$0                                    | \$0                        | \$48,500                               | \$0                                   | \$48,500                   | \$261,776                     | \$0                         | \$0              | \$0                                    | \$0                          | \$0                            | \$261,776                     | \$213,276           | \$1,878,934            |
| 2043                                                                        | \$0                                          | \$0                                    | \$0                        | \$48,500                               | \$0                                   | \$48,500                   | \$261,776                     | \$0                         | \$0              | \$0                                    | \$0                          | \$0                            | \$261,776                     | \$213,276           | \$2,092,210            |
| 2044                                                                        | \$0                                          | \$0                                    | \$0                        | \$48,500                               | \$0                                   | \$48,500                   | \$261,776                     | \$0                         | \$0              | \$0                                    | \$0                          | \$0                            | \$261,776                     | \$213,276           | \$2,305,486            |
| 2045                                                                        | \$0                                          | \$0                                    | \$0                        | \$48,500                               | \$0                                   | \$48,500                   | \$261,776                     | \$0                         | \$0              | \$0                                    | \$0                          | \$0                            | \$261,776                     | \$213,276           | \$2,518,763            |
| <b>TOTAL</b>                                                                | <b>\$1,986,783</b>                           | <b>\$2,317,798</b>                     | <b>\$0</b>                 | <b>\$1,311,470</b>                     | <b>\$350,000</b>                      | <b>\$5,966,051</b>         | <b>\$6,222,340</b>            | <b>\$1,927,672</b>          | <b>\$250,222</b> | <b>\$25,000</b>                        | <b>\$59,580</b>              | <b>\$0</b>                     |                               |                     |                        |
| 2022-2045                                                                   | \$330,000                                    | \$1,258,426                            | \$0                        | \$1,164,000                            | \$350,000                             | \$3,102,426                | \$6,158,696                   | \$0                         | \$0              | \$25,000                               | \$0                          | \$0                            |                               |                     |                        |

ASSUMPTION

- Including Developer Payments (2020 = Atwater Phase 1 \$350K + \$250K WEDC Grant; 2022 = \$25K gateway sign, 2024-2035 = Atwater Phase 2 \$305K Pay-Go Payments)
- No new Debt Service. Remaining debt service is actual payment schedule for 2019 GO Bond (4719 Farwell Property Acquisition)
- Administration & Professional Services Costs years 2022-2045 based on 2022 Budget
- Transfer to TID #3 (Atwater Phase 1 Incentive = \$350,000)
- TID #3 Subsidy (2022 = US 51 Gateway Sign)
- Other Income (Exempt Computer Aid, Licenses and Permits, Rent, Misc) years 2021-2045 based on 2022 Budget
- Investment Income (0.0%) and Interest on Advances (0.0%)

TID DATES

Creation Date: 12-11-2017  
Expenditure Period: 12-11-2039  
Termination Period: 12-11-2044  
Last Collection Year: 2045

Actual Values as reported from Wisconsin Department of Revenue TIF Valuation Reports and Village Compiled Financial Statements

| Village of McFarland TID #5 ATWATER PHASE I & II PROFORMA |                               |                                                           |                     |                                     |                         |                           |                   |                                     |                               |                    |                              |                                   |                                   |                 |
|-----------------------------------------------------------|-------------------------------|-----------------------------------------------------------|---------------------|-------------------------------------|-------------------------|---------------------------|-------------------|-------------------------------------|-------------------------------|--------------------|------------------------------|-----------------------------------|-----------------------------------|-----------------|
| A                                                         | B                             | C                                                         | D                   | E                                   | F                       | G                         | H                 | I                                   | J                             | K                  | L                            | M                                 | N                                 | O               |
| IMPROV.<br>DURING<br>YEAR                                 | BEGINNING<br>OF YEAR<br>VALUE | EST. GROWTH<br>IN VALUE FROM<br>NEW DEVELOP. <sup>1</sup> | CUMULATIVE<br>VALUE | INFLATION<br>INCREMENT <sup>2</sup> | END<br>OF YEAR<br>VALUE | TAX<br>INCREMENT<br>VALUE | TAX VALUE<br>YEAR | TAX<br>RATE <sup>3</sup><br>\$1,000 | TAX<br>INCREMENT<br>COLLECTED | COLLECTION<br>YEAR | TID<br>PAYMENTS <sup>4</sup> | ANNUAL<br>CASH FLOW<br>TO THE TID | CUMULATIVE<br>PRJ FUND<br>BALANCE | PAYMENT<br>YEAR |
| 2017                                                      | \$739,394                     | -\$19,149                                                 | \$720,245           | \$0                                 | \$720,245               | (\$19,149)                | 2018              | \$20.59                             | (\$394)                       | 2019               | \$0                          | (\$394)                           | (\$394)                           | 2019            |
| 2018                                                      | \$720,245                     | (\$720,245)                                               | \$0                 | \$0                                 | \$0                     | (\$739,394)               | 2019              | \$20.06                             | (\$14,832)                    | 2020               | \$381,710                    | (\$396,542)                       | (\$396,937)                       | 2020            |
| 2019                                                      | \$0                           | \$430,744                                                 | \$430,744           | \$0                                 | \$430,744               | (\$308,650)               | 2020              | \$19.45                             | (\$6,003)                     | 2021               | \$27,180                     | (\$33,183)                        | (\$430,120)                       | 2021            |
| 2020                                                      | \$430,744                     | \$4,449,343                                               | \$4,880,087         | \$0                                 | \$4,880,087             | \$4,140,693               | 2021              | \$18.99                             | \$78,645                      | 2022               | \$76,655                     | \$1,990                           | (\$428,130)                       | 2022            |
| 2021                                                      | \$4,880,087                   | \$0                                                       | \$4,880,087         | \$0                                 | \$4,880,087             | \$4,140,693               | 2022              | \$18.99                             | \$78,645                      | 2023               | \$75,605                     | \$3,040                           | (\$425,089)                       | 2023            |
| 2022                                                      | \$4,880,087                   | \$500,000                                                 | \$5,380,087         | \$0                                 | \$5,380,087             | \$4,640,693               | 2023              | \$18.99                             | \$88,142                      | 2024               | \$83,052                     | \$5,090                           | (\$419,999)                       | 2024            |
| 2023                                                      | \$5,380,087                   | \$1,208,680                                               | \$6,588,767         | \$0                                 | \$6,588,767             | \$5,849,373               | 2024              | \$18.99                             | \$111,099                     | 2025               | \$57,478                     | \$53,621                          | (\$366,378)                       | 2025            |
| 2024                                                      | \$6,588,767                   | \$0                                                       | \$6,588,767         | \$0                                 | \$6,588,767             | \$5,849,373               | 2025              | \$18.99                             | \$111,099                     | 2026               | \$102,640                    | \$8,458                           | (\$357,920)                       | 2026            |
| 2025                                                      | \$6,588,767                   | \$0                                                       | \$6,588,767         | \$0                                 | \$6,588,767             | \$5,849,373               | 2026              | \$18.99                             | \$111,099                     | 2027               | \$102,640                    | \$8,458                           | (\$349,462)                       | 2027            |
| 2026                                                      | \$6,588,767                   | \$0                                                       | \$6,588,767         | \$0                                 | \$6,588,767             | \$5,849,373               | 2027              | \$18.99                             | \$111,099                     | 2028               | \$102,640                    | \$8,458                           | (\$341,003)                       | 2028            |
| 2027                                                      | \$6,588,767                   | \$0                                                       | \$6,588,767         | \$0                                 | \$6,588,767             | \$5,849,373               | 2028              | \$18.99                             | \$111,099                     | 2029               | \$102,640                    | \$8,458                           | (\$332,545)                       | 2029            |
| 2028                                                      | \$6,588,767                   | \$0                                                       | \$6,588,767         | \$0                                 | \$6,588,767             | \$5,849,373               | 2029              | \$18.99                             | \$111,099                     | 2030               | \$102,640                    | \$8,458                           | (\$324,087)                       | 2030            |
| 2029                                                      | \$6,588,767                   | \$0                                                       | \$6,588,767         | \$0                                 | \$6,588,767             | \$5,849,373               | 2030              | \$18.99                             | \$111,099                     | 2031               | \$103,345                    | \$7,754                           | (\$316,333)                       | 2031            |
| 2030                                                      | \$6,588,767                   | \$0                                                       | \$6,588,767         | \$0                                 | \$6,588,767             | \$5,849,373               | 2031              | \$18.99                             | \$111,099                     | 2032               | \$103,345                    | \$7,754                           | (\$308,579)                       | 2032            |
| 2031                                                      | \$6,588,767                   | \$0                                                       | \$6,588,767         | \$0                                 | \$6,588,767             | \$5,849,373               | 2032              | \$18.99                             | \$111,099                     | 2033               | \$103,345                    | \$7,754                           | (\$300,825)                       | 2033            |
| 2032                                                      | \$6,588,767                   | \$0                                                       | \$6,588,767         | \$0                                 | \$6,588,767             | \$5,849,373               | 2033              | \$18.99                             | \$111,099                     | 2034               | \$103,345                    | \$7,754                           | (\$293,071)                       | 2034            |
| 2033                                                      | \$6,588,767                   | \$0                                                       | \$6,588,767         | \$0                                 | \$6,588,767             | \$5,849,373               | 2034              | \$18.99                             | \$111,099                     | 2035               | \$79,447                     | \$31,652                          | (\$261,419)                       | 2035            |
| 2034                                                      | \$6,588,767                   | \$0                                                       | \$6,588,767         | \$0                                 | \$6,588,767             | \$5,849,373               | 2035              | \$18.99                             | \$111,099                     | 2036               | \$73,203                     | \$37,896                          | (\$223,523)                       | 2036            |
| 2035                                                      | \$6,588,767                   | \$0                                                       | \$6,588,767         | \$0                                 | \$6,588,767             | \$5,849,373               | 2036              | \$18.99                             | \$111,099                     | 2037               | \$73,203                     | \$37,896                          | (\$185,627)                       | 2037            |
| 2036                                                      | \$6,588,767                   | \$0                                                       | \$6,588,767         | \$0                                 | \$6,588,767             | \$5,849,373               | 2037              | \$18.99                             | \$111,099                     | 2038               | \$73,203                     | \$37,896                          | (\$147,731)                       | 2038            |
| 2037                                                      | \$6,588,767                   | \$0                                                       | \$6,588,767         | \$0                                 | \$6,588,767             | \$5,849,373               | 2038              | \$18.99                             | \$111,099                     | 2039               | \$0                          | \$111,099                         | (\$36,632)                        | 2039            |
| 2038                                                      | \$6,588,767                   | \$0                                                       | \$6,588,767         | \$0                                 | \$6,588,767             | \$5,849,373               | 2039              | \$18.99                             | \$111,099                     | 2040               | \$0                          | \$111,099                         | \$74,466                          | 2040            |
| 2039                                                      | \$6,588,767                   | \$0                                                       | \$6,588,767         | \$0                                 | \$6,588,767             | \$5,849,373               | 2040              | \$18.99                             | \$111,099                     | 2041               | \$0                          | \$111,099                         | \$185,565                         | 2041            |
| 2040                                                      | \$6,588,767                   | \$0                                                       | \$6,588,767         | \$0                                 | \$6,588,767             | \$5,849,373               | 2041              | \$18.99                             | \$111,099                     | 2042               | \$0                          | \$111,099                         | \$296,664                         | 2042            |
| 2041                                                      | \$6,588,767                   | \$0                                                       | \$6,588,767         | \$0                                 | \$6,588,767             | \$5,849,373               | 2042              | \$18.99                             | \$111,099                     | 2043               | \$0                          | \$111,099                         | \$407,763                         | 2043            |
| 2042                                                      | \$6,588,767                   | \$0                                                       | \$6,588,767         | \$0                                 | \$6,588,767             | \$5,849,373               | 2043              | \$18.99                             | \$111,099                     | 2044               | \$0                          | \$111,099                         | \$518,861                         | 2044            |
| 2043                                                      | \$0                           | \$0                                                       | \$0                 | \$0                                 | \$0                     | \$5,849,373               | 2044              | \$18.99                             | \$111,099                     | 2045               | \$0                          | \$111,099                         | \$629,960                         | 2045            |
| Totals                                                    |                               | \$5,849,373                                               |                     | \$0                                 |                         |                           |                   |                                     | \$2,557,276                   |                    | \$1,927,316                  |                                   |                                   |                 |

#### ASSUMPTIONS

1. Total Phase I & II increase in property valuation = \$5,49,373
2. No inflation or deflation of property values over life of TID
3. No increase or decrease in tax rate over life of TID
4. Includes principal (\$930,000) and interest payments on Village land acquisition, Phase I incentive of \$350,000, and Phase II incentive of \$305,000

#### TID DATES

Creation Date: 12-11-2017  
Expenditure Period: 12-11-2039  
Termination Period: 12-11-2044  
Last Collection Year: 2045

\$ **629,960** Net Increment

\$ **1.33** Return on Investment

  
**VILLAGE OF**  
**McFarland**  
**SUMMARY SHEET**

**MEETING DATE:** Tuesday, July 26, 2022

**SECTION:** Business

**DEPARTMENT:** Administration

**CONTACT:** Matt Schuenke, Village Administrator

**AGENDA ITEM:** Discussion and action regarding the 2023 Budget Review/Adoption Schedule and Planning Memorandum.

**PREVIOUS ACTION:**

None.

**ISSUE SUMMARY:**

Enclosed is the planning memo for the 2023 Budget Process. This mainly sets the schedule for the development of the budget, its transmittal, and subsequent review/approval by the Village Board. We are working on finalizing the action plans to address the goals and objectives as well as the capital improvement plan, while that work is finishing the budget development process begins by Village Staff. This again is typically a brief discussion as we generally talk about the process and make sure there are no conflicts in the dates which had been provided previously.

Additionally, there is a change in format for how board member change requests will be administered in the process.

**FINANCIAL/BUDGET IMPACT:**

None.

**VILLAGE PLAN REFERENCE:**

None.

**ORDINANCE REFERENCE:**

None.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

Recommended action:

*Motion, second to approve the 2023 Budget Review/Adoption Schedule and Planning Memorandum.*

**ATTACHMENTS:**

1. 2023 Budget Planning Memo 07212022 mgs



## Memorandum

To: Village Board of Trustees

From: Matthew G. Schuenke, Village Administrator 

Date: July 21, 2022

Re: **2023 Budget Planning Memorandum**

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### Executive Summary

At the beginning of the creation of any budget, it is common for the board to plan out the process in which they will set funding for the coming year. The Village continues to build on its success through the development of an annual budget for 2023 that will meet our service needs, is transparent, and moves the Village forward in accomplishing its objectives. This memorandum will establish a process to review the budget document and set different timing mechanisms when certain aspects of the review should be completed.

### Goals and Objectives

Annually the Village Board holds a retreat to review the former year's goals and objectives as well as set new benchmarks for the coming year. Two meetings were held on June 15<sup>th</sup> and 22<sup>nd</sup> to draft the Goals and Objectives for the coming year. Most of this work continues to evolve from what was established in 2020 through the Strategic Plan and carries forward these initiatives as appropriate with updates identified where appropriate. The next meeting(s) will be scheduled on August 3<sup>rd</sup> to finalize the Goals and Objectives followed by a meeting on August 17<sup>th</sup> to address the Action Plan. Applicable this year, requests for funding through the American Rescue Plan Act (ARPA) will be built into the final two meetings. All of this work is expected to be completed and accepted as part of the board meeting on August 23<sup>rd</sup>.

