

Thursday, November 10, 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/82316062620>

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

Webinar ID: 823 1606 2620

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 October 25, 2022 meeting.
 - 2) Motion to approve the minutes of the special October 27, 2022 meeting.
 - 3) Motion to approve checks in the amount of \$1,402,694.16.
 - 4) Motion to approve renewal of the Village's building inspection services contract with General Engineering Company.
 - 5) Motion to approve deeming the 2012 Chevy Suburban surplus Village property and dispose of it by negotiated sale in accordance with Village Ordinance 2-932 and 2-933.
 - 6) Motion to approve a contract for design and bidding services for the reconstruction of the skate park within William McFarland Park as recommended by the Parks and Recreation Committee.
 - 7) Motion to approve a Collateral Assignment of Tax Incremental Financing Agreement and Municipal Revenue Obligation for Atwater Phase II, 4721 Farwell Street.
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.

6. BUSINESS.

- a. Update on progress on the construction of the Public Safety Center.
- b. Discussion and action regarding proposed Change Order #07 for the Public Safety Center to address structural and equipment installation changes.
- c. Discussion and action to authorize the Village Administrator to lease 4901 Terminal Drive.
- d. Discussion and action on appointment of Lee Igl as interim Public Works Director.
- e. Discussion and action to approve the issuance of a Request for Proposal to solicit for Managed Information Technology Services.
- f. Discussion regarding proposed changes to the 2023 Budget presented by the Village Board members.
- g. Action regarding proposed changes to the 2023 Budget presented by the Village Board members:
 - 1) General Fund (100):
 - i. Add funding within the Village Board budget for communications consulting.
 - ii. Add funding within the Village Board budget for dues and subscriptions.
 - iii. Add funding within the Village Board budget for a pilot program to provide an internship for local students.
 - iv. Add funding within the Administration budget to fund additional diversity, equity, and inclusion training/programming.
 - v. Add funding within the Police budget for additional programming funds to support community outreach and diversity, equity, and inclusion engagement.
 - vi. Add funding within the Community Development budget for support services to provide for grant writing assistance.
 - vii. Add funding within the Community Development budget for operating expenses to provide for "No Mow May/Low Mow May" yard signs.
 - viii. Add funding within the Public Works budget to increase support services to add Roadway Management Technology (RMT).
 - ix. Add funding within the Parks budget for support services to increase management of forestry services.

- x. Add funding within the Parks budget to increase operating expenses for additional native plant species.
- 2) Communications and Technology Fund (200):
 - i. Add funding within the Communications and Technology budget for programming to conduct various marketing activities to support Village initiatives.
- 3) Capital Projects Fund (400):
 - i. Add funding within the Parks capital projects budget to address tree plantings.
 - ii. Add funding within the Parks capital projects budget to expand the bicycle rental program.
 - iii. Add funding within the Community Development capital projects budget to address signage markings for historic properties.
- 4) Other:
 - i. Add funding within the budget to include a new position to support diversity, equity, and inclusion.

7. REQUESTS FOR REFERRAL OF NEW ITEMS.

- a. Discussion and action to refer the issue of a comprehensive review of Village Communications to the Committee of the Whole.

8. SCHEDULE NEXT MEETING DATE.

- a. November 16, 2022 - Special Village Board Budget Meeting - 6:00 p.m. - (If necessary)
- b. November 22, 2022 at 7:00 p.m. - Village Board Meeting
- c. December 12, 2022 - Village Board Meeting - 7:00 p.m. (Tentative last meeting of the year)

9. 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
SUMMARY SHEET

MEETING DATE: Thursday, November 10, 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, October 25, 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 Hilary Brandt, Village Trustee Stephanie Brassington, Village President Carolyn Clow, Village Trustee TJ Jerke, Village Trustee Carrie Nelson, Village Trustee Edward Wreh

Village Board members not present: Village Trustee Michael Flaherty

Staff Present: Administrator Matt Schuenke, Deputy Administrator/Clerk Cassandra Suettinger, Community and Economic Development Director Andrew Bremer, Public Works Director Jim Hessling, Outreach Director Lori Andersen, Fire/EMS Director Chris Dennis, and Communications & Technology Director Stephanie Miller.

3. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.

- a. November Election Update - In-person absentee voting & Election Day items of note.
Deputy Administrator/Clerk Suettinger provided an update on in-person absentee voting & election day items of note.

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 October 6, 2022 Special Village Board meeting.
2) Motion to approve the minutes of the October 11, 2022 Village Board meeting.
3) Motion to approve the minutes of the October 13, 2022 Special Village Board meeting.
4) Motion to approve checks in the amount of \$1,746,355.58.

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. PUBLIC HEARINGS.

- a. On the proposed budget for the year 2023 and establishing the 2022 payable in 2023 property tax levy for the Village of McFarland.

At 7:05 p.m., with no objection, the Board moved to business item 7 d.

At 8:19 p.m. the Village Board returned to item 6. a. and opened the public hearing. No residents appeared to provide public comment. At 8:22 p.m. President Clow closed the public hearing.

7. BUSINESS.

- a. Community Development Authority (Trustees Brassington & Jerke)

- 1) Discussion and action regarding Amendment 1 to the Development Agreement, McFarland House Cafe, Inc., and O'Hearn Ventures LLC.

Motion by Village Trustee Stephanie Brassington, second by Village Trustee TJ Jerke, to approve Amendment 1 to the Development Agreement, McFarland House Cafe, Inc., and O'Hearn Ventures LLC. Motion carries 6 - 0 - 0 by acclamation.

- 2) Discussion and action regarding Amendment 1 to the Atwater LLC Development Agreement

Motion by Village Trustee Stephanie Brassington, second by Village Trustee TJ Jerke, to approve Amendment 1 to the Atwater LLC. Development Agreement Motion carries 6 - 0 - 0 by acclamation.

- 3) Discussion and action regarding amendments to the Village's Tax Increment Financing Development Incentives Policy Manual and Application.

Motion by Village Trustee Stephanie Brassington, second by Village Trustee TJ Jerke, to approve amendments to the Village's Tax Increment Financing Development Incentives Policy Manual and Application as presented. Motion carries 6 - 0 - 0 by acclamation.

- b. Parks and Recreation Committee (Trustees Jerke & Nelson)
Sustainability and Natural Resources (Trustees Flaherty & Wreh)

- 1) Discussion and action regarding McDaniel Park water access and quality improvements.

Motion by Village Trustee TJ Jerke, second by Village Trustee Hilary Brandt, to approve McDaniel Park water access and quality improvements. Motion carries 6 - 0 - 0 by acclamation.

- c. Discussion and action regarding Resolution #2022-28: a resolution ratifying and approving a purchase agreement for property located at 5802 Main Street, 5804 Main Street, and 5307 Hough Street, Tax Increment District #4.

Motion by Village President Carolyn Clow, second by Village Trustee Hilary Brandt, to approve Resolution #2022-28: a resolution ratifying and approving a purchase agreement for property located at 5802 Main Street, 5804 Main Street, and 5307 Hough Street, Tax Increment District #4. Motion carries 6 - 0 - 0 by acclamation.

- d. Discussion and action to accept a proposal for a communications audit.

Motion by President Clow, second by Trustee TJ Jerke, to postpone the item to the November 10th meeting.

President Clow withdrew her motion from the table, Trustee Jerke withdrew his second.

Motion by President Clow, second by Trustee Jerke to table discussion on the proposal for a communications audit. Motion carries 6 - 0 - 0 by acclamation.

- e. Presentation and discussion to introduce the 2023-2032 Staffing Plan.

Village Administrator Schuenke introduced the 2023-2032 staffing plan. He outlined the process and the two studies that the Village used to create the plan. He noted at this point, the document is similar to the Capital Improvement Plan in that it is a planning document the Board will need to visit annually to determine what staffing changes it will fund through the annual budget process.

8. SCHEDULE NEXT MEETING DATE.

- a. October 27, 2022 at 6:00 p.m. (Budget Meeting #5) - Special Village Board Meeting
- b. November 3, 2022 at 6:00 p.m. - (Budget Meeting #6) - Special Village Board Meeting
- c. November 10, 2022 at 7:00 p.m. - Village Board Meeting- MOVED DUE TO THE TUESDAY ELECTION
- d. November 22, 2022 at 7:00 p.m. - Village Board Meeting

9. ADJOURNMENT.

Motion by Village Trustee TJ Jerke, second by Village Trustee Hilary Brandt, to adjourn at 9:31 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
Deputy Administrator/Clerk

VILLAGE OF MCFARLAND

Village Board Minutes

Thursday, October 27, 2022 - 6:00 PM

1. CALL TO ORDER.

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

2. ROLL CALL.

Village Board members present: Village Trustee Hilary Brandt, Village Trustee Stephanie Brassington, Village President Carolyn Clow, Village Trustee Michael Flaherty, Village Trustee TJ Jerke, Village Trustee Carrie Nelson, Village Trustee Edward Wreh (joined at 8:15 p.m.)

Village Board members not present: None.

Staff Present: Administrator Matt Schuenke, Deputy Administrator/Clerk Cassandra Suettinger, Police Chief Aaron Chapin, Community and Economic Development Director Andrew Bremer, Public Works Director Jim Hessling, Outreach Director Lori Andersen, Fire/EMS Director Chris Dennis, and Communications & Technology Director Stephanie Miller.

3. PUBLIC 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.

4. BUSINESS.

- a. *Discussion on proposed changes to the 2023 Budget presented by Village Board members.*

Village Board members individually presented each of their proposed changes to the budget. Each Trustee was given an opportunity to determine if they would like to put their change forth for formal action on November 10th, or withdraw their proposal. 17 Budget changes were submitted. The following budget changes were withdrawn at the meeting:

Trustee Wreh - Tree Management - \$10,000

Trustee Brassington - DEI Training - \$2,500

Trustee Nelson - Staff Training & DEI Development - \$5775

Trustee Brandt - Police Department Training - \$10,000
Trustee Brassington - Increase of Custodian to 2 FT - \$40,000
Trustee Brassington - Curbside Leaf Collection - Not amount identified

The remaining 11 budget changes will be voted on at the November 10, 2022 Village Board meeting.

5. SCHEDULE NEXT MEETING DATE.

- a. November 3, 2022 at 6:00 p.m. - (Budget Meeting #6) - Special Village Board Meeting
- b. November 10, 2022 at 7:00 p.m. - Village Board Meeting- MOVED DUE TO THE TUESDAY ELECTION
- c. November 22, 2022 at 7:00 p.m. - Village Board Meeting

6. ADJOURNMENT.

Motion by Village Trustee TJ Jerke, second by Village Trustee Stephanie Brassington, to adjourn at 9:44 p.m.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,
Cassandra Suettinger
Deputy Administrator/Clerk

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	155785	VEHICLE PARTS TRUCK	1	10/27/2022	75.41	.00	75.41	11/03/2022
		155785	VEHICLE PARTS TRUCK	2	10/27/2022	20.56	.00	20.56	11/03/2022
		155785	VEHICLE PARTS TRUCK	3	10/27/2022	20.56	.00	20.56	11/03/2022
		155785	VEHICLE PARTS TRUCK	4	10/27/2022	20.56	.00	20.56	11/03/2022
Total 4:						137.09	.00	137.09	
10	ARAMARK	6140053271	MAT RENTAL	1	10/07/2022	52.33	.00	52.33	11/03/2022
		6140055047	MAT RENTAL	1	10/14/2022	52.33	.00	52.33	11/03/2022
		6140058876	MAT RENTAL	1	10/21/2022	52.33	.00	52.33	11/03/2022
		6140062628	MAT RENTAL	1	10/28/2022	52.33	.00	52.33	11/03/2022
Total 10:						209.32	.00	209.32	
30	ALLIANT ENERGY/WP&L	102022	4901 TERMINAL DR	1	10/20/2022	24.28	.00	24.28	10/28/2022
		102022	MCDANIEL PARK	2	10/20/2022	215.50	.00	215.50	10/28/2022
		102022	2860 HIDDEN FARM FLO	3	10/20/2022	29.72	.00	29.72	10/28/2022
		102022	DOG PARK/6300 ELVEHJ	4	10/20/2022	175.65	.00	175.65	10/28/2022
		102522	WATER TOWER HOLSCH	1	10/25/2022	19.32	.00	19.32	11/03/2022
		102522	WATER TOWER BURMA	2	10/25/2022	64.97	.00	64.97	11/03/2022
		102522	WELL #1	3	10/25/2022	28.26	.00	28.26	11/03/2022
		102522	LEWIS PARK	4	10/25/2022	113.93	.00	113.93	11/03/2022
		102522	BRANDT PARK	5	10/25/2022	62.68	.00	62.68	11/03/2022
		102522	WELL #3	6	10/25/2022	1,371.18	.00	1,371.18	11/03/2022
		102522	WELL #3	7	10/25/2022	37.33	.00	37.33	11/03/2022
		102522	WELL #4	8	10/25/2022	21.00	.00	21.00	11/03/2022
		102522	LIFT #1	9	10/25/2022	122.87	.00	122.87	11/03/2022
		102522	LIFT #2	10	10/25/2022	139.99	.00	139.99	11/03/2022
		102522	LIFT #3	11	10/25/2022	54.54	.00	54.54	11/03/2022
		102522	LIFT #5	12	10/25/2022	216.62	.00	216.62	11/03/2022
		102522	FLOWER CORNER	13	10/25/2022	25.51	.00	25.51	11/03/2022
		102522	TRAFFIC FLASHERS - CR	14	10/25/2022	17.21	.00	17.21	11/03/2022
		102522	GAZEBO	15	10/25/2022	30.36	.00	30.36	11/03/2022
		102522	CEDAR GLADE AERATOR	16	10/25/2022	20.98	.00	20.98	11/03/2022
		102522	STREET LIGHTING (2)	17	10/25/2022	313.54	.00	313.54	11/03/2022
		102522	TRAFFIC FLASHERS - BA	18	10/25/2022	18.10	.00	18.10	11/03/2022
		102522	TRAFFIC FLASHERS - FA	19	10/25/2022	17.46	.00	17.46	11/03/2022
		102522	TRAFFIC FLASHERS - FA	20	10/25/2022	16.95	.00	16.95	11/03/2022
		102522	WELL #1	21	10/25/2022	644.29	.00	644.29	11/03/2022
		102522	SIRENS	22	10/25/2022	27.21	.00	27.21	11/03/2022
6922801707-	PSC ELECTRICITY	1	10/20/2022	537.55	.00	537.55	10/28/2022		
Total 30:						4,367.00	.00	4,367.00	
150	CDW GOVERNMENT INC	DS90770	COMPUTER REPLACEME	1	10/28/2022	1,816.31	.00	1,816.31	11/03/2022
		DT14155	COMPUTER REPLACEME	1	10/31/2022	40.58	.00	40.58	11/03/2022
Total 150:						1,856.89	.00	1,856.89	
161	CHASE LUMBER AND FU	0003/200258	PW SHOP SUPPLIES	1	11/02/2022	121.88	.00	121.88	11/03/2022
		0003/200258	PW SHOP SUPPLIES	2	11/02/2022	33.24	.00	33.24	11/03/2022
		0003/200258	PW SHOP SUPPLIES	3	11/02/2022	33.24	.00	33.24	11/03/2022
		0003/200258	PW SHOP SUPPLIES	4	11/02/2022	33.24	.00	33.24	11/03/2022

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
Total 161:						221.60	.00	221.60	
166	CINTAS CORPORATION #	8405927913	FIRST AID SUPPLIES - RE	1	10/14/2022	11.66	.00	11.66	11/03/2022
		8405927913	FIRST AID SUPPLIES - RE	2	10/14/2022	11.66	.00	11.66	11/03/2022
		8405927913	FIRST AID SUPPLIES - RE	3	10/14/2022	11.66	.00	11.66	11/03/2022
		8405927913	FIRST AID SUPPLIES - RE	4	10/14/2022	42.77	.00	42.77	11/03/2022
Total 166:						77.75	.00	77.75	
172	CITY OF MADISON TREA	40849	COMMUNICATION CHAR	1	10/20/2022	164.44	.00	164.44	11/03/2022
		40857	SIGNS	1	10/20/2022	989.01	.00	989.01	11/03/2022
Total 172:						1,153.45	.00	1,153.45	
194	CONCENTRA	103658029	PRE-EMPLOYMENT SCR	1	10/19/2022	90.50	.00	90.50	11/03/2022
Total 194:						90.50	.00	90.50	
341	ENVIRONMENT CONTRO	24596-613	JANITORIAL SERVICES	1	11/01/2022	2,699.00	.00	2,699.00	11/03/2022
		24681-613	MC CLEANING	1	11/01/2022	2,079.00	.00	2,079.00	11/03/2022
		24918-613	PUBLIC WORKS CLEANI	1	11/01/2022	138.00	.00	138.00	11/03/2022
		24918-613	PUBLIC WORKS CLEANI	2	11/01/2022	138.00	.00	138.00	11/03/2022
		24918-613	PUBLIC WORKS CLEANI	3	11/01/2022	138.00	.00	138.00	11/03/2022
		24918-613	PUBLIC WORKS CLEANI	4	11/01/2022	506.00	.00	506.00	11/03/2022
		5805-613INV	JANITORIAL SERVICES	1	09/25/2022	120.00	.00	120.00	11/03/2022
Total 341:						5,818.00	.00	5,818.00	
345	JFTCO, INC	RIMR000192	BACKHOE RENTAL	1	10/23/2022	582.23	.00	582.23	11/03/2022
		RIMR000192	BACKHOE RENTAL	2	10/23/2022	582.23	.00	582.23	11/03/2022
		RIMR000192	BACKHOE RENTAL	3	10/23/2022	582.23	.00	582.23	11/03/2022
		RIMR000192	BACKHOE RENTAL	4	10/23/2022	2,134.81	.00	2,134.81	11/03/2022
Total 345:						3,881.50	.00	3,881.50	
361	FIRST SUPPLY LLC MADI	13420852-00	WATER-HYDRANT MAINT	1	10/20/2022	1,154.21	.00	1,154.21	11/03/2022
		13440805-00	CURBSTOP PARTS	1	10/27/2022	250.00	.00	250.00	11/03/2022
Total 361:						1,404.21	.00	1,404.21	
390	GBR CORPORATION	DF2656	MC ROOF REPAIR	1	10/20/2022	190.00	.00	190.00	11/03/2022
Total 390:						190.00	.00	190.00	
395	GENERAL COMMUNICATI	311648	RAPTOR REMOTE	1	10/19/2022	198.00	.00	198.00	11/03/2022
Total 395:						198.00	.00	198.00	
408	GRAINGER INC	9488158065	GRAINGER WATER HOS	1	10/24/2022	265.02	.00	265.02	11/03/2022
		9494519672	OFFICE SUPPLIES	1	10/28/2022	28.62	.00	28.62	11/03/2022
		9494519680	OFFICE SUPPLIES	1	10/28/2022	36.20	.00	36.20	11/03/2022
Total 408:						329.84	.00	329.84	
416	HACH COMPANY	13300255	WATER TESTING SUPPLI	1	10/24/2022	356.19	.00	356.19	11/03/2022

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
Total 416:						356.19	.00	356.19	
476	JEFFERSON FIRE & SAF	IN145084	ANNUAL FIRE EXTINGUI	1	09/29/2022	77.00	.00	77.00	11/03/2022
		IN145837	BUNKER BOOT	1	10/27/2022	335.00	.00	335.00	11/03/2022
		IN145839	BACK UP ALARM	1	10/27/2022	85.06	.00	85.06	11/03/2022
		IN145859	INNOTEX ENERGY ARMO	1	10/27/2022	12,188.00	.00	12,188.00	11/03/2022
Total 476:						12,685.06	.00	12,685.06	
485	JP COOKE CO	750664	CAT LICENSE/DOG PARK	1	11/02/2022	205.25	.00	205.25	11/03/2022
Total 485:						205.25	.00	205.25	
492	KAYSER AUTOMOTIVE G	723195	VEHICLE MAINT	1	10/27/2022	237.74	.00	237.74	11/03/2022
Total 492:						237.74	.00	237.74	
553	LINCOLN CONTRACTOR	R03058	EQUIPMENT RENTAL FO	1	10/31/2022	146.90	.00	146.90	11/03/2022
Total 553:						146.90	.00	146.90	
556	LIQUI SYSTEMS INC	21768	WATER CHEM PP REPAI	1	10/31/2022	215.00	.00	215.00	11/03/2022
Total 556:						215.00	.00	215.00	
575	MADISON MET SEWERA	IN000018104	3RD QUARTER CHARGE	1	10/12/2022	216,979.41	.00	216,979.41	11/03/2022
Total 575:						216,979.41	.00	216,979.41	
603	MCFARLAND CHAMBER	093022	ROOM TAX DISBURSEME	1	09/30/2022	3,445.28	.00	3,445.28	11/03/2022
Total 603:						3,445.28	.00	3,445.28	
634	MENARDS - MONONA	38723	PARK SUPPLIES	1	10/19/2022	81.92	.00	81.92	11/03/2022
		38822	WARMING SINK IN MUNI	1	10/21/2022	77.43	.00	77.43	11/03/2022
Total 634:						159.35	.00	159.35	
640	MGE	1700324512-	4820 MARSH RD--SOCCE	1	10/27/2022	193.05	.00	193.05	11/03/2022
		3800120935-	STREET LIGHTS	1	10/27/2022	36.06	.00	36.06	11/03/2022
		4900117592-	STREET LIGHTS	1	10/27/2022	24.90	.00	24.90	11/03/2022
		8600157181-	LIFT #4 ELECT	1	10/28/2022	44.24	.00	44.24	11/03/2022
		9281913525-	STREET LIGHTS	1	10/27/2022	36.74	.00	36.74	11/03/2022
Total 640:						334.99	.00	334.99	
741	PETTY CASH	102522	REIMBURSE PETTY CAS	1	10/25/2022	274.62	.00	274.62	10/28/2022
Total 741:						274.62	.00	274.62	
764	PREMIER PAINT & WALLP	71467	4901 TERMINAL DRIVE P	1	11/01/2022	136.03	.00	136.03	11/03/2022
Total 764:						136.03	.00	136.03	
765	LEGAL SHIELD	108629-1015	LEGAL SHIELD	1	10/15/2022	185.40	.00	185.40	10/28/2022

