VILLAGE OF MCFARLAND

Public Works & Utilities Committee

NOTICE OF PUBLIC MEETING

Monday, October 24, 2022 **6:00 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/87321231583
Or by Telephone: +1 (312) 626-6799
Webinar ID: 873 2123 1583
Press *9 to raise/lower hand. Press *6 to mute/unmute.

1. CALL TO ORDER, ROLL CALL.

2. PUBLIC APPEARANCES.
   a. This is an opportunity for members of the public to address the Public Works & Utilities Committee. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the Committee 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 Committee for their consideration. Members of the public who are present in person and wish to address the Committee 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 public.works@mcfarland.wi.us to be included as part of the meeting.

3. APPROVAL OF MINUTES.
   a. Discussion and action regarding the minutes from the September 26, 2022 Public Works & Utilities meeting.

4. BUSINESS.
   a. Discussion and action to make a recommendation to the Village Board regarding the draft 2023 Budget for the Utilities Fund (600).

   b. Discussion and action to make a recommendation to the Village Board regarding the draft 2023 Budget for the Stormwater Utility Fund (605).

   c. Updates on construction and planning for street construction projects.

5. SCHEDULE NEXT MEETING DATE.
   a. Monday, November 28, 2022 at 6:00 p.m.

6. 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 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

Public Works & Utilities Committee Minutes

Monday, September 26, 2022 - 6:00 PM

1. **CALL TO ORDER, ROLL CALL.**

   Village President, Carolyn Clow, called the regular meeting of the Public Works & Utilities Committee to order at 6:00 PM in the Community Room of the Municipal Center. This meeting was also held via Zoom webinar.

   Members present: Carolyn Clow, Pauline Boness, Marc Nielsen, Eric Kryzenske, Chris Fredrick, Jerry Adrian, Hilary Brandt

   Members not present: Marv Meyers

   Staff Present: Village Administrator Matt Schuenke, Streets and Utilities Superintendent Lee Igl, Assistant to the Public Works Director Aimee Irwin, and Town and Country staff Tim Stieve.

2. **PUBLIC APPEARANCES.**

   a. *This is an opportunity for members of the public to address the Public Works & Utilities Committee. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the Committee 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 Committee for their consideration. Members of the public who are present in person and wish to address the Committee 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 public.works@mcfarland.wi.us to be included as part of the meeting.*

   None.

3. **APPROVAL OF MINUTES.**

   a. *Discussion and action regarding the minutes from the Public Works & Utilities meeting held on August 22, 2022.*

   Motion by Village President Clow, seconded by Trustee Brandt, to approve the minutes from the Public Works & Utilities meeting held on August 22, 2022. Motion carries 7 - 0 - 0.

4. **BUSINESS.**

   a. *Public Information Meeting regarding Exchange Street project.*

   A Public Information meeting was held regarding the 2024 Exchange Street project. Town & Country Engineer staff member, Tim Stieve, provided an overview of the project and 60% design plans.

   - Boness asked when Exchange Street was last worked on and what will be new once the project is complete. Stieve stated that a water main project occurred in the early 2010s but he was unsure of when a comprehensive project occurred. Stieve responded that the new items associated with this project include a wider street, terraces will be narrower, a sidewalk, and striping.

- Fredrick asked what underground work would occur with the project. Stieve responded that water main replacement would occur, possible sanitary sewer replacement or lining, and storm sewer system improvements along the corridor.
- Nielsen clarified that there is no charge to property owners for the improvements being made. Stieve responded that no special assessments will occur for property owners.
- President Clow asked for a review of the driveway and sidewalk plans near the school entrances. Stieve reviewed the current plans for each location.
- Nielsen asked about the driveway turn lanes at Indian Mound Middle School. Stieve stated that the shown driveway turn lanes are what are in existence now from the school.
- Fredrick asked for the tree removals associated with the project along with the streetlighting plan. Stieve stated that tree removals are marked with a red dot on the plans presented with approximately thirty (30) trees being removed. Stieve responded that the streetlighting plan is under development by the utility in the area.
- Trustee Brandt asked if the trees being removed were planted by the village or property owners. Stieve stated that this information is not available for each identified tree.
- Fredrick asked about private utility relocates that would occur. Stieve responded that utility companies will have the option to relocate their lines before or during the project.
- Boness asked if the aboveground private utility lines would remain. Stieve stated that the private utility lines may or may not remain above ground.

Public Comments were provided by the following along with their comments. Questions were answered and comments were noted by staff, committee members, and Town & Country Engineers.

- Stephanie Bolle at 6116 Exchange Street, asked about the need for a sidewalk on the northwest side of the street, how far digging would occur into property owners' lots, and if a bump out is shown across from Sure Avenue.
- Jeremy Froehlich at 6326 Exchange Street, asked if a retaining wall would be required at the non-driveway entrance to school property, expressed his concern about cutting off property driveways along with the new sidewalk, asked about curb stop locations, and how mailboxes would be handled during and after the project.
- Janet Egner at 6104 Exchange Street, commented that there is low pedestrian traffic and that a new sidewalk is not necessary.
- Bill Burse at 6412 Exchange Street, expressed his concern about the trees being removed, possible damage that will occur to trees remaining, and that by increasing the concrete, this would decrease the filtration of water into our lakes.

Burse asked if any heat reduction methods were planned, what species of trees would be planted within the terrace, and what happens if a tree declines after the project due to the construction.

- Barry Kujak at 6424 Exchange Street, expressed his concern about the sidewalk proximity to homes.
- LeeAnn Crye at 6428 Exchange Street, expressed that the new sidewalk is not necessary.
- Joel Crye at 6428 Exchange Street, asked questions related to his property and sidewalk location. Crye expressed his concern that a new sidewalk was not necessary.
- Ken Brost at 6304 Exchange Street, asked if snow could be left in the parking lane so as to avoid pushing it onto the sidewalk.

b. *Update regarding Lift Station #2 project and design.*

This item was discussed out of order after 4c & 4d. Tim Stieve provided a review of the Lift Station #2 project and design.

- President Clow asked about the timeline for this project. Stieve explained that final design would conclude soon with construction in 2023.
- Fredrick asked if adjacent property owners had been contacted regarding the project. Stieve stated that contact had not occurred by Town & Country staff. Igl also added that generator testing occurs monthly and that ongoing noise from the site should be minimal.
- Fredrick and President Clow recommended public engagement of this project.
- Boness asked if it had been considered to move the building further away from the private property line. Stieve explained the need for proximity to the wetwell along with the requirement to be 75 to 100 feet from the wetland delineation.
- President Clow asked for additional information related to other locations for equipment storage.

c. *Discussion and action to make a recommendation to the Village Board regarding award of contract for Brush and Yard Waste Services.*

Aimee Irwin provided a review of the proposals received related to Brush and Yard Waste Services. Proposals were received from Barnes Inc. and Seasonal Solutions.

- Trustee Brandt asked about the price difference for the holiday tree drop off between the two proposals. Irwin responded that staff did not clarify with the two contractors about this difference.
- Nielsen asked if Seasonal Solutions has experience with a drop-off site. Irwin stated that staff clarified with Seasonal Solutions and that they worked 20 years for a municipality's drop-off site.
- Boness recommended finding out what municipality Seasonal Solutions maintained a drop-off site for.
- Some committee members expressed concern about engaging in a three-year term contract with Seasonal Solutions.
- Fredrick asked if contract language would include a clause about termination if

services are not performed to expectations.