## Capital Improvement Planning

The planning for our capital needs began later in the year for 2022 with the first year in that plan considered to be 2023. Additionally, the plan in total covers 5 years of planning into the future to help forecast our debt needs based on anticipated capital project and their estimated costs. Prior years this work was completed at the conclusion of the budget cycle over the Winter where the first year of that plan was from the adopted budget. Going forward now the first year of that plan will be entered into the budget cycle for the upcoming year being considered. The draft plan was introduced to the Village Board at its meeting on June 28<sup>th</sup> and will further review this plan at its meeting on July 26<sup>th</sup>. Committee review is happening simultaneously where applicable at meetings in June, July, and August to align with the board review. The Village Board will consider acceptance following the conclusion of its review at their meeting on August 23<sup>rd</sup>.

## Process and Schedule

Please note the following process and corresponding schedule that was previously set for the board's annual calendar:

| TASK                                           | OWNER         | DEADLINE      |
|------------------------------------------------|---------------|---------------|
| Budget Transmitted to Village Board            | Village Board | Sept 27, 7 pm |
| Notice of Public Hearing Published             | Staff         | Oct 6         |
| Budget Review 1                                | Village Board | Oct 6, 6 pm   |
| Budget Review 2                                | Village Board | Oct 11, 7 pm  |
| Budget Review 3                                | Village Board | Oct 13, 6 pm  |
| Utility Review                                 | PWUC          | Oct 24, 6 pm  |
| Budget Review 4 & Public Hearing               | Village Board | Oct 25, 7 pm  |
| Deadline for Trustees to Submit Change Items   | Village Board | Oct 26        |
| Budget Review 5 (Discuss Trustee Changes)      | Village Board | Oct 27, 6 pm  |
| Budget Review 6 (Action Trustee Changes)       | Village Board | Nov 3, 6 pm   |
| Budget Review 7 ( <i>OPTIONAL</i> , as needed) | Village Board | Nov 10, 7 pm  |
| Adopt Budget                                   | Village Board | Nov 22, 7 pm  |

The above schedule provides for 7 different meeting times for the Village Board to meet to consider the budget. Additionally, the Public Works and Utilities Committee will conduct their review of the utility funds. It is very important that we are efficient in our review process to complete the entire review of the budget within meetings 1-3. This will allow the bulk of the document to be reviewed prior to the Public Hearing scheduled within meeting 4 and also prior to the deadline for board members to submit changes. Meetings 5 and 6 are dedicated to the review of submitted changes while meeting 7 is optional to address any last minute issues prior to adoption at the end of November.

## **Village Board Changes**

Through the Village Board's review of this document there will be discussions regarding certain changes that might be desired. We have always had a process to collect these changes from the board members and discuss their applicability to funding plan prior to final adoption of the budget. The following is offered to improve upon this process and make the discussion/action of these changes more efficient within the process:

- Budget Change Requests – Village Staff will be developing a digital form for board members to submit requests. Previously we have used a spreadsheet and going forward this will transition to a digital form where each request will be submitted from. This form will be released to the Village Board when the budget is transmitted on September 27<sup>th</sup>.
- Request Deadline – The final deadline to submit changes will be on October 26<sup>th</sup> but board members are encouraged to submit changes as they see them through the digital form. As an example, if a Trustee hears a change they would like to consider through the budget review meeting on October 11<sup>th</sup> then they should immediately submit the form. Staff will collect these forms and track them for discussion by the Village Board later in the process. Previously we had collected these in their totality at the end of the process and going forward want to be flexible for all involved to submit their ideas throughout the process.
- Change Discussion – Staff will compile the change requests into a single format for the board to review as part of its meeting on October 27<sup>th</sup>. New this year, the first meeting will be to discuss the changes put forth. As we know, not all changes are needed but that we wanted to allow time for them to be discussed. We had previously considered discussion and action in the same meeting which became quite lengthy. Staff will present the submitted changes in the meeting and the board will simply discuss their contents, no action will be taken. It will be very important in this process at this point in the review that all questions, comments, and concerns are announced so they can be addressed through this meeting. Some things may require follow up as far as additional background which then can be deferred to the next meeting as part of the action consideration.
- Change Action – Change requests will be acted on at the meeting on November 3<sup>rd</sup>. Some discussion likely carries over from the previous meeting, but the intent here is to be efficient as we consider items for action meaning a lot of the work should have been completed by this point and it is simply a matter of working through the items one by one to see which move forward and which do not.



**McFarland**  
**SUMMARY SHEET**

**MEETING DATE:** Tuesday, July 26, 2022

**SECTION:** Business

**DEPARTMENT:** Administration

**CONTACT:** Matt Schuenke, Village Administrator

**AGENDA ITEM:** Discussion and review of the proposed McFarland 2023-2027 Capital Improvement Plan.

**PREVIOUS ACTION:**

The 2023-2027 plan was introduced to the Village Board on June 28, 2022.

Additionally, elements of the plan were introduced to the Public Works/Utilities Committee on June 27th and Parks/Recreation Committee on July 5th. They will complete their reviews in July/August respectively.

**ISSUE SUMMARY:**

Please see enclosed a revised version of the draft 2023-2027 Capital Improvement Plan. Updates to the plan distributed a month ago are shown in red. Changes are made to note shifts in allocation, cost estimates, and whether something is a new addition or not. The draft document will continue to be reviewed in July and August by Committees as applicable with final action scheduled by the Village Board in August.

Please note the following summary of major initiatives noted by year within this plan:

- 2023
  - Community Center Design (Facilities)
  - Paulson Road (DPW)
  - McDaniel Park Filtration System (Parks)
  - Skate Park (Parks)
  - Downtown Plan (CD)
- 2024
  - Community Center Construction (Facilities)
  - RMS System (Police)
  - East Side Interceptor Phase II (DPW)
  - Exchange Street (DPW)
  - Street Sweeper Replacement (DPW)
  - Inclusive Park (Parks)
  - Siggelkow Road Trail (Parks)
  - Zoning Code (CD)
- 2025
  - Ambulance (Fire/EMS)



- CTH MN Phase 5 (DPW)
- Property Acquisition (DPW)
- Water Tower Painting (DPW)
- Community Park Phase 2 (Parks)
- 2026
  - USH 51 Cameras (Police)
  - USH 51 Seg 6 Construction (DPW)
  - Egner Park Facility (Parks)
  - Comprehensive Plan (CD)
- 2027
  - Pumper/Engine (Fire/EMS)
  - Aquatics (Parks)
  - Lower Yahara River Trail (Parks)

We will use this summary as the as the basis to conduct our review in the meeting as well as any other questions board members may have.

#### **FINANCIAL/BUDGET IMPACT:**

There are revisions to this plan from the month prior but overall the bottom line has not changed very much. The plan presented in June had a total cost of \$63,097,500 and this updated plan is \$88,500 (or less than 1%) higher than that. Most projects presented are all the same with none recommended for removal and three additions (sidewalks in all years, dog park trail in 2023, and Siggelkow property acquisition in 2023).

This information below was provided for the June 28th meeting. It is not being updated for July but will be for August once all the final changes have been identified. This helps have the Financial Advisor rerun the calculations one last time versus many times recognizing based on the magnitude the shift from review to review does not affect these numbers very much.

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On average over the 5 year life of this plan, the average tax rate increase is \$0.44 per thousand dollars of value. The median home value as of January 1, 2022 is \$312,300 and an individual with that level of value would expect to pay approximately \$138.03 more per year on average under this plan. This is higher than the last 5 year plan had forecasted. By comparison, last year's plan was accepted at an average tax rate increase of \$0.27 per thousand dollars of value which the average homeowner would have expected to pay on average \$79.49 more per year.

The increase between plans is attributed to a higher need for debt support as is requested within the enclosed projects and rising interest rates.

- Debt Support - For example, the last 5 year plan on average had per year note issuance request of \$2,433,950 and this plan for the next 5 years that average increases to \$4,187,900. The more we borrow, the more principal repayment it creates increasing the forecasted need from the tax levy as is shown above. We can control this increase in the amount we borrow based on alignment with our priorities; however, this plan also reflects



price increases that have raised exponentially since the last 5 year plan was accepted in early 2021.

- Interest Rates - We all have an understanding that the current state of the global and national economy is seeing increases in interest rates, and this does impact the municipal bond market. The average interest rate anticipated within the last plan was 1.88% (less than 1% just in 2021 alone) and that projection is now risen on average to 3.95%. Nearly twice what we had expected. Combined with increased borrowing amounts over the life of the plan, this has an impact on the need from the tax levy to support our debt service.

#### **VILLAGE PLAN REFERENCE:**

##### **Chapter 3 - Debt Management Policy**

Last updated in 2020, this policy provides guidance on the utilization of debt to support capital project needs. Our planned borrowing past and present have conformed to the standards outlined within this document. By State law, our debt limit is 5% of our equalized value which as part of the 2021 Audit was \$60.87 million with \$33 million outstanding. By policy the limit locally is set at not to exceed 67% of our legal debt limit which would be approximately \$40.78 million.

Again, as of the end of 2021 we were below this threshold demonstrating a slightly above average utilization of debt. The 2021 Audit figures includes about two thirds of what was needed for the \$22.5 million Public Safety Center with the remaining funds borrowed in 2022.

The next audit figures will reflect the full financing for that project pushing us up against policy guidelines. Assumptions included in this analysis demonstrate the utilization slightly exceeding these guidelines at 68% within the next two years but again this is all based on equalized value, amounts borrowed, interest rates, etc. which are variables all in flux annually.

#### **ORDINANCE REFERENCE:**

None.

#### **BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

Presented for review and discussion.

#### **ATTACHMENTS:**

1. 2023-2027 McFarland CIP - DRAFT - 07222022





5 Year  
Capital Improvement Program

*2023-2027*

August 23, 2022  
Village Board Review and Approval

***DRAFT***

## 2023-2027 McFarland Capital Improvement Plan

### Funding Summary

| <i>By Department...</i>   | <i>2023</i>      | <i>2024</i>       | <i>2025</i>      | <i>2026</i>      | <i>2027</i>       | <i>Total</i>      |
|---------------------------|------------------|-------------------|------------------|------------------|-------------------|-------------------|
| Administration            | 82,500           | 61,000            | 57,500           | 42,500           | 42,500            | 286,000           |
| Facilities                | 651,500          | 13,153,000        | 154,500          | 156,000          | 158,000           | 14,273,000        |
| Communications/Technology | 60,000           | 5,000             | 5,000            | 5,000            | 5,000             | 80,000            |
| Police                    | 153,000          | 235,000           | 115,000          | 135,000          | 85,000            | 723,000           |
| Fire and Rescue           | 217,250          | 95,500            | 867,250          | 176,750          | 1,412,250         | 2,769,000         |
| Public Works              | 4,751,750        | 8,588,750         | 5,243,000        | 3,097,250        | 4,074,750         | 25,755,500        |
| Senior Outreach           | 5,000            | 0                 | 0                | 0                | 0                 | 5,000             |
| Library                   | 194,000          | 81,000            | 113,000          | 8,000            | 8,000             | 404,000           |
| Parks                     | 1,412,750        | 3,385,500         | 3,375,000        | 3,065,000        | 6,735,000         | 17,973,250        |
| Community Development     | 579,500          | 210,000           | 15,500           | 56,000           | 56,250            | 917,250           |
| <b>Total</b>              | <b>8,107,250</b> | <b>25,814,750</b> | <b>9,945,750</b> | <b>6,741,500</b> | <b>12,576,750</b> | <b>63,186,000</b> |

| <i>By Fund...</i>           | <i>2023</i>      | <i>2024</i>       | <i>2025</i>      | <i>2026</i>      | <i>2027</i>       | <i>Total</i>      |
|-----------------------------|------------------|-------------------|------------------|------------------|-------------------|-------------------|
| General - Fund 100          | 31,750           | 31,750            | 34,500           | 31,750           | 31,750            | 161,500           |
| Comm/Tech - Fund 200        | 5,000            | 5,000             | 5,000            | 5,000            | 5,000             | 25,000            |
| TID #3 - Fund 305           | 75,000           | -                 | -                | -                | 2,685,500         | 2,760,500         |
| TID #4 - Fund 310           | 75,000           | -                 | -                | -                | -                 | 75,000            |
| TID #5 - Fund 315           | -                | -                 | -                | -                | -                 | -                 |
| Capital Projects - Fund 400 | 4,408,750        | 21,164,750        | 6,713,750        | 4,720,250        | 9,302,250         | 46,309,750        |
| Parks - Fund 405            | 190,000          | 615,000           | 175,000          | 365,000          | 435,000           | 1,780,000         |
| Utility - Fund 600          | 3,073,500        | 3,272,500         | 2,688,750        | 1,559,500        | 56,500            | 10,650,750        |
| Stormwater - Fund 605       | 248,250          | 725,750           | 328,750          | 60,000           | 60,750            | 1,423,500         |
| <b>Total</b>                | <b>8,107,250</b> | <b>25,814,750</b> | <b>9,945,750</b> | <b>6,741,500</b> | <b>12,576,750</b> | <b>63,186,000</b> |

| <i>Within Fund 400...</i> | <i>2023</i>      | <i>2024</i>       | <i>2025</i>      | <i>2026</i>      | <i>2027</i>      | <i>Total</i>      |
|---------------------------|------------------|-------------------|------------------|------------------|------------------|-------------------|
| General Revenue           | 350,000          | 375,000           | 400,000          | 425,000          | 450,000          | 2,000,000         |
| Grants                    | 100,000          | 1,478,750         | 303,000          | -                | 3,500,000        | 5,381,750         |
| Intergovernmental         | -                | 1,300,000         | -                | -                | -                | 1,300,000         |
| Borrowing                 | 3,938,750        | 17,261,000        | 5,850,750        | 4,295,250        | 5,352,250        | 36,698,000        |
| Reserves                  | 20,000           | 750,000           | 160,000          | -                | -                | 930,000           |
| <b>Total</b>              | <b>4,408,750</b> | <b>21,164,750</b> | <b>6,713,750</b> | <b>4,720,250</b> | <b>9,302,250</b> | <b>46,309,750</b> |

| <i>Within Borrowing...</i> | <i>2023</i>      | <i>2024</i>       | <i>2025</i>      | <i>2026</i>      | <i>2027</i>      | <i>Total</i>      |
|----------------------------|------------------|-------------------|------------------|------------------|------------------|-------------------|
| Bonds                      | -                | 12,250,000        | -                | -                | -                | 12,250,000        |
| Notes                      | 3,938,750        | 5,011,000         | 5,850,750        | 4,295,250        | 5,352,250        | 24,448,000        |
| <b>Total</b>               | <b>3,938,750</b> | <b>17,261,000</b> | <b>5,850,750</b> | <b>4,295,250</b> | <b>5,352,250</b> | <b>36,698,000</b> |

| <i>Within Fund 600 and 605...</i> | <i>2023</i>      | <i>2024</i>      | <i>2025</i>      | <i>2026</i>      | <i>2027</i>    | <i>Total</i>      |
|-----------------------------------|------------------|------------------|------------------|------------------|----------------|-------------------|
| Water                             | 2,028,500        | 1,662,500        | 2,674,500        | 1,532,000        | 28,250         | 7,925,750         |
| Sanitary Sewer                    | 1,045,000        | 1,610,000        | 14,250           | 27,500           | 28,250         | 2,725,000         |
| Storm Sewer                       | 248,250          | 725,750          | 328,750          | 60,000           | 60,750         | 1,423,500         |
| <b>Total</b>                      | <b>3,321,750</b> | <b>3,998,250</b> | <b>3,017,500</b> | <b>1,619,500</b> | <b>117,250</b> | <b>12,074,250</b> |

# Capital Improvement Program

Village of McFarland

Prior Plan Approval/Inclusion Year:

2020 2021 2022 2023 2024 2025 2026 2027

Program Year: 2023

## Funding by Project

| Projects                   | Dept       | General Fund 100 | Comm/Tech Fund 200 | TID #3 Fund 305 | TID #4 Fund 310 | TID #5 Fund 315 | Capital Projects - Fund 400 |         |          |           |         | Parks Fund 405 | Utility - 600 |           | Stormwater Fund 605 | Total   |           |           |
|----------------------------|------------|------------------|--------------------|-----------------|-----------------|-----------------|-----------------------------|---------|----------|-----------|---------|----------------|---------------|-----------|---------------------|---------|-----------|-----------|
|                            |            |                  |                    |                 |                 |                 | General                     | Grants  | Intergov | Borrow    | Reserve | Total          |               | Water     | Sewer               |         |           |           |
| Digital Records Mgmt       | Admin      | 2,500            |                    |                 |                 |                 |                             |         |          | 25,000    |         | 25,000         |               |           |                     |         | 25,000    |           |
| Equipment/Furniture        | Admin      |                  |                    |                 |                 |                 |                             |         |          |           |         |                | -             |           |                     |         | 2,500     |           |
| Split Polling Place        | Admin      |                  |                    |                 |                 |                 |                             |         |          |           | 25,000  |                | 25,000        |           |                     |         | 25,000    |           |
| Workstation Replace        | Admin      |                  |                    |                 |                 |                 |                             | 30,000  |          |           |         |                | 30,000        |           |                     |         | 30,000    |           |
| Comm Center (Design)       | Facilities |                  |                    |                 |                 |                 |                             |         |          | 500,000   |         | 500,000        |               |           |                     |         | 500,000   |           |
| Land Acquisition           | Facilities |                  |                    |                 |                 |                 | 40,000                      |         |          |           |         | 40,000         |               |           |                     |         | 40,000    |           |
| Network Equip              | Facilities |                  |                    |                 |                 |                 | 4,000                       |         |          |           |         | 4,000          |               | 2,500     | 2,500               | 2,500   | 11,500    |           |
| Sinking Fund               | Facilities |                  |                    |                 |                 |                 | 100,000                     |         |          |           |         | 100,000        |               |           |                     |         | 100,000   |           |
| Closed Captioning          | C/T        |                  |                    |                 |                 |                 |                             |         |          | 55,000    |         | 55,000         |               |           |                     |         | 55,000    |           |
| Equipment Upgrade          | C/T        |                  | 5,000              |                 |                 |                 |                             |         |          |           |         | -              |               |           |                     |         | 5,000     |           |
| Equipment                  | Police     |                  |                    |                 |                 |                 | 23,000                      |         |          |           |         | 23,000         |               |           |                     |         | 23,000    |           |
| Patrol Vehicle (Lease)     | Police     |                  |                    |                 |                 |                 | 50,000                      |         |          |           |         | 50,000         |               |           |                     |         | 50,000    |           |
| Technology                 | Police     |                  |                    |                 |                 |                 | 10,000                      |         |          |           |         | 10,000         |               |           |                     |         | 10,000    |           |
| Traffic Safety             | Police     |                  |                    |                 |                 |                 |                             |         |          | 20,000    |         | 20,000         |               |           |                     |         | 20,000    |           |
| Vehicle (Invest.)          | Police     |                  |                    |                 |                 |                 |                             |         |          | 50,000    |         | 50,000         |               |           |                     |         | 50,000    |           |
| Car 1 Sinking Fund         | Fire/EMS   |                  |                    |                 |                 |                 | 7,000                       |         |          |           |         | 7,000          |               |           |                     |         | 7,000     |           |
| EKG Monitors               | Fire/EMS   |                  |                    |                 |                 |                 |                             |         |          | 88,000    |         | 88,000         |               |           |                     |         | 88,000    |           |
| EMS Equipment              | Fire/EMS   |                  |                    |                 |                 |                 | 4,500                       |         |          |           |         | 4,500          |               |           |                     |         | 4,500     |           |
| Equip. Decon Washer        | Fire/EMS   |                  |                    |                 |                 |                 |                             |         |          | 36,500    |         | 36,500         |               |           |                     |         | 36,500    |           |
| Fire Equipment             | Fire/EMS   |                  |                    |                 |                 |                 | 29,500                      |         |          | 32,750    |         | 62,250         |               |           |                     |         | 62,250    |           |
| Ice/Water Rescue           | Fire/EMS   |                  |                    |                 |                 |                 |                             |         |          | 5,500     |         | 5,500          |               |           |                     |         | 5,500     |           |
| Technology                 | Fire/EMS   |                  |                    |                 |                 |                 | 13,500                      |         |          |           |         | 13,500         |               |           |                     |         | 13,500    |           |
| E. Interceptor II (Design) | DPW        | 27,250           |                    |                 |                 |                 |                             |         |          |           |         | -              |               |           | 30,000              |         | 30,000    |           |
| Exchange Street (Design)   | DPW        |                  |                    |                 |                 |                 |                             |         |          | 50,000    |         | 50,000         |               |           |                     |         | 50,000    |           |
| Leak Locator               | DPW        |                  |                    |                 |                 |                 |                             |         |          |           |         | -              |               | 35,000    |                     |         | 35,000    |           |
| Leased Equipment           | DPW        |                  |                    |                 |                 |                 |                             | 9,000   |          |           |         | 9,000          |               | 8,000     | 8,000               | 8,000   | 33,000    |           |
| Lift Station #2 (Build)    | DPW        |                  |                    |                 |                 |                 |                             |         |          |           |         | -              |               |           | 800,000             |         | 800,000   |           |
| Patrol Truck               | DPW        |                  |                    |                 |                 |                 |                             |         |          |           | 65,000  | 20,000         | 85,000        |           | 65,000              | 65,000  | 65,000    | 280,000   |
| Paulson Road (Build)       | DPW        |                  |                    |                 |                 |                 |                             |         |          |           | 593,750 |                | 593,750       |           | 517,500             | 123,500 | 134,250   | 1,369,000 |
| Paving and Utility Plan    | DPW        |                  |                    |                 |                 |                 |                             |         |          |           | 131,500 |                | 131,500       |           | 504,500             |         |           | 636,000   |
| Pedestrian Ways            | DPW        |                  |                    |                 |                 |                 |                             |         |          |           | 100,000 |                | 100,000       |           |                     |         |           | 100,000   |
| Pickup Truck               | DPW        |                  |                    |                 |                 |                 |                             |         |          |           | 12,000  |                | 12,000        |           | 12,000              | 12,000  | 12,000    | 48,000    |
| Salt Brine Containment     | DPW        |                  |                    |                 |                 |                 |                             |         |          |           | 75,000  |                | 75,000        |           |                     |         |           | 75,000    |
| Sidewalk Replace           | DPW        |                  |                    |                 |                 |                 |                             |         |          |           | 100,000 |                | 100,000       |           |                     |         |           | 100,000   |
| Sinking Fund               | DPW        |                  |                    |                 |                 |                 |                             | 2,000   |          |           |         |                | 2,000         |           | 2,000               | 2,000   | 2,000     | 8,000     |
| Small Capital              | DPW        |                  |                    |                 |                 |                 |                             |         |          |           |         |                | -             |           |                     |         | 2,500     | 2,500     |
| Street Maintenance         | DPW        |                  |                    |                 |                 |                 |                             |         |          |           | 150,000 |                | 150,000       |           |                     |         |           | 150,000   |
| Street Sweeper             | DPW        |                  |                    |                 |                 |                 |                             |         |          |           |         |                | -             |           |                     |         | 20,000    | 20,000    |
| Street Tree Planting       | DPW        |                  |                    |                 |                 |                 |                             |         |          |           |         |                | -             |           |                     |         |           | 27,250    |
| Trailer                    | DPW        |                  |                    |                 |                 |                 |                             | 2,000   |          |           |         |                | 2,000         |           | 2,000               | 2,000   | 2,000     | 8,000     |
| Tower Paint (Burma)        | DPW        |                  |                    |                 |                 |                 |                             |         |          |           |         |                | -             |           | 830,000             |         |           | 830,000   |
| USH 51 (Design)            | DPW        |                  |                    |                 |                 |                 |                             |         |          |           | 100,000 |                | 100,000       |           | 50,000              |         |           | 150,000   |
| Loan Closet                | Outreach   |                  |                    |                 |                 |                 | 3,000                       |         |          |           |         | 3,000          |               |           |                     |         | 3,000     |           |
| Technology                 | Outreach   |                  |                    |                 |                 |                 | 2,000                       |         |          |           |         | 2,000          |               |           |                     |         | 2,000     |           |
| Boiler Replacement         | Library    |                  |                    |                 |                 |                 |                             |         |          | 125,000   |         | 125,000        |               |           |                     |         | 125,000   |           |
| Comp - Workstation         | Library    |                  |                    |                 |                 |                 | 8,000                       |         |          |           |         | 8,000          |               |           |                     |         | 8,000     |           |
| Furniture                  | Library    |                  |                    |                 |                 |                 |                             |         |          | 6,000     |         | 6,000          |               |           |                     |         | 6,000     |           |
| Shelving                   | Library    |                  |                    |                 |                 |                 |                             |         |          | 55,000    |         | 55,000         |               |           |                     |         | 55,000    |           |
| Bathroom (Design/Build)    | Parks      |                  |                    |                 |                 |                 |                             |         |          |           |         | -              | 150,000       |           |                     |         | 150,000   |           |
| Comm Park Irrigation       | Parks      |                  |                    |                 |                 |                 |                             |         |          | 275,000   |         | 275,000        |               |           |                     |         | 275,000   |           |
| Dog Park Trail             | Parks      |                  |                    |                 |                 |                 |                             |         |          | 100,000   |         | 100,000        |               |           |                     |         | 100,000   |           |
| Equipment                  | Parks      |                  |                    |                 |                 |                 |                             |         |          | 27,750    |         | 27,750         |               |           |                     |         | 27,750    |           |
| Inclusive Park (Design)    | Parks      |                  |                    |                 |                 |                 |                             |         |          | 75,000    |         | 75,000         |               |           |                     |         | 75,000    |           |
| Lake Access (Build)        | Parks      |                  |                    |                 |                 |                 |                             |         |          | 50,000    |         | 50,000         | 25,000        |           |                     |         | 75,000    |           |
| McDaniel Park (Build)      | Parks      |                  |                    |                 |                 |                 |                             |         |          | 250,000   |         | 250,000        |               |           |                     |         | 250,000   |           |
| Park Equipment             | Parks      |                  |                    |                 |                 |                 |                             |         |          |           |         | -              | 15,000        |           |                     |         | 15,000    |           |
| Planning/Consulting        | Parks      |                  |                    |                 |                 |                 | 10,000                      |         |          |           |         | 10,000         |               |           |                     |         | 10,000    |           |
| Property Acquisition       | Parks      |                  |                    |                 |                 |                 |                             |         |          |           |         | -              |               |           |                     |         | -         |           |
| Siggelkow Trail (Design)   | Parks      |                  |                    |                 |                 |                 |                             |         |          | 50,000    |         | 50,000         |               |           |                     |         | 50,000    |           |
| Skatepark (Design/Build)   | Parks      |                  |                    |                 |                 |                 |                             | 100,000 |          | 150,000   |         | 250,000        |               |           |                     |         | 250,000   |           |
| Wing Mower                 | Parks      |                  |                    |                 |                 |                 |                             |         |          | 135,000   |         | 135,000        |               |           |                     |         | 135,000   |           |
| Downtown Plan              | CD         | 2,000            |                    |                 | 75,000          |                 |                             |         |          |           |         | -              |               |           |                     |         | 75,000    |           |
| Energy Audit/Plan          | CD         |                  |                    |                 |                 |                 |                             |         |          | 75,000    |         | 75,000         |               |           |                     |         | 75,000    |           |
| Property Acquisition       | CD         |                  |                    |                 |                 |                 |                             |         |          | 300,000   |         | 300,000        |               |           |                     |         | 300,000   |           |
| Small Capital              | CD         |                  |                    |                 |                 |                 |                             |         |          |           |         | -              |               |           |                     |         | 2,000     |           |
| Sinking Fund               | CD         |                  |                    |                 |                 |                 |                             | 2,500   |          |           |         |                | 2,500         |           |                     |         | 2,500     |           |
| TID Project Planning       | CD         |                  |                    |                 | 75,000          |                 |                             |         |          |           |         |                | -             |           |                     |         | 75,000    |           |
| Wayfinding Signage         | CD         |                  |                    |                 |                 |                 |                             |         |          | 50,000    |         | 50,000         |               |           |                     |         | 50,000    |           |
| Total Projects             |            | 31,750           | 5,000              | 75,000          | 75,000          | -               | 350,000                     | 100,000 | -        | 3,938,750 | 20,000  | 4,408,750      | 190,000       | 2,028,500 | 1,045,000           | 248,250 | 8,107,250 |           |

# Capital Improvement Program

Village of McFarland

Prior Plan Approval/Inclusion Year:

|      |      |      |      |      |      |      |      |
|------|------|------|------|------|------|------|------|
| 2020 | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|------|------|------|------|------|------|------|------|