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
Total 765:						185.40	.00	185.40	
796	REGISTRATION FEE TRU	110122-TRA1	VEHICLE REGISTRATION	1	11/01/2022	415.50	.00	415.50	11/03/2022
Total 796:						415.50	.00	415.50	
818	ROTO ROOTER SEWER	210927	LIFTSTATION CLEANING	1	10/11/2022	2,612.00	.00	2,612.00	11/03/2022
Total 818:						2,612.00	.00	2,612.00	
879	SOUTH CENTRAL LIBRA	22-675	PC REPAIR	1	10/31/2022	58.54	.00	58.54	11/03/2022
Total 879:						58.54	.00	58.54	
926	AXON ENTERPRISE INC.	INUS108570	TASER BUNDLE	1	10/15/2022	4,664.40	.00	4,664.40	11/03/2022
Total 926:						4,664.40	.00	4,664.40	
957	TOM'S AUTO CENTER IN	0056249	TRUCK REPAIR TRUCK 9	1	10/31/2022	27.48	.00	27.48	11/03/2022
		0056249	TRUCK REPAIR TRUCK 9	2	10/31/2022	7.49	.00	7.49	11/03/2022
		0056249	TRUCK REPAIR TRUCK 9	3	10/31/2022	7.49	.00	7.49	11/03/2022
		0056249	TRUCK REPAIR TRUCK 9	4	10/31/2022	7.49	.00	7.49	11/03/2022
Total 957:						49.95	.00	49.95	
992	US CELLULAR	0539889928	PD PHONE	1	10/22/2022	831.92	.00	831.92	11/03/2022
		0539889928	FD/EMS PHONE	2	10/22/2022	346.99	.00	346.99	11/03/2022
		0539889928	OUTREACH PHONE	3	10/22/2022	115.00	.00	115.00	11/03/2022
		0539889928	CABLE/COMMTECH PHO	4	10/22/2022	641.50	.00	641.50	11/03/2022
		0539889928	PW PHONE	5	10/22/2022	118.34	.00	118.34	11/03/2022
		0539889928	WATER PHONE	6	10/22/2022	118.33	.00	118.33	11/03/2022
		0539889928	SEWER PHONE	7	10/22/2022	118.33	.00	118.33	11/03/2022
		0539889928	COMMDEV PHONE	8	10/22/2022	1.34	.00	1.34	11/03/2022
Total 992:						2,291.75	.00	2,291.75	
995	USABBLUEBOOK	142530	HYDRANT NOT IN SERVI	1	10/13/2022	122.25	.00	122.25	11/03/2022
		147049	HYDRANT FLUSHING EL	1	10/18/2022	429.95	.00	429.95	11/03/2022
		148689	HYDRANT MAINTENANC	1	10/19/2022	266.49	.00	266.49	11/03/2022
Total 995:						818.69	.00	818.69	
1015	VILLAGE OF MCFARLAN	103122	MUNICIPAL CENTER	1	10/31/2022	345.54	.00	345.54	11/03/2022
		103122	PED PATH - RUNNING DE	2	10/31/2022	14.83	.00	14.83	11/03/2022
		103122	YAHARA RIVER PARK	3	10/31/2022	14.83	.00	14.83	11/03/2022
		103122	PED PATH	4	10/31/2022	14.83	.00	14.83	11/03/2022
		103122	PED PATH - OSBORN	5	10/31/2022	14.83	.00	14.83	11/03/2022
		103122	LEGION MEMORIAL PAR	6	10/31/2022	56.35	.00	56.35	11/03/2022
		103122	BRANDT PARK	7	10/31/2022	120.53	.00	120.53	11/03/2022
		103122	RIDGE VIEW	8	10/31/2022	14.83	.00	14.83	11/03/2022
		103122	WOODLAND ESTATES PA	9	10/31/2022	14.83	.00	14.83	11/03/2022
		103122	CEDAR RIDGE	10	10/31/2022	53.39	.00	53.39	11/03/2022
		103122	CEDAR GLADE PARK	11	10/31/2022	16.31	.00	16.31	11/03/2022
		103122	BOCCE BALL COURT	12	10/31/2022	16.00	.00	16.00	11/03/2022
		103122	EGNER PARK	13	10/31/2022	19.28	.00	19.28	11/03/2022
		103122	HIGHLAND OAK PARK	14	10/31/2022	32.63	.00	32.63	11/03/2022

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		103122	COMM GARDEN	15	10/31/2022	16.00	.00	16.00	11/03/2022
		103122	AUTUMN GROVE PARK	16	10/31/2022	34.11	.00	34.11	11/03/2022
		103122	LIFT #4	17	10/31/2022	14.83	.00	14.83	11/03/2022
		103122	LIFT #2	18	10/31/2022	14.83	.00	14.83	11/03/2022
		103122	LIFT #1	19	10/31/2022	14.83	.00	14.83	11/03/2022
		103122	PW GARAGE	20	10/31/2022	364.82	.00	364.82	11/03/2022
		103122	PW	21	10/31/2022	494.34	.00	494.34	11/03/2022
		103122	OLD LIBRARY	22	10/31/2022	29.66	.00	29.66	11/03/2022
		103122	LIBRARY	23	10/31/2022	356.43	.00	356.43	11/03/2022
		103122	LIBRARY	24	10/31/2022	164.61	.00	164.61	11/03/2022
		103122	MUNICIPAL CENTER	25	10/31/2022	565.99	.00	565.99	11/03/2022
		103122	VOM - HOLSCHER	26	10/31/2022	14.83	.00	14.83	11/03/2022
		103122	PARKING LOT	27	10/31/2022	14.83	.00	14.83	11/03/2022
		103122	ROW CREAMERY RD	28	10/31/2022	14.83	.00	14.83	11/03/2022
		103122	4901 TERMINAL DR	29	10/31/2022	49.19	.00	49.19	11/03/2022
		103122	OLD WELL HOUSE	30	10/31/2022	14.83	.00	14.83	11/03/2022
		103122	WATER TOWER - BURMA	31	10/31/2022	60.80	.00	60.80	11/03/2022
		103122	WATER TOWER - HOLSC	32	10/31/2022	41.52	.00	41.52	11/03/2022
		103122	WELL #1	33	10/31/2022	14.83	.00	14.83	11/03/2022
		103122	WELL #3	34	10/31/2022	14.83	.00	14.83	11/03/2022
		103122	PED PATH - DALE CURTI	35	10/31/2022	14.83	.00	14.83	11/03/2022
		103122	WM MCFARLAND PARK	36	10/31/2022	786.94	.00	786.94	11/03/2022
Total 1015:						3,861.72	.00	3,861.72	
1019	BAKER TILLY VIRCHOW	BT2224210	IMPACT FEE STUDY - PS	1	10/28/2022	910.00	.00	910.00	11/03/2022
Total 1019:						910.00	.00	910.00	
1165	SPRANG, SARA	SS092622	CMDC MILEAGE	1	09/26/2022	45.00	.00	45.00	11/03/2022
		SS092622	NUTDC MILEAGE	2	09/26/2022	33.75	.00	33.75	11/03/2022
		SS092622	ITEMS FOR CAMBRIDGE	3	09/26/2022	7.96	.00	7.96	11/03/2022
		SS102622	CMDC MILEAGE	1	10/26/2022	32.50	.00	32.50	11/03/2022
		SS102622	CMDC TRAINING - LODGI	2	10/26/2022	170.80	.00	170.80	11/03/2022
Total 1165:						290.01	.00	290.01	
1245	PROFESSIONAL PEST C	593421	PARKS PEST CONTROL	1	10/24/2022	69.00	.00	69.00	11/03/2022
Total 1245:						69.00	.00	69.00	
1256	BOUND TREE MEDICAL,	84739080	EMS - SUPPLIES	1	10/26/2022	4.62	.00	4.62	11/03/2022
Total 1256:						4.62	.00	4.62	
1405	TAPCO	I739062	PEDESTRIAN SIGN REPA	1	10/24/2022	497.52	.00	497.52	11/03/2022
Total 1405:						497.52	.00	497.52	
1452	JACOBSEN, NATE	NJ101022	TRAINING MEAL	1	10/10/2022	11.27	.00	11.27	11/03/2022
Total 1452:						11.27	.00	11.27	
1904	HUMPHREY SERVICE PA	1284876	WATER SUPPLIES	1	10/25/2022	19.95	.00	19.95	11/03/2022
Total 1904:						19.95	.00	19.95	

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
1909	CATERPILLAR FINANCIA	33074905	LOADER LEASE	1	10/24/2022	240.95	.00	240.95	11/03/2022
		33074905	LOADER LEASE	2	10/24/2022	240.95	.00	240.95	11/03/2022
		33074905	LOADER LEASE	3	10/24/2022	240.95	.00	240.95	11/03/2022
		33074905	LOADER LEASE	4	10/24/2022	722.85	.00	722.85	11/03/2022
Total 1909:						1,445.70	.00	1,445.70	
1921	FRONTIER	102222	LIBRARY PHONE	1	10/22/2022	84.16	.00	84.16	11/03/2022
Total 1921:						84.16	.00	84.16	
1989	CORPORATE BUSINESS	32688049	COPIER LEASE	1	10/24/2022	72.55	.00	72.55	11/03/2022
		32688049	COPIER LEASE	2	10/24/2022	19.77	.00	19.77	11/03/2022
		32688049	COPIER LEASE	3	10/24/2022	19.77	.00	19.77	11/03/2022
		32688049	COPIER LEASE	4	10/24/2022	19.77	.00	19.77	11/03/2022
Total 1989:						131.86	.00	131.86	
1993	TKK ELECTRONICS LLC	141205	SQUAD COMPUTER	1	10/10/2022	2,740.53	.00	2,740.53	11/03/2022
Total 1993:						2,740.53	.00	2,740.53	
2058	MICROMARKETING LLC	901388	AUDIO BOOKS	1	09/29/2022	41.95	.00	41.95	11/03/2022
		902027	AUDIO BOOKS	1	10/06/2022	109.99	.00	109.99	11/03/2022
		902409	AUDIO BOOKS	1	10/11/2022	79.99	.00	79.99	11/03/2022
Total 2058:						231.93	.00	231.93	
2066	PELLITTERI WASTE SYS	3184770	TRASH SERVICE	1	10/31/2022	22,593.40	.00	22,593.40	11/03/2022
		3184770	RECYCLING SERVICE	2	10/31/2022	14,984.20	.00	14,984.20	11/03/2022
		3184770	PD SHRED	3	10/31/2022	52.41	.00	52.41	11/03/2022
		3184770	ADMIN SHRED	4	10/31/2022	39.83	.00	39.83	11/03/2022
		3184770	FIRE/EMS SHRED	5	10/31/2022	12.57	.00	12.57	11/03/2022
Total 2066:						37,682.41	.00	37,682.41	
2070	KKS PROPERTY	2022-11	COMMON AREA MAINT. F	1	11/01/2022	400.00	.00	400.00	11/03/2022
Total 2070:						400.00	.00	400.00	
2082	NASSCO INC	6220247	CLEANING SUPPLIES	1	10/21/2022	56.72	.00	56.72	11/03/2022
		6221583	CLEANING SUPPLIES	1	10/26/2022	109.20	.00	109.20	11/03/2022
		6222192	CLEANING SUPPLIES	1	10/27/2022	129.15	.00	129.15	11/03/2022
Total 2082:						295.07	.00	295.07	
2089	MIDWEST METER INC	0148179-IN	EXTRA BRACKETS FOR	1	10/24/2022	82.05	.00	82.05	11/03/2022
Total 2089:						82.05	.00	82.05	
2100	WAUKESHA COUNTY TE	S0785361	MAURER EDUCATION AN	1	10/27/2022	115.00	.00	115.00	11/03/2022
Total 2100:						115.00	.00	115.00	
9140	TRITECH FORENSICS IN	00802880	INVESTIGATION SUPPLIE	1	10/31/2022	159.75	.00	159.75	11/03/2022

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Total 9140:						159.75	.00	159.75	
9143	ORIENTAL TRADING CO	719499617-0	PROGRAM SUPPLIES	1	10/01/2022	136.40	.00	136.40	11/03/2022
Total 9143:						136.40	.00	136.40	
9160	I90 ENTERPRISES LLC	7242-6802	TRAILER	1	10/27/2022	8,735.00	.00	8,735.00	11/01/2022
Total 9160:						8,735.00	.00	8,735.00	
16172	AMERICAN LIBRARY ASS	102422	MEMBERSHIP DUES	1	10/24/2022	236.00	.00	236.00	11/03/2022
Total 16172:						236.00	.00	236.00	
16234	GALLS, LLC	022288789	GALLS UNIFORM	1	10/03/2022	154.16	.00	154.16	11/03/2022
		022294796	GALLS NAMETAG	1	10/03/2022	27.69	.00	27.69	11/03/2022
Total 16234:						181.85	.00	181.85	
16257	CORPORATE BUSINESS	325856-addl	COPIER LEASE AND OVE	1	09/06/2022	184.00	.00	184.00	10/28/2022
		325856-addl	COPIER LEASE AND OVE	2	09/06/2022	36.80	.00	36.80	10/28/2022
		325856-addl	COPIER LEASE AND OVE	3	09/06/2022	36.80	.00	36.80	10/28/2022
		325856-addl	COPIER LEASE AND OVE	4	09/06/2022	36.80	.00	36.80	10/28/2022
		325856-addl	COPIER LEASE AND OVE	5	09/06/2022	36.80	.00	36.80	10/28/2022
		325856-addl	COPIER LEASE AND OVE	6	09/06/2022	36.80	.00	36.80	10/28/2022
		329378	COPIER LEASE	1	11/01/2022	48.96	.00	48.96	11/03/2022
Total 16257:						416.96	.00	416.96	
16268	SCHROECKENTHALER,	MS100622	TRAINING MEAL	1	10/06/2022	15.00	.00	15.00	11/03/2022
Total 16268:						15.00	.00	15.00	
16319	DANE CO TREASURER	42690	FIREARMS TRAINING	1	10/31/2022	469.00	.00	469.00	11/03/2022
Total 16319:						469.00	.00	469.00	
16346	WOLF PAVING & EXCAVA	101922	PAYAPP3 - 2022 STREET	1	10/19/2022	156,054.73	.00	156,054.73	11/03/2022
Total 16346:						156,054.73	.00	156,054.73	
16489	ZIETSMA, JOEL	JZ101222	TRAINING MEALS	1	10/12/2022	27.44	.00	27.44	11/03/2022
Total 16489:						27.44	.00	27.44	
16657	RAYMOND P. CATTELL, I	103122-PAY	2022 STREETS & UTILITY	1	10/31/2022	440,022.70	.00	440,022.70	11/03/2022
Total 16657:						440,022.70	.00	440,022.70	
16680	CARDMEMBER SERVICE	MSB-101922	SCHUENKE	1	10/19/2022	782.48	.00	782.48	11/03/2022
		MSB-101922	D WALLACE	2	10/19/2022	375.40	.00	375.40	11/03/2022
		MSB-101922	B WALLACE	3	10/19/2022	306.45	.00	306.45	11/03/2022
		MSB-101922	ENGLER	4	10/19/2022	60.00	.00	60.00	11/03/2022
		MSB-101922	DENNIS	5	10/19/2022	1,893.85	.00	1,893.85	11/03/2022
		MSB-101922	LAWRENCE	6	10/19/2022	1,071.13	.00	1,071.13	11/03/2022
		MSB-101922	HEASTY	7	10/19/2022	485.00	.00	485.00	11/03/2022

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		MSB-101922	IGL	8	10/19/2022	1,449.45	.00	1,449.45	11/03/2022
		MSB-101922	MILLER	9	10/19/2022	926.31	.00	926.31	11/03/2022
		MSB-101922	J REITER	10	10/19/2022	990.76	.00	990.76	11/03/2022
		MSB-101922	BREMER	11	10/19/2022	135.90	.00	135.90	11/03/2022
		MSB-101922	IRWIN	12	10/19/2022	493.10	.00	493.10	11/03/2022
		MSB-101922	SEYMOUR	13	10/19/2022	210.00	.00	210.00	11/03/2022
		MSB-101922	MAURER	14	10/19/2022	480.00	.00	480.00	11/03/2022
		MSB-101922	SUETTINGER	15	10/19/2022	996.79	.00	996.79	11/03/2022
		MSB-101922	REIMER	16	10/19/2022	262.82	.00	262.82	11/03/2022
		MSB-101922	DAY	17	10/19/2022	23.40	.00	23.40	11/03/2022
		MSB-101922	JOB	18	10/19/2022	135.88	.00	135.88	11/03/2022
		MSB-101922	ANDERSEN	19	10/19/2022	693.86	.00	693.86	11/03/2022
		MSB-101922	HESSLING	20	10/19/2022	4,518.18	.00	4,518.18	11/03/2022
		MSB-101922	JACOBSEN	21	10/19/2022	649.87	.00	649.87	11/03/2022
		MSB-101922	KENT	22	10/19/2022	299.43	.00	299.43	11/03/2022
		MSB-101922	COX	23	10/19/2022	219.61	.00	219.61	11/03/2022
		MSB-101922	T REITER	24	10/19/2022	3,823.93	.00	3,823.93	11/03/2022
		MSB-101922	LARSON	25	10/19/2022	289.00	.00	289.00	11/03/2022
		MSB-101922	ANDERSON	26	10/19/2022	134.92	.00	134.92	11/03/2022
Total 16680:						21,707.52	.00	21,707.52	
16747	WISCONSIN PRINTING	22336	NEWSLETTER - NOV (DC	1	10/31/2022	697.75	.00	697.75	11/03/2022
		22336	NEWSLETTER POSTAGE	2	10/31/2022	106.00	.00	106.00	11/03/2022
Total 16747:						803.75	.00	803.75	
16782	MADISON EMERGENCY	INV1285	MEDICAL DIRECTION NO	1	10/31/2022	700.00	.00	700.00	11/03/2022
Total 16782:						700.00	.00	700.00	
16921	AVANT GARDENING & LA	20221281	LANDSCAPE MAINTENA	1	10/18/2022	472.52	.00	472.52	11/03/2022
		20221312	LANDSCAPE MAINTENA	1	10/31/2022	916.21	.00	916.21	11/03/2022
Total 16921:						1,388.73	.00	1,388.73	
17084	AMAZON CAPITAL SERVI	114Q-NCLD-	DVDS & CDS	1	10/31/2022	159.30	.00	159.30	11/03/2022
		11ND-VDLT-	DVDS & CDS	1	10/30/2022	39.92	.00	39.92	11/03/2022
		13H1-1HX6-J	GAMES	1	10/22/2022	189.13	.00	189.13	11/03/2022
		14HQ-PTHM-	BOOKS	1	10/29/2022	72.94	.00	72.94	11/03/2022
		163H-7QJP-	DVDS & CDS	1	10/29/2022	22.97	.00	22.97	11/03/2022
		16DV-RVWH	DVDS & CDS	1	10/30/2022	23.25	.00	23.25	11/03/2022
		16DV-RVWH	DVDS & CDS	1	10/30/2022	119.85	.00	119.85	11/03/2022
		16P4-VXN4-	DVDS & CDS	1	10/14/2022	26.87	.00	26.87	11/03/2022
		19JH-JN1W-	DVDS & CDS	1	10/11/2022	25.74	.00	25.74	11/03/2022
		19LQ-N4JW-	PARKS SUPPLIES	1	10/27/2022	259.98	.00	259.98	11/03/2022
		19QY-NRVL-	DVDS & CDS	1	10/10/2022	25.94	.00	25.94	11/03/2022
		1DJN-KFF9-	DVDS & CDS	1	10/28/2022	71.86	.00	71.86	11/03/2022
		1HG7-DCRT-	PW OFFICE SUPPLIES	1	11/02/2022	13.36	.00	13.36	11/03/2022
		1HG7-DCRT-	PW OFFICE SUPPLIES	2	11/02/2022	3.64	.00	3.64	11/03/2022
		1HG7-DCRT-	PW OFFICE SUPPLIES	3	11/02/2022	3.64	.00	3.64	11/03/2022
		1HG7-DCRT-	PW OFFICE SUPPLIES	4	11/02/2022	3.64	.00	3.64	11/03/2022
		1K4J-HVVM-	DVDS & CDS	1	10/14/2022	29.95	.00	29.95	11/03/2022
		1MNW-HKF7	FORESTRY SAFETY GEA	1	10/24/2022	458.90	.00	458.90	11/03/2022
		1RKT-PFF3-	FACILITY SUPPLIES	1	10/23/2022	73.54	.00	73.54	11/03/2022
		1RNM-H3DM	GAMES	1	10/27/2022	226.88	.00	226.88	11/03/2022
		1XQG-WC3	DVDS & CDS	1	10/08/2022	60.91	.00	60.91	11/03/2022