Motion by Fredrick, seconded by Trustee Brandt, to recommend to the Village Board the award of a contract for Brush and Yard Waste Services to Seasonal Solutions. Motion by President Clow to amend the motion to recommend to the Village Board the award of a contract to Seasonal Solutions for a one-year term with two optional one-year extensions. Seconded by Nielsen. Amendment to the motion carries 7-0. Amended motion carries 7-0.

d. *Update regarding the 2022 Sanitary Survey report performed by the Wisconsin Department of Natural Resources (DNR)*

Lee Igl reviewed the recent Sanitary Survey report that was done by the Wisconsin DNR. Igl also reviewed the response letter to the DNR as prepared by Public Works Director, Jim Hessling.

- Kryzenske asked if SCADA could shut off the wells from pumping. Igl responded that SCADA could not do this at this time.
- Fredrick asked about the capacity discrepancy between the data reported in the PSC Annual Report compared to the DNR data. Fredrick expressed his recommendation of evaluating if another well is required sooner than later. Stieve explained that a water needs assessment is being completed by Town & Country but has not been finalized yet.
- Fredrick asked if the lead and copper services were being tracked. Stieve responded that staff and Town & Country's believe there are no lead service lines within the system. As part of the meter change-out program, service line data is being gathered as well. This data is not currently in GIS but able to be gathered from another source.

e. *Discussion regarding PFAS testing performed by the Wisconsin DNR.*

Aimee Irwin provided that the utility voluntarily chose to test for PFAS at the well sites prior to the required date of May 2023. Of the three well sites, two of the three wells did not have PFAS detected. The third well, Well #1, did have low levels of detects found. Enclosed within the packet is the email from the DNR regarding interpretation of the sample results, the requirement to share these results with the public during the next Consumer Confidence Report in early 2023, and that no action is required.

- Kryzenske recommended making a distinction between fluoride and "fluoro". Irwin responded that this distinction can be made on the webpage.
- Nielsen recommended including information related to plastic water bottles containing PFAS.
- Fredrick asked for clarification if there is an economical way to remove or lower the levels. Irwin responded that there is not an economical way to lower or remove PFAS.

5. SCHEDULE NEXT MEETING DATE.

a. *Monday, October 24, 2022 at 6:00 p.m.*

6. ADJOURNMENT.

Motion by Fredrick, seconded by Boness, to adjourn at 8:12 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,
Aimee Irwin
Assistant to the Public Works Director

VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: **Monday, October 24, 2022**

SECTION: **Business**

DEPARTMENT: **Public Works**

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

AGENDA ITEM: **Discussion and action to make a recommendation to the Village Board regarding the draft 2023 Budget for the Utilities Fund (600).**

PREVIOUS ACTION:
None.

ISSUE SUMMARY:
The Utilities Fund is comprised of the revenues and expenses needed to fund the operations of sewer and water services. Funding for both services is primarily dependent on charges for services while expenses vary from personnel to contracted services. A brief summary of the major issues is highlighted as follows:

- Sewer Service - Revenue projections are up significantly within sewer services based on the recently approved rate increase that will become effective as of January 1, 2023. Increases in revenue was forecasted last year through the 2022 Budget process and needed to offset growing treatment costs from Madison Metropolitan Sewerage District (MMSD) and our own debt service needs. MMSD costs are again projected to go up between 6-9% and grow in this capacity annually for the next several years. The latest rate increase will also allow us to begin setting aside funds for savings on conveyance and other infrastructure. Annually we will review our rate structure to check in on prior year assumptions once performance has been measured within the audit. The largest capital project for 2023 will be the replacement of Lift Station #2 as well as the continued support for other items previously accepted in the CIP for 2023.
- Water Service - Revenue projections are showing sizable growth to keep up with operating and capital expenditures (i.e. debt service). Funds provided in 2023 recommend study of our rate structure and proceeding with a rate case to address past assumptions on costs. Similar to the sewer service, it is desired to check in on rates on a more frequent basis to ensure growth is balanced over time. Most of the additional cost needed for next year is as a result of continued support on capital projects to replace water mains and take care of other infrastructure. There is additional growth to support operational costs through staffing throughout the additional functions. Finally, the transition of the fire hydrant rental charge from the levy to the rate payers should be considered as well. These funds are carried by the tax levy and are allowed by the PSC to be carried through the utility instead. This budget proposes to study these issues and make recommendations on rates for 2024 and beyond as appropriate. The main capital

VILLAGE OF
McFarland

projects for 2023 include repainting the Burma Road water tower and also replacing water main in the area of the Cottages on Taylor Road.

One item that affects both services as well as the Stormwater Utility is the inclusion of funding to support a Utility Operator position. Right now we have funding allocated for Crewperson positions that are generally focused on all aspects of the Department. This budget includes funds to create a position dedicated to work within the utilities to provide more specialized expertise to maintain this infrastructure. That in turn and over time will take pressure off the Crewperson positions as the responsibilities across all operations grow. The entirety of the 2023 Budget is presented in this manner to add this position and recruitment would begin shortly after budget adoption.

FINANCIAL/BUDGET IMPACT:
Overall the operation costs for Sewer Services are expected to grow within the fund from $1,693,750 to $1,852,000 which is an increase of $158,250 or 9.3%. Growth of this number is again attributed to increased costs for treatment, additional staff contribution, and other growth operational needs. The overall budget for next year grows substantially with the increase in capital to construct Lift Station #2.

On the water side, the total operational cost is expected to increase to $1,817,250 from $1,356,250 the previous year which amounts to growth of $461,000 or 34%. Most of this growth is as a result of increased debt service to support capital projects. This accounts for about 55% of the growth in the budget from the previous year with the remainder to cover the additional staff member and other operational cost increases. There is no planned borrowing in 2023 as the revenue bond acquired in 2022 covered both year's needs.

VILLAGE PLAN REFERENCE:
None.

ORDINANCE REFERENCE:
None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:
Recommended Action:

Motion, second to recommend to the Village Board approval of the draft 2023 Budget for the Utilities Fund (600).

ATTACHMENTS:
1. 2023 Budget - Utilities Fund 600 DRAFT 09272022

VILLAGE OF McFarland
Naturally Connected

2023 ANNUAL BUDGET

Utilities

Fund #600

VILLAGE OF McFarland
Naturally Connected

2023 ANNUAL BUDGET

Utilities

Fund #600

Summary

Village of McFarland

2023 Utility Fund Operating Budget

SUMMARY of SEWER SERVICE

		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
REVENUES							
42000	Special Assessments	403,744	120,000	18,932	20,000	60,000	-50.00%
43000	Intergovernmental Revenues	0	0	0	0	0	------------
46000	Public Charges for Services	1,490,378	1,568,000	641,812	1,416,750	1,940,250	23.74%
48000	Miscellaneous	2,215	5,750	5,751	10,272	10,250	78.26%
49000	Other Financing Sources	0	533,750	0	596,750	2,632,500	393.21%
	Total SEWER SERVICE Revenues	1,896,336	2,227,500	666,494	2,043,772	4,643,000	108.44%

		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
EXPENSES							
53610	ADMINISTRATION	405,432	309,750	179,082	321,287	378,500	22.20%
53611	BILLING AND COLLECTIONS	2,825	56,000	26,143	52,680	63,750	13.84%
53612	MISCELLANEOUS	166,910	7,500	1,578	5,250	6,000	-20.00%
53613	DEBT SERVICE	42,119	280,750	143,006	280,675	279,250	-0.53%
53614	CAPITAL PROJECTS	143,277	533,750	1,500	596,750	2,791,000	422.90%
53615	TRANSPORTATION	833,584	923,000	429,285	922,650	963,750	4.41%
53616	SYSTEM MAINTENANCE	88,694	116,750	31,249	125,500	160,750	37.69%
	Total SEWER SERVICE Expenses	1,682,841	2,227,500	811,842	2,304,792	4,643,000	108.44%
	Difference in SEWER Rev over Exp	**213,495**	**0**	**(145,347)**	**(261,020)**	**0**	