Program Year: 2024

## Funding by Project

| Projects                  | Dept       | General Fund 100 | Comm/Tech Fund 200 | TID #3 Fund 305 | TID #4 Fund 310 | TID #5 Fund 315 | Capital Projects - Fund 400 |           |            |            |         |            | Parks Fund 405 | Utility - 600 |           | Stormwater Fund 605 | Total      |
|---------------------------|------------|------------------|--------------------|-----------------|-----------------|-----------------|-----------------------------|-----------|------------|------------|---------|------------|----------------|---------------|-----------|---------------------|------------|
|                           |            |                  |                    |                 |                 |                 | General                     | Grants    | Intergov   | Borrow     | Reserve | Total      |                | Water         | Sewer     |                     |            |
| Digital Records Mgmt      | Admin      |                  |                    |                 |                 |                 | 25,000                      |           |            |            |         | 25,000     |                |               |           |                     | 25,000     |
| Equipment/Furniture       | Admin      | 2,500            |                    |                 |                 |                 | -                           |           |            |            |         | -          |                |               |           |                     | 2,500      |
| Workstation Replace       | Admin      |                  |                    |                 |                 |                 | 33,500                      |           |            |            |         | 33,500     |                |               |           |                     | 33,500     |
| Comm Center               | Facilities |                  |                    |                 |                 |                 |                             |           | 12,250,000 | 750,000    |         | 13,000,000 |                |               |           |                     | 13,000,000 |
| Land Acquisition          | Facilities |                  |                    |                 |                 |                 | 40,000                      |           |            |            |         | 40,000     |                |               |           |                     | 40,000     |
| Network Equip             | Facilities |                  |                    |                 |                 |                 | 4,000                       |           |            |            |         | 4,000      |                | 3,000         | 3,000     | 3,000               | 13,000     |
| Sinking Fund              | Facilities |                  |                    |                 |                 |                 | 100,000                     |           |            |            |         | 100,000    |                |               |           |                     | 100,000    |
|                           | C/T        |                  |                    |                 |                 |                 | -                           |           |            |            |         | -          |                |               |           |                     | -          |
| Equipment Upgrade         | C/T        |                  | 5,000              |                 |                 |                 | -                           |           |            |            |         | -          |                |               |           |                     | 5,000      |
|                           | C/T        |                  |                    |                 |                 |                 | -                           |           |            |            |         | -          |                |               |           |                     | -          |
| Equipment                 | Police     |                  |                    |                 |                 |                 | 15,000                      |           |            |            |         | 15,000     |                |               |           |                     | 15,000     |
| Patrol Vehicle (Lease)    | Police     |                  |                    |                 |                 |                 | 50,000                      |           |            |            |         | 50,000     |                |               |           |                     | 50,000     |
| RMS System                | Police     |                  |                    |                 |                 |                 |                             |           |            | 150,000    |         | 150,000    |                |               |           |                     | 150,000    |
| Traffic Safety            | Police     |                  |                    |                 |                 |                 |                             |           |            | 20,000     |         | 20,000     |                |               |           |                     | 20,000     |
| Car 1 Sinking Fund        | Fire/EMS   |                  |                    |                 |                 |                 | 7,750                       |           |            |            |         | 7,750      |                |               |           |                     | 7,750      |
| EMS Equipment             | Fire/EMS   |                  |                    |                 |                 |                 | 24,250                      |           |            |            |         | 24,250     |                |               |           |                     | 24,250     |
| Fire Equipment            | Fire/EMS   |                  |                    |                 |                 |                 | 24,000                      |           |            | 18,250     |         | 42,250     |                |               |           |                     | 42,250     |
| Ice/Water Rescue          | Fire/EMS   |                  |                    |                 |                 |                 | 6,500                       |           |            |            |         | 6,500      |                |               |           |                     | 6,500      |
| Technology                | Fire/EMS   |                  |                    |                 |                 |                 | 14,750                      |           |            |            |         | 14,750     |                |               |           |                     | 14,750     |
| CTH MN 5 (Design)         | DPW        |                  |                    |                 |                 |                 |                             |           |            | 50,000     |         | 50,000     |                |               |           |                     | 50,000     |
| E. Interceptor II (Build) | DPW        |                  |                    |                 |                 |                 |                             |           |            |            |         | -          |                |               | 750,000   |                     | 750,000    |
| Exchange Street           | DPW        |                  |                    |                 |                 |                 |                             | 978,750   |            | 2,398,500  |         | 3,377,250  |                | 825,000       | 834,250   | 402,500             | 5,439,000  |
| Landscape Rakes           | DPW        |                  |                    |                 |                 |                 |                             |           |            | 25,000     |         | 25,000     |                |               |           |                     | 25,000     |
| Leased Equipment          | DPW        |                  |                    |                 |                 |                 | 9,000                       |           |            |            |         | 9,000      |                | 8,000         | 8,000     | 8,000               | 33,000     |
| Paving and Utility Plan   | DPW        |                  |                    |                 |                 |                 |                             |           |            | 746,250    |         | 746,250    |                | 811,750       |           |                     | 1,558,000  |
| Pedestrian Ways           | DPW        |                  |                    |                 |                 |                 |                             |           |            | 100,000    |         | 100,000    |                |               |           |                     | 100,000    |
| Pickup Truck              | DPW        |                  |                    |                 |                 |                 |                             |           |            | 12,500     |         | 12,500     |                | 12,500        | 12,500    | 12,500              | 50,000     |
| Sidewalk Replace          | DPW        |                  |                    |                 |                 |                 |                             |           |            | 100,000    |         | 100,000    |                |               |           |                     | 100,000    |
| Sinking Fund              | DPW        |                  |                    |                 |                 |                 | 2,250                       |           |            |            |         | 2,250      |                | 2,250         | 2,250     | 2,250               | 9,000      |
| Small Capital             | DPW        |                  |                    |                 |                 |                 |                             |           |            |            |         | -          |                |               |           | 2,500               | 2,500      |
| Street Maintenance        | DPW        |                  |                    |                 |                 |                 |                             |           |            | 150,000    |         | 150,000    |                |               |           |                     | 150,000    |
| Street Sweeper            | DPW        |                  |                    |                 |                 |                 |                             |           |            |            |         | -          |                |               |           | 295,000             | 295,000    |
| Street Tree Planting      | DPW        | 27,250           |                    |                 |                 |                 |                             |           |            |            |         | -          |                |               |           |                     | 27,250     |
|                           | Outreach   |                  |                    |                 |                 |                 |                             |           |            |            |         | -          |                |               |           |                     | -          |
|                           | Outreach   |                  |                    |                 |                 |                 |                             |           |            |            |         | -          |                |               |           |                     | -          |
|                           | Outreach   |                  |                    |                 |                 |                 |                             |           |            |            |         | -          |                |               |           |                     | -          |
| Comp - Workstation        | Library    |                  |                    |                 |                 |                 | 8,000                       |           |            |            |         | 8,000      |                |               |           |                     | 8,000      |
| Parking Lot/Hardscape     | Library    |                  |                    |                 |                 |                 |                             |           |            | 73,000     |         | 73,000     |                |               |           |                     | 73,000     |
| Bocce Electrical/Light    | Parks      |                  |                    |                 |                 |                 |                             |           |            | 25,000     |         | 25,000     |                |               |           |                     | 25,000     |
| Brandt Park Bathrooms     | Parks      |                  |                    |                 |                 |                 |                             |           |            | 110,000    |         | 110,000    |                |               |           |                     | 110,000    |
| CP Phase 2 (Design)       | Parks      |                  |                    |                 |                 |                 |                             |           |            | 175,000    |         | 175,000    |                |               |           |                     | 175,000    |
| Field Grading             | Parks      |                  |                    |                 |                 |                 |                             |           |            | 40,000     |         | 40,000     |                |               |           |                     | 40,000     |
| Inclusive Park (Build)    | Parks      |                  |                    |                 |                 |                 |                             | 500,000   | 800,000    |            |         | 1,300,000  | 500,000        |               |           |                     | 1,800,000  |
| Lewis Park Flooring       | Parks      |                  |                    |                 |                 |                 |                             |           |            | 30,000     |         | 30,000     |                |               |           |                     | 30,000     |
| Mower                     | Parks      |                  |                    |                 |                 |                 |                             |           |            | 28,000     |         | 28,000     |                |               |           |                     | 28,000     |
| Park Equipment            | Parks      |                  |                    |                 |                 |                 |                             |           |            |            |         | -          | 15,000         |               |           |                     | 15,000     |
| Playground (Highland)     | Parks      |                  |                    |                 |                 |                 |                             |           |            |            |         | -          | 100,000        |               |           |                     | 100,000    |
| Property Acquisition      | Parks      |                  |                    |                 |                 |                 |                             |           |            |            |         | -          |                |               |           |                     | -          |
| Siggelkow Trail (Build)   | Parks      |                  |                    |                 |                 |                 |                             |           | 500,000    | 562,500    |         | 1,062,500  |                |               |           |                     | 1,062,500  |
| Downtown TID              | CD         |                  |                    |                 |                 |                 |                             |           |            | 25,000     |         | 25,000     |                |               |           |                     | 25,000     |
| East Side BP TID          | CD         |                  |                    |                 |                 |                 |                             |           |            | 50,000     |         | 50,000     |                |               |           |                     | 50,000     |
| Outdoor Rec Plan          | CD         |                  |                    |                 |                 |                 | 8,000                       |           |            | 22,000     |         | 30,000     |                |               |           |                     | 30,000     |
| Small Capital             | CD         | 2,000            |                    |                 |                 |                 |                             |           |            |            |         | -          |                |               |           |                     | 2,000      |
| Sinking Fund              | CD         |                  |                    |                 |                 |                 | 3,000                       |           |            |            |         | 3,000      |                |               |           |                     | 3,000      |
| Zoning Code               | CD         |                  |                    |                 |                 |                 |                             |           |            | 100,000    |         | 100,000    |                |               |           |                     | 100,000    |
| Total Projects            |            | 31,750           | 5,000              | -               | -               | -               | 375,000                     | 1,478,750 | 1,300,000  | 17,261,000 | 750,000 | 21,164,750 | 615,000        | 1,662,500     | 1,610,000 | 725,750             | 25,814,750 |

# Capital Improvement Program

Village of McFarland

Prior Plan Approval/Inclusion Year:

|      |      |      |      |      |      |      |      |
|------|------|------|------|------|------|------|------|
| 2020 | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|------|------|------|------|------|------|------|------|

Program Year: 2025

## Funding by Project

| Projects                          | Dept       | General Fund 100 | Comm/Tech Fund 200 | TID #3 Fund 305 | TID #4 Fund 310 | TID #5 Fund 315 | Capital Projects - Fund 400 |         |          |           |         |           | Parks Fund 405 | Utility - 600 |        | Stormwater Fund 605 | Total     |
|-----------------------------------|------------|------------------|--------------------|-----------------|-----------------|-----------------|-----------------------------|---------|----------|-----------|---------|-----------|----------------|---------------|--------|---------------------|-----------|
|                                   |            |                  |                    |                 |                 |                 | General                     | Grants  | Intergov | Borrow    | Reserve | Total     |                | Water         | Sewer  |                     |           |
| Digital Records Mgmt              | Admin      | 2,500            |                    |                 |                 |                 | 25,000                      |         |          |           |         | 25,000    |                |               |        |                     | 25,000    |
| Equipment/Furniture               | Admin      |                  |                    |                 |                 |                 |                             |         |          |           |         | -         |                |               |        |                     | 2,500     |
| Workstation Replace               | Admin      |                  |                    |                 |                 |                 | 30,000                      |         |          |           |         | 30,000    |                |               |        |                     | 30,000    |
| Land Acquisition                  | Facilities |                  |                    |                 |                 |                 | 40,000                      |         |          |           |         | 40,000    |                |               |        |                     | 40,000    |
| Network Equip                     | Facilities |                  |                    |                 |                 |                 | 4,000                       |         |          |           |         | 4,000     |                | 3,500         | 3,500  | 3,500               | 14,500    |
| Sinking Fund                      | Facilities |                  |                    |                 |                 |                 | 100,000                     |         |          |           |         | 100,000   |                |               |        |                     | 100,000   |
| Equipment Upgrade                 | C/T        |                  |                    |                 |                 |                 |                             |         |          |           |         | -         |                |               |        |                     | -         |
|                                   | C/T        |                  | 5,000              |                 |                 |                 |                             |         |          |           |         | -         |                |               |        |                     | 5,000     |
|                                   | C/T        |                  |                    |                 |                 |                 |                             |         |          |           |         | -         |                |               |        |                     | -         |
| Equipment                         | Police     |                  |                    |                 |                 |                 | 15,000                      |         |          |           |         | 15,000    |                |               |        |                     | 15,000    |
| Patrol Vehicle (Lease)            | Police     |                  |                    |                 |                 |                 | 50,000                      |         |          |           |         | 50,000    |                |               |        |                     | 50,000    |
| Squad Car Video                   | Police     |                  |                    |                 |                 |                 | 22,750                      |         |          | 7,250     |         | 30,000    |                |               |        |                     | 30,000    |
| Traffic Safety                    | Police     |                  |                    |                 |                 |                 | 5,000                       |         |          | 15,000    |         | 20,000    |                |               |        |                     | 20,000    |
| Ambulance (x 2)                   | Fire/EMS   |                  |                    |                 |                 |                 |                             |         |          | 625,000   | 125,000 | 750,000   |                |               |        |                     | 750,000   |
| Car 1 Sinking Fund                | Fire/EMS   |                  |                    |                 |                 |                 | 8,500                       |         |          |           |         | 8,500     |                |               |        |                     | 8,500     |
| EMS Equipment                     | Fire/EMS   |                  |                    |                 |                 |                 | 4,750                       |         |          |           |         | 4,750     |                |               |        |                     | 4,750     |
| Fire Equipment                    | Fire/EMS   |                  |                    |                 |                 |                 | 45,750                      |         |          |           |         | 45,750    |                |               |        |                     | 45,750    |
| Ice/Water Rescue                  | Fire/EMS   |                  |                    |                 |                 |                 |                             |         |          | 5,250     |         | 5,250     |                |               |        |                     | 5,250     |
| Technology                        | Fire/EMS   |                  |                    |                 |                 |                 | 16,000                      |         |          | 37,000    |         | 53,000    |                |               |        |                     | 53,000    |
| CTH MN 5 (Build)                  | DPW        |                  |                    |                 |                 |                 |                             | 303,000 |          | 303,000   |         | 606,000   |                | 784,000       |        | 292,000             | 1,682,000 |
| Leased Equipment                  | DPW        |                  |                    |                 |                 |                 | 9,000                       |         |          |           |         | 9,000     |                | 8,000         | 8,000  | 8,000               | 33,000    |
| Paving and Utility Plan           | DPW        |                  |                    |                 |                 |                 |                             |         |          | 413,250   |         | 413,250   |                | 801,250       |        |                     | 1,214,500 |
| Pedestrian Ways                   | DPW        |                  |                    |                 |                 |                 |                             |         |          | 100,000   |         | 100,000   |                |               |        |                     | 100,000   |
| Pickup Truck (Director)           | DPW        |                  |                    |                 |                 |                 |                             |         |          |           | 35,000  | 35,000    |                |               |        |                     | 35,000    |
| Property Acquisition              | DPW        |                  |                    |                 |                 |                 |                             |         |          | 350,000   |         | 350,000   |                |               |        |                     | 350,000   |
| Sidewalk Replace                  | DPW        |                  |                    |                 |                 |                 |                             |         |          | 100,000   |         | 100,000   |                |               |        |                     | 100,000   |
| Sinking Fund                      | DPW        |                  |                    |                 |                 |                 | 2,750                       |         |          |           |         | 2,750     |                | 2,750         | 2,750  | 2,750               | 11,000    |
| Small Capital                     | DPW        |                  |                    |                 |                 |                 |                             |         |          |           |         | -         |                |               |        | 2,500               | 2,500     |
| Street Maintenance                | DPW        |                  |                    |                 |                 |                 |                             |         |          | 150,000   |         | 150,000   |                |               |        |                     | 150,000   |
| Street Sweeper                    | DPW        |                  |                    |                 |                 |                 |                             |         |          |           |         | -         |                |               |        | 20,000              | 20,000    |
| Street Tree Planting              | DPW        | 30,000           |                    |                 |                 |                 |                             |         |          |           |         | -         |                |               |        |                     | 30,000    |
| Tool Cat Machine                  | DPW        |                  |                    |                 |                 |                 |                             |         |          | 65,000    |         | 65,000    |                |               |        |                     | 65,000    |
| Tower Paint (Holscher)            | DPW        |                  |                    |                 |                 |                 |                             |         |          |           |         | -         | 1,000,000      |               |        |                     | 1,000,000 |
| USH 51 Seg 7 (Build)              | DPW        |                  |                    |                 |                 |                 |                             |         |          | 250,000   |         | 250,000   |                |               |        |                     | 250,000   |
| Vehicle Lift                      | DPW        |                  |                    |                 |                 |                 |                             |         |          | 200,000   |         | 200,000   |                |               |        |                     | 200,000   |
| Outreach                          | Outreach   |                  |                    |                 |                 |                 |                             |         |          |           |         | -         |                |               |        |                     | -         |
|                                   | Outreach   |                  |                    |                 |                 |                 |                             |         |          |           |         | -         |                |               |        |                     | -         |
|                                   | Outreach   |                  |                    |                 |                 |                 |                             |         |          |           |         | -         |                |               |        |                     | -         |
| Comp - Workstation                | Library    |                  |                    |                 |                 |                 | 8,000                       |         |          |           |         | 8,000     |                |               |        |                     | 8,000     |
| Roof Replacement                  | Library    |                  |                    |                 |                 |                 |                             |         |          | 105,000   |         | 105,000   |                |               |        |                     | 105,000   |
| Bathroom (Design/Build)           | Parks      |                  |                    |                 |                 |                 |                             |         |          |           |         | -         | 160,000        |               |        |                     | 160,000   |
| Brandt Parking Lot (Design/Build) | Parks      |                  |                    |                 |                 |                 |                             |         |          | 250,000   |         | 250,000   |                |               |        |                     | 250,000   |
| CP Phase 2 (Build)                | Parks      |                  |                    |                 |                 |                 |                             |         |          | 2,325,000 |         | 2,325,000 |                |               |        |                     | 2,325,000 |
| CP Phase 3 (Design)               | Parks      |                  |                    |                 |                 |                 |                             |         |          | 50,000    |         | 50,000    |                |               |        |                     | 50,000    |
| Egner Park Facility (Design)      | Parks      |                  |                    |                 |                 |                 |                             |         |          | 75,000    |         | 75,000    |                | 75,000        |        |                     | 150,000   |
| Larson Park                       | Parks      |                  |                    |                 |                 |                 |                             |         |          | 100,000   |         | 100,000   |                |               |        |                     | 100,000   |
| McF Park Ph 3.1 (Design)          | Parks      |                  |                    |                 |                 |                 |                             |         |          | 75,000    |         | 75,000    |                |               |        |                     | 75,000    |
| McF Park (Facility)               | Parks      |                  |                    |                 |                 |                 |                             |         |          | 250,000   |         | 250,000   |                |               |        |                     | 250,000   |
| Park Equipment                    | Parks      |                  |                    |                 |                 |                 |                             |         |          |           |         | -         | 15,000         |               |        |                     | 15,000    |
| Property Acquisition              | Parks      |                  |                    |                 |                 |                 |                             |         |          |           |         | -         |                |               |        |                     | -         |
| Parks PF Needs Assessment         | CD         |                  |                    |                 |                 |                 | 10,000                      |         |          |           |         | 10,000    |                |               |        |                     | 10,000    |
| Small Capital                     | CD         | 2,000            |                    |                 |                 |                 |                             |         |          |           |         | -         |                |               |        |                     | 2,000     |
| Sinking Fund                      | CD         |                  |                    |                 |                 |                 | 3,500                       |         |          |           |         | 3,500     |                |               |        |                     | 3,500     |
| Total Projects                    |            | 34,500           | 5,000              | -               | -               | -               | 400,000                     | 303,000 | -        | 5,850,750 | 160,000 | 6,713,750 | 175,000        | 2,674,500     | 14,250 | 328,750             | 9,945,750 |