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
		1YWM-DJGG	PROGRAM SUPPLIES	1	10/11/2022	43.98	.00	43.98	11/03/2022
	Total 17084:					1,956.19	.00	1,956.19	
17096	PETERSON, SYDNEY	SP101022	TRAINING LUNCH	1	10/10/2022	7.91	.00	7.91	11/03/2022
	Total 17096:					7.91	.00	7.91	
17140	US BANK VOYAGER FLE	8694160992	PD FUEL	1	11/01/2022	2,369.76	.00	2,369.76	11/03/2022
		8694160992	PW FUEL	2	11/01/2022	442.91	.00	442.91	11/03/2022
		8694160992	PW FUEL	3	11/01/2022	147.64	.00	147.64	11/03/2022
		8694160992	PW FUEL	4	11/01/2022	295.27	.00	295.27	11/03/2022
		8694160992	PW FUEL	5	11/01/2022	295.27	.00	295.27	11/03/2022
		8694160992	PW FUEL	6	11/01/2022	147.64	.00	147.64	11/03/2022
		8694160992	PW FUEL	7	11/01/2022	1,624.01	.00	1,624.01	11/03/2022
		8694160992	PARKS FUEL	8	11/01/2022	505.20	.00	505.20	11/03/2022
		8694160992	FIRE/EMS FUEL	9	11/01/2022	2,031.42	.00	2,031.42	11/03/2022
	Total 17140:					7,859.12	.00	7,859.12	
17187	B&H PHOTO	206893291	TONER	1	10/25/2022	1,024.14	.00	1,024.14	11/03/2022
		206959744	SURFACE ACCESSORIES	1	10/26/2022	497.23	.00	497.23	11/03/2022
	Total 17187:					1,521.37	.00	1,521.37	
17191	IRWIN, AIMEE	AI102422	BOOKS FOR CONTINUIN	1	10/24/2022	67.53	.00	67.53	11/03/2022
	Total 17191:					67.53	.00	67.53	
17196	ASSOCIATED TRUST CO	101322	UTILITY 2020 GO NOTES	1	10/13/2022	4,725.00	.00	4,725.00	11/03/2022
		101322	VILLAGE 2020 GO NOTE	2	10/13/2022	29,612.50	.00	29,612.50	11/03/2022
		101322	VILLAGE 2020 GO NOTE	3	10/13/2022	250,000.00	.00	250,000.00	11/03/2022
		101322	WATER 2020 GO NOTES	4	10/13/2022	70,000.00	.00	70,000.00	11/03/2022
	Total 17196:					354,337.50	.00	354,337.50	
17197	FRIENDS OF THE MCFAR	093022	REIMBURSEMENT FOR F	1	09/30/2022	165.50	.00	165.50	11/03/2022
	Total 17197:					165.50	.00	165.50	
17217	BREMER, ANDREW	AB102622	MEETING - MEAL REIMB	1	10/26/2022	24.69	.00	24.69	11/03/2022
	Total 17217:					24.69	.00	24.69	
17226	LARSON, SAYER	SL103122	PANTS - UNIFORM ALLO	1	10/31/2022	198.54	.00	198.54	11/03/2022
	Total 17226:					198.54	.00	198.54	
17318	TDS	102222-PW	PW TV/INTERNET/PHON	1	10/22/2022	348.03	.00	348.03	10/28/2022
		102222-PW	PW TV/INTERNET/PHON	2	10/22/2022	94.91	.00	94.91	10/28/2022
		102222-PW	PW TV/INTERNET/PHON	3	10/22/2022	94.91	.00	94.91	10/28/2022
		102222-PW	PW TV/INTERNET/PHON	4	10/22/2022	94.91	.00	94.91	10/28/2022
		102222-VOM	FACILITIES PHONE	1	10/22/2022	102.69	.00	102.69	10/28/2022
		102222-VOM	FIRE/EMS TV/INTERNET/	2	10/22/2022	535.14	.00	535.14	10/28/2022
		102222-VOM	COMM&TECH PHONE/TV	3	10/22/2022	168.19	.00	168.19	10/28/2022
		102222-VOM	COMMDEV PHONE/INTE	4	10/22/2022	167.11	.00	167.11	10/28/2022
		102222-VOM	COURT PHONE/INTERNE	5	10/22/2022	86.40	.00	86.40	10/28/2022

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
		102222-VOM	LIBRARY INTERNET/PHO	6	10/22/2022	282.16	.00	282.16	10/28/2022
		102222-VOM	OUTREACH INTERNET	7	10/22/2022	41.00	.00	41.00	10/28/2022
		102222-VOM	OUTREACH PHONE	8	10/22/2022	116.08	.00	116.08	10/28/2022
		102222-VOM	PD TV/INTERNET/PHONE	9	10/22/2022	714.84	.00	714.84	10/28/2022
		102222-VOM	ADMIN PHONE/INTERNE	10	10/22/2022	452.56	.00	452.56	10/28/2022
Total 17318:						3,298.93	.00	3,298.93	
17362	ELEVITY	IN13937962	COURT	1	10/18/2022	82.21	.00	82.21	11/03/2022
		IN13937962	GEN ADMIN	2	10/18/2022	328.86	.00	328.86	11/03/2022
		IN13937962	POLICE	3	10/18/2022	845.47	.00	845.47	11/03/2022
		IN13937962	FIRE/EMS	4	10/18/2022	360.38	.00	360.38	11/03/2022
		IN13937962	OUTREACH	5	10/18/2022	109.71	.00	109.71	11/03/2022
		IN13937962	COMM DEV	6	10/18/2022	82.21	.00	82.21	11/03/2022
		IN13937962	PUBLIC WORKS	7	10/18/2022	112.10	.00	112.10	11/03/2022
		IN13937962	WATER	8	10/18/2022	44.79	.00	44.79	11/03/2022
		IN13937962	SEWER	9	10/18/2022	44.79	.00	44.79	11/03/2022
		IN13937962	STORMWATER	10	10/18/2022	44.68	.00	44.68	11/03/2022
		IN13937962	EM MGT	11	10/18/2022	27.40	.00	27.40	11/03/2022
		IN13937962	FAMILY FESTIVAL	12	10/18/2022	27.40	.00	27.40	11/03/2022
		IN13937962	SERVER & BACKUP	13	10/18/2022	178.58	.00	178.58	11/03/2022
		IN13937962	SERVER & BACKUP	14	10/18/2022	1,607.21	.00	1,607.21	11/03/2022
		IN13937962	SERVER & BACKUP	15	10/18/2022	595.03	.00	595.03	11/03/2022
		IN13937962	SERVER & BACKUP	16	10/18/2022	595.39	.00	595.39	11/03/2022
		IN13937962	SERVER & BACKUP	17	10/18/2022	595.39	.00	595.39	11/03/2022
Total 17362:						5,681.60	.00	5,681.60	
17394	MID-WISCONSIN SECURI	85383	SECURITY AGREEMENT	1	10/19/2022	110.00	.00	110.00	11/03/2022
		85384	PANIC BUTTON MONITO	1	10/19/2022	110.00	.00	110.00	11/03/2022
		85386	SECURITY MONITORING	1	10/19/2022	60.50	.00	60.50	11/03/2022
		85386	SECURITY MONITORING	2	10/19/2022	16.50	.00	16.50	11/03/2022
		85386	SECURITY MONITORING	3	10/19/2022	16.50	.00	16.50	11/03/2022
		85386	SECURITY MONITORING	4	10/19/2022	16.50	.00	16.50	11/03/2022
Total 17394:						330.00	.00	330.00	
17524	WI LAW ENFORCEMENT	102422	FEE TO FULL ACCREDITA	1	10/24/2022	200.00	.00	200.00	11/03/2022
Total 17524:						200.00	.00	200.00	
17569	MCFARLAND ACE HARD	006863/1	STEAM TABLE	1	10/21/2022	4.83	.00	4.83	11/03/2022
		006898/1	BATTERY	1	10/25/2022	8.09	.00	8.09	11/03/2022
		006908/1	KEYS FOR TERMINAL DR	1	10/26/2022	16.33	.00	16.33	11/03/2022
		006909/1	KEYS FOR TERMINAL DR	1	10/26/2022	3.20	.00	3.20	11/03/2022
		006914/1	MUNICIPAL CENTER RES	1	10/27/2022	36.68	.00	36.68	11/03/2022
		006925/1	HVAC FILTERS	1	10/28/2022	251.64	.00	251.64	11/03/2022
		006926/1	VEHICLE MAINTENANCE	1	10/28/2022	4.46	.00	4.46	11/03/2022
		006926/1	VEHICLE MAINTENANCE	2	10/28/2022	1.21	.00	1.21	11/03/2022
		006926/1	VEHICLE MAINTENANCE	3	10/28/2022	1.21	.00	1.21	11/03/2022
		006926/1	VEHICLE MAINTENANCE	4	10/28/2022	1.21	.00	1.21	11/03/2022
		006941/1	PARK SUPPLIES WINTER	1	10/31/2022	24.00	.00	24.00	11/03/2022
		006942/1	PARK SUPPLIES	1	10/31/2022	5.39	.00	5.39	11/03/2022
		006960/1	PARK SUPPLIES LION DR	1	11/01/2022	1.32	.00	1.32	11/03/2022
		006965/1	RESTROOM REPAIR	1	11/01/2022	8.99	.00	8.99	11/03/2022
		006972/1	RESTROOM REPAIR	1	11/01/2022	15.29	.00	15.29	11/03/2022
		006982/1	RESTROOM REPAIR	1	11/02/2022	15.29	.00	15.29	11/03/2022

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
		006987/1	PW SHOP SUPPLIES	1	11/02/2022	12.59	.00	12.59	11/03/2022
	Total 17569:					411.73	.00	411.73	
17574	SPECIALIZED ELECTRIC,	24058-PE	BOCCE COURT ELECTRI	1	10/25/2022	6,000.00	.00	6,000.00	11/03/2022
	Total 17574:					6,000.00	.00	6,000.00	
17600	QUADIENT FINANCE USA	102422	POSTAGE	1	10/24/2022	3,010.00	.00	3,010.00	10/28/2022
	Total 17600:					3,010.00	.00	3,010.00	
17675	POWERDMS, INC	INV-27882	POWER DMS ANNUAL SU	1	11/02/2022	366.67	.00	366.67	11/03/2022
	Total 17675:					366.67	.00	366.67	
17677	CHAPIN, AARON	AC092122-A	VEHICLE CHARGE	1	09/21/2022	10.00	.00	10.00	11/03/2022
		AC101922	IACP CONFERENCE	1	10/19/2022	210.55	.00	210.55	11/03/2022
	Total 17677:					220.55	.00	220.55	
17685	INGRAM LIBRARY SERVI	62850538	BOOKS	1	10/14/2022	64.33	.00	64.33	11/03/2022
		62857639	BOOKS	1	10/06/2022	272.02	.00	272.02	11/03/2022
		62858151	BOOKS	1	10/07/2022	782.29	.00	782.29	11/03/2022
		62858517	BOOKS	1	10/10/2022	98.49	.00	98.49	11/03/2022
		62859487	BOOKS	1	10/12/2022	230.99	.00	230.99	11/03/2022
		62859934	BOOKS	1	10/13/2022	194.87	.00	194.87	11/03/2022
		62860813	BOOKS	1	10/17/2022	104.89	.00	104.89	11/03/2022
		62862193	BOOKS	1	10/19/2022	244.58	.00	244.58	11/03/2022
		62862207	BOOKS	1	10/19/2022	19.78	.00	19.78	11/03/2022
		62863004	BOOKS	1	10/21/2022	187.58	.00	187.58	11/03/2022
		62863797	BOOKS	1	10/24/2022	221.74	.00	221.74	11/03/2022
		62864197	BOOKS	1	10/25/2022	256.85	.00	256.85	11/03/2022
		62864786	BOOKS	1	10/26/2022	194.88	.00	194.88	11/03/2022
		62865335	BOOKS	1	10/27/2022	439.57	.00	439.57	11/03/2022
		67526784	BOOKS	1	10/07/2022	161.54	.00	161.54	11/03/2022
		67528042	BOOKS	1	10/12/2022	94.26	.00	94.26	11/03/2022
		67529374	BOOKS	1	10/14/2022	346.03	.00	346.03	11/03/2022
	Total 17685:					3,914.69	.00	3,914.69	
17752	FLAHERTY, MICHAEL	MF102122	LWM CONFERENCE	1	10/21/2022	384.50	.00	384.50	10/28/2022
	Total 17752:					384.50	.00	384.50	
17789	TRANSUNION RISK AND	6174432-202	DATA SEARCH SERVICE	1	11/01/2022	75.00	.00	75.00	11/03/2022
	Total 17789:					75.00	.00	75.00	
17845	DANE COUNTY TREASU	42645	MEDICAL SUPPLIES	1	10/17/2022	166.50	.00	166.50	11/03/2022
	Total 17845:					166.50	.00	166.50	
17881	MACQUEEN EMERGENC	P07582	LION TURNOUT GEAR X4	1	10/21/2022	11,243.95	.00	11,243.95	11/03/2022
	Total 17881:					11,243.95	.00	11,243.95	

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
17899	FOREST SAFETY INSTRU	10232022	CHAINSAW SAFETY TRAI	1	10/23/2022	96.00	.00	96.00	11/03/2022
		10232022	CHAINSAW SAFETY TRAI	2	10/23/2022	324.00	.00	324.00	11/03/2022
		10232022	CHAINSAW SAFETY TRAI	3	10/23/2022	156.00	.00	156.00	11/03/2022
		10232022	CHAINSAW SAFETY TRAI	4	10/23/2022	156.00	.00	156.00	11/03/2022
		10232022	CHAINSAW SAFETY TRAI	5	10/23/2022	468.00	.00	468.00	11/03/2022
Total 17899:						1,200.00	.00	1,200.00	
17908	BADGER METER	80111819	CELLULAR SERVICE UNI	1	10/28/2022	801.26	.00	801.26	11/03/2022
		80111819	CELLULAR SERVICE UNI	2	10/28/2022	801.25	.00	801.25	11/03/2022
Total 17908:						1,602.51	.00	1,602.51	
17913	LIBERTY TOWING SERVI	228597	TOWING OF MAN LIFT FR	1	10/21/2022	63.25	.00	63.25	11/03/2022
		228597	TOWING OF MAN LIFT FR	2	10/21/2022	17.25	.00	17.25	11/03/2022
		228597	TOWING OF MAN LIFT FR	3	10/21/2022	17.25	.00	17.25	11/03/2022
		228597	TOWING OF MAN LIFT FR	4	10/21/2022	17.25	.00	17.25	11/03/2022
Total 17913:						115.00	.00	115.00	
17924	THAO, KONG	KT101422	MEETING EXPENSE	1	10/14/2022	96.50	.00	96.50	11/03/2022
Total 17924:						96.50	.00	96.50	
17933	RACE DAY EVENTS	2022-327	5K SOFTWARE	1	09/30/2022	1,171.00	.00	1,171.00	11/03/2022
Total 17933:						1,171.00	.00	1,171.00	
17936	TABBY & JACK'S	16605	SUPPLIES FOR RUDY	1	10/20/2022	51.99	.00	51.99	11/03/2022
Total 17936:						51.99	.00	51.99	
17954	BELCO VEHICLE SOLUTI	7674	EQUIPMENT INSTALL CHI	1	10/07/2022	803.44	.00	803.44	11/03/2022
Total 17954:						803.44	.00	803.44	
17959	PARISI CONSTRUCTION	223041-5	PICKLEBALL CONSTRUC	1	10/31/2022	27,208.00	.00	27,208.00	11/03/2022
Total 17959:						27,208.00	.00	27,208.00	
17989	LRS HOLDINGS, LLC	0003013823	PORTABLE RESTROOM	1	10/20/2022	858.00	.00	858.00	11/03/2022
Total 17989:						858.00	.00	858.00	
17998	JERKE, TJ	TJ102122	LWM CONFERENCE	1	10/21/2022	387.00	.00	387.00	10/28/2022
Total 17998:						387.00	.00	387.00	
17999	MSP REAL ESTATE	101022	CLOSE ESCROW ACCOU	1	10/10/2022	3,899.25	.00	3,899.25	11/03/2022
Total 17999:						3,899.25	.00	3,899.25	
18000	WISCONSIN POWER & LI	101022	CLOSE ESCROW ACCOU	1	10/10/2022	964.50	.00	964.50	11/03/2022
Total 18000:						964.50	.00	964.50	
18001	US VENTURE	101022	CLOSE ESCROW ACCOU	1	10/10/2022	1,596.25	.00	1,596.25	11/03/2022

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
Total 18001:						1,596.25	.00	1,596.25	
18002	WIG, LLC	102722	5802/5804 MAIN ST EARN	1	10/27/2022	5,000.00	.00	5,000.00	10/28/2022
Total 18002:						5,000.00	.00	5,000.00	
18003	ALLAIN, SCOTT	SA102822	TRAINING MEAL	1	10/28/2022	11.79	.00	11.79	11/03/2022
Total 18003:						11.79	.00	11.79	
18004	CONROY, GINGER	GC092622	UNIFORM ALLOW - PANT	1	09/26/2022	146.62	.00	146.62	11/03/2022
Total 18004:						146.62	.00	146.62	
18005	MIDWEST PLAYSCAPES I	9832	LEWIS PARK BRIDGE RE	1	10/27/2022	1,100.97	.00	1,100.97	11/03/2022
Total 18005:						1,100.97	.00	1,100.97	
18006	RW MITCH LLC	1021	MINDSET TRAINING	1	10/28/2022	5,000.00	.00	5,000.00	11/03/2022
Total 18006:						5,000.00	.00	5,000.00	
18007	THE SPAULDING GROUP	102822	REFUND DUPLICATE PAY	1	10/28/2022	340.12	.00	340.12	11/03/2022
Total 18007:						340.12	.00	340.12	
18008	VCA VETERINARY EMER	71122	BORIS ANTIBIOTICS	1	07/11/2022	77.96	.00	77.96	11/03/2022
Total 18008:						77.96	.00	77.96	
18009	BLASCHKA, SHERYL	110222	MMSD SALT SAVER REIM	1	11/02/2022	75.00	.00	75.00	11/03/2022
Total 18009:						75.00	.00	75.00	
Grand Totals:						1,399,283.	.00	1,399,283.	

Report Criteria:
Detail report type printed

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Amount
10/22/2022	PC	10/28/2022		POSPYHALLA, DAVID	366	1,353.38
10/22/2022	PC	10/28/2022		CONROY, GINGER	509	1,903.21
10/22/2022	CDPT	10/28/2022		FIRE FIGHTERS LOCAL 31	8	154.37

PAYROLL RELATED

\$3,410.96

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Thursday, November 10, 2022

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Motion to approve renewal of the Village's building inspection services contract with General Engineering Company.

PREVIOUS ACTION:

ISSUE SUMMARY:

General Engineering Company (GEC) has served as the Village's contracted Building Inspector since February 1, 2019, when the previous in-house building inspector retired. The original contract ran through July 31, 2019, and has been extended twice, the first through January 31, 2020 and the second through December 31, 2022. There are a number of advantages to contracting for this service, including having access to a broader range of building inspectors within GEC that have various certifications (e.g. residential, commercial, electrical, structural, plumbing, HVAC, etc.) that are harder to find in one-person to fill an in-house position. In addition, in the event that our regular designed GEC building inspector is on leave, GEC provides a qualified building inspector to fill the position, minimizing any disruption to building permit reviews and inspections. The Village also does not incur additional expenditures for benefit coverage for the employees as those are provided by GEC for their employees. Since 2019, the average number of hours provided per day has generally fluctuated around 5-6 hours per day, further supporting continuing to contract for this service. The hourly rate the Village has been paying GEC since 2019 is \$70/hour. The proposed contract would extend the terms of service through December 31, 2025 at a rate of \$75/hour. The proposed contract has been reviewed by the Village Attorney and is recommended for approval as presented.

FINANCIAL/BUDGET IMPACT:

The proposed 2023 budget allocates \$100,000.00 for Consultant Services within the Community & Economic Development Department Budget as a General Fund expense.

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Motion, second, to approve renewal of the Village's building inspection services contract with General Engineering Company.

ATTACHMENTS:



1. Building Inspection Contract (General Engineering) 11-10-22

VILLAGE OF MCFARLAND CONTRACT

Expiration Date: December 31, 2025

Maximum Cost: \$100,000,000 per year

Registered Agent: Bradley Boettcher

Street Address: 916 Silver Lake Drive, PO Box 340

City, State, Zip: Portage, WI 53901

THIS CONTRACT, made and entered into, by and between the Village of McFarland (hereinafter referred to as "VILLAGE") and General Engineering Company (hereafter, "PROVIDER"),

WHEREAS VILLAGE, whose address is 5915 Milwaukee St., P.O. Box 110, McFarland, WI 53558, desires to purchase services from PROVIDER for the purpose of receiving Building Inspection services within the Community & Economic Development Department; and

WHEREAS PROVIDER, whose address is 916 Silver Lake Drive (PO Box 340), Portage, WI 53901, is able and willing to provide such services;

NOW, THEREFORE, in consideration of the above premises and the mutual covenants of the parties hereinafter set forth, the receipt and sufficiency of which are acknowledged by each party, VILLAGE and PROVIDER agree as follows:

- I. TERM. The term of this Contract shall commence as of January 1, 2023, provided all parties have executed this Contract prior to January 1, 2023 and shall end as of the EXPIRATION DATE set forth on page 1 hereof, unless sooner agreed to in writing by the parties or as provided in Section IV. PROVIDER shall complete its obligations under this Contract not later than the EXPIRATION DATE.
- II. SERVICES.
 - A. PROVIDER agrees to provide the services detailed in the attached Schedule A.
 - B. PROVIDER shall commence, carry on and complete its obligations under this Contract with all deliberate speed and in a sound, economical and efficient manner, in accordance with this Contract and all applicable laws. In providing services under this Contract, PROVIDER agrees to cooperate with the various departments, agencies, employees and officers of VILLAGE. Time is of the essence with regard to all dates for completion of any services under this Contract unless expressly provided otherwise.
 - C. PROVIDER agrees to secure at PROVIDER's own expense all personnel necessary to carry out PROVIDER's obligations under this Contract. Such personnel shall not be deemed to be employees of VILLAGE nor shall they or any of them have or be deemed to have any direct contractual relationship with VILLAGE.