SUMMARY of WATER SERVICE

		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
REVENUES							
42000	Special Assessments	666,234	75,000	27,952	45,000	55,000	-26.67%
46000	Public Charges for Services	1,298,612	1,276,000	701,532	1,436,400	1,432,500	12.26%
48000	Miscellaneous	4,377	5,250	5,738	10,260	10,250	95.24%
49000	Other Financing Sources	0	1,239,750	0	3,382,800	2,680,500	116.21%
	Total WATER SERVICE Revenues	1,969,222	2,596,000	735,223	4,874,460	4,178,250	60.95%

		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
EXPENSES							
53710	ADMINISTRATION	323,550	296,500	199,565	337,077	397,750	34.15%
53711	BILLING AND COLLECTIONS	6,805	56,000	28,339	56,544	86,500	54.46%
53712	MISCELLANEOUS	640,521	287,500	1,529	285,500	307,500	6.96%
53713	DEBT SERVICE	47,372	444,250	46,067	640,156	709,500	59.71%
53714	CAPITAL PROJECTS	2,192	1,239,750	1,500	1,231,750	2,361,000	90.44%
53715	SUPPLY	(21,970)	5,500	3,574	5,500	5,750	4.55%
53716	PUMPING	73,830	78,000	54,399	93,335	93,500	19.87%
53717	TREATMENT	57,785	42,000	15,525	29,778	42,500	1.19%
53718	TRANSMISSION AND DISTRIBUTION	88,530	146,500	35,098	151,273	174,250	18.94%
	Total WATER SERVICE Expenses	1,218,615	2,596,000	385,594	2,830,912	4,178,250	60.95%
	Difference in WATER Rev over Exp	**750,607**	**0**	**349,628**	**2,043,548**	**0**	

SUMMARY of UTILITY FUND

Difference in UTILITY FUND Rev over Exp	**964,102**	**0**	**204,281**	**1,782,529**	**0**

VILLAGE OF McFarland

Naturally Connected

2023 ANNUAL BUDGET

Utilities

Fund #600

Revenues

REVENUES

UTILITY FUND - FUND 600

Budget Summary

SEWER SERVICE

Special Assessments	42000	2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
42104	Sewer: Contributed Cap Revenue	435,385	0	0	0	0	------------
42201	Sewer Impact Fees	0	0	0	0	0	------------
42202	Sewer Assessments (Holscher)	(31,641)	120,000	18,932	20,000	60,000	-50.00%
	Total SPECIAL ASSESSMENTS Rev	**403,744**	**120,000**	**18,932**	**20,000**	**60,000**	**-50.00%**

Intergovernmental Revenue	43000	2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
43560	State - COVID Reimbursement	0	0	0	0	0	------------
	Total INTERGOV REVENUES Rev	**0**	**0**	**0**	**0**	**0**	**------------**

Public Charges for Services	46000	2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
46410-101	Residential Use Charges	1,222,716	1,272,250	527,693	1,173,250	1,574,250	23.74%
46410-102	Commercial Use Charges	237,197	262,000	98,552	210,000	325,000	24.05%
46410-103	Multi-Family Use Charges	0	0	0	0	0	------------
46410-104	Public Authority	21,669	27,500	13,222	28,500	36,000	30.91%
46410-105	Forfeited Discounts	8,796	6,250	2,345	5,000	5,000	-20.00%
46410-106	Residential Fixed Charges	0	0	0	0	0	------------
46410-107	Commercial Fixed Charges	0	0	0	0	0	------------
	Total PUBLIC CHARGES Rev	**1,490,378**	**1,568,000**	**641,812**	**1,416,750**	**1,940,250**	**23.74%**

Miscellaneous Revenue	48000	2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
48025	Miscellaneous Revenue	39	250	272	272	250	0.00%
48125	Interest	2,175	5,500	5,479	10,000	10,000	81.82%
48325	Gain/Loss on Sale	0	0	0	0	0	------------
	Total MISC REVENUE Rev	**2,215**	**5,750**	**5,751**	**10,272**	**10,250**	**78.26%**

Other Financing Sources	49000	2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
49125	Borrowing Proceeds	0	0	0	0	2,548,500	------------
49225	Transfers from Other Funds	0	0	0	0	0	------------
49325	Fund Balance Applied	0	533,750	0	596,750	84,000	-84.26%
	Total OTHER FINAN SOURCES Rev	**0**	**533,750**	**0**	**596,750**	**2,632,500**	**393.21%**
	Total SEWER SERVICE Revenues	**1,896,336**	**2,227,500**	**666,494**	**2,043,772**	**4,643,000**	**108.44%**

REVENUES
UTILITY FUND - FUND 600

Budget Summary

WATER SERVICE

Special Assessments 42000		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
42101	Water Impact Fees	30,554	35,000	27,952	35,000	35,000	0.00%
42102	Water Assessments (Holscher)	(29,515)	40,000	0	10,000	20,000	-50.00%
42103	Water: Contributed Cap Revenue	665,195	0	0	0	0	------------
	Total SPECIAL ASSESSMENTS Rev	**666,234**	**75,000**	**27,952**	**45,000**	**55,000**	**-26.67%**

Public Charges for Services 46000		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
46450-101	Residential Use Charges	622,511	650,000	309,311	650,000	650,000	0.00%
46450-102	Commercial Use Charges	78,699	75,000	36,501	73,000	75,000	0.00%
46450-103	Multi-Family Use Charges	48,041	45,000	24,738	50,000	50,000	11.11%
46450-104	Public Authority	18,162	18,500	14,427	30,000	25,000	35.14%
46450-105	Forfeited Discounts	4,600	4,000	1,454	3,000	3,000	-25.00%
46450-108	Public Fire Protection	386,988	350,000	236,150	472,250	472,250	34.93%
46450-109	Private Fire Protection	43,643	45,000	24,512	45,000	45,000	0.00%
46450-110	Other Water Revenues	93,130	86,500	53,159	110,900	110,000	27.17%
46450-111	Unmetered Sales to Gen Cust	2,837	2,000	1,280	2,250	2,250	12.50%
	Total PUBLIC CHARGES Rev	**1,298,612**	**1,276,000**	**701,532**	**1,436,400**	**1,432,500**	**12.26%**

Miscellaneous Revenue 48000		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
48050	Miscellaneous Revenue	1	250	260	260	250	0.00%
48150	Interest	2,175	5,000	5,479	10,000	10,000	100.00%
48350	Gain/Loss on Sale	2,200	0	0	0	0	------------
	Total MISC REVENUE Rev	**4,377**	**5,250**	**5,738**	**10,260**	**10,250**	**95.24%**

Other Financing Sources 49000		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
49150	Borrowing Proceeds	0	1,239,750	0	3,382,800	0	-100.00%
49250	Transfers from Other Funds	0	0	0	0	0	------------
49350	Fund Balance Applied	0	0	0	0	2,680,500	------------
	Total OTHER FINAN SOURCES Rev	**0**	**1,239,750**	**0**	**3,382,800**	**2,680,500**	**116.21%**
	Total WATER SERVICE Revenues	**1,969,222**	**2,596,000**	**735,223**	**4,874,460**	**4,178,250**	**60.95%**
	Total Budget Revenues	***3,865,558***	***4,823,500***	***1,401,717***	***6,918,232***	***8,821,250***	***82.88%***

VILLAGE OF McFarland
Naturally Connected

2023 ANNUAL BUDGET

Utilities

Fund #600

Expenses

SEWER SERVICE
UTILITY FUND - FUND 600

MISSION STATEMENT:
To provide efficient and high quality sanitary sewer service to the Village Utility customers while holding costs and minimizing impacts to the residents.