# Capital Improvement Program

Village of McFarland

Prior Plan Approval/Inclusion Year:

2020 2021 2022 2023 2024 2025 2026 2027

Program Year: 2026

## Funding by Project

| Projects                    | Dept       | General Fund 100 | Comm/Tech Fund 200 | TID #3 Fund 305 | TID #4 Fund 310 | TID #5 Fund 315 | Capital Projects - Fund 400 |        |          |           |         | Parks Fund 405 | Utility - 600 |           | Stormwater Fund 605 | Total     |
|-----------------------------|------------|------------------|--------------------|-----------------|-----------------|-----------------|-----------------------------|--------|----------|-----------|---------|----------------|---------------|-----------|---------------------|-----------|
|                             |            |                  |                    |                 |                 |                 | General                     | Grants | Intergov | Borrow    | Reserve |                | Water         | Sewer     |                     |           |
| Digital Records Mgmt        | Admin      |                  |                    |                 |                 |                 | 25,000                      |        |          |           |         |                |               |           |                     | 25,000    |
| Equipment/Furniture         | Admin      | 2,500            |                    |                 |                 |                 | -                           |        |          |           |         |                |               |           |                     | 2,500     |
| Workstation Replace         | Admin      |                  |                    |                 |                 |                 | 15,000                      |        |          |           |         |                |               |           |                     | 15,000    |
| Land Acquisition            | Facilities |                  |                    |                 |                 |                 | 40,000                      |        |          |           |         |                |               |           |                     | 40,000    |
| Network Equip               | Facilities |                  |                    |                 |                 |                 | 4,000                       |        |          |           |         |                | 4,000         | 4,000     | 4,000               | 16,000    |
| Sinking Fund                | Facilities |                  |                    |                 |                 |                 | 100,000                     |        |          |           |         |                |               |           |                     | 100,000   |
| Equipment Upgrade           | C/T        |                  |                    |                 |                 |                 | -                           |        |          |           |         |                |               |           |                     | -         |
|                             | C/T        |                  | 5,000              |                 |                 |                 | -                           |        |          |           |         |                |               |           |                     | 5,000     |
|                             | C/T        |                  |                    |                 |                 |                 | -                           |        |          |           |         |                |               |           |                     | -         |
| Equipment                   | Police     |                  |                    |                 |                 |                 | 15,000                      |        |          |           |         |                |               |           |                     | 15,000    |
| Patrol Vehicle (Lease)      | Police     |                  |                    |                 |                 |                 | 50,000                      |        |          |           |         |                |               |           |                     | 50,000    |
| Traffic Safety              | Police     |                  |                    |                 |                 |                 | 20,000                      |        |          |           |         |                |               |           |                     | 20,000    |
| USH 51 Cameras              | Police     |                  |                    |                 |                 |                 |                             |        |          | 50,000    |         |                |               |           |                     | 50,000    |
| Car 1 Sinking Fund          | Fire/EMS   |                  |                    |                 |                 |                 | 9,000                       |        |          |           |         |                |               |           |                     | 9,000     |
| EMS Equipment               | Fire/EMS   |                  |                    |                 |                 |                 | 5,000                       |        |          |           |         |                |               |           |                     | 5,000     |
| Fire Equipment              | Fire/EMS   |                  |                    |                 |                 |                 | 61,750                      |        |          |           |         |                |               |           |                     | 61,750    |
| Ice/Water Rescue            | Fire/EMS   |                  |                    |                 |                 |                 |                             |        | 4,500    |           |         |                |               |           |                     | 4,500     |
| Staff Vehicle               | Fire/EMS   |                  |                    |                 |                 |                 |                             |        | 80,250   |           |         |                |               |           |                     | 80,250    |
| Technology                  | Fire/EMS   |                  |                    |                 |                 |                 | 8,500                       |        |          | 7,750     |         |                |               |           |                     | 16,250    |
| Leased Equipment            | DPW        |                  |                    |                 |                 |                 | 9,000                       |        |          |           |         |                | 8,000         | 8,000     | 8,000               | 33,000    |
| Paving and Utility Plan     | DPW        |                  |                    |                 |                 |                 |                             |        |          | 488,000   |         |                | 354,500       |           |                     | 842,500   |
| Pedestrian Ways             | DPW        |                  |                    |                 |                 |                 | 47,750                      |        |          | 52,250    |         |                |               |           |                     | 100,000   |
| Pickup Truck                | DPW        |                  |                    |                 |                 |                 |                             |        |          | 12,500    |         |                | 12,500        | 12,500    | 12,500              | 50,000    |
| Sidewalk Replace            | DPW        |                  |                    |                 |                 |                 |                             |        |          | 100,000   |         |                |               |           |                     | 100,000   |
| Sinking Fund                | DPW        |                  |                    |                 |                 |                 | 3,000                       |        |          |           |         |                | 3,000         | 3,000     | 3,000               | 12,000    |
| Small Capital               | DPW        |                  |                    |                 |                 |                 |                             |        |          |           |         |                |               |           | 2,500               | 2,500     |
| Street Maintenance          | DPW        |                  |                    |                 |                 |                 |                             |        |          | 150,000   |         |                |               |           |                     | 150,000   |
| Street Sweeper              | DPW        |                  |                    |                 |                 |                 |                             |        |          |           |         |                |               |           | 30,000              | 30,000    |
| Street Tree Planting        | DPW        | 27,250           |                    |                 |                 |                 |                             |        |          |           |         |                |               |           |                     | 27,250    |
| USH 51 Seg 6 (Build)        | DPW        |                  |                    |                 |                 |                 |                             |        |          | 1,750,000 |         |                |               |           |                     | 1,750,000 |
| Outreach                    | Outreach   |                  |                    |                 |                 |                 |                             |        |          |           |         |                |               |           |                     | -         |
| Outreach                    | Outreach   |                  |                    |                 |                 |                 |                             |        |          |           |         |                |               |           |                     | -         |
| Outreach                    | Outreach   |                  |                    |                 |                 |                 |                             |        |          |           |         |                |               |           |                     | -         |
| Comp - Workstation          | Library    |                  |                    |                 |                 |                 |                             |        |          |           |         |                |               |           |                     | -         |
|                             | Library    |                  |                    |                 |                 |                 | 8,000                       |        |          |           |         |                |               |           |                     | 8,000     |
|                             | Library    |                  |                    |                 |                 |                 |                             |        |          |           |         |                |               |           |                     | -         |
| Aquatics (Design)           | Parks      |                  |                    |                 |                 |                 |                             |        |          | 375,000   |         |                |               |           |                     | 375,000   |
| CP Phase 3 (Build)          | Parks      |                  |                    |                 |                 |                 |                             |        |          | 250,000   |         | 250,000        |               |           |                     | 500,000   |
| Egner Park Facility (Build) | Parks      |                  |                    |                 |                 |                 |                             |        |          | 350,000   |         |                | 1,150,000     |           |                     | 1,500,000 |
| Lower Yahara (Design)       | Parks      |                  |                    |                 |                 |                 |                             |        |          | 150,000   |         |                |               |           |                     | 150,000   |
| McF Park Ph 3.1 (Build)     | Parks      |                  |                    |                 |                 |                 |                             |        |          | 425,000   |         |                |               |           |                     | 425,000   |
| Park Equipment              | Parks      |                  |                    |                 |                 |                 |                             |        |          |           |         | 15,000         |               |           |                     | 15,000    |
| Playground (Cedar Ridge)    | Parks      |                  |                    |                 |                 |                 |                             |        |          |           |         | 100,000        |               |           |                     | 100,000   |
| Property Acquisition        | Parks      |                  |                    |                 |                 |                 |                             |        |          |           |         |                |               |           |                     | -         |
| Comprehensive Plan          | CD         |                  |                    |                 |                 |                 |                             |        |          | 50,000    |         |                |               |           |                     | 50,000    |
| Small Capital               | CD         | 2,000            |                    |                 |                 |                 |                             |        |          |           |         |                |               |           |                     | 2,000     |
| Sinking Fund                | CD         |                  |                    |                 |                 |                 | 4,000                       |        |          |           |         |                |               |           |                     | 4,000     |
| Total Projects              |            | 31,750           | 5,000              | -               | -               | -               | 425,000                     | -      | -        | 4,295,250 | -       | 4,720,250      | 365,000       | 1,532,000 | 27,500              | 6,741,500 |



# Capital Improvement Program

Village of McFarland

Prior Plan Approval/Inclusion Year:

|      |      |      |      |      |      |      |      |
|------|------|------|------|------|------|------|------|
| 2020 | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|------|------|------|------|------|------|------|------|

Program Year: 2027

## Funding by Project

| Projects                | Dept       | General Fund 100 | Comm/Tech Fund 200 | TID #3 Fund 305 | TID #4 Fund 310 | TID #5 Fund 315 | Capital Projects - Fund 400 |           |          |           |         |           | Parks Fund 405 | Utility - 600 |        | Stormwater Fund 605 | Total      |
|-------------------------|------------|------------------|--------------------|-----------------|-----------------|-----------------|-----------------------------|-----------|----------|-----------|---------|-----------|----------------|---------------|--------|---------------------|------------|
|                         |            |                  |                    |                 |                 |                 | General                     | Grants    | Intergov | Borrow    | Reserve | Total     |                | Water         | Sewer  |                     |            |
| Digital Records Mgmt    | Admin      |                  |                    |                 |                 |                 | 25,000                      |           |          |           |         | 25,000    |                |               |        |                     | 25,000     |
| Equipment/Furniture     | Admin      | 2,500            |                    |                 |                 |                 | -                           |           |          |           |         | -         |                |               |        |                     | 2,500      |
| Workstation Replace     | Admin      |                  |                    |                 |                 |                 | 15,000                      |           |          |           |         | 15,000    |                |               |        |                     | 15,000     |
| Land Acquisition        | Facilities |                  |                    |                 |                 |                 | 40,000                      |           |          |           |         | 40,000    |                |               |        |                     | 40,000     |
| Network Equip           | Facilities |                  |                    |                 |                 |                 | 4,500                       |           |          |           |         | 4,500     |                | 4,500         | 4,500  | 4,500               | 18,000     |
| Sinking Fund            | Facilities |                  |                    |                 |                 |                 | 100,000                     |           |          |           |         | 100,000   |                |               |        |                     | 100,000    |
| Equipment Upgrade       | C/T        |                  |                    |                 |                 |                 | -                           |           |          |           |         | -         |                |               |        |                     | -          |
|                         | C/T        |                  | 5,000              |                 |                 |                 | -                           |           |          |           |         | -         |                |               |        |                     | 5,000      |
|                         | C/T        |                  |                    |                 |                 |                 | -                           |           |          |           |         | -         |                |               |        |                     | -          |
| Equipment               | Police     |                  |                    |                 |                 |                 | 15,000                      |           |          |           |         | 15,000    |                |               |        |                     | 15,000     |
| Patrol Vehicle (Lease)  | Police     |                  |                    |                 |                 |                 | 50,000                      |           |          |           |         | 50,000    |                |               |        |                     | 50,000     |
| Traffic Safety          | Police     |                  |                    |                 |                 |                 | 20,000                      |           |          |           |         | 20,000    |                |               |        |                     | 20,000     |
| Car 1 Sinking Fund      | Fire/EMS   |                  |                    |                 |                 |                 | 10,000                      |           |          |           |         | 10,000    |                |               |        |                     | 10,000     |
| CPR Compressors         | Fire/EMS   |                  |                    |                 |                 |                 | 55,500                      |           |          |           |         | 55,500    |                |               |        |                     | 55,500     |
| EMS Equipment           | Fire/EMS   |                  |                    |                 |                 |                 | 5,000                       |           |          |           |         | 5,000     |                |               |        |                     | 5,000      |
| Fire Equipment          | Fire/EMS   |                  |                    |                 |                 |                 | 43,000                      |           |          |           |         | 43,000    |                |               |        |                     | 43,000     |
| Pumper/Engine           | Fire/EMS   |                  |                    |                 |                 |                 |                             |           |          | 1,281,750 |         | 1,281,750 |                |               |        |                     | 1,281,750  |
| Technology              | Fire/EMS   |                  |                    |                 |                 |                 | 17,000                      |           |          |           |         | 17,000    |                |               |        |                     | 17,000     |
| Facility (Design)       | DPW        |                  |                    |                 |                 |                 |                             |           |          | 100,000   |         | 100,000   |                |               |        |                     | 100,000    |
| Leased Equipment        | DPW        |                  |                    |                 |                 |                 | 9,000                       |           |          |           |         | 9,000     |                | 8,000         | 8,000  | 8,000               | 33,000     |
| Paving and Utility Plan | DPW        |                  |                    | 2,685,500       |                 |                 |                             |           |          | 698,500   |         | 698,500   |                | -             |        |                     | 3,384,000  |
| Pedestrian Ways         | DPW        |                  |                    |                 |                 |                 |                             |           |          | 100,000   |         | 100,000   |                |               |        |                     | 100,000    |
| Pickup Truck            | DPW        |                  |                    |                 |                 |                 | 500                         |           |          | 12,000    |         | 12,500    |                | 12,500        | 12,500 | 12,500              | 50,000     |
| Sidewalk Replace        | DPW        |                  |                    |                 |                 |                 |                             |           |          | 100,000   |         | 100,000   |                |               |        |                     | 100,000    |
| Sinking Fund            | DPW        |                  |                    |                 |                 |                 | 3,250                       |           |          |           |         | 3,250     |                | 3,250         | 3,250  | 3,250               | 13,000     |
| Small Capital           | DPW        |                  |                    |                 |                 |                 |                             |           |          |           |         | -         |                |               |        | 2,500               | 2,500      |
| Street Maintenance      | DPW        |                  |                    |                 |                 |                 |                             |           |          | 150,000   |         | 150,000   |                |               |        |                     | 150,000    |
| Street Sweeper          | DPW        |                  |                    |                 |                 |                 |                             |           |          |           |         | -         |                |               |        | 30,000              | 30,000     |
| Street Tree Planting    | DPW        | 27,250           |                    |                 |                 |                 |                             |           |          |           |         | -         |                |               |        |                     | 27,250     |
| Tractor                 | DPW        |                  |                    |                 |                 |                 |                             |           |          | 85,000    |         | 85,000    |                |               |        |                     | 85,000     |
| Outreach                | Outreach   |                  |                    |                 |                 |                 | -                           |           |          |           |         | -         |                |               |        |                     | -          |
|                         | Outreach   |                  |                    |                 |                 |                 | -                           |           |          |           |         | -         |                |               |        |                     | -          |
|                         | Outreach   |                  |                    |                 |                 |                 | -                           |           |          |           |         | -         |                |               |        |                     | -          |
| Comp - Workstation      | Library    |                  |                    |                 |                 |                 | -                           |           |          |           |         | -         |                |               |        |                     | -          |
|                         | Library    |                  |                    |                 |                 |                 | 8,000                       |           |          |           |         | 8,000     |                |               |        |                     | 8,000      |
|                         | Library    |                  |                    |                 |                 |                 | -                           |           |          |           |         | -         |                |               |        |                     | -          |
| Aquatics (Build)        | Parks      |                  |                    |                 |                 |                 | 3,500,000                   |           |          | 1,625,000 |         | 5,125,000 |                |               |        |                     | 5,125,000  |
| Bathroom (Design/Build) | Parks      |                  |                    |                 |                 |                 |                             |           |          |           |         | -         | 170,000        |               |        |                     | 170,000    |
| Lower Yahara (Build)    | Parks      |                  |                    |                 |                 |                 |                             |           |          | 750,000   |         | 750,000   | 250,000        |               |        |                     | 1,000,000  |
| McF Park Ph 3.2 (Build) | Parks      |                  |                    |                 |                 |                 |                             |           |          | 425,000   |         | 425,000   |                |               |        |                     | 425,000    |
| Park Equipment          | Parks      |                  |                    |                 |                 |                 |                             |           |          |           |         | -         | 15,000         |               |        |                     | 15,000     |
| Property Acquisition    | Parks      |                  |                    |                 |                 |                 |                             |           |          |           |         | -         |                |               |        |                     | -          |
| Comprehensie Plan       | CD         |                  |                    |                 |                 |                 | 25,000                      |           |          | 25,000    |         | 50,000    |                |               |        |                     | 50,000     |
| Small Capital           | CD         | 2,000            |                    |                 |                 |                 |                             |           |          |           |         | -         |                |               |        |                     | 2,000      |
| Sinking Fund            | CD         |                  |                    |                 |                 |                 | 4,250                       |           |          |           |         | 4,250     |                |               |        |                     | 4,250      |
| Total Projects          |            | 31,750           | 5,000              | 2,685,500       | -               | -               | 450,000                     | 3,500,000 | -        | 5,352,250 | -       | 9,302,250 | 435,000        | 28,250        | 28,250 | 60,750              | 12,576,750 |