- D. All services by PROVIDER shall be performed in a good and workmanlike manner and consistent with all standards of performance customary in the State of Wisconsin as well as any standards of quality advertised by PROVIDER.
- III. ASSIGNMENT/TRANSFER: PROVIDER shall neither assign nor transfer any interest or obligation in this Contract, without the prior written consent of VILLAGE unless otherwise provided herein, provided that claims for money due or to become due PROVIDER from VILLAGE under this Contract may be assigned to a bank, trust company or other financial institution without such approval if and only if the instrument of assignment contains a provision substantially to the effect that the right of the assignee in and to any moneys due or to become due to PROVIDER shall be subject to prior claims of all persons, firms and corporations for services rendered or materials supplied for the performance of the work called for in this Contract. PROVIDER shall promptly provide notice of any such assignment or transfer to VILLAGE.
- IV. TERMINATION.
- A. The Village may terminate this Contract for any reason upon thirty (30) day written notice to PROVIDER.
- B. The following shall constitute grounds for immediate termination:
1. violation by PROVIDER of any State, Federal or local law, or failure by PROVIDER to comply with any applicable States and Federal service standards, as expressed by applicable statutes, rules and regulations.
 2. failure by PROVIDER to carry applicable licenses or certifications as required by law in order to complete the services to be provided under this Contract.
 3. failure of PROVIDER to comply with reporting requirements contained herein.
 4. inability of PROVIDER to perform the work provided for herein.
- C. Failure of the Village Board or the State or Federal Governments to appropriate sufficient funds to carry out VILLAGE's obligations hereunder, shall result in automatic termination of this Contract as of the date funds are no longer available, without notice.
- D. Upon the expiration or any termination of this Contract, all finished and unfinished documents, services, papers, data, products, and the like prepared, produced or made by PROVIDER under this Contract shall at the option of VILLAGE become the property of VILLAGE, and PROVIDER shall be entitled to receive just and equitable compensation, for any satisfactory work completed on such documents, services, papers, data, products. Notwithstanding the above, PROVIDER shall not be relieved of liability to VILLAGE for damages sustained by VILLAGE by virtue of any breach of this Contract by PROVIDER, and VILLAGE may withhold any payments to PROVIDER for the purpose of offset. Notwithstanding the above, all inspection reports and records created by PROVIDER pursuant to this Contract shall immediately become the property of VILLAGE and PROVIDER is not entitled to any additional compensation for providing those reports and records to VILLAGE.
- V. PAYMENT. VILLAGE agrees to make such payments for services rendered under this Contract as and in the manner specified herein and in the attached Schedule B, which is fully incorporated herein by reference. Notwithstanding any language to the contrary in this Contract or its attachments, VILLAGE shall never be required to pay more than the sum set forth on page 1 of this Contract under the heading MAXIMUM COST, for all services rendered by PROVIDER under this Contract.
- VI. REPORTS. PROVIDER agrees to make such reports as are reasonably requested by VILLAGE.

VII. DELIVERY OF NOTICE. Notices, bills, invoices and reports required by this Contract shall be deemed delivered as of the date of postmark if deposited in a United States mailbox, first class postage attached, addressed to a party's address as set forth above. Either party may change the address to which notices should be sent by written notice to the other party.

VIII. INSURANCE.

A. PROVIDER shall indemnify, hold harmless and defend VILLAGE, its boards, committees, agencies, officers, employees and representatives against any and all liability, loss (including, but not limited to, property damage, bodily injury and loss of life), damages, costs or expenses which VILLAGE, its officers, employees, agencies, boards, commissions and representatives may sustain, incur or be required to pay by reason of PROVIDER's acts or omissions in the course of furnishing the services or goods required to be provided under this Contract, provided, however, that the provisions of this paragraph shall not apply to liabilities, losses, charges, costs, or expenses to the extent caused by or resulting from the acts or omissions of VILLAGE, its agencies, boards, commissions, officers, employees or representatives. The obligations of PROVIDER under this paragraph shall survive the expiration or termination of this Contract.

B. In order to protect itself and VILLAGE, its officers, boards, committees, agencies, agents, volunteers, employees and representatives under the indemnity provisions of the subparagraph above, PROVIDER shall, at PROVIDER's own expense, obtain and at all times during the term of this Contract keep in full force and effect the insurance coverages, limits, and endorsements listed below. When obtaining required insurance under this Contract and otherwise, PROVIDER agrees to preserve VILLAGE's subrogation rights in all such matters that may arise that are covered by PROVIDER's insurance. Neither these requirements nor the VILLAGE's review or acceptance of PROVIDER's certificates of insurance is intended to limit or qualify the liabilities or obligations assumed by the PROVIDER under this Contract.

Commercial General Liability.

PROVIDER agrees to maintain Commercial General Liability insurance at a limit of not less than \$1,000,000 per occurrence. Coverage shall include, but not be limited to, Bodily Injury and Property Damage to Third Parties, Contractual Liability, Personal Injury and Advertising Injury Liability, Premises-Operations, Independent PROVIDERs and Subcontractors, and Fire Legal Liability. The policy shall not exclude Explosion, Collapse, and Underground Property Damage Liability Coverage unless the VILLAGE waives such requirement in writing. The policy shall list the VILLAGE as an Additional Insured.

Commercial/Business Automobile Liability.

PROVIDER agrees to maintain Commercial/Business Automobile Liability insurance at a limit of not less than \$1,000,000 Each Occurrence. PROVIDER further agrees coverage shall include liability for Owned, Non-Owned & Hired automobiles. In the event PROVIDER does not own automobiles, PROVIDER agrees to maintain coverage for Hired & Non-Owned Auto Liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Business Auto Liability policy.

Workers' Compensation.

PROVIDER agrees to maintain Workers Compensation insurance to the extent required by law.

Umbrella or Excess Liability.

PROVIDER may satisfy the minimum liability limits required above for Commercial General Liability and Business Auto Liability through an Umbrella or Excess Liability policy provided that the Annual Aggregate limit shall not be less than the highest "Each Occurrence" limit for the Commercial General Liability and Business Auto Liability. PROVIDER agrees to list the VILLAGE as an "Additional Insured" on its Umbrella or Excess Liability policy.

- C. Upon execution of this Contract, PROVIDER shall furnish VILLAGE with a Certificate of Insurance listing VILLAGE as an additional insured and, upon request, certified copies of the required insurance policies. If PROVIDER's insurance is underwritten on a Claims- Made basis, the Retroactive Date shall be prior to or coincide with the date of this Contract. The Certificate of Insurance shall state that professional malpractice or errors and omissions coverage, if the services being provided are professional services is Claims- Made and indicate the Retroactive Date, and PROVIDER shall maintain coverage for the duration of this Contract and for six (6) years following the completion of this Contract. PROVIDER shall furnish VILLAGE, annually on the policy renewal date, a Certificate of Insurance as evidence of coverage. It is further agreed that PROVIDER shall furnish the VILLAGE with a 30-day notice of aggregate erosion, in advance of the Retroactive Date, cancellation, or renewal. It is also agreed that on Claims-Made policies, either PROVIDER or VILLAGE may invoke the tail option on behalf of the other party and that the Extended Reporting Period premium shall be paid by PROVIDER. In the event any action, suit or other proceeding is brought against VILLAGE upon any matter herein indemnified against, VILLAGE shall give reasonable notice thereof to PROVIDER and shall cooperate with PROVIDER's attorneys in the defense of the action, suit or other proceeding. PROVIDER shall furnish evidence of adequate Worker's Compensation Insurance, if required. In case of any sublet of work under this Contract, PROVIDER shall furnish evidence that each and every subcontractor has in force and effect insurance policies providing coverage identical to that required of PROVIDER.
- D. The VILLAGE, acting at its sole option and through its Village Board, may waive any and all requirements contained in this Contract, such waiver to be in writing only. Such waiver may include or be limited to a reduction in the amount of coverage required above. The extent of waiver shall be determined solely by Village Board taking into account the nature of the work and other factors relevant to VILLAGE's exposure, if any, under this Contract.
- IX. NO WAIVER BY PAYMENT OR ACCEPTANCE. In no event shall the making of any payment or acceptance of any service or product required by this Contract constitute or be construed as a waiver by VILLAGE of any breach of the covenants of this Contract or a waiver of any default of PROVIDER and the making of any such payment or acceptance of any such service or product by VILLAGE while any such default or breach shall exist shall in no way impair or prejudice the right of VILLAGE with respect to recovery of damages or other remedy as a result of such breach or default.
- X. NON-DISCRIMINATION. During the term of this Contract, PROVIDER agrees not to discriminate on the basis of age, race, ethnicity, religion, color, gender, disability, marital status, sexual orientation, national origin, cultural differences, ancestry, physical appearance, arrest record or conviction record, military participation or membership in the national guard, state defense force or any other reserve component of the military forces of the United States, or political beliefs against any person, whether a recipient of services (actual or potential) or an employee or applicant for employment, except to the extent that such factors are substantially related to the qualifications of such person to perform the work or receive the services. Such equal opportunity shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, rates of pay, and any other form of compensation or level of service(s). PROVIDER agrees to post in conspicuous places, available to all employees, service recipients and applicants for employment and services, notices setting forth the provisions of this paragraph.
- XI. RECORDS. Upon request by VILLAGE, PROVIDER shall provide any or all documents and records, including digital records, PROVIDER creates pursuant to its work under this or any

prior Contract with VILLAGE, including, but limited to, records of inspections, without additional compensation from VILLAGE. PROVIDER shall provide such records to VILLAGE in a useable and legible format or program, as may be requested by VILLAGE. PROVIDER also acknowledges and understands that VILLAGE is a governmental entity. As such, all communications and other documents prepared or received by PROVIDER in connection with the services provided by PROVIDER under this Contract may be governed by the Wisconsin Public Records Law and that, in the event of a request for such documents, VILLAGE may be legally obligated to produce them. PROVIDER agrees that it will provide all such documents to VILLAGE if determined by VILLAGE to be necessary to comply with a proper Public Records Law request by either (1) retaining all such documents for a period of not less than seven (7) years after completion of the Work and providing copies to VILLAGE promptly upon request in exchange for the reasonable cost of copying or (2) providing a copy of each such document to VILLAGE upon the expiration of the Contract. In the event PROVIDER fails to make such documents available to VILLAGE as provided herein, PROVIDER shall indemnify VILLAGE for any penalties, costs, expenses (including reasonable attorney fees) incurred due to its inability to comply with the Public Records Law with respect to such documents. The obligations under this paragraph to produce and retain records, including the provisions for indemnity, shall survive the expiration or termination of this Contract.

XII. MISCELLANEOUS.

- A. Registered Agent. PROVIDER warrants that it has complied with all necessary requirements to do business in the State of Wisconsin, that the persons executing this Contract on its behalf are authorized to do so, and, if a corporation, that the name and address of PROVIDER's registered agent is as set forth opposite the heading REGISTERED AGENT on page 1 of this Contract. PROVIDER shall notify VILLAGE immediately, in writing, of any change in its registered agent, his or her address, and PROVIDER's legal status. For a partnership, the term 'registered agent' shall mean a general partner. The person(s) executing this Contract on behalf of PROVIDER individually warrants and represents that he, she or they are duly authorized to enter into this Contract and bind the PROVIDER hereto, and that no signatures other than those shown in the signature blocks below are necessary to make this Contract binding on PROVIDER.
- B. Controlling Law and Venue. It is expressly agreed that in the event of any disagreement or controversy between the parties, Wisconsin law shall be controlling. Venue for any legal proceedings shall lie solely in the Dane County Circuit Court.
- C. Limitation of Contract. This Contract is intended to be an agreement solely between the parties hereto and for their benefit only. No part of this Contract shall be construed to add to, supplement, amend, abridge or repeal existing duties, rights, benefits or privileges of any third party or parties, including but not limited to employees of either of the parties.
- D. Entire Contract. The entire agreement of the parties is contained herein and this Contract supersedes any and all oral agreements and negotiations between the parties relating to the subject matter hereof. The parties expressly agree that this Contract shall not be amended in any fashion except in writing, executed by both parties.
- E. Counterparts. The parties may evidence their agreement to this contract upon one or several counterparts of this instrument, which together shall constitute a single instrument.
- F. Severability. In the event any provision, term or clause contained in this Contract shall be determined unlawful or unenforceable, such determination shall not affect the

remaining provisions of this Contract which shall remain in full force and effect. In the event any such provision, term or clause shall be determined unlawful or unenforceable as to any particular person or circumstances, such determination shall not affect the applicability of such provision to any other person or under any other circumstances.

- G. Relationship of Parties. It is understood, agreed, and is the intent of the parties that the PROVIDER is at all times acting and performing as an independent contractor, not as a servant or employee of VILLAGE, and the PROVIDER shall not hold itself out as such. Nothing in this Contract shall be deemed to create an employment, partnership, or joint venture relationship between VILLAGE and PROVIDER or any of the PROVIDER's employees. Notwithstanding the foregoing, PROVIDER shall be the VILLAGE's "agent" as that term is specifically utilized and defined by the court in *Estate of Lyons v. CNA Ins.*, 207 Wis. 2d 446, 558 N.W.2d 658 (Ct. App. 1996) and as further explained in *Melchert et al. v. Pro Electric Contractors et al.*, 2017 WI 30, for purposes of governmental contractor immunity.

IN WITNESS WHEREOF, VILLAGE and PROVIDER, by their respective authorized agents, have caused this Contract and its Schedules to be executed, effective as of the date by which all parties hereto have affixed their respective signatures, as indicated below.

FOR PROVIDER:

Date Signed: _____
Jerry Newfarmer, President and CEO

Date Signed: _____
Amy C. Paul, Vice President and Treasurer

FOR VILLAGE:

Date Signed: _____
Carolyn Clow, Village President

Date Signed: _____
Cassandra Suettinger, Deputy Administrator/Clerk

VILLAGE OF MCFARLAND CONTRACT

Schedule A – Scope of Services

Pursuant to Section II(A) of this Contract, the PROVIDER shall provide the following services:

1. Administer and enforce chs. SPS 320 to 325, Uniform Dwelling Code, chs. SPS 361 to 366, Commercial Building Code, and Building Code of the Village of McFarland, including general construction, plumbing, heating, air conditioning, and erosion control, as applicable. Review permit applications for compliance with applicable zoning codes. In addition, administer and enforce the VILLAGE's zoning codes as directed by the Zoning Administrator.
2. Issue various residential and commercial permits, including building, electrical, plumbing, HVAC, erosion control, occupancy, sign permits, driveway permits, swimming pool permits, demolition permits, permits for the construction of accessory structures, and permits for the operation of bed and breakfast establishments as required under Chapter 62 of the McFarland Municipal Code. PROVIDER shall not collect fees from permit applicants but shall not issue any permits until the applicable fee has been paid to the VILLAGE.
3. Review applications for wind energy systems under §62-208(a) and approve minor modifications to telecommunications equipment under §62-206(d) of the McFarland Municipal Code.
4. Conduct on-site residential and commercial inspections of work in progress as scheduled by PROVIDER with permit holders to ensure that applicable state or local codes are met, as well as initial inspections of premises that are subject to an application for a permit to keep chickens under §62-69(d), for an alcoholic beverage licenses under §11-58(a), or to operate as a tourist rooming house under §11-358 of the McFarland Municipal Code. Items inspected include footings, foundations, framing, electrical, plumbing, mechanical systems, and sewer and water lateral connections, except that PROVIDER shall not be responsible for performing commercial electrical inspections.
5. Maintain records of permit applications, plans, permits and inspections related to the building inspector's duties.
6. Research questions, problems, and complaints regarding the various codes to be enforced by PROVIDER under this Agreement.
7. Issue warnings, stop work orders, and municipal citations to enforce the VILLAGE's Building and Zoning Codes.
8. Assist the Property Maintenance Code Inspector as needed to ensure compliance with property maintenance codes and ordinances. Assist the Zoning Administrator as needed to ensure compliance with zoning, floodplain zoning, or shoreland zoning codes and ordinances.
9. Perform such other duties as are delegated exclusively to the building inspector, and upon request, perform such other duties as authorized by, the McFarland Municipal Code.
10. Prepare and submit monthly activity reports for inspection services performed during each calendar month of service provided.
11. When requested by the VILLAGE, complete and submit a year-end report to the VILLAGE after the end of each calendar year, and at the termination or expiration of this Contract.

In accomplishing the objectives of this Schedule as detailed above, the PROVIDER will adhere to the concepts, provisions, and inspection features of its proposal dated October 25, 2018.

VILLAGE personnel shall cooperate with the PROVIDER and its agents in the performance of the PROVIDER's obligations hereunder.

VILLAGE OF MCFARLAND CONTRACT

Schedule B – Payment for Services

For and in consideration of the services provided under this Contract, the VILLAGE will pay PROVIDER \$75.00 per hour plus mileage at the applicable IRS mileage rate as compensation for building inspection services provided, to a maximum of \$100,000 per year.

The VILLAGE shall pay for time and mileage for both the time spent within the Village of McFarland as well as the time and mileage for the commute.

The PROVIDER shall invoice the VILLAGE monthly for the work or other services performed. Said invoices shall include, at a minimum, the dates and hours worked each day for each employee of the PROVIDER rendering services under this Contract, including applicable mileage. The Village shall pay the PROVIDER within 30 days of the receipt of each invoice from the PROVIDER.

PROVIDER will furnish all labor and other services necessary in order to perform the work as specified by the VILLAGE detailed in Schedule A of this Contract.

VILLAGE OF MCFARLAND CONTRACT

Schedule C – Project Schedule

The term of the agreement shall be from January 1, 2023 until December 31, 2025 unless otherwise provided according to the terms of this contract.

McFarland
SUMMARY SHEET

MEETING DATE: Thursday, November 10, 2022

SECTION: Consent Agenda

DEPARTMENT: Fire/EMS

CONTACT: Chris Dennis, Fire/Rescue Chief

AGENDA ITEM: Motion to approve deeming the 2012 Chevy Suburban surplus Village property and dispose of it by negotiated sale in accordance with Village Ordinance 2-932 and 2-933.

PREVIOUS ACTION:

None

ISSUE SUMMARY:

The Fire & Rescue Department has replaced the 2012 Chevy 2500 Suburban Command Car.

The truck was originally purchased in 2012 and has been in service for 10 years. Based on Kelly Blue Book (KBB), the truck's value is \$26,000 - \$28,000 based on mileage. The truck does have some cosmetic damage on the rear due to a recent minor accident, higher-than-normal wear on the interior, and emergency lighting failing (needing replacement). A neighboring fire department contacted the Fire & Rescue Chief to purchase the truck. Staff recommends completing a negotiated sale with the neighboring department as the sale price is guaranteed to be within the KBB value of the truck, whereas at auction, we may not obtain the same amount. Additionally, the sale benefits the neighboring department and will more than likely respond to larger incidents in Village as mutual aid in the future.

FINANCIAL/BUDGET IMPACT:

Sale of Property Revenue

VILLAGE PLAN REFERENCE:

N/A

ORDINANCE REFERENCE:

Village Ordinance 2-932 (b) (2)

Whenever the estimated fair market value of other items is \$10,000.00 or more, the Village Board shall determine whether or not the item is surplus Village property.

Village Ordinance 2-933 (e) (3)

Negotiated sale (prior Village Board authorization required)

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Motion to approve deeming the 2012 Chevy Suburban surplus Village property and dispose of it by negotiated sale in accordance with Village Ordinance 2-932 and 2-933.



ATTACHMENTS:

None

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Thursday, November 10, 2022

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Sayer Larson, Parks Superintendent, Matt Schuenke, Village Administrator

AGENDA ITEM: Motion to approve a contract for design and bidding services for the reconstruction of the skate park within William McFarland Park as recommended by the Parks and Recreation Committee.

PREVIOUS ACTION:

The Parks & Recreation Committee recommended to the Village Board acceptance of the plan for the reconstruction of the Skate Park at William McFarland Park at their October 4, 2022 meeting.

The Village Board accepted the plan for the reconstruction of the Skate Park at their October 11, 2022 meeting.

The Parks & Recreation Committee recommended approval to the Village Board the award of contract to Parkitecture for design and bidding services for the reconstruction of the skate park within William McFarland Park at their November 1, 2022 meeting.

ISSUE SUMMARY:

Please find enclosed the proposal from Parkitecture for design and bidding services for the reconstruction of the Skate Park within William McFarland Park.

The project is proposed for construction in 2023 and has been accepted within the 2023-2027 Capital Improvement Plan as well as proposed within the 2023 Budget. The remaining schedule for the project is proposed as follows:

- November 1, 2022 - Parks and Recreation Committee: Recommendation to Village Board on design contract.
- November 10, 2022 - Village Board: Consider recommendation from Committee on design contract.
- November 11, 2022 - Begin Design Process
- February 2, 2023 - End Design Process
- February 7, 2023 - Parks and Recreation Committee: Recommendation to the Village Board to accept final design and authorize project for bidding.
- February 14, 2023 - Village Board: Consider recommendation from Committee on final design and authorize project from bidding.
- March 7, 2023 - Bid Opening at 10:00 am.



- March 7, 2023 - Parks and Recreation Committee: Recommendation to the Village Board on project award.
- March 14, 2023 - Village Board: Consider recommendation from Committee on project award.
- June 1, 2023 - Begin Construction
- August 30, 2023 - End Construction

This is a loose schedule to provide perspective on next steps in the project should the plan be accepted, budget adopted, and project proceeds through necessary approvals. Work on the design does need to begin now in order to line up with the construction schedule as listed above.

FINANCIAL/BUDGET IMPACT:

From the enclosed proposal provided by Parkitecture they are requesting a fixed fee of \$18,960 including expenses.

The 2023 Budget for the project including these costs was proposed for spending \$375,000. The Parks Fund will contribute \$100,000 towards the project and \$50,000 is projected from fundraising with the remaining \$225,000 coming from borrowing. We will revisit these assumptions within the design phase of the project at the time of project award.

VILLAGE PLAN REFERENCE:

[McFarland Parks Master Plan](#)

[William McFarland Park Skatepark Plan](#)

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended Action:

Motion, second to recommend the award of contract to Parkitecture for design and bidding services for the reconstruction of the skate park within William McFarland Park.

ATTACHMENTS:

1. Parkitecture proposal

Skate Park CDs

TASK ORDER #9 - SCOPE OF SERVICES

General Project Scope:

Project scope includes preparation of construction documents and specifications and public bidding for a proposed skate park to be located within William McFarland Park.

Task Items below are further described in the Master Planning Services Agreement set forth between Parkitecture + Planning and the Village of McFarland entered by the parties in 2020. All other terms of Master Planning Services Agreement between Parkitecture + Planning and the Village of McFarland not inconsistent with this Task Order are incorporated herein by reference.

Services to be completed:

- **Design Development Documents** – The Design Team will prepare professional construction documents detailing the skatepark and site-specific improvements.

- o Information Plan
- o 3D Perspective
- o Layout Plan
- o Steel Plan
- o Color Plan
- o Jointing Plan
- o Grading & Drainage Plan
- o Landscape Plan
- o Shade Structure Layout and Details
- o Sections
- o Construction Details
- o Technical Specifications

- **Review Meeting** – The Client will review the Design Development Documents submittal and prepare redline comments. The Design Team will lead a virtual meeting with the Client to review the redline comments and identify actions necessary to address the comments.