PROGRAM DESCRIPTION:
The Sewer Service provides sanitary sewer services to residential and commercial properties within the Village. The sewer mains connect to nearly every building throughout the Village in order to convey the wastewater to the Madison Metropolitan Sewerage District for treatment. The Utility has 1/3 of the main lines cleaned and televised on a yearly basis with the intent of keeping the sewer lines clean and functional for all users.

PROGRAM OBJECTIVES:

- Continue to improve efficiency through billing and collection system in online program.

- Review and consider options for management and mitigation of wastewater treatment standards.

SEWER SERVICE BUDGET SUMMARY

REVENUES

	2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
Allocated Revenues	**1,682,841**	**2,227,500**	**811,842**	**2,304,792**	**4,643,000**	**108.44%**

Notes:

42202 Each time a building permit is taken out for new home construction in Juniper Ridge or Prairie Place Subdivision, an assessment is collected by the Village in order for each new home built to pay a share of the cost to reconstruct Holscher Road from a rural to urban cross section. The assessment also includes a share of the cost for a lift station that was constructed to support these developments. Collections are on the decline as planned with final vacant lot construction finishing up.

46410 101-103 106, 107 These are the main categories for user charges that customers of the utility pay for sanitary sewer service in order to treat wastewater. They are billed based upon water usage. Deficit cash flow was first reviewed as part of the 2021 Audit and in 2022 a rate increase approved for implementation in 2023 on the variable portion of the rate.

49125 A borrowing is planned through the State from the Clean Water Fund Program to fund the reconstruction of Lift Station #2. A small GO Note Issuance will also be borrowed to fund the second phase of meter replacements and general sewer projects.

49325 Fund balance is suggested to cover remaining smaller capital needs within the Sewer Service for the coming year to cover costs on remaining capital expenses that do not need to be supported by long term debt.

SEWER SERVICE (continued)

UTILITY FUND - FUND 600

EXPENDITURES

ADMINISTRATION

53610		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
110	Salaries	146,449	95,750	56,795	113,589	156,000	62.92%
120	Part-Time	16,449	7,750	1,470	2,940	6,750	-12.90%
130-135	Employee Pensions and Benefits	50,065	34,500	20,010	40,020	46,500	34.78%
190	Overtime	103	0	366	500	1,000	------------
210	Support Services	42,590	35,000	15,726	35,000	30,000	-14.29%
211	Consultant Services	10,589	17,000	9,486	19,000	15,000	-11.76%
221	Communication	1,280	1,250	213	1,250	1,250	0.00%
310	Office Supplies	3,930	5,000	1,436	2,875	4,000	-20.00%
311	Postage	3,107	3,000	743	1,775	3,000	0.00%
320	Dues and Subscriptions	117	500	151	250	500	0.00%
321	Printing/Publication	1,012	1,500	320	750	1,250	-16.67%
330	Meeting Expenses	147	500	13	200	250	-50.00%
331	Training Expenses	804	1,500	381	900	5,000	233.33%
340	Operating Supplies	795	1,500	1,235	2,500	3,000	100.00%
510	Insurance	39,292	42,000	38,528	38,528	42,000	0.00%
515	Retiree Contribution	0	5,000	3,209	3,209	5,000	0.00%
530	Rent	88,703	58,000	29,000	58,000	58,000	0.00%
	Total ADMINISTRATION Exp	**405,432**	**309,750**	**179,082**	**321,287**	**378,500**	**22.20%**

Notes:

110-120 These include expenses generally applied from salaries from those positions that oversee general operations and administration of sanitary sewer services.

130-135 The proportionate rate of benefit costs are also applied to these line items including Health Insurance, Retirement, Social Security, and Other Fringe Benefits.

210 Includes funds for a share in the expenses of the network administration, accounting software, auditing, diggers hotline, equipment leases, attorney bills, PSN, and other similar service drive needs.

211 The funding for the engineer is included within this line item for assistance they provide on sanitary projects.

BILLING AND COLLECTIONS

53611		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
110	Salaries	884	23,500	11,608	23,215	27,500	17.02%
120	Part-Time	514	14,750	6,578	13,157	12,750	-13.56%
130-135	Employee Pensions and Benefits	91	14,250	6,945	13,891	20,000	40.35%
190	Overtime	0	0	17	17	0	------------
210	Support Services	0	1,500	59	900	1,500	0.00%
311	Postage	880	1,000	396	750	1,000	0.00%
340	Operating Expenses	456	1,000	539	750	1,000	0.00%
	Total METER READING Exp	**2,825**	**56,000**	**26,143**	**52,680**	**63,750**	**13.84%**

Notes:

110 Some funding from the Administration Department is allocated to this line to account for their assistance in the meter reading process including billing and collections.

120 A portion of the cost for the Utility Clerk and Meter reader are provided within this line item.

SEWER SERVICE (continued)

UTILITY FUND - FUND 600

EXPENDITURES (continued)

MISCELLANEOUS

53612		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
390	Miscellaneous	351	5,000	1,578	5,000	5,000	0.00%
391	Programming	100	2,500	0	250	1,000	-60.00%
540	Depreciation	172,373	0	0	0	0	------------
541	Amortization	(5,914)	0	0	0	0	------------
	Total MISCELLANEOUS Exp	**166,910**	**7,500**	**1,578**	**5,250**	**6,000**	**-20.00%**

Notes:

390 Formerly referred to as the "Operating Contingency", this account is used to address expenses that were not expected or anticipated.

391 This line item is presented to provide some money for the Department to create programs, provide education, and otherwise interact with the public regarding the sewer service such as public events.

DEBT SERVICE

53613		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
610	Principal Payment	0	250,000	0	250,000	260,000	4.00%
620	Interest Payment	30,751	30,750	18,888	30,675	19,250	-37.40%
690	Other Debt Service	11,368	0	124,119	0	0	------------
	Total DEBT SERVICE Exp	**42,119**	**280,750**	**143,006**	**280,675**	**279,250**	**-0.53%**

Notes:

610-620 This represents the Sewer's share of the current debt expense within the Utilities Fund. A borrowing is proposed for 2023.

CAPITAL PROJECTS

53614		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
590	Facility Reserve - Collection System	0	0	0	0	33,500	------------
593	Equipment Reserve - Replacement	0	0	0	0	125,000	------------
822	Capital - Sewer	143,277	533,750	1,500	596,750	2,632,500	393.21%
	Total CAPITAL PROJECTS Exp	**143,277**	**533,750**	**1,500**	**596,750**	**2,791,000**	**422.90%**

Notes:

590 The rate increase authorized in 2022 provided for reserve allocations to go towards future collection system replacements. The creation and growth of this fund balance will help to limit future debt service.

593 The rate increase also provided an allocation for future equipment replacement savings. The number included in the budget is what was projected in the analysis. The creation and growth of this fund balance will help to limit future debt service.