| Village of McFarland                                                                                            |                       |                              |           |                               |             |                              |           |                              |             |                              |             |                              |             |                       |          |                           |                        |                                            |          |
|-----------------------------------------------------------------------------------------------------------------|-----------------------|------------------------------|-----------|-------------------------------|-------------|------------------------------|-----------|------------------------------|-------------|------------------------------|-------------|------------------------------|-------------|-----------------------|----------|---------------------------|------------------------|--------------------------------------------|----------|
| 2023 - 2027 Capital Improvement Program                                                                         |                       |                              |           |                               |             |                              |           |                              |             |                              |             |                              |             |                       |          |                           |                        |                                            |          |
| Estimated Debt Service - Village Purposes   Notes & Bonds - With Growth                                         |                       |                              |           |                               |             |                              |           |                              |             |                              |             |                              |             |                       |          |                           |                        |                                            |          |
| Year Due                                                                                                        | Existing Debt Service | 2023<br>\$3,285,000<br>Notes |           | 2024<br>\$12,250,000<br>Bonds |             | 2024<br>\$2,430,000<br>Notes |           | 2025<br>\$5,880,000<br>Notes |             | 2026<br>\$4,275,000<br>Notes |             | 2027<br>\$5,075,000<br>Notes |             | Combined Debt Service | Tax Rate | Est. Tax Rate Increase *  | Est. Tax Increase **** | ***<br>Percentage of Legal Debt Limit Used | Year Due |
|                                                                                                                 |                       | Principal                    | Interest  | Principal                     | Interest    | Principal                    | Interest  | Principal                    | Interest    | Principal                    | Interest    | Principal                    | Interest    |                       |          |                           |                        |                                            |          |
| 2022                                                                                                            | 2,483,876             | -                            |           |                               |             |                              |           |                              |             |                              |             |                              |             | 2,483,876             | \$1.57   |                           |                        | 61.21%                                     | 2022     |
| 2023                                                                                                            | 3,374,967             | -                            |           |                               |             |                              |           |                              |             |                              |             |                              |             | 3,374,967             | \$2.47   | \$0.90                    | \$281.71               | 56.99%                                     | 2023     |
| 2024                                                                                                            | 3,289,642             | 250,000                      | 139,344   |                               |             |                              |           |                              |             |                              |             |                              |             | 3,678,986             | \$2.54   | \$0.07                    | \$21.91                | 68.40%                                     | 2024     |
| 2025                                                                                                            | 3,473,794             | 200,000                      | 102,725   |                               | 689,063     | 115,000                      | 111,750   |                              |             |                              |             |                              |             | 4,692,332             | \$3.09   | \$0.55                    | \$170.46               | 68.31%                                     | 2025     |
| 2026                                                                                                            | 3,757,644             | 225,000                      | 95,287    | 300,000                       | 544,500     | 125,000                      | 84,469    |                              | 294,000     |                              |             |                              |             | 5,425,900             | \$3.43   | \$0.35                    | \$107.88               | 66.09%                                     | 2026     |
| 2027                                                                                                            | 3,509,394             | 285,000                      | 86,362    | 425,000                       | 528,187     | 165,000                      | 79,031    | 400,000                      | 227,200     | 225,000                      | 222,328     |                              |             | 6,152,502             | \$3.78   | \$0.35                    | \$108.18               | 64.71%                                     | 2027     |
| 2028                                                                                                            | 2,904,944             | 325,000                      | 75,688    | 450,000                       | 508,500     | 210,000                      | 72,000    | 430,000                      | 210,600     | 350,000                      | 164,688     | 300,000                      | 263,234     | 6,264,654             | \$3.77   | (\$0.01)                  | (\$2.05)               | 57.73%                                     | 2028     |
| 2029                                                                                                            | 2,776,744             | 350,000                      | 63,875    | 500,000                       | 487,125     | 240,000                      | 63,563    | 515,000                      | 191,700     | 400,000                      | 148,750     | 400,000                      | 194,438     | 6,331,195             | \$3.74   | (\$0.03)                  | (\$10.83)              | 50.79%                                     | 2029     |
| 2030                                                                                                            | 2,362,769             | 375,000                      | 51,187    | 500,000                       | 464,625     | 265,000                      | 54,094    | 555,000                      | 170,300     | 425,000                      | 131,219     | 450,000                      | 176,375     | 5,980,569             | \$3.46   | (\$0.28)                  | (\$86.29)              | 44.41%                                     | 2030     |
| 2031                                                                                                            | 1,852,619             | 400,000                      | 37,625    | 550,000                       | 441,000     | 290,000                      | 43,687    | 655,000                      | 146,100     | 450,000                      | 112,625     | 475,000                      | 156,719     | 5,610,375             | \$3.18   | (\$0.28)                  | (\$86.82)              | 38.59%                                     | 2031     |
| 2032                                                                                                            | 1,907,834             | 425,000                      | 23,188    | 575,000                       | 415,687     | 315,000                      | 32,344    | 575,000                      | 121,500     | 475,000                      | 92,969      | 500,000                      | 136,000     | 5,594,522             | \$3.11   | (\$0.07)                  | (\$22.25)              | 32.85%                                     | 2032     |
| 2033                                                                                                            | 1,513,356             | 450,000                      | 7875      | 600,000                       | 389,250     | 340,000                      | 20,062    | 900,000                      | 92,000      | 475,000                      | 72,781      | 525,000                      | 114,219     | 5,499,543             | \$3.00   | (\$0.11)                  | (\$35.24)              | 27.24%                                     | 2033     |
| 2034                                                                                                            | 1,491,509             |                              |           | 625,000                       | 361,688     | 365,000                      | 6,844     | 925,000                      | 55,500      | 475,000                      | 52,594      | 550,000                      | 91,375      | 4,999,510             | \$2.67   | (\$0.33)                  | (\$101.89)             | 22.22%                                     | 2034     |
| 2035                                                                                                            | 1,466,469             |                              |           | 650,000                       | 333,000     |                              |           | 925,000                      | 18,500      | 500,000                      | 31,875      | 575,000                      | 67,469      | 4,567,313             | \$2.39   | (\$0.28)                  | (\$87.15)              | 17.67%                                     | 2035     |
| 2036                                                                                                            | 1,440,894             |                              |           | 700,000                       | 302,625     |                              |           |                              |             | 500,000                      | 10,625      | 650,000                      | 41,437      | 3,645,581             | \$1.87   | (\$0.52)                  | (\$162.64)             | 14.10%                                     | 2036     |
| 2037                                                                                                            | 1,415,319             |                              |           | 725,000                       | 270,563     |                              |           |                              |             |                              |             | 650,000                      | 13,813      | 3,074,695             | \$1.55   | (\$0.32)                  | (\$101.33)             | 11.13%                                     | 2037     |
| 2038                                                                                                            | 1,389,209             |                              |           | 750,000                       | 237,375     |                              |           |                              |             |                              |             |                              |             | 2,376,584             | \$1.17   | (\$0.38)                  | (\$117.21)             | 8.88%                                      | 2038     |
| 2039                                                                                                            | 1,362,031             |                              |           | 775,000                       | 203,063     |                              |           |                              |             |                              |             |                              |             | 2,340,094             | \$1.13   | (\$0.04)                  | (\$12.71)              | 6.75%                                      | 2039     |
| 2040                                                                                                            | 1,334,318             |                              |           | 825,000                       | 167,062     |                              |           |                              |             |                              |             |                              |             | 2,326,380             | \$1.10   | (\$0.03)                  | (\$8.98)               | 4.66%                                      | 2040     |
| 2041                                                                                                            | 1,306,606             |                              |           | 825,000                       | 129,937     |                              |           |                              |             |                              |             |                              |             | 2,261,543             | \$1.05   | (\$0.05)                  | (\$16.19)              | 2.65%                                      | 2041     |
| 2042                                                                                                            | 431,375               |                              |           | 825,000                       | 92,813      |                              |           |                              |             |                              |             |                              |             | 1,349,188             | \$0.62   | (\$0.44)                  | (\$136.51)             | 1.48%                                      | 2042     |
| 2043                                                                                                            |                       |                              |           | 825,000                       | 55,687      |                              |           |                              |             |                              |             |                              |             | 880,687               | \$0.39   | (\$0.22)                  | (\$69.25)              | 0.72%                                      | 2043     |
| 2044                                                                                                            |                       |                              |           | 825,000                       | 18,562      |                              |           |                              |             |                              |             |                              |             | 843,562               | \$0.37   | (\$0.02)                  | (\$7.50)               | 0.00%                                      | 2044     |
| 2045                                                                                                            |                       |                              |           |                               |             |                              |           |                              |             |                              |             |                              |             |                       |          |                           |                        |                                            | 2045     |
| \$44,845,313                                                                                                    |                       | \$3,285,000                  | \$683,156 | \$12,250,000                  | \$6,640,312 | \$2,430,000                  | \$567,844 | \$5,880,000                  | \$1,527,400 | \$4,275,000                  | \$1,040,454 | \$5,075,000                  | \$1,255,079 | \$89,754,558          | \$0.44   |                           | \$138.03               | 68.40%                                     |          |
| Est. Int. Rate                                                                                                  |                       | 3.50%                        |           | 4.50%                         |             | 3.75%                        |           | 4.00%                        |             | 4.25%                        |             | 4.25%                        |             |                       |          | Average for 2023-2027 CIP |                        |                                            |          |
| * Based on Villages Est. 1/1/2022 Assessed Value                                                                |                       |                              |           | \$1,365,247,900               |             | **                           |           |                              |             |                              |             |                              |             |                       |          |                           |                        |                                            |          |
| ** Assuming value growth at 6% in 2024, 5% in 2025, 4% in 2026, 3% in 2027 and 2% in 2028 and thereafter.       |                       |                              |           |                               |             |                              |           |                              |             |                              |             |                              |             |                       |          |                           |                        |                                            |          |
| *** Calculation based on All General Obligations, 5% of Equalized Value using same growth assumptions as above. |                       |                              |           |                               |             |                              |           |                              |             |                              |             |                              |             |                       |          |                           |                        |                                            |          |
| **** Median Home Value as of 1/1/2021                                                                           |                       |                              |           | \$ 312,300                    |             |                              |           |                              |             |                              |             |                              |             |                       |          |                           |                        |                                            |          |
| 6/22/2022                                                                                                       |                       |                              |           |                               |             |                              |           |                              |             |                              |             |                              |             |                       |          |                           |                        |                                            |          |

# McFarland Capital Improvement Program (CIP)

2023 – 2027

## Administration

### Planned Projects:

#### Digital Records Management

- *Description* – In an effort to continue paperless initiatives and be more efficient the intent of this project would be to convert the current paper method of storing documents to digital record keeping.
- *Years* – All
- *Funding* – Combination of general revenue and borrowed money within Capital Projects Fund (400).

#### Equipment/Furniture

- *Description* – Small capital contribution from the General Fund to purchase various small office, furniture, and other related needs.
- *Years* – All.
- *Funding* – General revenue within Capital Projects Fund (400).

#### Splitting Polling Places

- *Description* – Ward boundaries were redrawn in 2021 through the redistricting process following the 2020 Census. The Village currently has one of the largest polling places in Dane County, and with a continually increasing population we do need to undertake this process to split polling places effective in 2024. The Municipal Center would remain as one location and the Public Safety Center as a second location. The project was previously considered for 2022 but given delays in construction of the Public Safety Center, deferred for implementation in 2023 and utilization in 2024.
- *Years* – 2023.
- *Funding* – Borrowed money within Capital Projects Fund (400).

#### Workstation Replacement

- *Description* – The Village sets aside funds in order to replace computer workstations as they fail and on a rotating scheduling to cycle out obsolete and aging machines on an annual basis.
- *Years* – All.
- *Funding* – General revenue within Capital Projects Fund (400).

# McFarland Capital Improvement Program (CIP)

## 2023 – 2027

### Facilities

#### Planned Projects:

##### Community Center

- *Description* – The Village is in the process of creating a master plan for the Municipal Center Campus to guide implementation of a Community Center. The timeline for completion and occupancy of the Public Safety Center is in 2023 freeing up the former space. The master plan will be completed in the Spring of 2023 allowing for design work to commence in line with the master plan. Construction can follow then in 2024 with occupancy hypothetically in 2025. The amount shown within the plan is an estimate and the master plan will provide a more specific cost opinion. It was derived from estimates used in the 2017 study and current experience with the Public Safety Center project. Once the new master plan is done next year, the next Capital Improvement Plan can be updated to include a more direct number consistent with the accepted master plan.
- *Year(s)* – 2023 (Design) and 2024 (Build).
- *Funding* – Borrowed money and reserves within the Capital Projects Fund (400).

##### Land Acquisition

- *Description* – This reserve account sets aside funds to be used to fund land acquisitions as might be necessary and would be determined by the Village Board.
- *Years* – All.
- *Funding* – General revenue within Capital Projects Fund (400).