- **Final Construction Documents** – The Design Team will incorporate feedback from the Design Development Documents Review Meeting and prepare a 100% Construction Documents submittal (plans and specifications).

- **Opinion of Probable Construction Cost** – The Design Team will assemble a detailed opinion of probable cost to with aligned bid items for the final bid plan set.

- **PRC Meeting** – The Design Team will present DD drawings to the PRC for final approval prior to establishing construction documents.

- **Village Board Meeting** – The Design Team will present final drawings to the Village Board for final approval prior to soliciting public bids.

- **Public Bidding** – The Design Team will facilitate a public bidding process via QUEST CDN. This will include answering bidder questions, issuing addenda, etc as needed. A bid opening will be held online and results reviewed/tabulated. This will also include a recommendation memo for potential award of bid.

Skate Park CDs

Outcomes and Deliverables

- o Design Development Documents (PDF)
- o 100% Construction Documents (PDF)
- o Project Specifications (PDF)
- o Opinion of Probable Construction Cost (OPCC) (PDF)
- o Meeting Minutes (PDF)
- o Bid Tabulation and Memo (PDF)

Assumptions

Village to provide timely feedback on submittals, and access to stakeholders within the community.

Schedule:

Parkitecture is prepared to begin work on the project on or about November 15, 2022 and anticipate completion of bid documents by February 1, 2023.

Fee:

In consideration of the scope outlined above, Parkitecture requests a fixed fee of \$18,960 including expenses.

Signature below shall serve as notification to proceed.

Accepted by:

Village of McFarland



Parkitecture + Planning

Date:

____9/28/2022____

Date:

McFarland
SUMMARY SHEET

MEETING DATE: Thursday, November 10, 2022

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Motion to approve a Collateral Assignment of Tax Incremental Financing Agreement and Municipal Revenue Obligation for Atwater Phase II, 4721 Farwell Street.

PREVIOUS ACTION:

September 23, 2019, approval of the Atwater LLC Phase 1 Development Agreement
July 26, 2022, approval of the Atwater LLC Phase 2 Development Agreement
October 25, 2022, approval of Amendment 1 to the Atwater LLC Phase 2 Development Agreement

ISSUE SUMMARY:

In order to secure commercial lending for the construction of the Atwater Phase II, Lakestone is seeking approval of a collateral assignment of their \$305,000 Tax Increment Financing development incentive. Under the terms of the Development Agreement with Lakestone, the \$305,000 development incentive is to be disbursed pursuant to the terms of a Municipal Revenue Obligation in the amount of 90% of the tax increment attributable to the Phase II development. Annual payments begin in year 2024 and continue until the sum of \$305,000 has been paid to Lakestone. Under the collateral assignment, the Village agrees to forward the original Municipal Revenue Obligation and all payments to be made by the Village to Lakestone Holdings LLC, or any successor or assign, directly to One Community Bank instead. The collateral assignment does not change the terms of the annual or total payments previously approved under the Development Agreement. The proposed collateral assignment has been reviewed by the Village Attorney and recommended for approval.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Motion, second, to approve the Collateral Assignment of Tax Incremental Financing Agreement and Municipal Revenue Obligation for Atwater Phase II, 4719 Farwell Street.

ATTACHMENTS:

1. Collateral Assignment of TIF Agreement (10-27-2022) (A4694917x9DEB4)



Document Number

**COLLATERAL ASSIGNMENT OF
TAX INCREMENTAL FINANCING
AGREEMENT AND MRO**

Recording Data

Name and Return Address

Parcel Identification Number (PIN)

THIS COLLATERAL ASSIGNMENT OF TAX INCREMENTAL FINANCING AGREEMENT AND MRO (this "Assignment") is made as of October 28, 2022, by Lakestone Holdings LLC a Wisconsin limited liability company ("Assignor") to One Community Bank (the "Lender").

RECITALS:

WHEREAS, pursuant to that certain Business Loan Agreement and Promissory Note of even date herewith, by and between Assignor, The Atwater LLC and The Atwater II LLC (collectively, the "Borrower") and Lender, Lender has this date agreed to loan to Borrower up to the aggregate principal amount of \$305,000.00 (the "TIF Loan"), the repayment of which is secured in part by this Collateral Assignment of Tax Incremental Financing Agreement and MRO, relating to certain land described in a Real Estate Mortgage and the improvements to be constructed thereon (collectively, the "Property") owned by Assignor and located in Dane County, Wisconsin, more particularly described in Exhibit A;

WHEREAS, Assignor is a party to that certain Tax Incremental Financing Agreement dated as of October [REDACTED], 2022 with the Village of McFarland, Wisconsin (the "Village"), as it may be amended or restated from time to time (the "TIF Agreement") relating to the Property;

WHEREAS, it is a condition precedent to Lender's obligation to make the TIF Loan to the Borrower that Assignor execute and deliver this Assignment with respect to the TIF Agreement.

ASSIGNMENT:

NOW, THEREFORE, in consideration of the promises and the covenants hereinafter contained, and to induce Lender to provide and maintain the TIF Loan to Borrower pursuant to the Business Loan Agreement and Promissory Note, Assignor agrees as follows:

1. Assignment. As security for all obligations of Borrower to Lender whether now existing or hereafter arising, including, without limitation, the repayment of the TIF Loan (collectively, the “Obligations”), Assignor hereby assigns, pledges and transfers to Lender for collateral purposes and grants to Lender a security interest in all of its rights, remedies (at law or in equity), title and interest in and to (a) the TIF Agreement and (b) all agreements, documents, certificates, instruments, and other materials relating to the TIF Agreement, including a Municipal Revenue Obligation in the maximum amount of \$305,000.00 (the “Municipal Revenue Obligation”) (collectively, with the TIF Agreement, the “Assigned Documents”) to be issued to Assignor by the Village and (c) with all proceeds thereof, including, without limitation, its rights and remedies with respect to any breach by any counterparty of any of its representations, warranties, covenants and obligations under the Assigned Documents. Without limiting the generality of the foregoing, as security for the Obligations, Assignor specifically assigns, pledges and transfers to Lender for collateral purposes, and grants to Lender a security interest in all rights of Assignor to receive any sums of money or property in connection with the Assigned Document.

2. Representations and Warranties. Assignor hereby represents and warrants to Lender that: (a) no previous assignment of its interest in the Assigned Documents has been made; (b) the Assigned Documents are in full force and effect and constitutes a valid and legally enforceable obligation of the parties thereto; and (c) there are no defaults now existing thereunder by either party thereto as of the date hereof. Assignor agrees not to assign, sell, pledge, transfer, mortgage or otherwise encumber its interest in the Assigned Documents so long as this Assignment is in effect, or amend the Assigned Documents without Lender’s prior written consent. This Assignment shall be binding upon Assignor and its successors and assigns and inure to the benefit of Lender, and its successors and assigns.

3. Performance and Enforcement. So long as no Event of Default, as defined in any agreement securing or evidencing any of the Obligations, has occurred and is continuing, insofar as Assignor may have any right, privilege or claim under the Assigned Documents, Assignor will timely perform all of its obligations under the Assigned Documents and timely exercise its enforcement rights under such Assigned Documents, will enforce the same diligently and will give Lender notice of each such enforcement undertaken by Assignor.

4. Rights following Event of Default. Upon the occurrence and during the continuance of an Event of Default, Lender shall have the right, power and authority to (a) declare this Assignment to be unconditional and absolute, and thereby succeed fully to all of Assignor’s rights, remedies, title and interest in, to and under the Assigned Documents, (b) notify counterparties that the Assigned Documents have been assigned to Lender, whether or not it has commenced or completed foreclosure or taken possession thereof, and (c) exercise all rights of Assignor under the Assigned Documents. In furtherance of the foregoing, upon the occurrence and during the continuance of an Event of Default, Assignor hereby irrevocably authorizes and empowers Lender, in its sole discretion, to assert, either directly or on behalf of Assignor, any

right, privilege or claim which Assignor then or thereafter may have under the Assigned Documents, as Lender may deem proper, and to receive and collect any and all damages, awards and other monies resulting therefrom and to apply the proceeds thereof against any Obligation then outstanding. Nothing herein shall be construed to require Lender to take any action in respect of the Assigned Documents, whether for the account of Assignor or otherwise.

5. Lender as Attorney-in-Fact. Assignor hereby irrevocably make, constitute and appoint Lender (and all officers, employees or agents designated by it) as its true and lawful attorney-in-fact for the purposes of enabling Lender or its agent or designee to exercise its rights under Section 4 hereof.

6. Notice of Events. Assignor shall keep Lender informed of all circumstances which have or may have a material and adverse effect upon the exercise of its rights and remedies under the Assigned Documents. In any event, Assignor shall not release, cancel, sell, compromise, waive, amend, alter or modify any of its rights or remedies under the Assigned Documents, without first obtaining the prior written consent of Lender.

7. Responsibilities of Assignor. Assignor expressly acknowledges and agrees that it shall remain liable under the Assigned Documents, to observe and perform all of the conditions and obligations therein contained to be observed and performed by it, and that neither this Assignment, nor any action taken by Lender pursuant hereto, shall cause Lender to be under any obligation or liability in any respect whatsoever to any party to the Assigned Documents or for the observance or performance of any of the representations, warranties, conditions, covenants, agreements or terms therein contained.

8. Lender not Responsible. Notwithstanding Lender's rights hereunder, Lender shall not be obligated to perform, and Lender does not undertake to perform, any obligation, covenant, condition or term with respect to the Assigned Documents on account of this Assignment. Lender shall have no responsibility on account of this Assignment for the control or care of the Assigned Documents, other than to handle the Assigned Documents in the same manner as it handles other collateral in the ordinary course of business.

9. Successor and Assigns. This Assignment and all obligations of Assignor hereunder shall be binding upon the successors and assigns of Assignor (including any debtor-in-possession on behalf of Assignor) and shall, together with the rights and remedies of Lender, inure to the benefit of Lender and all future holders of any instrument evidencing any of the Obligations and the respective successors and assigns. No sales of participations, sales, assignments, transfers or other dispositions of any agreement governing or instrument evidencing the Obligations or any portion thereof or interest therein shall in any manner affect the assignment made and security interest granted hereunder to Lender. Assignor may not assign, sell, hypothecate or otherwise transfer any interest in or obligation under this Assignment.

10. Notices. All notices, requests and other communications to Assignor or Lender hereunder shall be made in accordance with the provisions of the Loan Agreement.

11. No Waiver. No failure or delay on the part of Lender in exercising any right or remedy hereunder, and no course of dealing between Assignor on the one hand and Lender on the

other hand shall operate as a waiver thereof, nor shall any single or partial exercise of any right or remedy hereunder, under any agreement evidencing or securing any Obligation, preclude any other or further exercise thereof or the exercise of any other right or remedy hereunder or thereunder. The rights and remedies herein or in any agreement evidencing or securing any Obligation, are cumulative and not exclusive of any rights or remedies which Lender would otherwise have. No notice to or demand on Assignor not required hereunder in any case shall entitle Assignor to any other or further notice or demand in similar or other circumstances or constitute a waiver of the rights of Lender to any other or further action in any circumstances with notice or demand.

12. Amendment. No amendment or waiver of any provision of this Assignment, nor consent to any departure by Assignor from this Assignment, shall in any event be effective unless the same shall be in writing and signed by Lender and then such waiver or consent shall be effective only the specific instance and for the specific purpose for which given.

13. Governing Law. This Assignment and the rights and obligations of the parties hereunder shall be construed in accordance with and governed by the internal laws (without giving effect to the conflict of law principles thereof) of the State of Wisconsin.

14. Severability. In case any provision in or obligation under this Assignment shall be invalid, illegal or unenforceable, in whole or in part, in any jurisdiction, the validity, legality and enforceability of the remaining provisions or obligations, or of such provision or obligation in any other jurisdiction, shall not in any way be affected or impaired thereby.

15. Counterparts. This Assignment may be executed in any number of counterparts and by the different parties hereto on separate counterparts, each of which when so executed and delivered shall be an original, but all of which shall together constitute one and the same instrument.

16. Additional Provisions Regarding MRO. If Assignor becomes entitled to a Municipal Revenue Obligation pursuant to the TIF Agreement, Assignor hereby irrevocably authorizes and directs the Village to deliver the Municipal Revenue Obligation and all payments thereunder directly to Lender, notwithstanding any contrary provision of the TIF Agreement, waives any claim it may have against the Village for making such deliveries directly to Lender and agrees that such delivery to Lender will satisfy any obligation of the Village to make delivery to Assignor. Lender and Assignor agree that the Village will not be liable to Assignor or Lender for any expense, claim, loss, damage, or cost arising out of or relating to its performance pursuant to this Assignment or the Municipal Revenue Obligation. The Village will be excused from failing to act or delay in acting, and no such failure or delay shall give rise to any liability of the Village, if (a) such failure or delay is caused by circumstances beyond the Village's reasonable control or (b) such failure or delay resulted from the Village's reasonable belief that the action would have violated any guideline, rule or regulation of any governmental authority or (c) such action failure or delay is consistent with the terms of the TIF Agreement. Assignor and Lender agree that the Village shall have no duty to inquire or determine whether Assignor's obligations to Lender are in default or whether Lender is entitled to provide the notice described herein to the Village. The Village may rely on notices and communications it believes in good faith to be genuine and given by Lender. The Village is a third-party beneficiary of this paragraph of this Assignment.

[Signature pages follows]

LENDER:
ONE COMMUNITY BANK (SEAL)
a Wisconsin state chartered bank

By: _____
Name/Title: Dan Carey, Market President,
McFarland

STATE OF WISCONSIN)
)ss.
County of _____)

This instrument was acknowledged before me on _____, 2022, by Dan Carey, as
Market President of One Community Bank.

(Print name) _____
Notary Public, State of Wisconsin
My Commission (Expires) (Is) _____

Drafted by:

Patrick P. Neuman
Boardman & Clark, LLP
1 S. Pinckney St.
Suite 400
Madison, WI 53703

ACKNOWLEDGMENT OF ASSIGNMENT AND CONSENT

The Village of McFarland, Wisconsin hereby acknowledges the above Collateral Assignment of Tax Incremental Financing Agreement by Lakestone Holdings LLC to One Community Bank, and consents thereto. The Village acknowledges the collateral assignment of the Municipal Revenue Obligation to One Community Bank and agrees to forward the original Municipal Revenue Obligation and all payments to be made by the Village to Lakestone Holdings LLC, or any successor or assign, directly to One Community Bank instead. The Village acknowledges that it is not aware of any current guideline, rule or regulation of any governmental authority that would be violated by the Village's direct payment of the proceeds of the Municipal Revenue Obligation, when due, to One Community Bank rather than to Lakestone Holdings LLC. Nothing in this Acknowledgment of Assignment and Consent shall be construed to amend or modify the Village's obligation under the TIF Agreement.

Dated: _____, 2022.

VILLAGE OF MCFARLAND (SEAL)
Dane County, Wisconsin

By: _____
Carolyn A. Clow, Village President

STATE OF WISCONSIN)
)ss.
County of DANE)

This instrument was acknowledged before me on _____, 2022, by Carolyn A. Clow as the President of the Village of McFarland, Wisconsin.

(Print name)
Notary Public, State of Wisconsin
My Commission (Expires) (Is) _____

ATTEST:

Cassandra Suettinger, Village Clerk

STATE OF WISCONSIN)
)ss.
County of DANE)

This instrument was acknowledged before me on _____, 2022, by Cassandra Suettinger, the Clerk of the Village of McFarland, Wisconsin.

(Print name)
Notary Public, State of Wisconsin
My Commission (Expires) (Is) _____

EXHIBIT A
(Legal Description)

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Thursday, November 10, 2022

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator, Chris Dennis, Fire/Rescue Chief, Aaron Chapin, Police Chief

AGENDA ITEM: Update on progress on the construction of the Public Safety Center.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

Included in your packet is a summary update on construction progress for the new Public Safety Center. The Owner's Representative (Huffman Facility Development) will be present to provide a brief overview of the work completed to date. This information will be presented and discussed as part of the meeting. We will be able to take questions on the project as needed as well.

FINANCIAL/BUDGET IMPACT:

Financial progress is included in the report. Thus far costs are tracking as they should be.

There are no change orders to be considered for action within this meeting.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

No action is needed on this item. Provided as an update.

ATTACHMENTS:

1. McFarland PSC Report 2022 11



Project Status Report for

Village of McFarland
Public Safety Center

November 2022

Jordan Schulz, HFD
Your Partner in Development

Construction Update

1. Masonry is nearly complete and Metal Panels are to begin this month
2. Roof membrane is 90% complete, with only details remaining
3. Window install is underway as materials become available
4. Drywall taping in the PD is underway
5. Interior concrete work is complete
6. Mech/Elec/Plumbing Rough In is underway in the FD and Commons
7. The electrical enclosure foundations are being constructed
8. The site is being graded and prepared for paving this month
9. No change to the anticipated date of the late electrical switchgear arrival (March 2023)

Project Administration

1. Coordination of Owner Direct items (Furniture and Equipment) is becoming more of a focus as we move toward being ready for these vendors
 1. FD Equipment (Em Radios, Cellular repeater, etc)
 2. Furniture
 3. Technology
2. The most recent design reviews and updates the team is addressing:
 1. Site electrical coordination
 2. Interior Signage
 3. Drywall details
 4. Finish selections
3. Schedule changes and associated costs have been submitted by JP Cullen and are currently in review and discussion by the project team
 1. Weather delays incurred
 2. Schedule change due to long-lead switchgear
4. Window testing and curtain wall testing has not yet begun but will be coordinated soon

Huffman Facility Development, Inc.

Budget Updates

DESCRIPTION	BUDGET	FINAL PROJECTED COST	INVOICED TO DATE	% Complete
Pre-Development	56,322	62,838	62,838	100%
Professional Services <i>Design, Project Mgmt, Legal, Quality Testing</i>	1,221,585	1,289,896	1,199,272	93%
Owner Direct <i>Furniture, Equipment, etc.</i>	858,515	1,038,155	277,265	27%
Construction	18,834,443	19,387,413	11,490,977	59%
Other Project Expense	85,000	95,419	63,258	66%
Income	(32,000)	(32,000)	0	0%
Owner Contingency	1,003,700	185,844	0	81%
TOTAL	22,027,565	22,027,565	13,093,609	59%
FINAL PROJECTED COST	22,027,565			
Balance - Under / (Over)	0			

Huffman Facility Development, Inc.

Budget Updates

PCO*	CO	PS**	SCOPE	SUBMITTED	PENDING	STATUS	RECOMMENDED	APPROVED
	01		PCOs 4r2.2			Approved		28,000
	02		PCOs 004r2.1, 015			Approved		136,492
	03		PCOs 010, 016r1, 019r1, 023, 025			Approved		172,833
	04		PCOs 028, 030r1, 031r2			Approved		82,757
	05		PCOs 018r1, 029r1, 033r2, 043r2, 045r2, 046			Approved		102,888
	06		Door Hdwr Change			Approved		5,982
049r1		N/A	Aug Mis Costs: rebar adjustments, cast stone changes, PD window change	32,207		Recommended	14,172	
056.2			Hose Hoist	6,595		Recommended	4,307	
057			Sept misc costs, RFIs, etc.	31,390	31,390	Pending		
059.1			Weather Delays	71,006	71,006	Pending		
061		12	Utility service change, conduits for future EV stations, added auto operators	30,757	30,757	Pending		
062		13	Monument Foundation	7,711	7,711	Pending		
063		14	Added Camera	7,474	7,474	Pending		
TOTAL					148,338		18,479	528,952

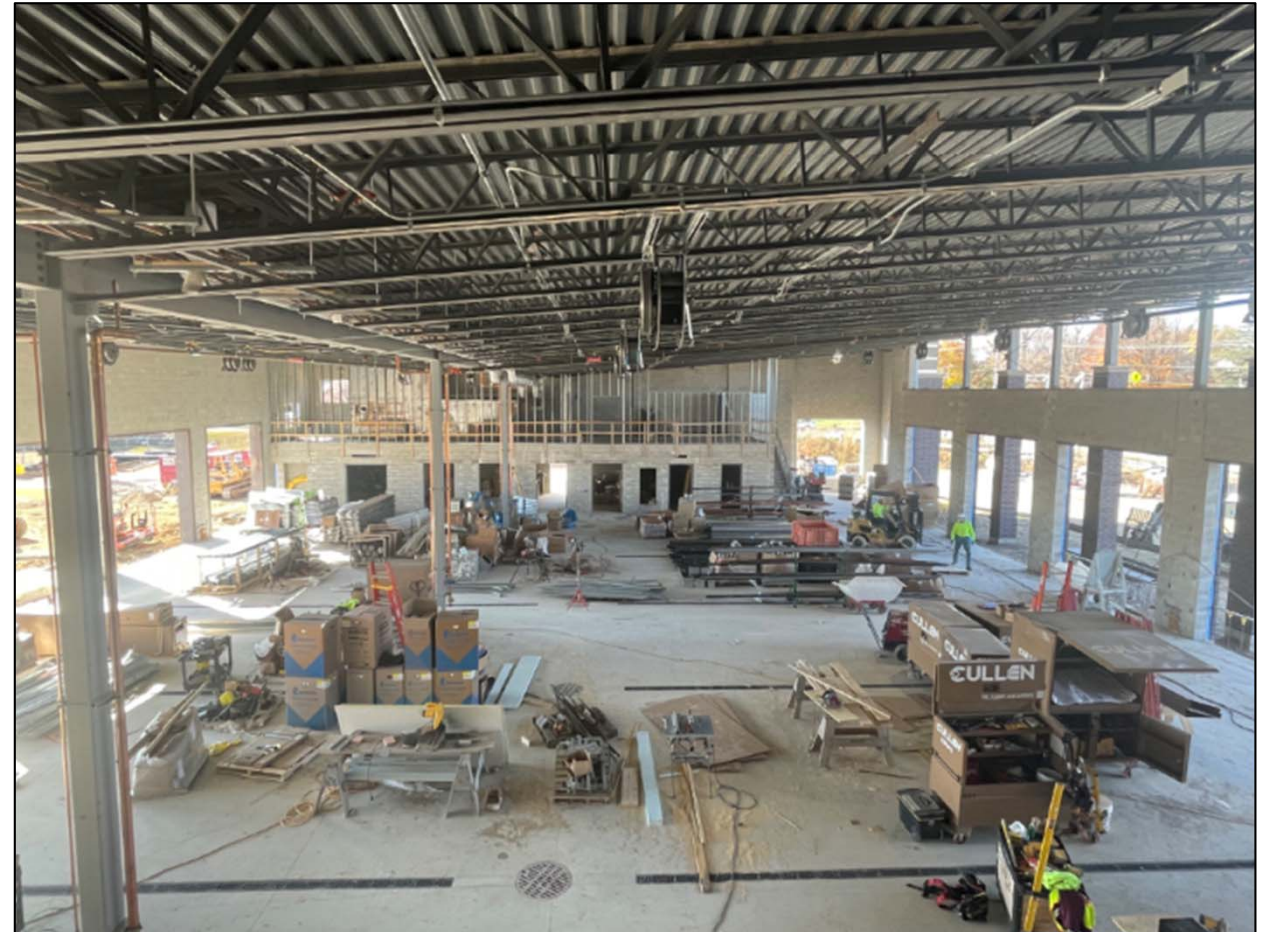
* Intermediate PCO numbers not shown do not currently have any associated costs

** Project Supplements are revised drawings issued by the Design Team to capture changes due to coordination issues, owner requests, or jurisdictional requirements

Project Update Photos



Masonry, Steel and Roof at Fire Department
Apparatus Bays



Apparatus Bays

Project Update Photos



Main Entry



Foundations for Electrical Enclosure

Project Update Photos



Overhead Door Installed at PD garage



Drywall at the Squad Room

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Thursday, November 10, 2022

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and action regarding proposed Change Order #07 for the Public Safety Center to address structural and equipment installation changes.