822 The main capital project for 2023 is the reconstruction of Lift Station #2. Additionally the Village will conduct some sewer lining and proceed with the second phase of the meter project.

SEWER SERVICE (continued)
UTILITY FUND - FUND 600

EXPENDITURES (continued)

TRANSPORTATION

53615		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
130-135	Employee Pensions and Benefits	0	0	0	0	0	------------
210	Support Services	823,304	910,500	423,986	910,500	950,000	4.34%
220	Utilities	7,387	9,500	4,590	9,200	9,500	0.00%
240	Equipment Maintenance	1,544	1,000	0	500	1,000	0.00%
340	Operating Supplies	147	500	0	1,000	1,500	200.00%
341	Fuel	1,203	1,500	708	1,450	1,750	16.67%
	Total TRANSPORTATION Exp	**833,584**	**923,000**	**429,285**	**922,650**	**963,750**	**4.41%**

Notes:

210 This represents the charges for treatment services paid to MMSD. They set the rates which are then passed on to our customers through the billing process. Actual rate increases set by MMSD continue to outpace local rates established by the Village.

240 This account covers such items as pump repairs and other services related to sewerage pumping.

340 Welding supplies, pump parts, oil/grease, nuts/bolts, and other items needed for maintenance.

SYSTEM MAINTENANCE

53616		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
110	Salaries	39,910	55,000	6,727	55,000	79,000	43.64%
124	Seasonal	0	1,500	0	1,500	1,000	-33.33%
130-135	Employee Pensions and Benefits	15,881	25,000	4,135	25,000	34,500	38.00%
190	Overtime	2,397	0	4,277	5,000	5,000	------------
220	Utilities	0	0	0	0	0	------------
241	Vehicle Maintenance	8,495	10,000	4,938	12,500	15,000	50.00%
242	Facility Maintenance	16,146	17,500	6,993	17,000	17,500	0.00%
340	Operating Supplies	3,495	5,000	2,763	6,250	5,500	10.00%
341	Fuel	2,372	2,750	1,416	3,250	3,250	18.18%
	Total SYSTEM MAINTENANCE Exp	**88,694**	**116,750**	**31,249**	**125,500**	**160,750**	**37.69%**

Notes:

110 Maintenance is conducted by Village Staff for the infrastructure and equipment that moves the wastewater through the system. Time is spent to clean, check, monitor, and make adjustments in order to make sure the flow is consistent and steady to the treatment plant.

242 Charges to this account include cleaning supplies, HVAC work, light bulbs, minor repairs, roof repairs, plumbing, and other items needed to maintain facilities containing sanitary infrastructure.

Total SEWER SERVICE Expenses	**1,682,841**	**2,227,500**	**811,842**	**2,304,792**	**4,643,000**	**108.44%**

WATER SERVICE

UTILITY FUND - FUND 600

MISSION STATEMENT:
To provide efficient and high quality water service to the Village Utility customers while holding costs and minimizing impacts to the residents.

PROGRAM DESCRIPTION:
The Water Utility provides drinking water service to the residents of the Village. The Utility tests the water on a daily, weekly, monthly, and yearly basis as required by the Department of Natural Resources. The water mains connect to nearly every building throughout the Village. The Utility flushes all water mains throughout the Village on a year basis, turns one third of all the water main valves annually, and monitors condition of the pipes in order to provide quality drinking water to its customers.

PROGRAM OBJECTIVES:

- Continue to improve efficiency through billing and collection system in online program.

- Limit or prevent all service outages as available and practicable through the capital improvement program and responsive service to main breaks.

WATER SERVICE BUDGET SUMMARY

REVENUES		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
	Allocated Revenues	**1,218,615**	**2,596,000**	**385,594**	**2,830,912**	**4,178,250**	**60.95%**

Notes:

42101 The Water Service charges an impact fee on new home construction to help fund future water infrastructure needs including wells, mains, and water towers as applicable. Collections are on the decline as planned with final vacant lot construction finishing up.

42102 Each time a building permit is taken out for new home construction in Juniper Ridge or Prairie Place Subdivision, an assessment is collected by the Village in order for each new home built to pay a share of the cost to reconstruct Holscher Road from a rural to urban cross section. Collections are on the decline as planned with final vacant lot construction finishing up.

46450 These are the main categories for user charges that customers of the utility to pay for drinking water service. They are billed based upon water usage collected at the water meter. The Public Service Commission did approve a Full Rate Case Increase for the Village in 2021 which became effective late Summer of that year. Rates forecasted for 2022 recognize a full year's worth of collection. Another rate case is likely recommended for study in 2023 for consideration to implement in 2024.

WATER SERVICE (continued)

UTILITY FUND - FUND 600

EXPENDITURES

ADMINISTRATION		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
	53710						
110	Salaries	132,242	89,500	61,715	123,430	156,000	74.30%
120	Part-Time	16,450	7,500	1,470	2,940	6,750	-10.00%
130-135	Employee Pensions and Benefits	37,555	31,500	21,970	43,940	52,500	66.67%
190	Overtime	102	0	369	500	1,000	------------
210	Support Services	19,497	25,000	13,066	25,000	26,000	4.00%
211	Consultant Services	9,264	15,000	16,812	17,500	20,000	33.33%
221	Communication	1,280	1,500	213	1,000	1,500	0.00%
240	Equipment Maintenance	0	0	75	150	250	------------
310	Office Supplies	3,928	5,000	1,361	2,722	4,000	-20.00%
311	Postage	4,140	5,500	1,855	3,700	4,500	-18.18%
320	Dues and Subscriptions	637	750	701	701	750	0.00%
321	Printing/Publication	2,243	6,000	2,363	4,700	5,500	-8.33%
330	Meeting Expenses	147	500	13	175	500	0.00%
331	Training Expenses	384	3,000	1,760	3,000	7,500	150.00%
340	Operating Supplies	1,453	2,500	1,538	2,500	2,500	0.00%
341	Fuel	2,406	3,250	1,416	3,250	3,500	7.69%
510	Insurance	39,322	42,000	38,528	38,528	42,000	0.00%
515	Retiree Contribution	0	0	5,341	5,341	5,000	------------
530	Rent	52,500	58,000	29,000	58,000	58,000	0.00%
	Total ADMINISTRATION Exp	**323,550**	**296,500**	**199,565**	**337,077**	**397,750**	**34.15%**

Notes:

110-120 These include expenses generally applied from salaries from those positions that oversee general operations and administration of water services.

130-135 The proportionate rate of benefit costs are also applied to these line items including Health Insurance, Retirement, Social Security, and Other Fringe Benefits.

210 Includes funds for a share in the expenses of the network administration, accounting software, auditing, diggers hotline, equipment leases, attorney bills, PSN, and other similar service drive needs.

BILLING AND COLLECTIONS		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
	53711						
110	Salaries	1,833	23,500	12,620	25,241	36,000	53.19%
120	Part-Time	2,232	14,750	6,578	13,157	19,500	32.20%
130-135	Employee Pensions and Benefits	1,095	14,250	7,314	14,629	27,500	92.98%
190	Overtime	0	0	17	17	0	------------
210	Support Services	295	1,500	416	1,500	1,500	0.00%
311	Postage	894	1,000	403	1,000	1,000	0.00%
340	Operating Expenses	456	1,000	989	1,000	1,000	0.00%
	Total METER READING Exp	**6,805**	**56,000**	**28,339**	**56,544**	**86,500**	**54.46%**

Notes:

110 Some funding from the Administration Department is allocated to this line to account for their assistance in the meter reading process including billing and collections.