##### Network Equipment

- *Description* – Funds are set aside annually for the replacement and upgrading of network equipment to help maintain the Village's technology network.
- *Years* – All.
- *Funding* – General revenue within the Capital Projects Fund (400) with equal shares from the Utility Fund (600) and Stormwater Utility Fund (605).

##### Sinking Fund

- *Description* – Savings set aside for the development, expansion, and/or maintenance of Village owned facilities.
- *Years* – All.
- *Funding* – General revenue within Capital Projects Fund (400).

# McFarland Capital Improvement Program (CIP)

## 2023 – 2027

### Communications and Technology

#### Planned Projects:

##### Closed Captioning

- *Description* – There is a requirement to make reasonable attempts at providing closed captions to the public. In the name of accessibility and inclusivity, closed captioning would be a great boon to the community within the cable channel.
- *Year(s)* – 2023
- *Funding* – Borrowed money within the Capital Projects Fund (400).

##### Equipment/Technology Upgrade

- *Description* – Funding for equipment purchases, replacements, and general upgrades to support operations and service delivery.
- *Year(s)* – All.
- *Funding* – General revenues from within the Communications and Technology Fund (200).

# McFarland Capital Improvement Program (CIP)

2023 – 2027

## Police Department

### Planned Projects:

#### Equipment

- *Description* – Several small equipment items are included annually to replace handheld tools, small items, safety equipment, and various other needs to outfit officers. In 2023, the department will purchase a “LiveScan” fingerprint machine to make fingerprinting easier and decrease the amount of physical contact between officers and the public during this service.
- *Years* – All.
- *Funding* – General revenue within Capital Projects Fund (400).

#### Records Management Software (RMS) System

- *Description* – Currently the Village contracts with Madison for this service which is not uncommon for smaller Departments. This has worked, but as we have grown we continue to have more and more needs from this system and the City than is currently offered. Planning for the implementation of a new system that is direct sourced would be more efficient for Staff’s utilization and give us more oversight in its general management.
- *Years* – 2024.
- *Funding* – Borrowed money within Capital Projects Fund (400).

#### Patrol Vehicle (Leases)

- *Description* – This includes the annual lease payments for the Department’s vehicles as they need to be replaced. Typically there are 3 vehicles used for regular patrol replaced every 3 to 4 years. Next vehicle replacement is scheduled for 2023.
- *Years* – All.
- *Funding* – General revenue within Capital Projects Fund (400).

#### Squad Car Video

- *Description* – The current Watchguard brand in-squad video system was purchased and deployed in 2015. The normal shelf life for a squad car video recording system is 8 to 10 years. In 2025 the current system will be 10 years old.
- *Years* – 2025.
- *Funding* – Combination of borrowed money and general revenues within the Capital Projects Fund (400).



## Police Department (Continued)

### Technology

- *Description* – Funding for technology advancements within the Department including program upgrades for the evidence room and evidence/property tracking. The proposed computer program is specifically designed to handle evidence/property tracking and integrates with the WI State Crime Lab system.
- *Year(s)* – 2023.
- *Funding* – General revenue within Capital Projects Fund (400).

### Traffic Safety

- *Description* – Annual allocation for the Department to implement various traffic safety measures including speed boards, RRFB's, flashing signs, and other related improvements.
- *Years* – All.
- *Funding* – Combination of general revenues and borrowed money as detailed within the Capital Projects Fund (400).

### USH 51 Cameras

- *Description* – In line with the reconstruction of USH 51 planned in 2026, the Department is recommending the inclusion of traffic cameras to help monitor traffic issues within our busiest thoroughfare. This will help monitor traffic violations and conditions as they develop, but not as a means of enforcement.
- *Year(s)* – 2026.
- *Funding* – Borrowed money within Capital Projects Fund (400).

### Vehicle (Invest.)

- *Description* – This includes the replacement of the second Detective/Investigation vehicle within the next year. The Detective/Investigation vehicle was purchased in 2014 and is the last sedan style vehicle in the fleet. Both vehicles will be unmarked and outfitted appropriately to support the positions that use them.
- *Years* – 2023.
- *Funding* – Borrowed Money as detailed within the Capital Projects Fund (400).

# McFarland Capital Improvement Program (CIP)

2023 – 2027

## Fire and Rescue

### Planned Projects:

#### Ambulance Replacement

- *Description* – The 2015 Ambulance is scheduled for replacement in 2025 after 10 years of service. It was put into backup status when the 2019 ambulance was put into service which is customary to alternate their utilization. Staff recommends replacing both ambulances (2015 & 2019) at the same time to save about 5% in costs for reduced engineering and sales costs. Additionally, then the ambulances would be rotated regularly providing equal utilization. Staff would benefit from having an identical equipment layout for all incident responses and updates to account for paramedic level of service change. The current vehicle delays would require approval to order the ambulance(s) in 2023 to provide 2025 delivery/payment. The projected costs include contingency for inflation which have been unprecedented in the ambulance industry. Additionally included is providing idle reduction technology for the ambulances as a sustainable feature similar to what has been deployed in the City of Madison.
- *Year(s)* – 2025.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

#### Car 1 Sinking Fund

- *Description* – Annual savings set aside for the replacement of Car 1 which is the full-size SUV style used as the main incident command response vehicle. The sinking fund amount has been increased to compensate for current vehicle inflation rate.
- *Years* – All.
- *Funding* – General revenue within Capital Projects Fund (400).

#### CPR Compressors

- *Description* – The Department's automatic CPR Compressors will be ten years old and expected to be at the end of their serviceable life with more advanced devices are expected to be on the market. The CPR compressors are utilized during cardiac arrest and have provided life-saving CPR that is difficult to reproduce manually over long periods of time.
- *Years* – 2027.
- *Funding* – General revenue within Capital Projects Fund (400).

## Fire and Rescue (continued)

### EKG Monitors

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

### EMS Equipment

- *Description* – Provides annual funding for small equipment needs, turnout gear as is needed from year to year, and other general items needed to support this service. The shift to more career cross-trained staff has reduced the need for EMS-only turnout gear which is worn at car accidents and during inclement weather. 2024 includes replacement stair chairs for the ambulances. An improved version is expected to be released in 2023/2024 that will assist in lifting patients upstairs.
- *Years* – All.
- *Funding* – General revenue within Capital Projects Fund (400).

### Equipment Decon Washer

- *Description* –The washer provides automation to decontaminate equipment that is currently performed by hand and causing possible exposure risk to staff. The equipment would reduce exposure to hazardous substances including carcinogens.
- *Years* – 2023.
- *Funding* – Borrowed money within Capital Projects Fund (400).

### Fire Equipment Replacement

- *Description* – Provides annual funding for small equipment needs, turnout gear as is needed from year to year, and other general items needed to support this service. 2023 includes the replacement of a majority of the firefighter helmets. The equipment costs are expected to increase due to inflation, especially for fire equipment and PPE. Additionally, years 2023, 2024, and 2025 include the replacement of wildland firefighting PPE that is expected to be 50% funded by DNR grant.
- *Years* – All.
- *Funding* – General revenue and borrowed money within Capital Projects Fund (400).

### Ice/Water Rescue Equipment

- *Description* – The Department provides rescue to a large portion of Upper Mud Lake, over half of Lake Waubesa, all of Lower Mud Lake, and the northern portion of Lake Kegonsa. The current cache of the ice/water rescue equipment has aged and is beyond usable service life. The project would replace and enhance the current equipment to provide more safety for responders.
- *Years* – 2023, 2024, 2025, and 2026.
- *Funding* – General revenue and borrowed money within Capital Projects Fund (400).

## Fire and Rescue (continued)

### Pumper/Engine

- *Description* – The Department maintains two Engines (pumpers) with a service life of 20 years with 10 years primary and 10 years secondary. The Department utilizes a unique foam system referred to as Compressed Air Foam (CAFS) which increases the capabilities of water to extinguish fires. The CAFS allowed the Department to reduce the fleet by reducing to one Tender (water tanker) from two. Additionally included in the project is providing idle reduction technology for the truck. All-electric fire apparatus are being tested by departments across the nation, but are not available for purchase or pricing. The project pricing is extremely difficult to predict during the unprecedented inflation.
- *Years* – 2027.
- *Funding* – Borrowed money within Capital Projects Fund (400).

### Staff Car

- *Description* – The Department's 2016 Ford SUV Inceptor will be 10 years old and due for replacement. Currently, the car is assigned to the Fire & Rescue Chief. In 2023, the vehicle is expected to have the role modified to support staff taking classes, errands, and a second command vehicle. The project includes funding for a Hybrid pickup to provide allow for more equipment while still providing space for four passengers. The full EV is being evaluated but doesn't seem feasible at this time due to range extenders not being offered to permit long standby times at incidents while operating electronics. There is currently no PHEV that would meet the physical requirements to fulfill the role.
- *Years* – 2026.
- *Funding* – Borrowed money within Capital Projects Fund (400).

### Technology

- *Description* – Annual replacement for mobile computers located within fleet vehicles. The computers provide information from dispatch and department pre-plan data for facilities. The funding provides for one replacement per year. This line also assists with other Department specific technology needs as they arise. 2025 includes the replacement of the Department's thermal imaging cameras.
- *Years* – All.
- *Funding* – General revenue and borrowed money within Capital Projects Fund (400).

# McFarland Capital Improvement Program (CIP)

## 2023 – 2027

### Department of Public Works

#### Planned Projects:

##### County MN – Phase 5

- *Description* – A fifth phase of this project is planned in the future to pace with future development. This would be from N. Peninsula Way through the County Highway AB interchange. Finalizing design and further study of the CTH AB intersection would be conducted in 2022 with construction to follow as appropriate. Tentative and again to follow pace of adjoining development as practical.
- *Years* – 2024 (Design) and 2025 (Build).
- *Funding* – Road construction costs split with Dane County and Village share paid for through Borrowed Money within the Capital Projects Fund (400). Adjoining property owners on the two developed sites will also contribute to the project. Construction costs also spread to various utility funds as applicable.

##### East Side Interceptor – Phase 2

- *Description* – The second phase will carry the pipe from the northern end of the Rosewood Fields Subdivision to the north side of County Highway MN (Broadhead). The progression of this pipe will likely flow with the progression of development that it is meant to serve. Tentatively it is scheduled to finalize design in 2023 and construction shortly thereafter as is appropriate. This will also be paid back through the special assessment process through new development.
- *Year(s)* – 2023 (Design) and 2024 (Build).
- *Funding* – Borrowed money within the Utilities Fund (600).

##### Exchange Street

- *Description* – This project will be a complete reconstruction (street, curb/gutter, sidewalk, utilities, etc.) from Farwell to the Yahara River. The Village has been approved for Federal funding through the Madison Area Transportation Planning Board within their 5-year Transportation Improvement Program. This will allow the Village to access Federal money set aside for smaller communities within this regional transportation area. There will be multiple years of planning and engineering for the project leading up to construction.
- *Years* – 2023 and 2024.
- *Funding* – Combination of Grants and Borrowed Money within the Capital Projects Fund (400) as well as from the Utilities Fund (600) and Stormwater Utility Fund (605).

## Department of Public Works (continued)

### Facility (Plan/Design)

- *Description* – The Public Works Facility was last reconstructed in 2020/2021 addressing offices, mechanicals, paving, roof, solar, storage, and other general maintenance. Next phase of improvements would study expansion of the garage area and other ancillary buildings to continue facility support needs. Improvements then planned in accordance with the developed plan/design.
- *Years* – 2027.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

### Landscape Rakes

- *Description* – Used to help maintain public lands and large green spaces on large equipment.
- *Years* – 2024
- *Funding* – Borrowed money within the Capital Projects Fund (400).

### Leak Locator

- *Description* – Public Works Staff frequently have to respond to leaks within the system that lead to breaks in mains, laterals, and services. All of this takes place several feet underground making it difficult to locate where the water is coming from and this equipment will help to better pinpoint these breaks.
- *Years* – 2023
- *Funding* – Funding provided through Utility Fund (600).

### Leased Equipment

- *Description* – Includes annual charges for the use of the skid steer and front-end loader.
- *Years* – All.
- *Funding* – General revenue within Capital Projects Fund (400) plus equal shares from Utility Fund (600) and Stormwater Utility (605).

### Lift Station #2

- *Description* – Design has been underway in 2022 with construction scheduled for 2023. Full replacement of the existing lift station will address current maintenance problems and account for future growth needs of the East Side of which the new interceptor flows into.
- *Year(s)* – 2023 (Build).
- *Funding* – Funding provided through Utility Fund (600).



## Department of Public Works (continued)

### Patrol Truck Replacement

- *Description* – Includes the full replacement with trade in of a Patrol Truck (Snowplow) with associated equipment for both listed years. Costs increased to address inflation.
- *Year(s)* – 2023.
- *Funding* – Trade-in value deducted from gross cost of the vehicle. Remaining expense split equally between Capital Projects Fund (400), Utility Fund (600), and Stormwater Utility Fund (605).

### Paulson Road Reconstruction

- *Description* – The design process is underway in 2022 with public information meetings to be schedule. The design will contemplate full improvement and connection of Paulson from Siggelkow Road to Larson Beach Road where presently there is not thru access. The current road remains a rural cross section and this would convert it to an urban cross section with replacement to the road, sewer, water, stormwater, etc.
- *Year(s)* – 2023 (Build).
- *Funding* – Borrowed money within the Capital Projects Fund (400) as well as associated support from utilities for their respective work in the project.

### Paving and Utility Plan

- *Description* – In 2021, the Village Board upon recommendation of the Public Works and Utilities Committee(s) accepted a 10 year Paving and Utility Plan. This plan outlined paving needs in accordance with State pavement condition ratings and condition of underground utilities. Each of the next 5 years is included within this CIP and can be updated based upon shifting priorities where applicable.
- *Year(s)* – All.
- *Funding* – Borrowed Money within the Capital Projects Fund (400) with corresponding contribution from the Utility Fund (600).

### Pedestrian Ways

- *Description* – Annual funds to repair and replace sidewalks, bike paths, and other pedestrian ways. Future year projects will include various opportunities for maintenance within and expansion of the trail network where applicable.
- *Year(s)* – All.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

### Pickup Truck Replacement

- *Description* – Replacement of various levels of pickup trucks for general service responsibilities.
- *Year(s)* – All.
- *Funding* – Cost split equally between the Capital Projects Fund (400), Utilities Fund (600), and Stormwater Utility Fund (605).

## Department of Public Works (continued)

### Property Acquisition

- *Description* – At some point in the future neighboring properties to the existing Public Works Center are likely to come up for sale. This placeholder is included to pursue those options if that does happen or we desire to pursue such an opportunity.
- *Year(s)* – 2025.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

### Salt Brine Containment

- *Description* – Salt brine is applied to roads in lieu of salt as a preapplication to prevent freezing on the roads. This helps also limit our salt application. The Village purchased a new applicator within the last year and upgrading the containment system to allow for more efficient/safe utilization of this product.
- *Year(s)* – 2023.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

### Sinking Fund

- *Description* – Annual savings set aside for the replacement of the Director's vehicle.
- *Year(s)* – All.
- *Funding* – General revenues within the Capital Projects Fund (400) plus Utility Fund (600).

### Small Capital

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

### Street Maintenance

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

### Street Sweeper – Replacement

- *Description* – The useful life of the existing street sweeper will have exceeded 10 years of service in 2024. It is recommended for replacement at that time utilizing reserves within the fund that have been assigned for this purpose.
- *Funding* – Assigned fund balance within the Stormwater Utility Fund (605).

## Department of Public Works (continued)

### Street Sweeper – Sinking Fund

- *Description* – Annual savings set aside for the future replacement of the street sweeper.
- *Year(s)* – All with exception to 2024 when its replaced.
- *Funding* – Charges for Public Services collected within the Stormwater Utility Fund (605).