PREVIOUS ACTION:

Change Order #01 was approved by the Village Board at its meeting on March 14, 2022.

Change Order #02 was approved by the Village Board at its meeting on April 11, 2022.

Change Order #03 was approved by the Village Board at its meeting on May 10, 2022.

Change Order #04 was approved by the Village Board at its meeting on June 14, 2022.

Change Order #05 was approved by the Village Board at its meeting on September 13, 2022.

Change Order #06 was approved by the Village Board at its meeting on October 11, 2022.

ISSUE SUMMARY:

Please find enclosed 2 funding requests packaged together as Change Order #07 for the Public Safety Center. These requests are summarized as follows:

- **PCO-049r2** - Includes miscellaneous costs for August that addressed changes to masonry, rebar submittals, aluminum installation, windows, and other related items. Total cost is \$14,172.
- **PCO-056.2** - Some additional labor is needed to relocate the current hose hoist from the existing facility to the new facility as planned. This is used to hang fire hoses for drying after use. Total cost is \$4,307.

The Owner's Representative will be present to provide a summary overview of these changes.

FINANCIAL/BUDGET IMPACT:

The total cost of this proposed change order is \$18,473. This amount will be charged to contingency bringing our utilization of those funds up to \$547,386 or ~55% of available funds for this purpose (this is the sixth draw into the contingency via change order for this project).



VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended Action:

Motion, second to approve Change Order #07 for the Public Safety Center to address structural and equipment installation changes.

ATTACHMENTS:

1. MCF Public Safety Center PCO-049r2
2. MCF Public Safety Center PCO-056.2



Proposed Change Order Transmittal

J. P. Cullen and Sons, Inc.

PROJECT:	6005 - McFarland Public Safety Center 6005.000	DATE SENT:	10/27/2022
		RETURN BY:	11/3/2022
SUBJECT:	August 2022 Misc Costs	PROPOSED CHANGE ORDER ID:	PCO-049r2
TYPE:	Proposed Change Order	TRANSMITTAL ID:	01342
PURPOSE:	For Review	VIA:	Email
TOTAL DAYS:	0		
TOTAL AMOUNT:	\$14,172.00		

FROM

NAME	COMPANY	EMAIL	PHONE
Tayler Blake	J. P. Cullen and Sons, Inc.	Tayler.Blake@JPCullen.com	608-751-2081

TO

NAME	COMPANY	EMAIL	PHONE
Jordan Schulz	Huffman Facility Development, Inc.	jschulz@keelpartnersinc.com	(608) 332-4112

REMARKS:

COPIES:

Andrew Kerr	(Bray Architects)
John Kniesz	(Bray Architects)
Mark Taylor	(Bray Architects)

REQUEST FOR QUOTATION

Project:	McFarland Public Safety Center	27 October 2022
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JPC PCO #: 049r2

Description: Misc Costs from August 2022. Included in this PCO is: Masonry rebar submittal redlines and associated masonry labor, Area F C-Channel Repair, RFI-045, added cast stone sills on Area P exterior + labor from PS-03, including aluminum sill credit, and transaction window from RFI-098 (FRAME ONLY).

****Proposals are to be held for 10 working days. Quote is no longer valid post deadline****

****Labor Rates valid through 05/31/23****

Activity Description

JP Cullen & Sons Inc.

General Contractor Work	Units	Quantity	Base Rate	PT&I (25%)	Total Rate	TOTAL
Carpenter Foreman - Utility Pad Concrete Work RFI-045	HR	4	\$86.71	\$21.68	\$108.39	\$433.55
Carpenter - Utility Pad Concrete Work RFI-045	HR	4	\$66.06	\$16.51	\$82.57	\$330.28
Mason Foreman - Rebar Redlines Install	HR	4	\$86.63	\$21.66	\$108.28	\$433.13
Mason - Rebar Redlines Install	HR	8	\$68.58	\$17.14	\$85.72	\$685.76
Mason Foreman - W-02 Cast Stone Install	HR	4	\$86.63	\$21.66	\$108.28	\$433.13
Mason - W-02 Cast Stone Install	HR	4	\$68.58	\$17.14	\$85.72	\$342.88
Mason Foreman - C Channels	HR	8	\$50.53	\$12.63	\$63.16	\$505.26
Mason - C Channels	HR	8	\$32.48	\$8.12	\$40.60	\$324.77
Mason Foreman - - C Channels CREDIT	HR	-4	\$86.63	\$21.66	\$108.28	(\$433.13)
Mason - - C Channels CREDIT	HR	-4	\$68.58	\$17.14	\$85.72	(\$342.88)
Iron Worker Foreman - C Channels	HR	8	\$107.17	\$26.79	\$133.97	\$1,071.74
Iron Worker - C Channels	HR	16	\$71.36	\$17.84	\$89.20	\$1,427.16
Iron Worker Foreman - C Channels CREDIT	HR	-4	\$107.17	\$26.79	\$133.97	(\$535.87)
Iron Worker - C Channels CREDIT	HR	-8	\$71.36	\$17.84	\$89.20	(\$713.58)
Labor Subtotal						\$3,962.18

Self-Performed Labor OH&P 15% \$594.33

JP Cullen Labor Total \$4,556.50

MATERIALS	Units	Quantity	Unit Price	Material	Tax (0%)	TOTAL
Hatch - Masonry Rebar Redlines	LS	1	\$ 2,002.00	\$2,002.00	\$0.00	\$2,002.00
Northfield - W-02 Cast Stone Sills	LS	1	\$ 1,511.00	\$1,511.00	\$0.00	\$1,041.00
Concrete for RFI-045	CUYD	0.5	\$ 100.00	\$50.00	\$0.00	\$50.00
Material Subtotal						\$3,093.00

Self-Performed Material OH&P @ 15% \$463.95

Material Total \$3,556.95

SUBCONTRACTORS	Services	TOTAL
		\$0.00
Mobile Glass	W-02 Aluminum Sills CREDIT	(\$285.00)
Mobile Glass	Total for SF#UU *Frame change only*	\$5,790.00
		\$0.00
Subtotal		\$5,505.00

Subcontractor OH&P @ 7.5% \$412.88

Subcontract Total \$5,917.88

Bond @ 1% \$140.31

TOTAL \$14,172



Proposed Change Order Transmittal

J. P. Cullen and Sons, Inc.

PROJECT:	6005 - McFarland Public Safety Center 6005.000	DATE SENT:	10/31/2022
		RETURN BY:	11/7/2022
SUBJECT:	Hose Hoist Material vs Relocation	PROPOSED CHANGE ORDER ID:	PCO-056.2
TYPE:	Proposed Change Order	TRANSMITTAL ID:	01352
PURPOSE:	For Review	VIA:	Email
TOTAL DAYS:	0		
TOTAL AMOUNT:	\$4,307.00		

FROM

NAME	COMPANY	EMAIL	PHONE
Tayler Blake	J. P. Cullen and Sons, Inc.	Tayler.Blake@JPCullen.com	608-751-2081

TO

NAME	COMPANY	EMAIL	PHONE
Jordan Schulz	Huffman Facility Development, Inc.	jschulz@keelpartnersinc.com	(608) 332-4112

REMARKS:

COPIES:

Andrew Kerr	(Bray Architects)
John Kniesz	(Bray Architects)
Mark Taylor	(Bray Architects)

REQUEST FOR QUOTATION

Project: McFarland Public Safety Center

31 October 2022

JPC PCO #: 056.2

Description: This PCO is intended to show the cost to disassemble and relocate existing hose hoist support material from existing PSC building to new.

Proposals are to be held for 10 working days. Quote is no longer valid post deadline

Labor Rates valid through 05/31/23

Activity Description

JP Cullen & Sons Inc.

General Contractor Work	Units	Quantity	Base Rate	PT&I (25%)	Total Rate	TOTAL
Iron Worker Foreman	HR	12	\$107.17	\$26.79	\$133.97	\$1,607.60
Iron Worker	HR	20	\$71.36	\$17.84	\$89.20	\$1,783.95
Labor Subtotal						\$3,391.55
Self-Performed Labor OH&P 15%						\$508.73
JP Cullen Labor Total						\$3,900.29

LARGE TOOL & EQUIPMENT	Units	Quantity	Unit Price	Material	Tax (5.5%)	TOTAL
		0	\$ -	\$0.00	\$0.00	\$0.00
33' Scissor Lift	DAY	1	\$ 300.00	\$300.00	\$16.50	\$316.50
		0	\$ -	\$0.00	\$0.00	\$0.00
Large Tool & Equip Subtotal						\$316.50
Self-Performed Large Tool & Equip OH&P @ 15%						\$47.48
Large Tool & Equip Total						\$363.98

Bond @ 1% \$42.64

TOTAL \$4,307

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Thursday, November 10, 2022

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Karen Knoll, Clerk, Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion and action to authorize the Village Administrator to lease 4901 Terminal Drive.

PREVIOUS ACTION:

August 8, 2022 approved offer to purchase property.

September 16, 2022 closed on property.

ISSUE SUMMARY:

The Village of McFarland purchased the 4901 Terminal Drive in September of 2022 for the purpose of holding the property for future redevelopment opportunities within TID #3. Prior to any redevelopment plans taking place, the proposal is to rent the property in order to recoup some of the acquisition costs rather than have the building sit vacant. The property was previously owner-occupied. The following is a general summary of how the property will be leased and managed by Village staff.

- Lease term: The packet includes a copy of the Residential Rental Agreement, which would be for a term of one-year. This is a current standard template agreement as provided by Wisconsin Legal Blank Co (WLBCO). The Village Attorney has reviewed the agreement and recommended its use. WLBCO also provides a number of template forms that staff intend to use, including Rental Applications and Questionnaires, Rental Agreement, Rental Agreement Addendums (e.g. Pet Agreements, Renter's Insurance Disclosure, Smoking Policy Addendum, Lead Based Paint Disclosure, etc.), and Checklists (e.g. Check-In/Check-Out Forms, Landlord Checklist).
- General rental terms:
 - Monthly rent to be in the general range of \$1,600 - \$2,200 per month. The recommended rent is based on reviewing properties currently/recently available that were listed on various rental websites used in Dane County. The average monthly rental amount for single-family homes, duplexes and townhouses is \$1,900/month with a range between \$1,100 to \$2,400. Area apartments have an average monthly rent of \$1,150 with a range between \$915 to \$1,595 based on the number of bedrooms and amenities. Neighboring Waubesa Shores apartments have rents of \$1,460 for a two-bedroom unit.
 - Security deposit equal to first month's rent.
 - Tenant to be responsible for lawn care, snow removal and all utilities (heat, electric, water, etc.).
 - Property to be rented as a non-smoking property.



- Recommended pet allowance and guidelines– cats allowed per Village code Chapter 5, Article II, with pet lease addendum.
- Advertising/Applicant Screening. Property to be advertised by means used by other property owners/landlords; yard sign and rental websites like Craigslist or similar rental sites. The following general guidelines to be used by staff to screen potential tenants:
 - Verification of income
 - Credit check. Staff recommends use of Landlord Services LLC, with whom the Village has contracted in the past for usage of their secure site service for verification purposes as needed.
 - Background check
 - Prior landlord/rental/housing verification
 - Verification of information provided on application
- Staffing:
 - The Community Development Specialist (CDS) will be point of contact for applicants, and responsible for reviewing applications and recommending final tenant approval to Administrator for lease signatures.
 - CDS will be the point of contact during lease agreement for general tenant issues.
 - PW on-call staff for any emergency contacts that need to be addressed for any issues outside of normal business hours.

FINANCIAL/BUDGET IMPACT:

Rental of the property will allow the Village to recoup a portion of the acquisition costs until such time as the Village is ready to proceed with redevelopment of the property. The rental income will be general revenue to TID #3.

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Motion, and second, to authorize the Village Administrator to lease 4901 Terminal Drive.

ATTACHMENTS:

1. Sample Residential Rental Agreement
2. 4901 Terminal Drive Rental Comps - 2022

RESIDENTIAL RENTAL AGREEMENT

1 This Agreement for the premises identified below is entered into by and between the Landlord and Tenant (referred to in the singular whether one or
2 more) on the following terms and conditions:

3 **TENANT:** (_____ adults and _____ children)

4 _____

5 _____

6 **Additional occupants under the age of eighteen (18) residing on the**

7 **Premises:** _____

8 _____

9 **PREMISES:** Building Address

10 _____ (street)

11 _____ (city, village, town) _____ (state) _____ (zip)

12 Apartment/room/unit: _____

13 Included furnishings/appliances: refrigerator, range, oven

14 List other: _____

15 **RENT:** Rent of \$ _____ for Premises and

16 \$ _____ for other (specify _____)

17 is to be received no later than the _____ day of each month

18 and is payable at _____.

19 If rent is received after _____

20 the Tenant shall pay a late fee of \$ _____.

21 Charges incurred by Landlord for Tenant's returned checks are
22 payable by Tenant. Landlord shall provide a receipt for cash
23 payments of rent. **All tenants, if more than one, are jointly and**
24 **severally liable for the full amount of any payments due**
25 **under this Agreement.** Acceptance of a delinquent payment
26 does not constitute a waiver of that default or any other default
27 under this Agreement. Other Landlord or Tenant obligations:
28 _____
29 _____

LANDLORD: _____

Agent for _____ (name)

service of _____ (phone) _____ (e-mail)

process _____ (address)

_____ (city, village, town) _____ (state) _____ (zip)

Agent for _____ (name)

maintenance, _____ (phone) _____ (e-mail)

management, _____ (address)

& collection _____ (city, village, town) _____ (state) _____ (zip)

of rents _____

TERM: (Strike either (a) or (b) enter complete date.)

(a) Month to month beginning on _____; or

(b) For a term of _____ months beginning on _____,
and ending on _____ at 12:00 noon.

NOTE: An Agreement for a fixed term expires without further notice.
If tenancy is to be continued beyond this term, parties should make
arrangements for this in advance of the expiration.

UTILITIES:	Check if paid by:	Landlord	Tenant
Electricity		_____	_____
Gas		_____	_____
Heat		_____	_____
Air Conditioning		_____	_____
Sewer/Water		_____	_____
Hot Water		_____	_____
Trash		_____	_____
Other _____		_____	_____

If utilities or services payable by Tenant are not separately metered,
tenant's share of payments are allocated as follows:

SECURITY DEPOSIT: Upon execution of this Agreement, Tenant shall pay a security deposit in the amount of \$ _____ to be held by Landlord or
Landlord's agent. The deposit, less any amounts legally withheld, will be returned to Tenant's last known address within twenty-one (21) days after any event set
forth in Wis. Stat. § 704.28(4). If any portion of the deposit is withheld, Landlord must provide Tenant with a written statement accounting for amounts withheld. The
statement shall describe each item of physical damage or other claim made against the security deposit, and the amount withheld as reasonable compensation for
each item or claim. If repair costs are not known within twenty-one (21) days Landlord may use a good faith estimate in the written accounting. The reasonable cost
for tenant damage, waste, or neglect of the premises, normal wear and tear excluded, may be deducted from Tenant's security deposit as well as any amounts
set forth in Wis. Stat. § 704.28(1). Tenant may not use the security deposit as payment for the last month's rent without the written permission of Landlord.

DEDUCTIONS FROM PRIOR TENANT'S SECURITY DEPOSIT: Tenant is hereby notified that Tenant may do any of the following within seven (7) days after the
start of their tenancy: (a) inspect the unit and notify Landlord of any pre-existing damages or defects, and (b) request a list of physical damages or defects, if any,
charged against the previous Tenant's security deposit. If such a request is made by Tenant, Landlord will supply Tenant with a list of all physical damages or defects
charged against the previous tenant's security deposit regardless of whether or not those damages or defects have been repaired. Said list will be provided to Tenant
within thirty (30) days from when the request was received or, within seven (7) days after Landlord notifies the previous tenant of the security deposit deductions,
whichever occurs later. Landlord need not disclose previous tenant's identity nor the amount deducted from the previous tenant's security deposit. Landlord will
provide Tenant with a Check-In / Check-Out sheet. Should Tenant fail to return it to Landlord within seven (7) days after the start of the tenancy, Tenant will be
considered to have accepted the Premises without any exceptions.

NOTICE TO VACATE: Lease for Term – No written notice is required to terminate a lease for term because the lease automatically ends on the last day of the term.
Nonetheless, both Landlord and Tenant should discuss prior to the end of the original lease term whether or not they wish to continue the tenancy beyond the original
lease term and if so, enter into a new rental agreement accordingly. **Month to Month Tenancy** – Written notice must be received by the other party at least twenty-eight
(28) days prior to the ending of a month to month tenancy. A month to month tenancy may only be terminated at the end of a rental period. A rental period runs from
the first day of a calendar month through the last day of a calendar month.

CONTROLLING LAW: Landlord and Tenant understand their rights and obligations under this Agreement and that they are subject to the laws of Wisconsin, in-
cluding Wis. Stat. ch. 704 and ch. 799, Wis. Admin. Code § ATCP 134, and applicable local ordinances. Both parties shall obey all governmental orders, rules and
regulations related to the Premises, including local housing codes.

CONDITION OF PREMISES: Tenant has had the opportunity to inspect the rental unit and has determined that it will fulfill their needs and acknowledges that the
unit is in good and satisfactory condition, except as noted in the Check-In / Check-Out sheet provided to them, prior to taking occupancy. Tenant agrees to maintain
the premises during their tenancy and return it to Landlord in the same condition as it was received less normal wear and tear.

RENTERS INSURANCE RECOMMENDED: Landlord recommends that Tenant purchase Renter's Insurance to protect Tenant's personal property and to protect
Tenant from any liabilities while living at the property. Tenant understands that if they do not purchase Renter's Insurance that Tenant may not have any insurance
coverage should Tenant's belongings be damaged or should Tenant be held liable to a third party and/or the Landlord.

RULES: Landlord may make reasonable rules governing the use and occupancy of the Premises and the building in which it is located. Any failure by Tenant to
substantially comply with the rules will be a breach of this Agreement and may result in the eviction of Tenant. Landlord may amend the rules to provide for newly
added amenities or to meet changed circumstances or conditions adversely affecting the property. No such amendments may unreasonably interfere with Tenant's
use and enjoyment of the Premises or the property of which it is part. A copy of the rules, if applicable, have been given to Tenant at the time of application and at
the time of the signing of this Agreement.

ELECTRONIC DELIVERY OF CERTAIN INFORMATION/DOCUMENTATION: Landlord may, but is not required to, provide the following information and/or
documentation to Tenant via electronic means: (a) a copy of the rental agreement and any documents related to the rental agreement; (b) a security deposit and any
documents related to the accounting and disposition of the security deposit and security deposit refund; (c) any promise to clean, repair, or otherwise improve any
portion of the Premises made by Landlord prior to entering into the rental/ agreement with Tenant, (d) advance notice of entry to inspect, make repairs, or show the
Premises to prospective tenants or purchasers.

TIME IS OF THE ESSENCE: As to delivery of possession of Premises to Tenant, completion of repairs promised in writing in the Agreement or before; vacating of
the Premises, return of Landlord's property, payment of rent, performance of any act for which a date is set in this Agreement or by law.
Time is of the essence means that a deadline must be strictly followed.

SPECIAL PROVISIONS: _____

RENTAL DOCUMENTS: Landlord has given Tenant a copy of the Residential Rental Agreement as well as any Rules and Regulations, if applicable, for review prior
to entering into this Agreement and prior to accepting any earnest money or security deposit.

Pets and water beds are not permitted unless indicated otherwise in writing.

NOTE: SIGNING OF THIS AGREEMENT CREATES LEGALLY ENFORCEABLE RIGHTS.

See reverse side for
additional provisions.
➔

OWNER / AGENT OF OWNER

Signature: _____ (date)
Print Name: _____

TENANT(S)

Signature: _____ (date)
Print Name: _____

Signature: _____ (date)
Print Name: _____

Signature: _____ (date)
Print Name: _____

Signature: _____ (date)
Print Name: _____

84 **NON-WAIVER:** Any failure to act by Landlord with regard to any specific violation or breach of any term of this Agreement by Tenant shall be considered temporary
85 and does not waive Landlord's right to act on any future violation or breach by Tenant. Landlord, by accepting payment from Tenant for rent or any other amount
86 owed, is not waiving its right to enforce a violation or breach of any term of this Agreement by Tenant.