120 A portion of the cost for the Utility Clerk and Meter reader are provided within this line item.

WATER SERVICE (continued)

UTILITY FUND - FUND 600

EXPENDITURES (continued)

MISCELLANEOUS

53712		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
390	Miscellaneous	1,062	5,000	1,529	5,000	5,000	0.00%
391	Programming	100	2,500	0	500	2,500	0.00%
540	Depreciation	373,238	0	0	0	0	------------
541	Amortization	(14,348)	0	0	0	0	------------
591	Tax Equivalency	280,469	280,000	0	280,000	300,000	7.14%
	Total MISCELLANEOUS Exp	**640,521**	**287,500**	**1,529**	**285,500**	**307,500**	**6.96%**

Notes:

390 Formerly referred to as the "Operating Contingency", this account is used to address expenses that were not expected or anticipated.

391 This line item is presented to provide some money for the Department to create programs, provide education, and otherwise interact with the public regarding the water service to promote proper waterworks operations and usage.

591 The Water Service pays a tax equivalency to the general fund which amounts to a payment in lieu of taxes for what the value of their land and improvements would be if they were not tax-exempt.

DEBT SERVICE

53713		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
610	Principal Payment	0	400,000	0	400,000	535,000	33.75%
620	Interest Payment	47,372	44,250	46,067	116,037	174,500	294.35%
690	Other Debt Service	0	0	0	124,119	0	------------
	Total DEBT SERVICE Exp	**47,372**	**444,250**	**46,067**	**640,156**	**709,500**	**59.71%**

Notes:

610-620 A revenue bond was borrowed for in 2022 that covered capital needs for 2022 and 2023. This avoided the inclusion of the borrowing within the General Obligation series and extended the debt over a longer term. No borrowing is proposed for 2023 as a result and the increase is large but again covers the growth of debt service needs for two years versus one.

CAPITAL PROJECTS

53714		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
822	Capital - Water	2,192	1,239,750	1,500	1,231,750	2,361,000	90.44%
	Total CAPITAL PROJECTS Exp	**2,192**	**1,239,750**	**1,500**	**1,231,750**	**2,361,000**	**90.44%**

Notes:

822 The main projects for 2023 include new water main on Paulson Road, painting the Burma Road Water Tower, water main looping on Taylor Road, and the second phase of the water meter replacement project.

WATER SERVICE (continued)

UTILITY FUND - FUND 600

EXPENDITURES (continued)

SUPPLY

53715		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
110	Salaries	0	0	0	0	0	------------
130-135	Employee Pensions and Benefits	(29,616)	0	0	0	0	------------
210	Support Services	7,646	5,000	3,458	5,000	5,250	5.00%
340	Operating Supplies	0	500	115	500	500	0.00%
	Total SUPPLY Exp	**(21,970)**	**5,500**	**3,574**	**5,500**	**5,750**	**4.55%**

Notes:

210 Expenses related to PSN charges and chemical testing.

340 Expenses mainly provided for various testing and monitoring of the water supply.

PUMPING

53716		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
110	Salaries	12,723	12,000	6,239	12,477	13,000	8.33%
130-135	Employee Pensions and Benefits	5,449	6,500	4,179	8,358	8,500	30.77%
190	Overtime	2,245	0	3,968	5,000	5,000	------------
220	Utilities	41,392	45,000	21,830	45,000	46,000	2.22%
242	Facility Maintenance	6,086	7,000	1,877	3,500	6,000	-14.29%
340	Operating Supplies	5,936	7,500	16,306	19,000	15,000	100.00%
	Total PUMPING Exp	**73,830**	**78,000**	**54,399**	**93,335**	**93,500**	**19.87%**

Notes:

110 Village Staff monitors and maintains pumping equipment to ensure water is distributed from the water supply to the piping system through the high capacity wells.

220 Associated energy costs to keep the wells operating non-stop for continuous water supply throughout the Village.

TREATMENT

53717		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
110	Salaries	29,209	15,000	5,382	10,763	15,000	0.00%
130-135	Employee Pensions and Benefits	11,155	9,000	1,988	3,977	10,000	11.11%
190	Overtime	152	0	38	38	0	------------
242	Facility Maintenance	2,596	3,000	31	500	2,500	-16.67%
340	Operating Supplies	14,674	15,000	8,086	14,500	15,000	0.00%
	Total TREATMENT Exp	**57,785**	**42,000**	**15,525**	**29,778**	**42,500**	**1.19%**

Notes:

340 Supplies include chemicals added to the water by Village Staff as part of the distribution within the system.

WATER SERVICE (continued)
UTILITY FUND - FUND 600

EXPENDITURES (continued)

TRANSMISSION AND DISTRIBUTION

		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
	53718						
110	Salaries	1,833	30,000	14,642	29,285	35,000	16.67%
130-135	Employee Pensions and Benefits	9,726	20,000	6,594	13,188	26,500	32.50%
190	Overtime	75	0	2,269	5,000	5,000	------------
241	Vehicle Maintenance	8,515	15,000	4,938	15,000	17,500	16.67%
340	Operating Supplies	1,700	2,500	1,596	2,500	3,750	50.00%
341	Fuel	1,195	1,500	708	1,300	1,500	0.00%
590	Facility Reserve (Water Tower)	0	27,500	0	27,500	27,500	0.00%
822-101	Maintenance - Mains	34,670	30,000	1,989	30,000	30,000	0.00%
822-102	Maintenance - Services	12,147	5,000	1,920	10,000	10,000	100.00%
822-103	Maintenance - Meters	2,472	5,000	442	5,000	5,000	0.00%
822-104	Maintenance - Hydrants	16,198	10,000	0	12,500	12,500	25.00%
	Total TRANS & DISTR Exp	**88,530**	**146,500**	**35,098**	**151,273**	**174,250**	**18.94%**

Notes:

110 A bulk of the Village Staff time is devoted to making sure the water is delivered to the home. This line accounts for their time regarding responsibilities for transmission and distribution.

241 Funds to repair and maintain vehicles used in the operation of the water utility.

341 Fuel for the vehicles used in the operation of the transmission and distribution system.

590 Annually the Village reserves funds from its operating budget towards future replacement and/or maintenance of the water tower.

822 101-104 These are the expenses for specifically repairing, replacing, and generally maintaining the main infrastructure within the system including the mains, services, meters, and hydrants.

Total WATER SERVICE Expenses	**1,218,615**	**2,596,000**	**385,594**	**2,830,912**	**4,178,250**	**60.95%**

VILLAGE OF
McFarland

SUMMARY SHEET

MEETING DATE: **Monday, October 24, 2022**

SECTION: **Business**

DEPARTMENT: **Public Works**

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

AGENDA ITEM: **Discussion and action to make a recommendation to the Village Board regarding the draft 2023 Budget for the Stormwater Utility Fund (605).**

PREVIOUS ACTION:
None.

ISSUE SUMMARY:
The Stormwater Utility Fund only provides for the operational and capital needs in order to maintain our stormwater needs in the Community. This includes our storm sewers used for conveyance, wet/dry ponds for holding when needed, and treatment where applicable. The costs within this fund support the maintenance of these public improvements. The fund is dependent on a unit charge that is set by ordinance based upon the land use of the property and its size, but is applied equally to all involved.

A fee adjustment is likely needed at some point in 2023 and has not been applied previously since at least 2015. Costs associated with operations and capital have increased to the point where the annual audit has shown growing constriction between revenues and expenses. Revenue projections are showing the need to increase by at least 9%; however, this will be further studied and presented at a future meeting to better understand assumptions. Overall, the fund remains very well situated financially and is time to consider the rate structure for the coming year. Capital contributions remain light and consistent with past years.