### Street Tree Planting

- *Description* – Annual program for street/public tree installation and replacement.
- *Year(s)* – All.
- *Funding* – Fund Balance within the General Fund (100).

### Tool Cat Machine

- *Description* – Purchase of a second tool cat machine which is a multi-faceted vehicle that provides for a variety of different tasks from snow plowing sidewalks, small excavating projects, heavy lifting, utility work, and many more features. Present vehicle is indispensable and adding a second one would expand these capabilities.
- *Year(s)* – 2025.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

### Tower Clean/Paint

- *Description* – Consideration for cleaning and repainting the water towers to keep up with their exterior maintenance requirements. Burma Road tower will go first followed by Holscher Road tower.
- *Year(s)* – 2023 and 2025.
- *Funding* – Cost is paid for by water funding within the Utilities Fund (600).

### Tractor

- *Description* – Light duty vehicle utilized in different capacities for grounds maintenance and other support.
- *Year(s)* – 2027.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

### Trailer

- *Description* – A general use trailer is needed to haul equipment, scissor lift, and other materials.
- *Year(s)* – 2023.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

## Department of Public Works (continued)

### USH 51 Seg 6 (Build) & USH 51 Seg 7 (Build)

- *Description* – WisDOT has informed the Village they intend to repave and reconstruct the northern phase of US Highway 51 in 2025 possibly a Fall start in 2024. This would be from Larson Beach to Voges Road. The southern phase would be programmed for 2026 which is from Larson Beach Road to southern Village limits. Most of this cost will be born by WisDOT through the Federal Government; however, the Village may incur some cost sharing items on sidewalks, street lighting, aesthetics, and other related expenses. Planning is underway presently for these efforts and will continue now through its construction.
- *Year(s)* – 2023, 2025, and 2026
- *Funding* – Borrowed money within the Capital Projects Fund (400).

### Vehicle Lift

- *Description* – The vehicle lift is utilized by the mechanic to raise all types of vehicles and equipment off the ground for maintenance.
- *Year(s)* – 2025.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

# McFarland Capital Improvement Program (CIP)

2023 – 2027

## Senior Outreach

### Planned Projects:

#### Loan Closet

- *Description* – Replacements of wheelchairs, modern walkers, commodes, and other personal items to assist individuals
- *Year(s)* – 2023.
- *Funding* – General revenues within the Capital Projects Fund (400).

#### Technology

- *Description* – Purchase of hotspots for Department Use and additional cell phone support to assist Staff and Volunteers in the field.
- *Year(s)* – 2021.
- *Funding* – General revenues within the Capital Projects Fund (400).

# McFarland Capital Improvement Program (CIP)

2023 – 2027

## Library

### Planned Projects:

#### Boiler Replacement

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

#### Computer – Workstation(s)

- *Description* – Includes funds to replace both computers used by the public for either adults, teens, or children and those used by Staff on an annual basis.
- *Year(s)* – All.
- *Funding* – General Revenue within the Capital Projects Fund (400).

#### Furniture

- *Description* – Several furniture items that see a high amount of traffic are due for upholstery to extend their useful life.
- *Year(s)* – 2023.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

#### Parking Lot/Hardscape

- *Description* – The parking lot and stormwater outlets are in need of rehabilitation.
- *Year(s)* – 2024.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

#### Roof Replacement

- *Description* – Providing enhanced maintenance and repair to the roof structure as is needed.
- *Year(s)* – 2024.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

#### Shelving

- *Description* – Shelving improvements to improve book storage and display for efficient operations.
- *Year(s)* – 2023.
- *Funding* – Borrowed money within the Capital Projects Fund (400).



# McFarland Capital Improvement Program (CIP)

2023 – 2027

## Parks

### Planned Projects:

#### Aquatics

- *Description* – The McFarland Park master plan was accepted with the inclusion of an aquatics improvement. Aquatics is included on the backend of this 5 year plan as a reflection of that phasing but is contingent upon further planning specific to its development in this location. The project also envisions very significant fundraising that likely serves as a guide on whether or not it advances through this plan to construction.
- *Year(s)* – 2026 (Design) and 2027 (Build).
- *Funding* – Fundraising and borrowed money within the Capital Projects Fund (400).

#### Bathroom (Design/Build)

- *Description* – The Committee has desired to induce more public restroom opportunities within the system. These are standalone bathroom facilities meant to fill in gaps where portable restrooms are presently utilized. Likely, prefabricated structures hooked into available utilities are implemented to help make design and construction costs more efficient. The Committee will prioritize locations and work through process on design and install with Staff. Improvements are planned every other year.
- *Year(s)* – 2023, 2025, and 2027.
- *Funding* – Impact Fees collected within Parks Fund (405).

#### Bocce Electrical/Lighting

- *Description* – The current bocce courts were developed without power or lighting to support even basic operations. When needed, they access power via portable generators and extension cords. This project would expand electrical capabilities and add lighting to the courts for additional playing opportunity throughout their season.
- *Year(s)* – 2024.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

#### Brandt Park

- *Description* – The facility is in need of some improvement to the bathrooms as well as technology to add cameras and improve access control. Expanding parking capabilities is an opportunity as well in the future. Likely the facility improvements are advanced in 2024 with the parking lot project to follow in 2025.
- *Year(s)* – 2024.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

## Parks (continued)

### Community Park

- *Description* – The Village purchased the property for the Community Park in 2019 and completed a Master Plan in 2021. Phase 1 for the park is scheduled to begin in 2022 which includes mass grading the site for future playing fields. Design funds are included in 2024 for Phase 2 which will be the largest phase to construct facility improvements, parking lot, playground, and other support amenities needed to make the park operational to transition soccer from McFarland Park. 2023 will likely be needed for planning with design in 2024 and construction in 2025. Phase 3 (bicycle pump track) for the project is not as costly which could include design in 2025 followed by implementation in 2026.
- *Year(s)* – 2023, 2024, 2025, and 2026.
- *Funding* – Borrowed money and impact fees collected within Parks Fund (405).

### Egner Park Facility

- *Description* – Egner Park is currently supported by a playground structure, basketball court, and green space with some covered shelter associated with well maintained by the water utility. This facility is envisioned for replaced in partnership between parks and the water utility to continue to provide for the shelter but also add restrooms. A new facility would be designed for this purpose as a shared expense between both funds helping to modernize the well and also improve park amenities.
- *Year(s)* – 2025 (Design) and 2026 (Build).
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

### Equipment/Mower

- *Description* – Funding to purchase small equipment items to improve maintenance of the park. The funding for 2023 includes a new Toro workman for general maintenance access and mower attachment as needed. The funding for 2024 includes a mower addition.
- *Year(s)* – 2023 and 2024.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

### Field Grading

- *Description* – Various regarding activities to improve drainage within area playing fields.
- *Year(s)* – 2024.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

### General Improvements

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

## Parks (continued)

### Inclusive Park

- *Description* – The Village completed a Master Plan in 2020 to develop an Inclusive Playground within Cedar Ridge Park. Funds to support design were included in the 2022 budget and Staff has partnered with the School District to study development of this park at Waubesa Intermediate School. This is in close proximity to the park, and would leverage additional funding to implement the park while creating opportunity for Cedar Ridge in the future. Design work would begin in 2022 and continue into 2023 for construction in 2024. The concept was presented to the Joint Village/School Committee and received favorably to continue to study. Staff from both entities continue to review and discuss this opportunity for implementation.
- *Year(s)* – 2023 (Design) and 2024 (Build).
- *Funding* – Combination of impact fees, grants, and funding from the School District out of the Capital Projects Fund (400) and Parks Fund (405)..

### Lake Access

- *Description* – Planning is underway regarding improvements within Lewis Park to improve Lake Access to Lower Mud Lake. A Consultant is working on a plan to study and provide guidance on improvements that bring people to the water in a more thoughtful manner. This plan will be completed in 2022 and is generally a small project for implementation the next year.
- *Year(s)* – 2023.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

### Larson Park

- *Description* – Maintenance is identified here for the gazebo structure and brick path. The gazebo itself last was reroofed as part of project in 2019 and likely is inline for additional structure maintenance, painting, and other improvements. The internal path within the park will be in need of brick replacement and refurbishment where applicable.
- *Year(s)* – 2025.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

### Lewis Park Flooring

- *Description* – This structure was installed with a high traffic carpet surface to accommodate the various uses within the facility. It will need to be replaced at some point likely recommended for a rubber surface to improve durability within the colder months (i.e. – ice skating).
- *Year(s)* – 2024.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

## Parks (continued)

### Lower Yahara River Trail

- *Description* – The master plan for Urso/Schuetz Park includes a connection of the Lower Yahara River Trail through the center of the park blending in with the disc golf course and natural areas. This work though is dependent upon planning by Dane County to connect McFarland to Fish Camp County Park. Presently, Dane County is focusing their efforts to connect Fish Camp County Park to Lake Kegonsa State Park which in doing so provides a trail connection to the City of Stoughton. They have indicated that upon completion of this construction they would return their focus to the McFarland connection helping to fill in one of the final off-street gaps in their network. Construction of the Fish Camp connection is scheduled for 2023 which then lines up for planning, design, and construction on the next segment a few years after that. Funding also includes additional amenities to support the trail and park from the master plan.
- *Year(s)* – 2026 (Design) and 2027 (Build).
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

### McFarland Park

- *Description* – A new master plan for McFarland Park was accepted in 2021 in conjunction with improvements to the new Community Park. These plans recommended transitioning soccer to the new park and repurposing fields they vacated for new uses. Prior to this point, pickleball has been implemented as well as considerations to improve the skate park through this plan. Future phases of this work envision additional amenities for basketball, baseball, playground, aquatics, trails, and more. The current 5 year Capital Improvement Plan presents a scenario where improvements at the Community Park will be completed in 2025 allowing for transition for soccer in 2026 as one example, could be sooner or later depending on further discussion. This would allow for the Village to begin to implement future phases of McFarland Park thereafter once a more formal transition plan has been developed. Funding within this plan also accounts for remaining financial obligations within the existing park shelter.
- *Year(s)* – 2025 (Design), 2026 (Build), and 2027 (Build).
- *Funding* – Borrowed money within the Capital Projects Fund (400).

### McDaniel Park

- *Description* – The Committee received a presentation regarding partnership with Dane County on how to improve water access to Lake Waubesa. The Village has a beach in this location; however, water quality and beach condition are detractors from utilization. The County has successfully implemented barrier control and filtration to improve water quality, additionally they would assist the Village in developing a sand beach versus the current gravel condition that was mandated previously by the DNR. Design will take place in late 2022 for implementation the next year in time for use during the warmer months.
- *Year(s)* – 2023.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

## Parks (continued)

### Park Equipment

- *Description* – Every other year, the Village looks to replace and/or repair certain park amenities and play structures as well as park signage as needed.
- *Year(s)* – 2024 and 2026.
- *Funding* – Impact Fees collected within Parks Fund (405).

### Planning/Consulting

- *Description* – Additionally assistance to support various initiatives in the parks, carry forward already approved planning/design projects, and identify new areas of study.
- *Year(s)* – 2023
- *Funding* – General revenues within the Capital Projects Fund (400).

### Property Acquisition

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

### Siggelkow Road Trail

- *Description* – During the master planning process for the new Community Park, it was discussed about providing off-street pedestrian connection to this far eastside amenity. One solution to this was creating a bike trail along Siggelkow Road. The concept would be studied as part of the Eastside Plan Development being prepared by Community Development in 2022/2023 which could lead to design in 2023 with construction to align with the park opening in the future years. Dane County is likely a partner on this project as it meets their goals for off-street pedestrian/trail connections.
- *Year(s)* – 2023 (Design) and 2024 (Build).
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

### Skate Park

- *Description* – The master plan for McFarland Park was completed in 2021 and recommended reconstructing the skate park within its current location. Additional planning work is underway in 2022 to guide this effort for possible implementation in 2023. The project does anticipate grant support and additional fundraising, but ultimately at what levels have not been established. Financing presented is an estimate subject to additional consideration as is needed.
- *Year(s)* – 2023.
- *Funding* – Borrowed Money grants/fundraising within the Capital Projects Fund (400).

# McFarland Capital Improvement Program (CIP)

## 2023 – 2027

### Community Development

#### Planned Projects:

##### Comprehensive Plan

- *Description* – The Village is required under Statutes to update its Comprehensive Plan every 10 years. The existing plan was adopted August 28, 2017. The existing plan includes those elements as described under Stat. 66.1001. The plan is used to guide future land use related decisions with the Village and its extraterritorial plan review jurisdiction.
- *Years* – 2026 & 2027
- *Funding* – Borrowed money within the Capital Projects Fund (400).

##### Downtown Redevelopment Plan

- *Description* – An update to the 1999 Downtown Master Plan. Update Redevelopment District No. 2 as needed.
- *Years* – 2023.
- *Funding* – Increment within the Tax Increment District #4 Fund (310).

##### Downtown TID Overlay District

- *Description* – Adopt new TID #7 Project Plan as an overlay to existing TID #4 to extend the number of years this financial redevelopment tool is available to assist with redevelopment of underutilized property within and adjacent to the Downtown.
- *Years* – 2024.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

##### East Side Business Park TID

- *Description* – Adopt a new TID Project Plan for the development of an east side business park.
- *Years* – 2024.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

##### Energy Audit/Plan

- *Description* – Conduct energy audits of all municipal facilities to develop baseline energy use profiles and identify energy savings opportunities, including transitioning to non-renewable energy sources, through a detailed action plan. This project is identified as a near-term action item within the Village's Sustainability Plan for Energy.
- *Years* – 2023.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

## Community Development (continued)

### Outdoor Recreation and Open Space Plan

- *Description* – An update to the Village’s 2019 Outdoor Recreation and Open Space Plan. This plan analyzes the Village’s current system of parks, trails, and open space and sets forth the Village’s vision, goals, and action steps for future improvement projects. The plan is updated every five years to remain eligible for WDNR recreational grant funding.
- *Years* – 2024.
- *Funding* – General revenue and borrowed money within the Capital Projects Fund (400).

### Parks Public Facilities Needs Assessment

- *Description* – An update to the Village’s 2020 Study which establishes the Village’s park improvement impact fees and parkland dedication impact fees based, in part, on the results from the Village’s updated Outdoor Recreation and Open Space Plan.
- *Years* – 2025
- *Funding* – General revenues within the General Fund (100).

### Small Capital

- *Description* – The Department is provided funds for small capital items within the office including furniture, equipment, and other supplies as needed.
- *Years* – All.
- *Funding* – General revenues within the General Fund (100).

### Sinking Fund

- *Description* – Annual contribution towards savings for the future replacement of the Building Inspector’s vehicle.
- *Years* – All.
- *Funding* – General revenue within the Capital Projects Fund (400).

### Sustainability Plan

- *Description* – Develop a Sustainability Plan to help the Village and community practically implement ideas for operating more efficient and sustainable. Integrate WDNR Green Tier Scoresheet action items.
- *Year(s)* – 2021.
- *Funding* – Reserves within the Capital Projects Fund (400).

### Terminal and Triangle TID Project Planning

- *Description* – Adopt a new TID #6 Project Plan as an overlay to existing TID #3. Update Redevelopment District No. 1 as needed.
- *Years* – 2023.
- *Funding* – Increment within the Tax Increment District #3 Fund (305).



## Community Development (continued)

### Wayfinding Signage

- *Description* – Working on a plan to update the layout, mapping, design, and finalize installation of new wayfinding signs throughout the Village.
- *Years* – 2023.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

### Zoning Code

- *Description* – A comprehensive update to the Village’s Zoning Code resulting in the repeal of the existing Code and enactment of a replacement Code, including updates to the Official Zoning Map as necessary.
- *Years* – 2024
- *Funding* – Borrowed money within the Capital Projects Fund (400).