87 **POSSESSION AND ABANDONMENT:** Landlord shall give Tenant possession of the Premises as provided. Tenant shall vacate the Premises and return all of
88 Landlord's property promptly upon the expiration of this Agreement, including any extension or renewal, or its termination, in accordance with its terms and the law. A
89 Tenant will be considered to have surrendered the Premises on the last day of the tenancy provided under this Agreement, except that, if the Tenant vacates before
90 the last day of the tenancy, and gives Landlord written notice that Tenant has vacated, surrender occurs when Landlord receives the written notice that Tenant has
91 vacated. If the Tenant mails the notice to Landlord, Landlord is deemed to have received the notice on the second day after mailing. If Tenant vacates the Premises
92 after the last day of the tenancy, surrender occurs when Landlord learns that Tenant has vacated. If Tenant abandons the Premises before expiration or termination
93 of this Agreement or its extension or renewal, or if the tenancy is terminated for Tenant's breach of this Agreement, Landlord shall make reasonable efforts to re-rent
94 the Premises and apply any rent received, less costs of re-renting, toward Tenant's obligations under this Agreement. Tenant shall remain liable for any deficiency. If
95 Tenant is absent from the Premises for two (2) successive weeks without notifying Landlord in writing of this absence, Landlord may deem the Premises abandoned
96 unless rent has been paid for the full period of the absence.

97 **ABANDONED PROPERTY:** If Tenant vacates or is evicted from the premises and leaves personal property, Landlord may presume, in the absence of a written
98 agreement between the Landlord and Tenant to the contrary, that the Tenant has abandoned the personal property and Landlord may dispose of it in any manner that
99 the Landlord, in his sole discretion, determines is appropriate. Landlord will not store any items of personal property that tenant leaves behind when tenant vacates or is
100 evicted from the premises, except for prescription medicine or prescription medical equipment, which will be held for seven (7) days from the date of discovery. If Tenant
101 abandons a manufactured or mobile home or a titled vehicle, Landlord will give Tenant and any other secured party that Landlord is aware of, written notice of intent to
102 dispose of property by personal service, regular mail, or certified mail to Tenant's last known address, prior to disposal.

103 **USE OF PREMISES AND GUESTS:** Tenant shall use the Premises for residential purposes only. Operating a business or providing child care for children not listed as
104 occupants in this Agreement is prohibited. Neither party may: (1) make or knowingly permit use of the Premises for any unlawful purpose; (2) engage in activities which
105 unduly disturb neighbors or tenants; and/or (3) do, use, or keep in or about the Premises anything which would adversely affect coverage under a standard fire and
106 extended insurance policy. Tenant may have guests residing temporarily in Premises if their presence does not interfere with the quiet use and enjoyment of other tenants
107 and if the number of guests is not excessive for the size and facilities of the Premises. Unless prior written consent is given by Landlord, Tenant may not have any person
108 who is not listed on this Agreement reside in the Premises for more than fourteen (14) non-consecutive days within any one (1) year period or for more than three (3)
109 consecutive days within any one (1) month period. Tenant shall be liable for any property damage, waste, or neglect of the Premises, building, or development in which it
110 is located, that is caused by the negligence or improper use by Tenant or Tenant's guests and invitees.

111 **NON-LIABILITY OF LANDLORD:** Landlord, except for his negligent acts or omissions, shall not be liable for injury, loss, or damage which Tenant may sustain from the
112 following: (a) theft, burglary, or other criminal acts committed by a third party in or about the premises, (b) delay or interruption in any service from any cause whatsoever, (c)
113 fire, water, rain, frost, snow, gas, odors, or fumes from any source whatsoever, (d) injury or damages caused by bursting or leaking pipes or back up of sewer drains and
114 pipes, (e) disrepair or malfunction of the Premises, appliances, and/or equipment unless Landlord was provided with prior written notice by Tenant of the problem. Tenant
115 holds Landlord harmless from any claims or damages resulting from the acts or omissions of Tenant, Tenant's guests or invitees, and any third parties, including other tenants.

116 **CRIMINAL ACTIVITY PROHIBITED:** Tenant, any member of Tenant's household, guest, or invitee shall not engage in or allow others to engage in any criminal activity,
117 including drug-related criminal activity, in the Premises or on the property. Pursuant to Wis. Stat. § 704.17(3m), Landlord may terminate the tenancy of Tenant, without
118 giving Tenant an opportunity to remedy the default, upon notice requiring Tenant to vacate on or before a date at least five (5) days after the giving of the notice, if Tenant,
119 a member of Tenant's household, or a guest or other invitee of Tenant or of a member of Tenant's household engages in any of the following: (a) criminal activity that
120 threatens the health or safety of, or right to peaceful enjoyment of the Premises by, other tenants, (b) criminal activity that threatens the health or safety of, or right to
121 peaceful enjoyment of their residences by persons residing in the immediate vicinity of the Premises, (c) criminal activity that threatens the health or safety of Landlord or
122 an agent or employee of Landlord, (d) drug-related criminal activity, which includes the manufacture or distribution of a controlled substance, on or near the Premises.
123 The above does not apply to a Tenant who is the victim, as defined in Wis. Stat. § 950.02(4), of the criminal activity. It is not necessary that there have been an arrest or
124 conviction for the criminal activity or drug-related criminal activity.

125 **DANGEROUS ITEMS AND ACTIVITIES PROHIBITED:** Tenant, any member of Tenant's household, guest, or invitee shall not possess or use on the property the
126 following items including, but not limited to, swimming or wading pools, trampolines, slip 'n slides or any other water recreation devices, air, pellet or BB guns/rifles,
127 explosives, fireworks, sparklers, candles, space heaters or any other items that, in the opinion of Landlord, create an unreasonable risk of injury or damage, without
128 the prior written consent of Landlord.

129 **MAINTENANCE:** Pursuant to Wis. Stat. § 704.07, Landlord shall keep the structure of the building in which the Premises are located and those portions of the
130 building and equipment under Landlord's control in a reasonable state of repair. Tenant shall maintain the Premises under Tenant's control in a clean manner and
131 in as good of a general condition as it was at the beginning of the term or as subsequently improved by Landlord, normal wear and tear excluded. Tenant shall not
132 physically alter or redecorate the Premises, cause any contractor's lien to attach to the Premises, commit waste to the Premises or the property of which it is a part,
133 or attach or display anything which substantially affects the exterior appearance of the Premises or the property in which it is located, unless otherwise allowed
134 under the rules or unless Landlord has granted specific written approval. Landlord shall keep heating equipment in a safe and operable condition. Whichever party
135 is obligated to provide heat for the Premises they shall maintain a reasonable level of heat to prevent damage to the Premises and the building in which it is located.

136 **PAYMENT FOR DAMAGE:** Tenant is responsible for any damage, waste, or neglect caused by Tenant, any members of Tenant's household, guests or invitees
137 including, but not limited to, damage, waste, or neglect to the Premises, common areas, building, or grounds. Tenant must pay Landlord for any costs to repair or
138 replace any damage, waste, or neglect within ten (10) days of demand. Tenant may be required to pay estimated repair cost before work will begin. Payment of
139 said cost by Tenant does not waive Landlord's right to terminate Tenant's tenancy for causing the damage, waste, or neglect. Failure to pay said amounts within the
140 specified time period is a material breach of this Agreement and grounds for eviction.

141 **REIMBURSEMENT TO LANDLORD:** If Tenant fails to pay any amounts that Tenant is responsible for under this Agreement, Landlord has the option, but is not
142 required, to pay said amounts on behalf of Tenant and demand reimbursement. Reimbursement must be made within ten (10) days of demand. Reimbursement after
143 Landlord's demand does not waive Landlord's right to terminate Tenant's tenancy for failing to pay said amounts initially. Failure to reimburse Landlord after demand
144 is a material breach of this Agreement and grounds for eviction.

145 **NO MODIFICATIONS TO PREMISES:** Tenant may not make any modifications to the Premises without the prior written consent of Landlord. Modifications
146 include, but are not limited to, removal of any fixtures, painting of any rooms, installation of blinds or other window coverings, drilling of holes, mounting of flat-
147 screen televisions to the wall, building of any additions, installation of any satellite dishes, or any modifications that would be attached to the ceiling, floor or walls of
148 the Premises. This restriction does not apply to the hanging of photographs, paintings or related items within reason. If Tenant violates this provision Tenant will be
149 charged the actual costs incurred by Landlord to return the Premises to its original condition. Payment of said costs by Tenant does not waive Landlord's right to
150 terminate Tenant's tenancy for violating this provision.

151 **EXTERMINATION COSTS:** Tenant will be responsible for the costs of extermination or removal of any insects, pests, or rodents that are found on the Premises,
152 and which are the result of the Tenant's (or any member of the Tenant's household, Tenant's guests, or invitees) acts, negligence, failure to keep the Premises clean,
153 failure to remove garbage and waste, and/or improper use of the Premises.

154 **ENTRY BY LANDLORD:** Landlord may enter the Premises occupied by Tenant, with or without Tenant's consent, at reasonable times upon twelve (12) hours advance
155 notice to inspect the Premises, make repairs, show the Premises to prospective tenants or purchasers, or comply with applicable laws or regulations. Landlord may enter
156 without advance notice when a health or safety emergency exists, or if Tenant is absent and Landlord believes entry is necessary to protect the Premises or the building
157 from damage. Neither party shall add or change locks without providing the other party keys. Improper denial of access to the Premises is a breach of this Agreement.

158 **BREACH AND TERMINATION:** Failure of either party to comply substantially with any material provision is a breach of this Agreement. Should Tenant neglect or fail
159 to perform and observe any of the terms of this Agreement, Landlord shall give Tenant written notice of the breach requiring Tenant to remedy the breach or vacate
160 the Premises on or before a date at least five (5) days after the giving of such notice, and if Tenant fails to comply with such notice, Landlord may declare the tenancy
161 terminated and proceed to evict Tenant from the Premises, without limiting the liability of Tenant for the rent due or to become due under this Agreement. If Tenant
162 has been given such notice and remedied the breach or been permitted to remain in the Premises, and within one (1) year of such previous breach, Tenant breaches
163 the same or any other covenant or condition of Tenant's lease, this lease may be terminated if, Landlord gives notice to Tenant to vacate on or before a date at least
164 fourteen (14) days after the giving of the notice as provided in Wis. Stat. § 704.17. The above does not apply to the termination of tenancy pursuant to Wis. Stats.
165 §§ 704.17(3m), 704.17(2)(c), and 704.16(3). These provisions shall apply to any lease for a specific term and do not apply to a month to month tenancy. If Landlord
166 commits a breach, Tenant has all rights, and remedies as set forth under the law, including Wis. Stats. §§ 704.07(4) and 704.45, and Wis. Admin. Code § ATCP 134.

167 **RESPONSIBILITY FOR UTILITIES:** Tenant must maintain, and will be responsible for the cost of, all utilities for the Premises until the end of the lease term or until
168 the last day that the Tenant is responsible for rent.

169 **RENT:** Unless otherwise agreed by Landlord, all rental payments must be from Tenant or Co-signer's account. Third-party checks will not be accepted. If any of
170 Tenant's rent payments are returned due to insufficient funds or for any other reason, Landlord may demand that all future payments be made via certified funds. All
171 late fees, security deposit, utility charges, or any other monetary amount set forth under this Agreement are to be considered and defined as "rent."

172 **REPAIRS:** Any promise by Landlord, made before execution of this Agreement, to repair, clean, or improve the Premises, including the promised date of completion,
173 will be listed in this Agreement or in a separate addendum to this Agreement. Time being of the essence as to completion of repairs does not apply to any delay
174 beyond Landlord's control. Landlord shall give timely notice of any delay to Tenant.

175 **CODE VIOLATIONS AND ADVERSE CONDITIONS:** There are no code violations or other conditions affecting habitability of the Premises unless indicated
176 otherwise in writing.

177 **NOTICE OF DOMESTIC ABUSE PROTECTIONS:**

178 1. As provided in Wis. Stat. § 106.50 (5m) (dm), a tenant has a defense to an eviction action if the tenant can prove that the landlord knew, or should have known,
179 the tenant is a victim of domestic abuse, sexual assault, or stalking and that the eviction action is based on conduct related to domestic abuse, sexual assault, or
180 stalking committed by either of the following: (a) A person who was not the tenant's invited guest, (b) A person who was the tenant's invited guest, but the tenant has
181 done either of the following: (1) Sought an injunction barring the person from the premises, (2) Provided a written statement to the landlord stating that the person
182 will no longer be an invited guest of the tenant and the tenant has not subsequently invited the person to be the tenant's guest.

183 2. A tenant who is a victim of domestic abuse, sexual assault, or stalking may have the right to terminate the rental agreement in certain limited situations, as provided
184 in Wis. Stat. § 704.16. If the tenant has safety concerns, the tenant should contact a local victim service provider or law enforcement agency.

185 3. A tenant is advised that this notice is only a summary of the tenant's rights and the specific language of the statutes governs in all instances.

186 **DAMAGE BY CASUALTY:** If the Premises are damaged by fire or other casualty ("the casualty") to a degree which renders it untenable, and if, in Landlord's sole
187 discretion, the repairs can be completed in a reasonable period of time, this Agreement will continue but rent will abate until the Premises is restored to a condition
188 comparable to its condition prior to the casualty. Tenant's liability for rent will not abate if the casualty was caused in any part by the negligence or intentional acts
189 of Tenant, members of Tenant's household, guests or invitees. Tenant may be required to vacate the Premises during repairs. If, in Landlord's sole discretion, the
190 Premises cannot be repaired in a reasonable period of time, this Agreement will terminate as of the date of the casualty. If, after the casualty, the Premises remain
191 tenantable, Landlord will complete repairs as soon as reasonably possible.

192 **CONTINUATION OF AGREEMENT:** If Tenant continues to occupy the Premises after the expiration of this Agreement and makes a timely payment of rent,
193 which is accepted by Landlord, Tenant shall be under a month to month tenancy with the same terms and conditions of the original rental agreement unless other
194 arrangements have been made in writing.

195 **ASSIGNMENT OR SUBLEASE:** Tenant shall not assign this Agreement or sublet the Premises, or any part of the Premises, without the prior written consent of
196 Landlord. This prohibition includes, but is not limited to, short-term rentals and/or vacation rentals through websites like Airbnb, Homeaway, or VRBO.

197 **MODIFICATIONS AND TERMINATION:** This Agreement may be terminated or modified by written agreement of Landlord and Tenant. The parties may terminate
198 this Agreement and enter into a new Agreement instead of renewing it, assigning it, or subleasing the Premises.

199 **SEVERABILITY OF RENTAL AGREEMENT PROVISIONS:** The provisions of this rental agreement are severable. If any provision of this rental agreement is found
200 to be void or unenforceable, the unenforceability of that provision does not affect the other provisions that can be given effect without the invalid provisions.

4901 Terminal Drive - Rental Comps

Snow															
Address	Type	Rent	Rent (low)	Rent (high)	BR	Bath	Sq. ft.	Parking	Heat	Electric	Water	removal	Lease Term	Smoking	Pets
4901 Terminal Drive	house	TBD	\$ 1,600	\$ 2,200	3	2	1128	1 car garage	tenant	tenant	tenant	tenant	12 months	No	Cats only
5756 Lexington Street	townhouse	\$ 1,950	\$ 1,950	\$ 1,950	3	2	2000	2 car garage	tenant	tenant	tenant	tenant		no	no
5748 Lexington Street	townhouse	\$ 1,950	\$ 1,950	\$ 1,950	3	2	2000	2 car garage	tenant	tenant	tenant	tenant		no	no
6005 Lake Edge	house	\$ 1,325	\$ 1,325	\$ 1,325	2	1	800	driveway	tenant	tenant	tenant	tenant		no	no
Village at Cedar Glade	duplex	\$ 2,300	\$ 2,300	\$ 2,300	3	2.5	1850	2 car garage	tenant	tenant	tenant	owner			tt mgr.
4997 Marsh Road	townhouse	\$ 2,300	\$ 2,300	\$ 2,300	3	2.5	1850	2 car garage	tenant	tenant	tenant	owner			yes
201 Pflaum Rd, Monona	house	\$ 2,150	\$ 2,150	\$ 2,150	3	1	1400	1 1/2 detached	tenant	tenant	tenant	tenant			ok w/approval
5112 Rustling Oaks	house	\$ 1,750	\$ 1,750	\$ 1,750	3	2	1718	detached garage	tenant	tenant	tenant	tenant	sublet		dogs
Monona	house	\$ 2,400	\$ 2,400	\$ 2,400	3	1.5	1500	2 car garage	tenant	tenant	tenant	tenant	mo/mo	no	cats & dog (fenced back yard)
5210 Paulson Road	townhouse	\$ 1,795	\$ 1,795	\$ 1,795	3	2	1800	unassigned	tenant	tenant	tenant	owner			w/restrictions
208 Starry Ave, Monona	house	\$ 1,100	\$ 1,100	\$ 1,100	2	1	1100	2 car garage	tenant	tenant	tenant	tenant		no	no
Prairie Creek townhouse	townhouse	1297-1659	\$ 1,297	\$ 1,659	2	2	1036	Lot or + \$ for garage	owner	tenant	owner	owner	12 months	no	cats ok - req. for dogs - fee for both
		Average	\$ 1,847	\$ 1,880			1550								
4606 Siggelkow Rd	apartment	\$ 1,460	\$ 1,460	\$ 1,460	2	2	1227	*	tenant	tenant	tenant	owner	sublet		ok no more than 2 w/additional fee
Burma Woods	apartment	\$ 1,200	\$ 1,200	\$ 1,200	2	1	850	lot	tenant	tenant	owner	owner			ok under 20 lbs. - 2 cats or 1 dog \$50/month
4721 Farwell Street	apartment	\$ 1,015	\$ 1,015	\$ 1,015	S	1	557	*	*	*	*	*			Cats ok - small dog
4721 Farwell Street	apartment	\$ 1,195	\$ 1,195	\$ 1,195	1	1	787	1 stall underground							Cats ok - small dog
5020 Farwell Street	apartment	\$ 1,185	\$ 1,185	\$ 1,185	1	1	769	1 stall underground	*	*	*	*			*
5902 Spartan Drive	apartment	\$ 1,150	\$ 1,150	\$ 1,150	2	1	930	unassigned					n/a		yes
5613 Holscher Road	apartment	1233-1595	\$ 1,233	\$ 1,595	2	2	1036-1102	fee or unassigned	owner	owner	owner	owner			Yes w/ weight & fees
4809 Dale Street	apartment	\$ 915	\$ 915	\$ 915	1	1	593	unassigned	owner	owner	owner	owner	9, 10, 11 or 12		2 w/limits
5907 Spartan Drive	apartment	\$ 965	\$ 965	\$ 965	2	1	900	unassigned	owner	tenant	tenant	owner	12 months	no	cats w/restrictions no dogs
5600 Lexington	apartment	n/a	n/a	n/a	2	1	871	unassigned	tenant	tenant	owner	owner	6 - 12 mos.		w/restrictions
4916 Burma Road	apartment	950-1300	\$ 950	\$ 1,300	2	1	809	unassigned	tenant	tenant	owner	owner			
5165 Taylor Rd	apartment	1240-1280	\$ 1,240	\$ 1,280	2	1	n/a	Unassigned or off street	tenant	tenant	owner	owner	12 months	no	2/unit
4845 Taylor Pointe	apartment	\$ 995	\$ 995	\$ 995	1	1	671	fee or unassigned	owner	owner	owner	owner	12 months	no	Ltd 2/dep & 1 x fee
		Average	\$ 1,125	\$ 1,188											

**VILLAGE OF
McFarland**
SUMMARY SHEET

MEETING DATE: Thursday, November 10, 2022

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator, Cassandra Suettinger, Deputy Administrator/Clerk, Andrea Anderson, HR Generalist

AGENDA ITEM: Discussion and action on appointment of Lee Igl as interim Public Works Director.

PREVIOUS ACTION:

ISSUE SUMMARY:

On Tuesday October 25th, current Public Works Director Jim Hessling announced his retirement from the Village of McFarland. Jim Hessling has been with the Village since 2015, and has many many years of Public Works experience throughout his career. We wish him the best in his retirement. Jim's last day with the Village of McFarland will be on December 2, 2022.

The Public Works Director code is a bit unique by Village Ordinance in that the Village President appoints the Public Works Director, and the Village Board confirms the appointment. Lee Igl has served as the Village's Streets/Utilities Superintendent since April of 2020. Prior to the Village, Lee served as the Public Works Director for the City of Sun Prairie from November of 2013 to April of 2020.

FINANCIAL/BUDGET IMPACT:

N/A

VILLAGE PLAN REFERENCE:

N/A

ORDINANCE REFERENCE:

Sec. 2-509. - Appointed officials.

(a)The Village officials hereinafter set forth shall be appointed by the Village President, subject to confirmation by a majority vote of the Village Board; and one or more of said offices may be held by the same person. Persons appointed to perform the duties of the following offices shall hold office for an indefinite term, subject to removal as provided by Wis. Stats. § 17.12.

(1)Village Clerk-Treasurer.

(2)Director of Public Works.



(b)The Village President shall not vote on the confirmation of such appointments, except in case of a tie.(c)The Village has no limitations on where any employee or prospective employee may reside.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Motion to be made by President Clow.

Motion to appoint Lee Igl to serve as interim Public Works Director beginning December 3, 2022 until such time as a permanent appointment to the position is made.

ATTACHMENTS:

None

VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Thursday, November 10, 2022

SECTION: Business

DEPARTMENT: Communications & Technology

CONTACT: Matt Schuenke, Village Administrator, Stephanie Miller, Comm & Technology Director

AGENDA ITEM: Discussion and action to approve the issuance of a Request for Proposal to solicit for Managed Information Technology Services.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

The Village currently contracts for third party network administration. Most communities our size rely on a third party vendor to provide these services and do not have staffing internally to be able to oversee these responsibilities. The last RFP issued for this purpose was in 2017 where we have been with the same provider since that time. The enclosed RFP addresses the Scope of Services currently provided and desired moving forward. Responses are due back in a month and will be reviewed by the Administrator, Deputy Administrator/Clerk, and Communications/Technology Director in order to make a recommendation to the Village Board in January of 2023. We would anticipate whomever is selected to begin their work in the Spring of next year.