FINANCIAL/BUDGET IMPACT:
Overall the operational costs for Stormwater Services are expected to grow from $574,500 to $626,500 which is an increase of $52,000 or around 9%. Growth again is as a result of the proposed staffing addition and other increases in proposed operating costs.

VILLAGE PLAN REFERENCE:
None.

ORDINANCE REFERENCE:
None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

VILLAGE OF
McFarland

Recommended Action:

Motion, second to recommend to the Village Board approval of the draft 2023 Budget for the Stormwater Utility Fund (605).

ATTACHMENTS:

1. 2023 Budget - Stormwater Utility Fund 605 DRAFT 09272022

VILLAGE OF McFarland
Naturally Connected

2023 ANNUAL BUDGET

Stormwater Utility

Fund #605

2023 ANNUAL BUDGET

Stormwater Utility

Fund #605

Summary

Village of McFarland

2023 Stormwater Utility Fund Operating Budget

SUMMARY of REVENUES

		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
42000	Special Assessments	406,187	10,000	0	0	0	-100.00%
43000	Intergovernmental Revenues	0	0	0	0	0	------------
44000	Licenses and Permits	9,095	20,250	10,130	20,100	20,250	0.00%
46000	Public Charges for Services	540,490	555,500	253,228	555,400	606,250	9.14%
48000	Miscellaneous Revenue	499	1,750	(3,145)	2,000	2,500	42.86%
49000	Other Financing Sources	0	205,750	0	208,250	218,250	6.08%
	Total Budget Revenue	**956,272**	**793,250**	**260,213**	**785,750**	**847,250**	**6.81%**

SUMMARY of EXPENDITURES

		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
STORMWATER SERVICE							
100	PERSONAL SERVICES	189,428	225,500	100,809	203,066	279,000	23.73%
200	CONTRACTUAL SERVICES	119,594	149,750	56,765	135,250	145,250	-3.01%
300	SUPPLIES AND EXPENSES	35,430	40,250	23,916	33,194	39,500	-1.86%
500	FIXED CHARGES	218,448	90,000	62,801	95,145	95,000	5.56%
600	DEBT SERVICE	6,643	69,000	2,020	69,040	67,750	-1.81%
800	CAPITAL OUTLAY	20,768	218,750	0	210,750	220,750	0.91%
	Total STORMWATER SERVICE Exp	590,311	793,250	246,311	746,445	847,250	6.81%
59200	TRANSFERS TO OTHER FUNDS	0	0	0	0	0	------------
	Total Budget Expenditures	**590,311**	**793,250**	**246,311**	**746,445**	**847,250**	**6.81%**
	Difference in Revenues over Expenditures	**365,961**	**0**	**13,902**	**39,305**	**0**	

VILLAGE OF McFarland
Naturally Connected

2023 ANNUAL BUDGET

Stormwater Utility

Fund #605

Revenues

REVENUES

STORMWATER UTILITY FUND - FUND 605

Budget Summary

Special Assessments 42000		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
42401	Stormwater Impact Fees	0	0	0	0	0	------------
42402	Stormwater Assessments (Holscher)	(3,262)	10,000	0	0	0	-100.00%
42403	STW: Contributed Cap Revenue	409,449	0	0	0	0	------------
	Total SPECIAL ASSESSMENTS Rev	**406,187**	**10,000**	**0**	**0**	**0**	**-100.00%**

Intergovernmental Revenues 43000		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
43560	State - COVID Reimbursement	0	0	0	0	0	------------
	Total INTERGOV REVENUES Rev	**0**	**0**	**0**	**0**	**0**	**------------**

Licenses and Permits 44000		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
44300	Erosion Control Permits	9,000	20,000	10,050	20,000	20,000	0.00%
44900	Yard Waste Permits	95	250	80	100	250	0.00%
	Total LICENSES AND PERMITS Rev	**9,095**	**20,250**	**10,130**	**20,100**	**20,250**	**0.00%**

Public Charges for Services 46000		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
46320	Stormwater Unit Charge	537,326	553,000	252,248	553,000	603,750	9.18%
46900	Forfeited Discounts	3,165	2,500	980	2,400	2,500	0.00%
	Total PUBLIC CHARGES FOR SERVICES Rev	**540,490**	**555,500**	**253,228**	**555,400**	**606,250**	**9.14%**

Miscellaneous Revenues 48000		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
48000	Miscellaneous Revenue	(200)	750	(4,215)	0	500	-33.33%
48100	Interest	699	1,000	1,070	2,000	2,000	100.00%
48200	Rent	0	0	0	0	0	------------
48300	Property Sales	0	0	0	0	0	------------
	Total MISCELLANEOUS REVENUES Rev	**499**	**1,750**	**(3,145)**	**2,000**	**2,500**	**42.86%**

Other Financing Sources 49000		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
49100	Borrowing Proceeds	0	0	0	0	0	------------
49200	Transfers from Other Funds	0	0	0	0	0	------------
49300	Fund Balance Applied	0	205,750	0	208,250	218,250	6.08%
	Total OTHER FINANCING SOURCES Rev	**0**	**205,750**	**0**	**208,250**	**218,250**	**6.08%**
	Total Budget Revenues	***956,272***	***793,250***	***260,213***	***785,750***	***847,250***	**6.81%**

VILLAGE OF McFarland
Naturally Connected

2023 ANNUAL BUDGET

Stormwater Utility

Fund #605

Expenses

STORMWATER SERVICE

STORMWATER UTILITY FUND - FUND 605

MISSION STATEMENT:
The Stormwater Utility strives to properly manage the conveyance and treatment of stormwater for the protection of property and the environment as may be necessary and feasible.

PROGRAM DESCRIPTION:
The Stormwater Utility provides an infrastructure throughout the Village with the goal of obtaining maximum water quality before the water enters our lakes, rivers, and streams. The Utility also evaluates the system to try to improve the management of storm water quantity, as it effects the lands through out the Village.

PROGRAM OBJECTIVES:

- Evaluate rate case to affirm revenues are at a sufficient level to support services provided through expenditures.

- Review and study opportunities to improve stormwater conveyance.

- Review all new developments to ensure compliance with Village Ordinance on stormwater management.

STORMWATER SERVICE BUDGET SUMMARY

REVENUES

		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
	Allocated Revenues	**590,311**	**793,250**	**246,311**	**746,445**	**847,250**	**6.81%**

EXPENDITURES

PERSONAL SERVICES

		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
	53440						
110	Salaries	145,241	144,500	69,938	139,876	188,500	30.45%
120	Part-Time	10,955	13,500	4,633	9,265	11,250	-16.67%
124	Seasonal	0	3,000	0	0	3,500	16.67%
130	Health Insurance	22,550	32,750	14,279	28,558	41,500	26.72%
131	Retirement	9,133	17,000	5,122	10,244	13,500	-20.59%
132	Social Security/Medicare	11,590	12,750	6,062	12,123	15,750	23.53%
133	Stormwater Fringe Benefits	(11,230)	750	0	750	0	-100.00%
134	Stormwater Emp Pension & Benefits	23	250	(46)	250	0	-100.00%
135	Other Employee Benefits	502	1,000	225	1,000	500	-50.00%
190	Overtime	665	0	596	1,000	4,500	------------
	Total PERSONAL SERVICES Exp	**189,428**	**225,500**	**100,809**	**203,066**	**279,000**	**23.73%**

Notes:

110-124 These include expenses generally applied from salaries from those positions that oversee general operations and administration of stormwater services.