FINANCIAL/BUDGET IMPACT:

Costs for these services will be reviewed as part of the responding proposals.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended Action:

Motion, second to approve the issuance of a Request for Proposal to solicit for Managed Information Technology Services.

ATTACHMENTS:

1. Village of McFarland IT RFP DRAFT 11032022 mgs



Request For Proposals

Managed IT Service Provider

RFP Issuance Date: November 11, 2022

RFP Due Date: December 9, 2022

Please Submit to:

Village of McFarland – Managed IT RFP
Attn: Village Administrator
5915 Milwaukee Street, PO Box 110
McFarland, WI 53558

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SECTION 1

Purpose

A. **Executive Summary** – The purpose of this Request for Proposals (RFP) is to receive competitive proposals from qualified Consultants who are interested in providing comprehensive Managed IT Services for the Village. The Village government is comprised of seven Village Board members, (one President and six-trustees), all elected at large, and staggered two-year terms. Village Staff is lead by a full-time Administrator that reports directly to the Village Board and oversees the day-to-day operations. The Village has 60 full-time staff and ten part-time employees within the Administration, Community and Economic Development, Communications and Technology, Fire and Rescue, Library, Public Works, Police, and Senior Outreach Services Department.

B. **General Purpose** – The purpose of the Request for Proposal is to obtain proposals from qualified IT managed service providers. The Village shall review proposals to identified the proposal most advantageous to the Village. We are looking for a qualified provider to provide consultation, and support on the items contained within the scope of work.

SECTION 2

History and Background

A. **General** – The Village is located adjacent to the southeast side of the City of Madison in Dane County. The current population of McFarland is estimated at 9,331 residents. The Village is serviced by US Highway 51 serving as the main connection point between the cities of Madison and Stoughton. The Village’s primary departments include Administration, Community and Economic Development, Communications and Technology, Fire and Rescue, Library, Public Works (including Parks and Utilities), Police, and Senior Outreach Services. More information about the Village is available at www.mcfarland.wi.us.

SECTION 3

Plan Objectives

The work of the Managed IT Services Provider will meet the following objectives in order to partner with the Village to manage its network:

- i. Timely and efficient response to help desk requests.
- ii. Ability to respond in crisis, emergency situations.
- iii. Modern knowledge of cyber security and backup technologies.
- iv. Proactive partner with the Village to truly manage the network.
- v. Ability to plainly explain issues and problems to a level of basic understanding.
- vi. Dependable and reliable in communications.
- vii. Offering recommendations to the Village on the improvement of its network.
- viii. Help our Employees to learn how to use their technology solutions more effectively.
- ix. Provide options and creative solutions for hardware and software needs.
- x. Ensure that our technology platforms, solutions, and tools are always relevant, consistent, secure, cost-effective, and avoid unexpected surprises.

SECTION 4

Scope of Work

A. The Village's Managed IT Services Provider works under direction of the Village Administrator, with day-to-day reporting to the Communications and Technology Director. The Village is seeking a firm to provide service in a full-cycle consultative manner, ostensibly as an extension of staff. A firm that will work with staff to determine and assess objectives, identify new areas of opportunity, and recommend technologies, solutions, and services to keep the Village in line with industry best practices.

The following outlines various duties/responsibilities that the Village may expect from your firm. This list is not meant to be comprehensive, but rather to provide a general sense of the type of services expected.

Perform Maintenance IT Services

- Perform services required by the Village, which includes but not limited to: server integration, network services, wireless interconnectivity, network security, backup and recovering, consulting, mobility solutions, VOIP and IP network assessment, implementation services and support, structured cabling, facility services, and paging.
- Serve as consultative interface for the Village in dealing with third parties such as application providers, software applications, internet service providers, and telecommunications circuit providers.
- Assist Communications and Technology Director in ongoing cyber security training initiative for Village employees.
- Provide monthly report summarizing status of current projects and tasks.
- Provide telephone and/or remote based support via software agent, at a minimum of Monday through Friday, 7:30 a.m. to 4:30 p.m.
- Provide proactive architectural and/or process improvement recommendations to Village staff.
- Communicate with Department Heads on regular IT tasks and upcoming projects/initiatives.
- Document all procedures and operations related to IT general maintenance and provide access to documented procedures to Village staff.
- Provide regular and ongoing training on new technologies available to Village staff and Board and how said technologies can aid in the improvement of processes.
- Provide on-site, help desk assistance to Village employees.

Managing Annual IT Expenditures

- Work with Department Heads for IT needs development and project planning.
- Update and manage the annual IT asset list outlining all IT related expenses.
- Generate memo/proposal communicating all proposed IT projects for the upcoming year with the Village Administrator and appropriate Department Head(s) by August of each year.
- Review the proposed annual budget to assure all IT approved projects are included. Present best IT practices in the industry when proposing budget and capital expenses to proactively address IT related security and performance concerns.
- Maintain asset management software of all Village devices, software, and hardware.

Proactive Environment Management, Monitoring, and Administration

- Software agent based 24x7x365 PC monitoring of: PC/workstations, servers, network, firewall and overall IT environment.
- Preventative maintenance and security of software utilized by the Village.
- Malware and anti-virus software protection monitoring and management.
- Monitoring and management of system backup jobs, server usage, and firewalls as needed and assigned.
- Review of firewall and VPN log files as assigned.
- Firewall configuration changes and updates including firewall software updates as assigned.
- Configuration of secured VPN access for remote users and to outside systems.
- Segregation of networks and systems required for enhanced security.
- Ensuring appropriate security protocols and access methods for all wireless access points.
- Configuration and maintenance of network switches and other network infrastructure.
- Installation, configuration, and management of server software.
- Adds/moves/changes domain users.
- Active/retired asset audit and reporting.
- License compliance monitoring and license management.
- Automated weekly and monthly system status and performance reporting.

SECTION 5 Deliverables

A. In carrying out the Scope of Work detailed within Section 4, the Managed IT Service Provider must prepare or provide to the Village various Deliverables. “Deliverables” are work products including but not limited to written reviews, recommendations, reports, analysis, and any other task needed by the Provider to fulfill Section 4 of this RFP for the Village. The provider is also responsible for ensuring that work products delivered are successfully completed to the sole satisfaction of the Village. Provider will further agree they have the capabilities to fulfill these deliverables and demonstrate their ability to provide for the Scope of Services.

SECTION 6 RFP Submittal Requirements

A. Qualification Details consisting of:

- i. **Cover Letter** – Including, but not limited to a statement of understanding and approach to this project.
- ii. **Experience** – A summary of three to five similar or relevant projects that the applicant has executed within the last ten years. Electronic links to full copies of similar or relevant plans are encouraged. Hard copies of similar or relevant plans are not desired and can be provided electronically.
- iii. **References** – Provide three municipal client references for which the applicant has provided similar services within the last ten years and which assigned staff member(s) they worked with. Include the name, email, and telephone number of the contact person and a description of services provided to that contact.

B. Technical Proposal consisting of:

- i. **Scope of Work** – A description of the approach to be taken toward completion of each item listed under Section 4 of this RFP, including any draft and final deliverables. An explanation of any variances to the proposed Scope of Work as outlined in the RFP, and any insights into the project gained as a result of developing the proposal or from past project experiences.

- C. Project Management Plan Proposal consisting of:
- i. **Key Personnel** – A list or organizational chart of personnel directly assigned to the project, along with responsibilities on this project and resumes. Clearly illustrate the responsibilities and lines of communication and authority relative to your project management team. Describe your plan to interface with the Village. The Village reserves the right to approve Consultant's project manager, any requested personnel, and/or subcontractor changes during contract.
 - ii. **Quality Control** – Describe quality control measures and processes to ensure the Services rendered are acceptable.
 - iv. **180 Day Onboarding plan** – Provide overview of the plan/roadmap for onboarding your firm's services into day-to-day operations of the Village. Please include an overview of your change management and communication processes and plan for the transition.
 - v. **Supplemental Information** – Any other information deemed necessary to address the requests of this RFP.
- D. Cost and Labor Hours Proposal consisting of:
- i. **Cost** – Outline any/all fixed costs and hourly rates your firm would propose for specific services outlined in the Scope of Services above. The Village is seeking a three-year contract, with options for renewal in subsequent years.
 - ii. **Estimated Labor Hours** – A summary of estimated labor hours by task, or phase, that clearly identifies the project team members, their hourly rate, and the number of hours performed by each participant organized by task or phase.
 - iii. **Additional Scope/Fees** – Total fee, hours per employee, and hourly rates by employees, for any additional services not identified as included in the Consultant's base Scope of Work.

E. General requirements consisting of:

- i. **Due Date** – *Responses to the RFP must be received by 4:30 PM CST on Friday, December 9, 2022.* Proposals received late, for any reason, shall not be accepted.
- ii. **Format & Location** – Prospective consultants shall provide one (1) electronic PDF copy. RFP submittals shall be emailed to Village Administrator at matt.schuenke@mcfarland.wi.us, subject: Managed IT Provider RFP. Alternatively, consultants may submit an electronic PDF copy via a USB flash drive to the Village of McFarland-Municipal Center RFP, Attn: Village Administrator, 5915 Milwaukee Street, PO Box 110, McFarland, WI 53558.

SECTION 7

Evaluation Criteria

- A. The following criteria will be used to evaluate each proposal submitted:
- i. **Key Personnel (15 points)** – Experience and qualifications relevant to key personnel and their associated project roles and estimated labor hours.
 - ii. **Project Experience (15 points)** – Level of experience completing similar work with local government entities of similar size, structure, and complexity.
 - iii. **Scope of Work (25 points)** – Level of responsiveness and technical approaches to the scope of work outlined within the RFP. Demonstration of knowledge and innovative approaches particular to the desired Scope of Work and Plan Objectives.
 - iv. **Cost Effectiveness (25 points)** – Ability to meet budget/value as related to proposed and additional costs. Hourly rates of key personnel. Estimated total labor hours.
 - v. **Project Schedule (10 points)** – Ability to be responsive in meeting schedule required to complete the plan and deliverables. Quality, clarity and creativity of proposed planning process and public engagement.
 - vi. **Quality of Submittal (10 points)** – Quality, clarity and completeness of submittal package, including identification of draft and final deliverables. Consultants shall not submit verbatim sections of this RFP as their proposal.

SECTION 8

Method & Timeline of Selection

A. The Village Administrator, Deputy Administrator/Clerk, and Communications/Technology Director will conduct the evaluation of proposals submitted. This will comprise the RFP Evaluation Team. They will make a recommendation to the Village Board for action. The following method and timeline will be utilized in order to select the desired proposal:

- i. **November 11, 2022** – RFP Issuance Date.
- ii. **December 9, 2022** – RFP Due Date.
- iii. **December 12-16, 2022** – During this week, the Evaluation Team will review the proposals and decide which, in its sole discretion, it chooses to further consider via an in-person or virtual interview.
- iv. **December 19-30, 2022** – During this week, the Evaluation Team may host interviews of perspective consultants in order to make a selection. Please identify in your proposal if there are any dates to avoid scheduling an interview should your proposal be selected for further consideration.
- v. **January 5, 2023** – The Evaluation Team will make its recommendation to the Village Board for their consideration to award a proposal.
- vi. **January 10, 2023** – The Village Board will take final action to consider acceptance of the recommended proposal and enter into a contract for this purpose.
- vii. **March 1, 2023** – Estimated anticipated start date for managed IT services.

SECTION 9 Terms and Conditions

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

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

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

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

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

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

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

SECTION 10 RFP Exhibits

Exhibit A: Standard Contract Template

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Thursday, November 10, 2022

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion regarding proposed changes to the 2023 Budget presented by the Village Board members.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

Enclosed is a the list of 2023 Budget changes presented for action by Village Board members following discussion at our last meeting. A summary is also provided at the end to review some of the cumulative effects of these changes. This summary is purely speculative since additional discussion and final action has not been had yet on these changes. The total effect will be monitored throughout the discussion and then reviewed based on the progress of our meeting.

All requests result in the addition of funds and are presently over what levy limits would otherwise allow.

This first agenda item is presented as discussion only for the Village Board to review the changes in aggregate as they impact the bottom line. Final decisions are laid out in the next agenda item as each possible change is presented for action.

FINANCIAL/BUDGET IMPACT:

The changes and their financial impact are detailed within the enclosed spreadsheet. Each item is meant to correspond with the numbers on the agenda. The effect of changes on levy limits will be monitored throughout the discussion.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Presented for consideration and discussion as requested by Village Board members. Action is available on an item by item basis beginning with the next agenda item.

ATTACHMENTS:

1. 2023 Budget - Changes for Action 11022022 mgs



2023 Budget - Village Board Changes Review

ACCEPTED

REJECTED

i. General - Fund 100

Item	Elected Official	Fund	Name	Type	Page	Dept	Line Item Descp.	Line Item Number	Old	New	Describe Question and/or Nature of the Change Requested	Offsetting Changes to Rev/Exp to Account for Change
1)	TJ	100	General	Exp	51	Village Board	Consultant Services	51100-211	\$ -	\$ 15,000	Costs to contract with consultants to review communications.	Increases use of fund balance by \$15,000.
2)	CC	100	General	Exp	51	Village Board	Dues and Subscriptions	51100-320	\$ 8,750	\$ 10,000	Increase allocation to cover dues for various groups the Village belongs to.	Increases tax levy by \$1,250.
3)	CN	100	General	Exp	51	Village Board	Community Groups	51100-720	\$ 4,000	\$ 4,500	Funds provided to create a pilot program for student internship/liaison.	Increases tax levy by \$500.
4)	HB, CN, SB	100	General	Exp	58	Administration	Programming	51420-391	\$ 5,000	\$ 30,000	Enhance DEI training and programming within the organization.	Increases use of fund balance by \$25,000.
5)	EW, HB	100	General	Exp	66	Police	Programming	52100-391	\$ 11,000	\$ 30,000	Expand and enhance community outreach and engagement between the Department and Community.	Increases tax levy by \$19,000.
6)	MF	100	General	Exp	71	Community Development	Support Services	52400-210	\$ 8,000	\$ 18,000	Addition of grant writing services to support Village projects where applicable.	Increases use of fund balance by \$10,000.
7)	MF	100	General	Exp	71	Community Development	Operating Expenses	52400-340	\$ 2,500	\$ 3,000	Funding to provide No Mow or Low Mow signs for residents display.	Increases tax levy by \$500.
8)	CC	100	General	Exp	75	Public Works	Support Services	53000-210	\$ 4,000	\$ 14,000	Adding costs for Roadway Mgmt Technologies (RMT) to aide in asset management, fleet maintenance, and general inquiries. Overall costs split with Utilities and Solid Waste Fund(s).	Increases tax levy by \$10,000.
9)	EW, MF	100	General	Exp	79	Parks	Support Services	55200-210	\$ 25,000	\$ 35,000	Additional funds provided for general forestry maintenance activities not including new tree planting or replacement.	Increases tax levy by \$10,000.
10)	MF	100	General	Exp	80	Parks	Operating Expenses	55200-340	\$ 30,000	\$ 30,500	Include funds specifically to plant native species where applicable.	Increases tax levy by \$500.

2023 Budget - Village Board Changes Review

ii. Communications and Technology - Fund 200

Item	Elected Official	Fund	Name	Type	Page	Dept	Line Item Descp.	Line Item Number	Old	New	Describe Question and/or Nature of the Change Requested	Offsetting Changes to Rev/Exp to Account for Change
1)	SB	200	Comm Tech	Exp	90	Comm and Tech	Programming	55600-391	\$ 500	\$ 5,000	Increase funds available to conduct various marketing activities of Village initiatives.	Increases tax levy by \$4,500.

iii. Capital Projects - Fund 400

Item	Elected Official	Fund	Name	Type	Page	Dept	Line Item Descp.	Line Item Number	Old	New	Describe Question and/or Nature of the Change Requested	Offsetting Changes to Rev/Exp to Account for Change
1)	MF	400	Capital Projects	Exp	170	Parks	Support Services	57620-210	\$ -	\$ 25,000	Increase funds for the installation of new and replacement trees.	Increases borrowed funds by \$25,000.
2)	EW	400	Capital Projects	Exp	170	Parks	Equipment - Acquisition (General)	57620-811-101	\$ 27,750	\$ 127,750	Acquire funds to expand B-Cycle program throughout Village.	Increases borrowed funds by \$100,000.
3)	MF	400	Capital Projects	Exp	172	Community Development	Equipment - Acquisition (General)	57700-811-101	\$ -	\$ 15,000	Increase funds for the purchase and installation of historic placards.	Increases borrowed funds by \$15,000.

iv. Other

Item	Elected Official	Fund	Name	Type	Page	Dept	Line Item Descp.	Line Item Number	Old	New	Describe Question and/or Nature of the Change Requested	Offsetting Changes to Rev/Exp to Account for Change
1)	EW	TBD	TBD	Exp	N/A	TBD	Salaries	TBD	\$ -	\$ 100,000	Funding to provide for new position to support communications, human resources, and other needs related to Diversity, Equity, and Inclusion.	??? Options for funding include increases revenues, reducing expenses, applying fund balance, and/or allocating to other funds.

Amended Budget Summary following Administrative Changes

As of Administrative Change Sheet Dated October 28, 2021

	2022 Budget	2023 Budget	Difference vs. 2022	% Change vs. 2022
TOTAL ASSESSED VALUATION	1,190,967,000	1,364,907,000	173,940,000	14.60%
TID INCREMENT ASSESSED VALUATION	61,290,740	81,506,270	20,215,530	32.98%
ASSESSED VALUATION MINUS TID INCREMENT	1,129,676,260	1,283,400,730	153,724,470	13.61%
MUNICIPAL PROPERTY TAX LEVY	6,969,750	8,090,000	1,120,250	16.07%
MUNICIPAL TAX RATE	6.17	6.30	0.13	2.17%

1/1/2021 Median Home Value \$ 312,300 \$ 1,926.79
 1/1/2022 Median Home Value \$ 335,000 \$ 2,111.69 \$ 184.90
 7.27% 9.60%

Amended Budget Summary following Village Board Changes

As of Village Board Change Sheet Submitted on November 4, 2021

	2022 Budget	2023 Budget	Change vs. 2022	% Change vs. 2022
TOTAL ASSESSED VALUATION	1,190,967,000	1,364,907,000	173,940,000	14.60%
TID INCREMENT ASSESSED VALUATION	61,290,740	81,506,270	20,215,530	32.98%
ASSESSED VALUATION MINUS TID INCREMENT	1,129,676,260	1,283,400,730	153,724,470	13.61%
MUNICIPAL PROPERTY TAX LEVY	6,969,750	8,136,250	1,166,500	16.74%
MUNICIPAL TAX RATE	6.17	6.34	0.17	2.75%

1/1/2021 Median Home Value \$ 312,300 \$ 1,926.79
 1/1/2022 Median Home Value \$ 335,000 \$ 2,123.77 \$ 196.97
 7.27% 10.22%

Requested Changes Effect on Borrowed Money:

Increases	140,000
(Decreases)	0
Inc or Dec in Borrowing	140,000

Bond	0
Note	4,438,000
New Est. Borrowing	4,438,000

Requested Changes Effect on Property Tax Levy:

Increases	46,250
Decreases	0
New Levy Increase or (Decrease)	46,250

Projected Levy Limit	8,122,038
Levy Limit Variance	14,212

McFarland
SUMMARY SHEET

MEETING DATE: Thursday, November 10, 2022

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Action regarding proposed changes to the 2023 Budget presented by the Village Board members:

PREVIOUS ACTION:

September 27th - Budget Transmittal

October 6th - Budget Review #1

October 11th - Budget Review #2

October 13th - Budget Review #3

October 24th - Public Works and Utilities Committee: The Committee unanimously recommended adoption of the Utilities Fund (600) and Stormwater Utility Fund (605) budgets for 2023.

October 25th - Budget Review #4 and Public Hearing (no comments received)

October 27th - Budget Review #5

November 10th - Budget Review #6

November 16th - Budget Review #7 (Pending)

November 22nd - Budget Adoption

ISSUE SUMMARY:

The previous agenda item contains the discussion of the list of 2023 Budget changes presented for action by Village Board members. A summary is also provided within that document to review some of the cumulative effects of these changes. This summary is purely speculative at the time of packet distribution since additional discussion and final action has not been had yet on these changes. The total effect will be monitored throughout the process and then reviewed based on the progress of our meeting. All requests result in the addition of funds and are presently over what levy limits would otherwise allow.

This agenda item provides the opportunity for the Village Board to consider each budget change



for action following the discussion that took place within the previous agenda item. The budget changes and their effect on the bottom line will be tracked in real time as decisions are being made. There are 15 total changes to consider at this point in the process. Should we not be able to address these changes entirely within the meeting on November 10th, the night of November 16th is scheduled as a backup date to finalize these actionable items.

The budget is set to be adopted by ordinance as part of the regular meeting on November 22nd beginning at 7:00 pm.

FINANCIAL/BUDGET IMPACT:

The changes and their financial impact are detailed within the attached spreadsheet. Each item is meant to correspond with the numbers on the agenda. The effect of changes on levy limits and expenditure restraint will be monitored throughout the discussion.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Action is listed for each request to be accepted, modified, or rejected based upon the discretion of the Village Board.

ATTACHMENTS:

None



Village Board Trustee Referral Form

Requested By Trustee Jerke

Item/Issue Referral

Include background information/issue to be referred.
Ex: The Bocce League is currently at capacity and unable to accept any more members due to lack of available space.

Item/Issue Referral	Recent Village Board discussions have shined a light on the need for the Village Board to pursue a comprehensive review of the Village's communications, outreach, and community engagement tools, strategies, and plans. Now, the Board needs to determine how it should move forward with a comprehensive review, which should provide recommendations that go into a new Village-wide outreach and engagement plan.
---------------------	--

Action/Referral Request

Insert action requested.
Ex: I request the issue of adding an additional Bocce Court be referred for recommendation.

Action/Referral Request	I request the Village Board discuss and determine a process that will result in a comprehensive review of Village communications, outreach, and community engagement tools, strategies, and plans that will lead to the creation of a new Village-wide outreach and engagement plan.
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Request Referral to (Please select all that apply)	• Committee of the Whole
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Attachments/Background Information

Insert relevant websites or attach any additional background information.