130-190 The proportionate rate of benefit costs are also applied to these line items including Health Insurance, Retirement, Social Security, and Other Fringe Benefits.

STORMWATER SERVICE (continued)

STORMWATER UTILITY FUND - FUND 605

EXPENDITURES (continued)

CONTRACTUAL SERVICES

	53440	2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
210	Support Services	29,204	35,000	20,691	32,000	32,000	-8.57%
211	Consultant Services	23,288	21,000	6,884	10,000	16,000	-23.81%
214	Yard Waste Services	49,201	71,000	18,310	71,000	72,500	2.11%
221	Communication	681	1,000	124	500	500	-50.00%
240	Equipment Maintenance	862	3,250	1,316	3,250	3,250	0.00%
241	Vehicle Maintenance	9,984	12,000	7,742	12,000	14,500	20.83%
242	Facility Maintenance	6,373	6,500	1,698	6,500	6,500	0.00%
	Total CONTRACTUAL SERVICES Exp	**119,594**	**149,750**	**56,765**	**135,250**	**145,250**	**-3.01%**

Notes:

210 This includes expenses associated with the services needed to support its operations including legal expenses, adaptive management through MMSD, and other related functions.

211 The charges for the auditor and engineer are included within this line item as needed to support the operations of the service.

214 The Village contracts for curbside chipping and yard waste collection as well as the transport of yard waste materials collected at the Public Works site. This is done on a limited basis in the Spring and Fall. The contract is split between this fund and the Solid Waste Fund.

SUPPLIES AND EXPENSES

	53440	2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
310	Office Supplies	1,127	3,000	398	1,000	1,500	-50.00%
311	Postage	2,787	3,500	572	1,250	2,000	-42.86%
320	Dues and Subscriptions	5,510	5,500	4,744	4,744	4,750	-13.64%
321	Printing/Publication	1,838	2,750	1,281	2,750	2,750	0.00%
330	Meeting Expenses	147	500	13	100	250	-50.00%
331	Training Expenses	758	750	223	750	5,000	566.67%
340	Operating Supplies	19,275	17,500	14,026	17,500	17,500	0.00%
341	Fuel	3,592	4,250	2,124	4,250	4,250	0.00%
390	Miscellaneous	117	2,000	511	750	1,000	-50.00%
391	Programming	278	500	23	100	500	0.00%
	Total SUPPLIES AND EXPENSES Exp	**35,430**	**40,250**	**23,916**	**33,194**	**39,500**	**-1.86%**

Notes:

320 Our annual membership fee for the Madison Area Municipal Stormwater Partnership (MAMSWaP) which puts together a joint permit for stormwater discharge on behalf of its members.

321 This is the share of the newsletter expense to cover costs for stormwater subject materials.

341 Fuel for the street sweeper.

STORMWATER SERVICE (continued)

STORMWATER UTILITY FUND - FUND 605

EXPENDITURES (continued)

FIXED CHARGES

53440		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
510	Insurance	35,757	35,000	43,480	43,480	40,000	14.29%
515	Retiree Contribution	0	5,000	1,665	1,665	5,000	0.00%
520	Loan Principal	0	0	0	0	0	------------
530	Rent	30,292	30,000	17,657	30,000	30,000	0.00%
540	Depreciation	153,106	0	0	0	0	------------
541	Amortization	(707)	0	0	0	0	------------
591	Vehicle Reserve (Sweeper)	0	20,000	0	20,000	20,000	0.00%
	Total FIXED CHARGES Exp	**218,448**	**90,000**	**62,801**	**95,145**	**95,000**	**5.56%**

Notes:

530 Includes the utilities share of facility and equipment costs.

591 Annually funds are set aside to be put towards a new street sweeper when replacement comes due.

DEBT SERVICE

53440		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
610	Principal Payment	0	65,000	0	65,000	65,000	0.00%
620	Interest Payment	6,643	4,000	2,020	4,040	2,750	-31.25%
690	Other Debt Service	0	0	0	0	0	------------
	Total DEBT SERVICE Exp	**6,643**	**69,000**	**2,020**	**69,040**	**67,750**	**-1.81%**

Notes:

610-620 There was no borrowing in 2021 and 2022. No borrowing is planned either for 2023. This represents the Stormwater Sewer's share of the current debt expense.

CAPITAL OUTLAY

53440		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
810	Capital - General	0	2,500	0	2,500	2,500	0.00%
823	Capital - Stormwater	20,768	216,250	0	208,250	218,250	0.92%
	Total CAPITAL OUTLAY Exp	**20,768**	**218,750**	**0**	**210,750**	**220,750**	**0.91%**

Notes:

810 Some funds are provided for small capital items that are general in nature.

823 The main capital expense for next year is sharing in the cost of its share of vehicle and equipment purchases. Additionally, the utility will contribute towards some aspects of the paving work next year. Funding for these improvements will be offset with fund balance next year.

Total STORMWATER SERVICE Expenses	**590,311**	**793,250**	**246,311**	**746,445**	**847,250**	**6.81%**

TRANSFERS TO OTHER FUNDS
STORMWATER UTILITY FUND - FUND 605

MISSION STATEMENT:
To allow for the ability to transfer money to other funds as needed and/or approved by the Village Board.

PROGRAM DESCRIPTION:
Occasionally, other funds within the Village require money to be transferred to them. This line item is included for accounting purposes as the Auditor typically identifies when this is a necessary action according to applicable accounting standards or approved budget actions.

PROGRAM OBJECTIVES:

- Reduces the need to amend the budget if a transfer between funds is needed.

- Transfers from will be identified within the annual audit.

TRANSFERS TO OTHER FUNDS BUDGET SUMMARY

REVENUES

		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
	Allocated Revenue	**0**	**0**	**0**	**0**	**0**	**------------**

EXPENDITURES

		2021 Actual	2022 Budget	YTD 6/30/2022	2022 Projected	2023 Budget	% Change vs. 2021
	59200						
390	Miscellaneous	0	0	0	0	0	------------
	Total TRANSFERS Exp	**0**	**0**	**0**	**0**	**0**	**------------**

Notes:

390 None anticipated at time of budget approval. To be used as needed and/or approved by the Village Board.

VILLAGE OF

McFarland

SUMMARY SHEET

MEETING DATE: **Monday, October 24, 2022**

SECTION: **Business**

DEPARTMENT: **Public Works**

CONTACT: **Jim Hessling, Public Works Director**

AGENDA ITEM: **Updates on construction and planning for street construction projects.**

PREVIOUS ACTION:
None.

ISSUE SUMMARY:
This item will be an update regarding the current year's construction projects and planning for street construction projects in future years.

2022 Projects:

- Terminal Drive (Contract A)
- Hidden Farm Road (Contract B)
- Storck Road Pavement Replacement (Contract B)
- Card Avenue Water Main Replacement (Contract B)
- Lake Edge/Bremer Road Water Main Replacement (Contract B)
- Terminal Drive Railroad Bridge and Osborn Pond Storm Sewer Repairs (Contract C)

Future Projects:

- Paulson Road (2023 Construction)
- Lift Station #2 (2023 Construction)
- Taylor Road watermain replacement (2023 Construction)
- Exchange Street (2024 Construction)

FINANCIAL/BUDGET IMPACT:
None.

VILLAGE PLAN REFERENCE:
None.

ORDINANCE REFERENCE:
None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:
This item is an update only. No action is required.

ATTACHMENTS:
None